

CERTIFIED COPY OF ORDER

STATE OF MISSOURI

County of Boone

} ea.

April Session of the February Adjourned

Term. 20 02

In the County Commission of said county, on the

30th

day of

April

20 02

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

Now on this day, the County Commission of the County of Boone does hereby award bid 15-13MAR02 for Photocopiers per the attached recommendation from the Purchasing Department as follows:

- Photocopier #1: Awarded to IKON Office Solutions for a Canon Digital IR 5000 (Located in Purchasing)
- Photocopier #2: Awarded to K.O.P.I. for a Gestetner 3502 (Located in Planning and Building Inspections).

The County Commission of the County of Boone does hereby approve the following budget revisions:

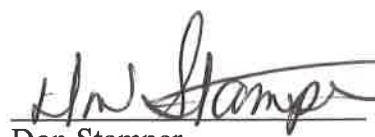
DEPARTMENT ACCOUNT AND TITLE	AMOUNT DECREASE	AMOUNT INCREASE
1720-92400: Replacement Truck	\$361.00	
1720-92000: Replacement Office Equipment		\$361.00
1123-86800: Emergency and Contingency	\$3,115.00	
1118-92300: Replacement Machinery and Equipment		\$3,115.00

The County Commission of the County of Boone does hereby authorize the disposal through trade-in of the following:

- Canon NP 6030 Photocopier Fixed Asset Tag # 03907 (Located in Planning and Building Inspections)
- Canon NP 6030 Photocopier Fixed Asset Tag # 09311 (Located in Purchasing)

It is further ordered that the Presiding Commissioner be hereby authorized to sign said contracts and disposal request forms.

Done this 30th day of April, 2002.



Don Stamper
Presiding Commissioner

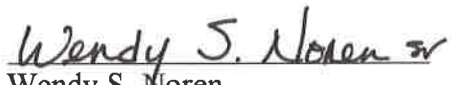


Karen M. Miller
District I Commissioner



Skip Elkin
District II Commissioner

ATTEST:



Wendy S. Noren
Clerk of the County Commission

Boone County Purchasing

Melinda Bobbitt, CPPB
Director



601 E. Walnut, 2nd Floor
Columbia, MO 65201
Phone: (573) 886-4391
Fax: (573) 886-4402

MEMORANDUM

TO: Boone County Commission
FROM: Melinda Bobbitt, CPPB
DATE: April 15, 2002
RE: 15-13MAR02 PHOTO COPIERS

The Bid for Photocopiers was issued on February 20, 2002. The bid closed on March 13. A total of seven bids were received. Planning and Zoning and Purchasing evaluated the bids and recommend award as follows:

Photocopier #1 – located in the Purchasing Department

Reject low bid from K.O.P.I. for the Gestetner 4502p for the following reasons:

- 1) The copier does not meet the specification for the Image Server network of **128 MB** of RAM + 5.1 GB HDD. K.O.P.I.'s bid includes **96 MB Ram** + 10 GB HDD.
 - I contacted Carlow Strus of our IT department on March 26, 2002, and he recommended we stay with the 128 MB RAM.
- 2) The Purchasing department checked four references for the Gestetner photocopiers. Two of the Gestetner brand photocopiers are located within Boone County departments and two references were provided by K.O.P.I. for Gestetners located at other businesses within Boone County. All four references mentioned the same things. They are extremely happy with the service supplied by the vendor K.O.P.I., and do like the Gestetner Photocopiers when they are working, **BUT paper jamming is an on-going problem.**
- 3) The Gestetner is not an equivalent machine to what was specified. The specified equipment is "all in one unit". The Gestetner is a "console unit". Therefore, it does not meet the minimum specifications.

Reject the second low bid from Ikon for the Ricoh Aficio 551P for the following reason:

- 1) The copier does not include the scan feature which is a requirement for the Purchasing department.
- 2) The copier is not equivalent to what was specified. The specified equipment is "all in one unit". The Ricoh is a "console unit". Therefore, it does not meet the minimum specifications.

Reject third low bid from GFI for the Sharp ARM450 for the following reasons:

- 1) Addendum #1 was not signed or returned by the vendor. Acknowledgment of this addendum was a mandatory condition of the bid. This addendum included the Add Alternate of PDLs: Adobe Postscripts 3. Carlow Strus of our IT department recommends we award this add alternate. The literature for GFI lists it as an option, but did not list the price. Also, on the bid submitted by GFI Digital, they scratched through the 2.8.3.3. for the PostScript 3 and hand wrote in "Alternate" but did not write in the pricing for the Alternate.
- 2) GFI did not bid the additional Paper Deck, which does not make them lower than Ikon's Canon. The additional paper deck is needed by the Johnson Building because so many departments share this photocopier.

Award fourth low bid submitted by Ikon Office Solutions for the Canon Digital IR 5000 for the following:

- Base Photocopier:	\$9,135.00
- Add Alternates:	
• Paper Deck	\$1,400.00
• Saddle-Stitch finisher:	\$3,140.00
• Puncher Unit:	\$490.00
• Network Items for Print:	\$1,950.00
 Equipment Total:	 \$16,115.00
- Less Trade:	(\$1,000.00)
Equipment Grand Total:	\$15,115.00
 Budgeted by Purchasing:	 \$12,000.00
 Shortage:	 \$3,115.00

Photocopier #2 – located in Planning & Zoning Department

Reject low bid from K.O.P.I. for the Gestetner 3502 for the following reason:

- 1) The Purchasing department checked four references for the Gestetner photocopiers. Two of the Gestetner brand photocopiers are located within Boone County departments and two references were provided by K.O.P.I. for Gestetners located at other businesses within Boone County. All four references mentioned the same things. They are extremely happy with the service supplied by the vendor K.O.P.I., and do like the Gestetner Photocopiers when they are working, **BUT paper jamming is an on-going problem.**
- 2) The Gestetner is not an equivalent machine to what was specified. The specified equipment is "all in one unit". The Gestetner is a "console unit". Therefore, it does not meet the minimum specifications.

Reject second low bid from DataComm Inc. for the Konica 7035

- 1) The specifications were for paper capacity of 2,000 sheets on the base machine plus an add alternate of a paper deck with a 3,500 sheet capacity. The Konica 7035 does not include a paper deck. The total paper capacity is only 2550, which is unacceptable to the department.

Award third low bid submitted by GFI Digital for the Sharp AR-337 for the following:

- Base Photocopier: \$6,931.00
- Add Alternates:
 - a. Paper Deck included
 - b. Saddle-Stitch finisher: \$1,100.00
 - c. Multi-position Stapler included

Equipment Total: \$8,031.00
 - Less Trade: (\$200.00)
Equipment Grand Total: \$7,831.00

Budgeted by P & Z: \$7,470.00

Over Budget by \$361.00

Purchasing is also requesting at this time to dispose of the following two Photocopiers as trade-in:

Photocopier: Canon NP6030 – located in the Johnson Building – Trade Value: \$1,000

Photocopier: Canon NP6030 – located in Planning and Zoning – Trade Value: \$100

Purchasing recommends award for Photocopier #1 for the Johnson Building to Ikon Office Solutions for the Canon Digital IR5000. Total cost of photocopier is \$15,115 with six months maintenance included in the initial purchase - department 1118, account 91000. On-going maintenance is \$1,560 per year through year seven. Original budget was \$12,000. I have attached a Budget Revision requesting the \$3,115 from department 1123, account 86800 to department 1118, account 91000.

Purchasing and Planning & Zoning recommend award for Photocopier #2 for the Planning and Zoning department to GFI Digital for the Sharp AR-337. Total cost of photocopier is \$7,831 for the initial purchase from department 1710, account 92000. On-going maintenance begins after the warranty ends in six months and is pro-rated for six months for \$210.00. Maintenance for years 2 through 5 is \$420.00/year and years 6-7 is \$480.00/year. Original budget was \$7,470. Planning and Zoning has attached a Budget Revision requesting the \$361.00 from department 1720, account 92400 to department 1710, account 92000.

Attachments: Bid Tabulation
 Contracts

cc: Bid File
 Paul Evans, Planning and Zoning

Bid Tabulation		GFI Digital Inc.	Ikon Office Solutions Alternate Bid	Ikon Office Solutions	da-com	K.O.P.I.	DataComm Inc.	Image Technologies
4.6.1.4.	Cooperative Purchasing Days for Delivery & Installation:	Yes	Yes	Yes	Yes	Yes	Yes	Yes
4.6.1.5.	Digital Copier #1 - Purchasing	5 Days	5-7 Days	5-7 Days	20 Days	5 to 15 Days	15 Days	15 Days ARO
4.7.1.	Make: Sharp Model: ARM450 Base Price: \$12,287.00	5-7 Days	5-7 Days	5-7 Days	20 Days	5 to 15 Days	15 Days	15 Days ARO
	Make: Ricoh Digital Model: Aficio 551P Base Price: \$10,297.00	5-7 Days	5-7 Days	5-7 Days	20 Days	5 to 15 Days	15 Days	15 Days ARO
	Make: Canon Digital Model: IR 5000 Base Price: \$9,135.00	5-7 Days	5-7 Days	5-7 Days	20 Days	5 to 15 Days	15 Days	15 Days ARO
	Make: Kyocera Mita Model: KM-5530 Base Price: \$10,155.00	5-7 Days	5-7 Days	5-7 Days	20 Days	5 to 15 Days	15 Days	15 Days ARO
	Make: Gestetner Model: 4502p Base Price: \$8,577.00	5-7 Days	5-7 Days	5-7 Days	20 Days	5 to 15 Days	15 Days	15 Days ARO
	Make: Konica Model: 7155 Base Price: \$10,800.00	5-7 Days	5-7 Days	5-7 Days	20 Days	5 to 15 Days	15 Days	15 Days ARO
	Make: Minolta Model: DI-650 Base Price: \$12,595.00	5-7 Days	5-7 Days	5-7 Days	20 Days	5 to 15 Days	15 Days	15 Days ARO
	Specifications for Quoted Equipment							
a.	50 Copies per minute	45	as specified	as specified	55	45 cpm	55	65 cpm
b.	Must Accommodate 8 1/2 X 11 - 11 X 17	yes	as specified	as specified	yes	yes	Yes Full Bleed 11" x 17"	5.5" x 8.5" to 12" x 18"
c.	Paper Capacity: 4,000 sheets	3,000	as specified	as specified	3,700 sheets	3550	Yes 6,600 sheets	6,600
d.	Image Server Network - 128MGof RAM + 5.1GB HDD	yes - 10.1	as specified	as specified	128mg_20 GBHDD	96 MB Ram + 10 GB HDD Shared	128MB + 6 GB HDD	256/10.3 GB
e.	Storage of 5 copy jobs	yes - 9	as specified	as specified	9	10 (9 + 1)	no bid	standard
f.	Creation of Mailbox	yes	as specified	as specified	yes	yes	secured printing	standard
g.	Copy Sheets, Books & 3-D objects	yes	as specified	as specified	yes	yes	yes	standard
h.	Document Feeder: 100 sheet, high capacity & Automatic trayless duplexing	50 sheet	as specified	as specified	yes	80 originals	yes	standard
i.	Auto shut-off & reset	yes	as specified	as specified	yes	yes	yes	standard
j.	ID code	yes	as specified	as specified	100 codes	yes	no bid	up to 1,000
k.	Print Resolution: 600dpi x 600 dpi	yes 1200 x 1200 with smoothing	as specified	as specified	yes	yes	yes	no bid
l.	2400 dpi x 600 dpi Interpolated	yes	as specified	as specified	1800 x 600 dpi	yes	yes	no bid
m.	Electronic/Rotation	yes	as specified	as specified	yes	yes	yes	standard
n.	Image Sorting	yes	as specified	as specified	yes	yes	yes	standard
o.	Image Rotation	yes	as specified	as specified	yes	yes	yes	standard
	Reduction/Enlargement 25% - 400% in 1"	yes	as specified	as specified	yes	yes	yes	standard
	Increments	yes	as specified	as specified	yes	yes	yes	standard
	Add							
	Alternates/Accessories							
4.7.2.	Paper Deck	No Bid	\$790.00	\$1,400.00	\$1,320.00	\$589.00	N/A	No charge
a.	3,500 sheet paper size	no bid	as specified	as specified	4,000 sheet	1500 sheet	included	standard
	Paper Weight: 17 lb.							
	Bond to 110 lb index	no bid			yes	yes	yes from any drawer	no bid
4.7.3.	Saddle-Stitch Finisher	Included	\$2,361.00	\$3,140.00	\$1,896.00	\$1,550.00	\$3,115.00	\$2,779.00
a.	Number of Trays(2)	yes	as specified	as specified	yes	yes	yes	no bid
	Top Tray: 1,000 sheets;	yes	as specified	as specified	3,000/1,500	yes - optional SR760	yes	no bid
	500 sheets (ledger)	yes	as specified	as specified	16 sheets - v-folding	N/A -saddle stitch finisher	yes plus 3-fold	20 sheets
	Saddle-Stitch: 15 sheet, V	yes	as specified	as specified				
	Folding	yes	as specified	as specified				

	Staple Position: 1-top d. corner, 2-side margin	yes			as specified	yes		8 position	standard					
	Maximum Stapling Capacity: 50 sheets (Letter/Statement); 30 sheets (letter- e. R/legal/ledger)	yes			as specified	yes		yes	no bid					
4.7.4.	Puncher Unit Paper Weight: Up to 110	\$674.00	\$424.00	\$490.00	as specified	\$360.00	\$390.00	\$450.00	\$240.00					
	a. # Index	yes			as specified	yes		yes	standard					
	Punch Types: 2-hole/3- hole (auto change); 3-hole (letter/ledger); 2-hole b. (legal/letter-R)				as specified	yes		yes	3-hole					
	4.7.4.1. PDLs: Adobe Postscripts 3 per Addendum	Did not return addendum			included	yes		\$585.00	\$875.00					
4.7.5.	Accessory Sub-Total								\$0.00					
	4.7.2. through 4.7.4.	\$674.00	\$3,575.00	\$5,030.00		\$3,576.00	\$3,114.00	\$4,440.00	\$3,019.00					
Network Connectable Items														
4.7.6.	4.7.6. Printer, 50 CPM, 600 dpi resolution, proof-printing, print on demand	45 ppm	included	included	as specified	\$1,950.00	55 ppm	\$1,200.00	45 cpm	IP-511	\$2,750.00	PI-6500	\$4,502.00	
4.7.7.	4.7.7. Memory Expansion 32-/64MB	Included	included	included	as specified	included	256MB	\$359.00	yes	6 + MG Included		standard	no charge	
4.7.8.	4.7.8. Processor/Server	LASTR Upgrades to 320	included	included	as specified	included	standard ethernet 10/100 Base T Optional token ring 20MB HD	standard	yes	included with IP-511		standard - 10.3 GB HD	no charge	
	Interface for Ethernet	no bid			as specified				yes	no bid		standard		
	Token Ring	no bid			as specified				yes	no bid		standard		
	2.1 GB Hard Drive		5		as specified				yes	standard 6.0 GB HD		standard		
4.7.9.	4.7.9. Scanner 50 scans per minute	yes	\$742.00	Not Applicable	as specified	included	55 per min	\$480.00	33/minute	\$410.00	55 per min	included	standard	no charge
	Capacity to Scan to network, PC Desktop, Application (workflow, EDMS), Scan to Microsoft, Exchange Public Folders				as specified		Network scan to file, s		yes	included		standard		
4.7.10.	Additional Items not Specifically Listed													
		n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	
		n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	
		n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	
4.7.11.	Networking Sub-Total		\$742.00			\$0.00		\$1,950.00		\$2,039.00	\$410.00		\$2,750.00	\$4,502.00
	4.7.6. Through 4.7.10													

Not applicable for any vendor

15-13MAR02 - Photocopiers

Annual Usage - Service Maint	Cost/Copy	Yearly	Cost/Cop	Yearly	Cost/Cop	Yearly	Cost/Cop	Yearly	Cost/Cop	Yearly	Cost/Cop	Yearly	Cost/Cop	Yearly	Cost/Cop	Yearly
4.7.12. 240,000	First Year	0.007	\$840.00	0.0065	\$1,560.00	0.0065	\$1,560.00	0.01	\$2,400	0.0052	\$1,248.00	0.008	\$1,920.00	0.006	\$1,440.00	
4.7.13. 240,000	Second Year	0.007	\$1,680.00	0.0065	\$1,560.00	0.0065	\$1,560.00	0.01	\$2,400	0.0052	\$1,248.00	0.008	\$1,920.00	0.006	\$1,440.00	
4.7.14. 240,000	Third Year	0.007	\$1,680.00	0.0065	\$1,560.00	0.0065	\$1,560.00	0.01	\$2,400	0.0052	\$1,248.00	0.008	\$1,920.00	0.0063	\$1,512.00	
4.7.15. 240,000	Fourth Year	0.007	\$1,680.00	0.0065	\$1,560.00	0.0065	\$1,560.00	0.01	\$2,400	0.0052	\$1,248.00	0.008	\$1,920.00	0.006615	\$1,587.60	
4.7.16. 240,000	Fifth Year	0.007	\$1,680.00	0.0065	\$1,560.00	0.0065	\$1,560.00	0.01	\$2,400	0.0052	\$1,248.00	0.008	\$1,920.00	0.006946	\$1,667.04	
4.7.17. 240,000	Sixth Year	0.008	\$1,920.00	0.0065	\$1,560.00	0.0065	\$1,560.00	0.01	\$2,400	0.0055	\$1,320.00	0.008	\$1,920.00	0.007293	\$1,750.32	
4.7.18. 240,000	Seventh Year	0.008	\$1,920.00	0.0065	\$1,560.00	0.0065	\$1,560.00	0.01	\$2,400	0.006	\$1,440.00	0.008	\$1,920.00	0.007657	\$1,837.85	
4.7.19.	Cost per copy/ exceeding Maintenance Contract	0.007		0.0065		0.0065		0.01		0.006		0.0085		0.0075		
4.7.20	Maintenance Sub-Total 4.7.12 through 4.7.18		\$11,400.00		\$10,920.00		\$10,920.00		\$16,800.00		\$9,000.00		\$13,440.00		\$11,234.76	
4.7.21.	Trade-In Canon NP6030 - located in Purchasing		(\$400.00)		(\$500.00)		(\$1,000)		No Bid		(\$1,200.00)		(\$175.00)		(\$250.00)	
4.7.22	GRAND TOTAL 4.7.1+4.7.5+4.7.11+4.7.20. less 4.7.21.		\$24,703.00		\$24,292.00		\$26,035.00		\$38,185.00		\$19,901.00		\$31,255.00		\$31,100.76	
4.7.24	Warrenty length & Restrictions	6 months then GFI Performance Bond	2,400,000	90 Days - no supplies	2.4 million	90 Days - no supplies	2.4 million	90 days - no supplies	1,440,000	90 days	1.2 Million	Incorporated into service maint.	3,600,000	6 month	no bid	
4.7.25	Annual Copy Volume Rating:	less than 80 seconds		2.5 minutes		2.5 minutes		120 seconds		20 seconds						
4.7.26	Warm-up Time															

4.7.27	Digital Copier #2 - Planning & Zoning	Sharp	Ricoh Digital	Canon Digital	Kyocera Mita	Gestetner	Konica	Mimota
	Make:							

15-13MAR02 - Photocopiers

Model:	AR-337	Afcio 1035	IR 3300	KM-3530 with stand	3502	7035	DI-351	
Base Price:	\$6,931.00	\$4,624.00	\$6,104.00	\$6,140.00	\$5,552.00	\$5,125.00	\$6,250.00	
Minimum Specifications	Specifications for Quoted Equipment							
30 Copies per minute	yes		as specified	35	35	35 cpm	35	35 cpm
Auto Document Feeder, Statement to Ledger, 50 sheet capacity - Paper Weight to 28 lb.	yes		as specified	100 sheet	yes	yes	yes	automatic reversing document feeder
Paper capacity - Minimum (4), 500 sheet drawers	(2) 500 sheet drawers		as specified	yes	yes	2,500 sheets from drawers	275, 550, 550, 2,700	
50-Sheet Stack Bypass	yes		as specified	200 sheet	yes	yes	yes	Single-sheet
Auto. Travers Duplexing	yes		as specified	yes	yes	yes	yes	standard
Paper: 8 1/2" x 11" - 11" x 17"	yes		as specified	yes	yes	yes	yes	standard
Document Feeder - 50 sheet min	yes		as specified	100 sheet	yes	yes	yes	standard
Auto shut off and reset	yes		as specified	yes	yes	yes	yes	standard
ID code	yes		as specified	500 codes	yes	yes	yes	1,000 codes
Reduction/Enlargement From 25% to 800% in 1" increments	yes		as specified	25%-400%	25 to 400%	25% - 400%	25% - 400%	standard
Ability to add scan & print features at later date	yes		as specified	yes	yes	yes	yes	standard with option
Add Alternates/Accessories								
4.7.28 Paper Deck	Included	\$730.00	\$1,100.00	\$882.00	\$450.00	No Bid	\$0.00	
3,500 sheet letter size	3,000		as specified	3,000 sheet	1,500 sheets	Included in 4.7.27 - only 2500 total sheets	N/A	
Paper Weight: up to 22lb	no bid		as specified	up to 28 lb.	no bid	yes	yes	no bid
4.7.29 Stapler Stacker Finisher	\$1,100.00	\$730.00	\$800.00	\$657.00	\$750.00	\$1,162.00	\$1,121.83	
One tray capacity of 300 sheets	yes - 1,000		as specified	500 sheet	yes	2-tray, 1100-sheets	FN-110	
Staple position/capacity: Top Corner(30 sheets)	yes - 50 sheet		as specified	yes	yes	8-position	Standard	

Service/Maintenance	Annual Usage - Service Maint	Cost/Copy	Yearly	Cost/Copy	Yearly	Cost/Copy	Yearly	Cost/Copy	Yearly	Cost/Copy	Yearly	Cost/Copy	Yearly	Cost/Copy	Yearly	Cost/Copy	Yearly
4.7.30. Multi-Position Auto Stapler	Number of trays: Four Includes saddle-stitch Tray Capacity: Top Tray - 1,000 sheets Inner two way tray - 100 sheets letter/250 sheets letter Saddle-Stitch Tray - 200 sheets letter Stapler Positions: Multi-positioning: (1) top corner, (2) side margin Stapling Capacity: 50 sheets	yes	\$2,190.00	\$2,212.00	\$3,213.00	\$1,550.00	same as 4.7.29.	\$660.00									
4.7.31. Accessory Sub-Total			\$1,100.00	\$2,650.00	\$4,112.00	\$4,095.00	\$2,750.00	\$1,162.00	\$1,781.83								
4.7.32. Annual Usage - Service Maint	First Year	0.007	\$210.00	0.012	\$720.00	0.012	\$720.00	0.012	\$720.00	0.012	\$720.00	0.0052	\$312.00	0.009	\$540.00	0.009	\$540.00
4.7.33.	Second Year	0.007	\$420.00	0.012	\$720.00	0.012	\$720.00	0.012	\$720.00	0.012	\$720.00	0.0052	\$312.00	0.009	\$540.00	0.009	\$540.00
4.7.34.	Third Year	0.007	\$420.00	0.012	\$720.00	0.012	\$720.00	0.012	\$720.00	0.012	\$720.00	0.0052	\$312.00	0.009	\$540.00	0.009	\$540.00
4.7.35.	Fourth Year	0.007	\$420.00	0.012	\$720.00	0.012	\$720.00	0.012	\$720.00	0.012	\$720.00	0.0052	\$312.00	0.009	\$540.00	0.009	\$540.00
4.7.36.	Fifth Year	0.007	\$420.00	0.012	\$720.00	0.012	\$720.00	0.012	\$720.00	0.012	\$720.00	0.0052	\$312.00	0.009	\$540.00	0.009	\$540.00
4.7.37.	Sixth Year	0.008	\$480.00	0.012	\$720.00	0.012	\$720.00	0.012	\$720.00	0.012	\$720.00	0.0055	\$330.00	0.009	\$540.00	0.01	\$600.00
4.7.38.	Seventh Year	0.008	\$480.00	0.012	\$720.00	0.012	\$720.00	0.012	\$720.00	0.012	\$720.00	0.006	\$360.00	0.009	\$540.00	0.01	\$600.00
4.7.39.	Cost per copy/ exceeding Maintenance Contract		0.007	0.012	0.012	0.01	0.006	0.0095	0.01								
4.7.40. Maintenance Sub-Total	4.7.32 through 4.7.39		\$2,850.00	\$5,040.00	\$5,040.00	\$5,450.00	\$2,250.00	\$3,780.00	\$3,960.00								
4.7.41.	Trade-In Canon NP6030 - located in Planning & Zoning																
	GRAND TOTAL																
	4.7.27.+4.7.28.+4.7.30. plus 4.7.40. less 4.7.41.(Do not need to include two finishers)		\$10,681.00	\$11,384.00	\$14,256.00	\$15,695.00	\$8,602.00	\$9,967.00									
4.7.43	Warrenty Length & Restrictions		6 months then GFI performance bond	Main. Agreement to start on install	In maintenance agreement	90 days - no supplies	90 days	In service agreement	6 month								
4.7.44	Annual Copy Volume Rating:		2,700,000	800,000	1.2 million	2,700,000	960,000	1,200,000	1,800,000								
4.7.45	Warm-up Time		65 seconds	60 Seconds	90 seconds	less than 60 seconds	15 seconds	30 seconds	70 seconds or less								

No Bids
Lang Business Equipment
Safe Business System
Boise Cascade

No Bids
Technology Solutions
Mediarecovery.com
SCR, Inc.

Returned by Mail - incorrect address
Xerox Document Solutions of MO

Note: only (1) stapler can be installed - your accessory total includes 60th.

Recorded By: Jamie Whelton
Date: 3/22/02
Time: 1:40 p.m.

BOONE COUNTY, MISSOURI

REQUEST FOR BUDGET REVISION

FY2002

RECEIVED APR 17 2002

4/12/02
DATE

FOR AUDITORS USE

Department	Account	Account Title (or managerial code)	Transfer From (Decrease)	Transfer To (Increase)
1 7 2 0	9 2 4 0 0	Replacement Truck	361.00	
1 7 1 0	9 2 0 0 0	Replacement Office Equipment		361.00

Explanation:

[Signature]
Originating Office
[Signature]
PRESIDING COMMISSIONER

Approved - Auditor
[Signature]
DISTRICT I COMMISSIONER

[Signature]
DISTRICT II COMMISSIONER



Defining Excellence

SALES AGREEMENT

BILL TO

Inspection
SHIP TO

Building Inspect.

Company <i>Boone County Planning & Building</i>	Company <i>BOONIE COUNTY PLANNING & ZONING</i>
Address <i>801 E. Walnut, Room 210</i>	Address <i>801 E. Walnut, Room 210</i>
City <i>Columbia, Mo 65201</i>	City <i>COLUMBIA MO 65201</i>
Phone <i>(573) 886-4330</i>	Phone <i>(573) 886-4330</i>
Contact <i>Paula Evans</i>	Contact <i>Paula Evans</i>
Tax Exempt # (Copy of Certificate must be attached) <i>12464848</i>	Key Operator <i>Paula Evans</i>

Sales Representative _____ Sales Rep# _____

ORDER TYPE PURCHASE INTER-TERRITORIAL SNAP

EQUIPMENT TYPE NEW REFURBISHED

QTY	PRODUCT#	DESCRIPTION	SERIAL #	UNIT PRICE	NET PRICE
1	CSN304	AR-337			6931.00
1	ACSNOB	AR-LCIN			INCL.
1	ASSNO2	AR-KNIN			1100.00
			LISS TRADE-IN NP6030		- 200.00

EQUIPMENT TOTAL 7,831.00
*Excludes Applicable Taxes

SPECIAL INSTRUCTIONS _____

TRADE-IN

MODEL	SERIAL #	ENDING METER
CANON NP6030		

Boone County Planning & Zoning
 COMPANY NAME
Don Stamps
 AUTHORIZED SIGNATURE
 Date *4-30-02*
 PRINT NAME & TITLE

GFI DIGITAL, INC.
 SALES REPRESENTATIVE
Keith Creech
 Date *4-20-02*
 PRINT NAME & TITLE *Acct. Rsp*

4/16/02

DATE

New Vendor

VENDOR NO.

PURCHASE REQUISITION BOONE COUNTY, MISSOURI



Bid Documentation 194-2002
(Check One)
RECEIVED APR 19 2002

Vendor Name: GFI Digital, Inc.
 Address: 2721 Industrial St.
Suite A
Jefferson City, MO 65109
 City, State, Zip: 1710 - Planning & Zoning
 Bill To Dept. No. 1710 - Planning & Zoning
 Ship To Dept. No. _____

Sole Source: _____
 Oral Bids (attached): _____
 Written Bids (attached): _____
 Bid or Co. Order Number: 15-13MAR02
 Not Required: _____

Department				Account				Item Description (or managerial code)	Qty	Unit Price	Amount
1	7	1	0	9	2	0	0	Photocopier: Sharp AR-337	1	6,931	6,931
1	7	1	0	9	2	0	0	Paper Deck	1	0.00	0.00
1	7	1	0	9	2	0	0	Stapler Stacker Finisher	1	1,100	1,100
1	7	1	0	9	2	0	0	Multi-Position Auto Stapler	1	0.00	0.00
								Less Trade-In: Canon NP6030	1		(\$200)
								TOTAL			\$7,831

I certify that the goods, services or charges above specified are necessary for the use of this department, and are solely for the benefit of the county.



 County Commission Approval



 Requesting Official

 Auditor Approval

BOONE COUNTY

REQUEST FOR DISPOSAL OF COUNTY PROPERTY

DATE: 2/21/02

FIXED ASSET TAG NUMBER: 09307

DESCRIPTION: Canon NP 6030 Photocopier

REQUESTED MEANS OF DISPOSAL: Trade

OTHER INFORMATION:

CONDITION OF ASSET: Fair

REASON FOR DISPOSITION: To upgrade to an improved photocopier that will more fit the needs of our department.

DEPARTMENT: Planning and Building Inspections SIGNATURE



AUDITOR

ORIGINAL PURCHASE DATE

5/23/95

ORIGINAL COST

5,511.20

1601

ORIGINAL FUNDING SOURCE

2731 - General Fund

COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

TRANSFER

DEPARTMENT NAME

NUMBER

LOCATION WITHIN DEPARTMENT

INDIVIDUAL

TRADE

AUCTION

SEALED BIDS

OTHER

EXPLAIN

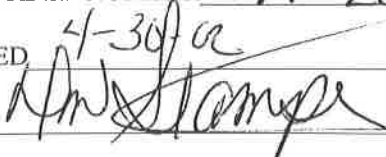
COMMISSION ORDER NUMBER

194-2002

DATE APPROVED

4-30-02

SIGNATURE



**PURCHASE AGREEMENT FOR
PHOTOCOPIER AND MAINTENANCE**

THIS AGREEMENT dated the 30 day of APRIL 2002 is made between Boone County, Missouri, a political subdivision of the State of Missouri through the Boone County Commission, herein "County" and **GFI Digital, Inc.**, 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 Photocopiers and Maintenance, bid number 15-13MAR02 including Introduction and General Conditions of Bidding, Primary Specifications and Special Conditions, Response Presentation and Review, and the unexecuted Response Form, as well as the Contractor's bid response dated March 12, 2002, executed by John Hauck, on behalf of the Contractor. All such documents shall constitute the contract documents, which are attached hereto and 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, the terms, conditions, provisions and requirements contained in the bid specifications including Introduction and General Conditions of Bidding, Primary Specifications and Special Conditions, Response Presentation and Review, and the unexecuted Response Form 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 supply the following equipment and maintenance:

Planning and Building Inspection- 801 E. Walnut, Room 210, Columbia, MO, one (1) Sharp AR-337 copier (\$6,931) with the following Add Alternates: Paper Deck (\$0.00); Stapler Stacker Finisher (\$1,100); Multi-Position Auto Stapler (\$0.00) for an equipment cost of \$8,031 less \$200.00 trade-in for one (1) Canon NP6030 for a total contract cost of \$7,831.00.

Maintenance shall be provided for the copier for 60,000 copies per year. The first six months is included in the warranty and the second six months is \$210.00; years two (2) through five (5) @ \$420 per year; years six (6) through seven (7) @ \$480 per year. Maintenance shall be billed semi-annually with the calendar year and any overage shall be billed in July at a cost of \$.007 per copy.

Equipment and service shall be provided as required in the bid specifications for the prices quoted. Supplies shall be included in the maintenance agreement per the bid specifications.
3. **Delivery** - Contractor agrees to deliver and install the machine within 5 days from the date of order. Contractor agrees to deliver each copier to the location of the department placing the order. Installation will include assembly; delivery and packaging clean up at each site.
4. **Billing and Payment** - All billing shall be invoiced to the County Department placing the order and billings may only include the prices listed in the Contractor's bid response. No additional fees for delivery or extra services 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 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.

GFI DIGITAL, INC.

by

John Hancock
title Manager

BOONE COUNTY, MISSOURI

by: Boone County Commission

Don Stamer
Don Stamer, Presiding Commissioner

APPROVED AS TO FORM:

[Signature]
County Counselor

ATTEST:

Wendy S. Noren sr
Wendy S. Noren, 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) incurred by this contract. (Note: Certification is not required for a term and supply contract or where the terms of the contract do not result in a measurable county obligation.)

1710-92000 - \$7,831.00

Signature

Jane E. Pitchford
1710-92000

Date

4/19/02

Appropriation Account

BOONE COUNTY, MISSOURI

REQUEST FOR BUDGET REVISION

RECEIVED APR 17 2002

4/5/02

DATE

FOR AUDITORS USE

Department				Account					Account Title (or managerial code)	Transfer From (Decrease)	Transfer To (Increase)
1	1	2	3	8	6	8	0	0	Emergency and Contingency	\$3,115	
1	1	1	8	9	2	3	0	0	Office Equipment Replacement Machinery & Equipment		\$3,115
TOTAL									\$3,115	\$3,115	

Explanation: copy machine Johnson Bldg
For Photocopier for Johnson Building: Canon Digital IR 5000, which came in over budget.

Melinda B. White

Originating Office
Wm Stamps

PRESIDING COMMISSIONER

Karen M. Mullin

DISTRICT I COMMISSIONER

[Signature]

Approved - Auditor
[Signature]

DISTRICT II COMMISSIONER

4/16/02

PURCHASE REQUISITION BOONE COUNTY, MISSOURI



RECEIVED APR 17 2002

194-2002

Bid Documentation
(Check One)

DATE
New Vendor
VENDOR NO.

Vendor Name: IKON Office Solutions, Inc.
Address: 1401 Forum Blvd.
Suite 201
Columbia, MO 65201
City, State, Zip:
Bill To Dept. No. 1118 - Purchasing
Ship To Dept. No. 1118 - Purchasing

Sole Source: _____
Oral Bids (attached): _____
Written Bids (attached): 15-13MAR02
Bid or Co. Order Number: _____
Not Required: _____

Department				Account				Item Description (or managerial code)	Qty	Unit Price	Amount	
1	1	1	8	9	2	3	0	0	Photocopier: Canon Digital IR5000	1	9,135	9,135
1	1	1	8	9	2	3	0	0	Paper Deck	1	1,400	1,400
1	1	1	8	9	2	3	0	0	Saddle-Stitch Finisher	1	3,140	3,140
1	1	1	8	9	2	3	0	0	Puncher Unit	1	490	490
1	1	1	8	9	2	3	0	0	Network Connectable Items	1	1,950	1,950
									Less Trade-In: Canon NP6030	1		(\$1,000)
									TOTAL			\$15,115
									CLERK'S OFFICE			
									*DO NOT UNSTAPLE THESE PAGES			
									*THE ONLY ACTION NEEDED IS TO WRITE THE COMM ORDER # ON THE FORM AND RETURN T AUDITOR'S OFFICE.			

I certify that the goods, services or charges above specified are necessary for the use of this department, and are solely for the benefit of the county.

County Commission Approval

Requesting Official

Auditor Approval

BOONE COUNTY

REQUEST FOR DISPOSAL OF COUNTY PROPERTY

DATE: 3/22/02 FIXED ASSET TAG NUMBER: 09311

DESCRIPTION: Canon NP 6030 Photocopier

REQUESTED MEANS OF DISPOSAL: Trade

OTHER INFORMATION:

CONDITION OF ASSET: Poor

REASON FOR DISPOSITION: Replacement of current copier. Current Photocopier has reached its expected life. Also, the Johnson Building needs a photocopier that will better fit the needs of our department.

DEPARTMENT: 1118

SIGNATURE _____



AUDITOR

ORIGINAL PURCHASE DATE _____

5/23/95

ORIGINAL COST _____

45,511.20

ORIGINAL FUNDING SOURCE _____

2784 - Int Service

COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

____ TRANSFER

DEPARTMENT NAME _____

NUMBER _____

LOCATION WITHIN DEPARTMENT _____

INDIVIDUAL _____

TRADE

____ AUCTION

____ SEALED BIDS

____ OTHER

EXPLAIN _____

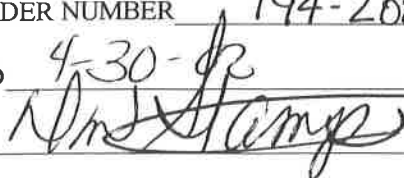
COMMISSION ORDER NUMBER _____

194-2002

DATE APPROVED _____

4-30-02

SIGNATURE _____



**CONTRACT DOCUMENTS
BOONE COUNTY, MISSOURI
BID NO: 15-13MAR02 - PHOTOCOPIERS**

ADDENDUM #1

This addendum is issued in accordance with the Instructions to Bidders and is hereby incorporated into and made a part of the Contract Documents.

Bidders are reminded that receipt of this addendum must be acknowledged and submitted on or before the bid closing date and time with Bidder's original Bid Response or in a separate envelope clearly marked Bid Number 15-13MAR02.

Specifications for the above noted bid and the work covered thereby are herein modified as follows, and except as set forth herein, otherwise remain unchanged and in full force and effect:

BID DOCUMENTS:

- 1. **DELETE:** Paragraph 2.8.3.2. on page 8.
- 2. **ADD:** Paragraph 4.7.4.1. on page 14 as an Add Alternate:
 - 4.7.4.1. PDLs: Adobe Postscripts 3, PCL6, TIFF, PDF, Automatic PDL sensing and switching

3. **CHANGE:** Paragraph 4.7.5. to:

Accessory Sub-Total (4.7.2. through 4.7.4.1.) \$ _____

4. **CHANGE:** Paragraph 4.7.22. to:

Grand Total Copier, Accessories, Network Items and Service Less Copy Machine Trade-In
(4.7.1. + 4.7.5. + 4.7.11. + 4.7.20. less 4.7.21.) = _____

PLEASE NOTE: This does not change the bid opening date. Bids are due at the Boone County Purchasing Office, Johnson Building, 601 E. Walnut Street, Room 208, Columbia, Missouri, 65201-7731 no later than 1:25 p.m., Wednesday, March 13, 2002.

The bid is scheduled to be opened after 1:30 p.m., Wednesday, March 13, 2002 at the Johnson Building Conference Room 213, 601 E. Walnut, Columbia, Missouri 65201-7731

By: Melinda Bobbitt
Melinda Bobbitt, CPPB
Director of Purchasing

BIDDER has examined copies of Addendum #1 to Bid Request Number 15-13MAR02 - Photocopiers, receipt of which is hereby acknowledged:

Company Name: IKON OFFICE SOLUTIONS

Address: 1401 Forum Blvd Suite 201
Columbia MO 65201

Phone Number: 573-446-4522

Authorized Representative: Kevin Bruns

**PURCHASE AGREEMENT FOR
PHOTOCOPIER AND MAINTENANCE**

THIS AGREEMENT dated the 30 day of APRIL 2002 is made between Boone County, Missouri, a political subdivision of the State of Missouri through the Boone County Commission, herein "County" and **IKON Office Solutions, Inc.**, 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 Photocopiers and Maintenance, bid number 15-13MAR02 including Introduction and General Conditions of Bidding, Primary Specifications and Special Conditions, Response Presentation and Review, the unexecuted Response Form, and Addendum #1, as well as the Contractor's bid response dated March 12, 2002, executed by Kevin Brooks, on behalf of the Contractor. All such documents shall constitute the contract documents, which are attached hereto and 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, the terms, conditions, provisions and requirements contained in the bid specifications including Introduction and General Conditions of Bidding, Primary Specifications and Special Conditions, Response Presentation and Review, and the unexecuted Response Form 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 supply the following equipment and maintenance:

Purchasing Department- 601 E. Walnut, Room 213, Columbia, MO, one (1) Canon Digital IR5000 copier (\$9,135) with the following Add Alternates: Paper Deck (\$1400); Saddle-Stitch Finisher (\$3,140); Puncher Unit (\$490); Network Connectable Items (\$1,950) for an equipment cost of \$16,115 less \$1,000.00 trade-in for one (1) Canon NP6030 for a total contract cost of \$15,115.00.

Maintenance shall be provided for the copier for 240,000 copies per year. The first six months is included in the warranty and the second six months is pro-rated from \$1,560 per year; years two (2) through seven (7) @ \$1,560 per year. Maintenance shall be billed semi-annually with the calendar year and any overage shall be billed in July at a cost of \$.0065 per copy.

Equipment and service shall be provided as required in the bid specifications for the prices quoted. Supplies shall be included in the maintenance agreement per the bid specifications.
3. **Delivery** - Contractor agrees to deliver and install the machine within 5-7 days from the date of order. Contractor agrees to deliver each copier to the location of the department placing the order. Installation will include assembly; delivery and packaging clean up at each site.
4. **Billing and Payment** - All billing shall be invoiced to the County Department placing the order and billings may only include the prices listed in the Contractor's bid response. No additional fees for delivery or extra services 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 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.

IKON OFFICE SOLUTIONS, INC.

by *Jerry Ruhl*
title *Major Account Representative*

BOONE COUNTY, MISSOURI

by: Boone County Commission
Don Stamper
Don Stamper, Presiding Commissioner

APPROVED AS TO FORM:

[Signature]
County Counselor

ATTEST:

Wendy S. Noren
Wendy S. Noren, 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) incurred by this contract. (Note: Certification is not required for a term and supply contract or where the terms of the contract do not result in a measurable county obligation.)

92300

1118-~~91000~~ \$15,115

Jane Pitchford by KF *4/18/2002* *(Pending budget revision approval)*
Signature Date Appropriation Account

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
County of Boone } ea.

April Session of the February Adjourned

Term. 20 02

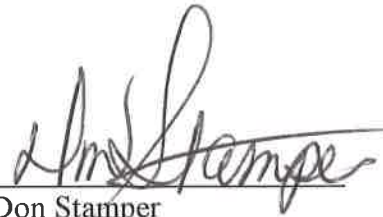
In the County Commission of said county, on the

30th day of April 20 02

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

Now on this day, the County Commission of the County of Boone does hereby award bid 27-17APR02 for IFB – Sale of Computers, Peripherals and Hardware to Surplus City of Columbia, Missouri. It is further ordered that the Presiding Commissioner be hereby authorized to sign said contract.

Done this 30th day of April, 2002.



Don Stamper
Presiding Commissioner

ATTEST:

Wendy S. Noren
Wendy S. Noren
Clerk of the County Commission



Karen M. Miller
District I Commissioner



Skip Elkin
District II Commissioner

Boone County Purchasing

Melinda Bobbitt, CPPB
Director



601 E. Walnut, 2nd Floor
Columbia, MO 65201
Phone: (573) 886-4391
Fax: (573) 886-4402

MEMORANDUM

TO: Boone County Commission
FROM: Melinda Bobbitt, CPPB
DATE: April 18, 2002
RE: 27-17APR02 – IFB – Sale of Computers, Peripherals and Hardware

An Invitation for Bid was issued on March 25, 2002 for the Sale of County surplus Computers, Peripherals and Hardware. The bid closed on April 17. We received three bids.

Upon the completion of bid evaluations, Information Technology and Purchasing recommend award to Surplus City of Columbia, Missouri, for all lots of equipment for a total sale price of \$1,100, to be deposited in account 1190, department 3835.

Attachment: Bid Tabulation

cc: Michael Mallicoat, IT
Bid File

Award Amount: \$20,882.00
Average Bid: \$30,666.80
Savings: \$9,784.80

An Affirmative Action/Equal Opportunity Institution

Bid Tabulation
27-17APR02 - Sale of Computers, Peripherals and Hardware

	Computer Surplus Outlet	Tim Monroe	Surplus City
Invitation for Bid Form			
Lot A - Central Processing Units (the computer box)	\$ 200.00 \$	20.00 \$	400.00
Lot B - Monitors and Mainframe Terminals	\$ 200.00 \$	21.00 \$	300.00
Lot C - Printers and Peripherals	\$ 50.00 \$	5.00 \$	200.00
Lot D - Other Hardware	\$ 100.00 \$	5.00 \$	200.00
Total for All Equipment	\$ 550.00 \$	51.00 \$	1,100.00
Enclosed Deposit of 10%	\$ 55.00 \$	5.10 \$	110.00
Balance Due in 30 days after Receipt of Notification of Award	\$ 495.00 \$	45.90	N/R
Any modifications to the bid or specifications?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

NO BIDS

**AGREEMENT
FOR
SALE OF COMPUTERS, PERIPHERALS AND HARDWARE**

THIS AGREEMENT dated the 30th day of April 2002 is made between Boone County, Missouri, a political subdivision of the State of Missouri through the Boone County Commission, herein "County" and **Surplus City**, 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 Agreement For Sale of Computers, Peripherals and Hardware, County of Boone Invitation for Bid number 27-17APR02, as well as the Contractor's response dated April 17, 2002 and executed by David Hutchinson on behalf of the Contractor. All such documents shall constitute the contract documents, which are attached hereto and incorporated herein by reference. In the event of conflict between any of the foregoing documents, the terms, conditions, provisions and requirements contained in the Invitation for Bid shall prevail and control over the Contractor's response.

2. **Service** - The County agrees to sell to the Contractor and the Contractor agrees to buy from the County, all lots for Computers, Peripherals and Hardware as described and in compliance with the original Invitation for Bid as presented in their response. Vendor shall pick up and remove the surplus equipment within fourteen days after receiving the *Notice to Proceed*.

3. **Purchase Price** - The Purchase Price of One Thousand, One Hundred Dollars (\$1,100.00) shall be paid by a Certified or Cashiers Check, payable without condition to "Boone County". The Contractor is responsible for packing, preparation, loading and removing the material for sale from County property, including all related costs under the Base Bid.

4. **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.

5. **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.

6. **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.

SURPLUS CITY

BOONE COUNTY, MISSOURI

by _____
title _____
address _____

by: Boone County Commission

Don Stamper, Presiding Commissioner

APPROVED AS TO FORM:

ATTEST:



County Counselor



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) incurred by this contract. (Note: Certification is not required for a term and supply contract or where the terms of the contract do not result in a measurable county obligation.)

1190-3835 \$1,100.00

Revenue Only - No Encumbrance Required 4/18/2002
Signature Date Appropriation Account

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
County of Boone } ea.

April Session of the February Adjourned

Term. 20 02

In the County Commission of said county, on the 30th day of April 20 02

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

Now on this day, the County Commission of the County of Boone does hereby approve the recommendation from the Personnel Advisory Committee to Increase the Appropriation for Retirement Receptions from \$50.00 to \$100.00 per reception.

Done this 30th day of April, 2002.


Don Stamper
Presiding Commissioner

ATTEST:

Wendy S. Noren
Wendy S. Noren
Clerk of the County Commission


Karen M. Miller
District I Commissioner


Skip Elkin
District II Commissioner

Boone County Human Resources

Betty Dickneite
Director



601 E Walnut
Columbia, Missouri 65201
(573)886-4395
Fax: (573)886-4444

April 18, 2002

To: Commission

From: Betty Dickneite

Re: Personnel Advisory Committee Recommendation to Increase Appropriation for Retirement Receptions

In 1999, a Commission Order was adopted to recognize employees who retire from the County of Boone and are eligible for vesting in CERF for their service and contributions. The Order allotted \$50.00 per reception to pay for refreshments and disposable eating utensils.

Since that time, it has become apparent that \$50.00 may be an insufficient amount to provide refreshments and disposable eating utensils. Some departments have stated that they spend over that amount, coming up with the excess out of their own pockets. This is the case with some of the larger departments.

The Personnel Advisory Committee discussed increasing the dollar allotment spent for retirement receptions at their April 11, 2002, meeting. There was unanimous agreement among those present that the dollar allotment should be increased. We conducted a roll call vote to increase the dollar allotment that could be spent for the retirement reception refreshments to up to \$100.00 per reception. There were eleven votes for increasing the dollar allotment up to \$100.00: Commissioner Don Stamper, Betty Dickneite, David Mink, June Pitchford, Kay Murray, Bonnie Adkins (voting proxy for Kevin Crane), Melinda Bobbitt, Michael Mallicoat, Pat Lensmeyer, Stan Shawver, and Tom Schauwecker. None opposed; and four members were absent: Bettie Johnson, Connie Hendren, Ted Boehm, and Wendy Noren.

We have changed the proposed dollar amount listed in the Retirement Reception Policy to reflect the outcome of the Personnel Advisory Committee vote and ask that the Commission adopt the proposed policy change. The dollar amount was the only change made to the policy.

RETIREMENT RECEPTION

Goal:

Recognize employees who are retiring from the County of Boone for their service and contributions.

Eligibility:

Retiring employees must be eligible to be vested in the County Employee Retirement Fund (CERF).

Process:

The Administrative Authority will complete the attached "Request for Retirement Reception" form and provide it to the Human Resources Department for approval.

Reception:

The County will provide up to \$100.00 per reception. These funds will be for the purchase of refreshments (cookies, cake, soda, punch, etc...), paper plates, napkins, disposable utensils and cups. Funds will not be spent on gifts.

Revised 4/17/02

REQUEST FOR RETIREMENT RECEPTION

The following information is required in order to determine if an employee is eligible for a County sponsored retirement reception:

Date: _____

Employee's Name: _____

Employee's Department: _____

Requesting Official: _____

Date Of Hire: _____

Planned Last Day
Of Employment: _____

REQUEST APPROVED

Human Resources'
Representative's Signature
And Date: _____

REQUEST DENIED

Reason Request
Is Denied:

Human Resources'
Representative's Signature
And Date: _____

CERTIFIED COPY OF ORDER

STATE OF MISSOURI

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} ea.

County of Boone

April Session of the February Adjourned

Term. 20 02

In the County Commission of said county, on the

30th day of April 20 02

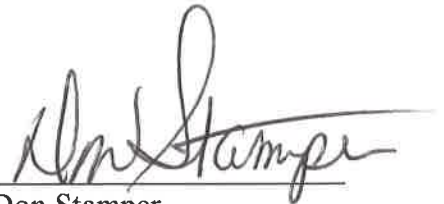
the following, among other proceedings, were had, viz:

Now on this day, the County Commission of the County of Boone does hereby authorize the Presiding Commissioner to sign Amendments #1 and #2 to the Boone County Matching Pension Profit Sharing Plan.

Done this 30th day of April, 2002.

ATTEST:

Wendy S. Noren sv
Wendy S. Noren
Clerk of the County Commission



Don Stamper
Presiding Commissioner



Karen M. Miller
District I Commissioner



Skip Elkin
District II Commissioner

AMENDMENT NUMBER 1 TO
BOONE COUNTY MATCHING PENSION
PROFIT SHARING PLAN

BY THIS AGREEMENT, the Boone County Matching Pension Profit Sharing Plan (hereinafter referred to as the "Plan") is hereby amended as follows, effective as of January 1, 2001:

With respect to distributions under the Plan made for calendar years beginning on or after January 1, 2001 (ALTERNATIVELY, SPECIFY A LATER CALENDAR YEAR FOR WHICH THE AMENDMENT IS TO BE INITIALLY EFFECTIVE), the Plan will apply the minimum distribution requirements of section 401(a)(9) of the Internal Revenue Code in accordance with the regulations under section 401(a)(9) that were proposed on January 17, 2001, notwithstanding any provision of the Plan to the contrary. This amendment shall continue in effect until the end of the last calendar year beginning before the effective date of final regulations under section 401(a)(9) or such other date as may be specified in guidance published by the Internal Revenue Service.

IN WITNESS WHEREOF, this Amendment has been executed this _____ day of _____, 2001.

Signed, sealed and delivered
in the presence of:

Boone County
By *[Signature]*
EMPLOYER

AMENDMENT 2 FOR BOONE COUNTY MATCHING PENSION PROFIT SHARING PLAN

ARTICLE I
PREAMBLE

- 1.1 Adoption and effective date of amendment. This amendment of the plan is adopted to reflect certain provisions of the Economic Growth and Tax Relief Reconciliation Act of 2001 ("EGTRRA"). This amendment is intended as good faith compliance with the requirements of EGTRRA and is to be construed in accordance with EGTRRA and guidance issued thereunder. Except as otherwise provided, this amendment shall be effective as of the first day of the first plan year beginning after December 31, 2001.
- 1.2 Supersession of inconsistent provisions. This amendment shall supersede the provisions of the plan to the extent those provisions are inconsistent with the provisions of this amendment.

ARTICLE II
ADOPTION AGREEMENT ELECTIONS

- 2.1 **Exclusion of Rollovers in Application of Involuntary Cash-out Provisions.** If the plan is not subject to the qualified joint and survivor annuity rules and includes involuntary cash-out provisions, then unless one of the options below is elected, effective for distributions made after December 31, 2001, rollover contributions will be excluded in determining the value of the participant's nonforfeitable account balance for purposes of the plan's involuntary cash-out rules.
- a. Rollover contributions will not be excluded.
- b. Rollover contributions will be excluded only with respect to distributions made after _____ (Enter a date no earlier than December 31, 2001).
- c. Rollover contributions will only be excluded with respect to participants who separated from service after _____. (Enter a date. The date may be earlier than December 31, 2001.)

ARTICLE III
INVOLUNTARY CASH-OUTS

- 3.1 Applicability and effective date. If the plan provides for involuntary cash-outs of amounts less than \$5,000, then unless otherwise elected in Section 2.1 of this amendment, this Article shall apply for distributions made after December 31, 2001, and shall apply to all participants.
- 3.2 Rollovers disregarded in determining value of account balance for involuntary distributions. For purposes of the Sections of the plan that provide for the involuntary distribution of vested accrued benefits of \$5,000 or less, the value of a participant's nonforfeitable account balance shall be determined without regard to that portion of the account balance that is attributable to rollover contributions (and earnings allocable thereto) within the meaning of Sections 402(c), 403(a)(4), 403(b)(8), 408(d)(3)(A)(ii), and 457(e)(16) of the Code. If the value of the participant's nonforfeitable account balance as so determined is \$5,000 or less, then the plan shall immediately distribute the participant's entire nonforfeitable account balance.

ARTICLE IV
INCREASE IN COMPENSATION LIMIT

Increase in Compensation Limit. The annual compensation of each participant taken into account in determining allocations for any plan year beginning after December 31, 2001, shall not exceed \$200,000, as adjusted for cost-of-living increases in accordance with Section 401(a)(17)(B) of the Code. Annual compensation means compensation during the plan year or such other consecutive 12-month period over which compensation is otherwise elected in Section 2.5 of this amendment, for purposes of determining benefit accruals in a plan year beginning after December 31, 2001, compensation for any prior determination period shall be limited to \$200,000. The cost-of-living adjustment in effect for a calendar year applies to annual compensation for the determination period that begins with or within such calendar year.

**ARTICLE V
LIMITATIONS ON CONTRIBUTIONS (IRC SECTION 415 LIMITS)**

- 5.1 Effective date. This Section shall be effective for limitation years beginning after December 31, 2001.
- 5.2 Maximum annual addition. Except to the extent permitted under Section 414(v) of the Code, if applicable, the annual addition that may be contributed or allocated to a participant's account under the plan for any limitation year shall not exceed the lesser of:
- a. \$40,000, as adjusted for increases in the cost-of-living under Section 415(d) of the Code, or
 - b. 100 percent of the participant's compensation, within the meaning of Section 415(c)(3) of the Code, for the limitation year.

The compensation limit referred to in b, shall not apply to any contribution for medical benefits after separation from service (within the meaning of Section 401(h) or Section 419A(f)(2) of the Code) which is otherwise treated as an annual addition.

**ARTICLE VI
DIRECT ROLLOVERS**

- 6.1 Effective date. This Article shall apply to distributions made after December 31, 2001.
- 6.2 Modification of definition of eligible retirement plan. For purposes of the direct rollover provisions of the plan, an eligible retirement plan shall also mean an annuity contract described in Section 403(b) of the Code and an eligible plan under Section 457(b) of the Code which is maintained by a state, political subdivision of a state, or any agency or instrumentality of a state or political subdivision of a state and which agrees to separately account for amounts transferred into such plan from this plan. The definition of eligible retirement plan shall also apply in the case of a distribution to a surviving spouse, or to a spouse or former spouse who is the alternate payee under a qualified domestic relation order, as defined in Section 414(p) of the Code.
- 6.3 Modification of definition of eligible rollover distribution to include after-tax employee contributions. For purposes of the direct rollover provisions in the plan, a portion of a distribution shall not fail to be an eligible rollover distribution merely because the portion consists of after-tax employee contributions which are not includible in gross income. However, such portion may be transferred only to an individual retirement account or annuity described in Section 408(a) or (b) of the Code, or to a qualified defined contribution plan described in Section 401(a) or 403(b) of the Code that agrees to separately account for amounts so transferred, including separately accounting for the portion of such distribution which is includible in gross income and the portion of such distribution which is not so includible.

**ARTICLE VII
ROLLOVERS FROM OTHER PLANS**

Rollovers from other plans. The employer, operationally and on a nondiscriminatory basis, may limit the source of rollover contributions that may be accepted by this plan.

This amendment has been executed this 30th day of April, 2002.

Name of Employer: Exome County

By: [Signature]
EMPLOYER

Name of Plan: _____

ADOPTION AGREEMENT FOR

**NATIONWIDE RETIREMENT SOLUTIONS GOVERNMENTAL
PROFIT SHARING
PLAN AND TRUST**

The undersigned Employer adopts NRS Governmental Profit Sharing Plan and Trust for those Employees who shall qualify as Participants hereunder, to be known as the

A1 BOONE COUNTY MATCHING PENSION PROFIT SHARING PLAN
(Enter Plan Name)

It shall be effective as of the date specified below. The employer hereby selects the following Plan specifications:

CAUTION: In order for the Plan to qualify under Internal Revenue Code Section 401(a), this Adoption Agreement must be properly filled out.

EMPLOYER INFORMATION:

B1 Name of Employer Boone County, MO

B2 Address 801 East Walnut

Columbia, MO 65201-7798
City State Zip

Telephone (573) 886-4298

B3 Employer Identification Number 43-6000349

B4 NAME(S) OF TRUSTEE(S)

a. Treasurer Kay R Murray

b. Auditor [Signature]

c. County Clerk Wendy Sh

d. Representative of the County Commission [Signature]

CERTIFIED COPY OF ORDER

STATE OF MISSOURI

} ea.

County of Boone

April Session of the February Adjourned

Term. 20 02

In the County Commission of said county, on the

30th

day of

April

20 02

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

Now on this day, the County Commission of the County of Boone does hereby approve the request by Sharon Savage for an animal training facility on 10.00 acres, located at 6301 S. Scott's Boulevard, Columbia, with the following conditions:

- There be no boarding or kenneling allowed.
- Within two years the driveway and parking area which is to include a minimum of 5 spaces be dust free with a minimum of a chip seal surface and additional overflow parking must be on site.
- Hours of operation are to be 10:00 a.m. to 9:00 p.m.
- This conditional use permit is non transferable to a new owner.
- Applicant maintain proper landscaping to shield the area.

Done this 30th day of April, 2002.


Don Stamper
Presiding Commissioner

ATTEST:



Wendy S. Noren
Clerk of the County Commission



Karen M. Miller
District I Commissioner



Skip Elkin
District II Commissioner

CERTIFIED COPY OF ORDER

STATE OF MISSOURI

County of Boone

} ea.

April Session of the February Adjourned

Term. 20 02

In the County Commission of said county, on the

30th day of April 20 02

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

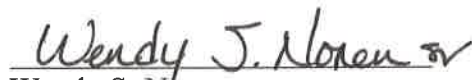
Now on this day, the County Commission of the County of Boone does hereby approve the request by Janice Schuerman for an animal boarding and training facility on 43.22 acres located at 4701 W. Chapel Dr., Columbia, with the following conditions:

- Staff recommendations of providing a dust free surface driveway and parking area within Six months,
- The maximum number of horses to be boarded is not to exceed 25, and
- The property must be properly fenced and maintained.

Done this 30th day of April, 2002.


Don Stamper
Presiding Commissioner

ATTEST:


Wendy S. Noren
Clerk of the County Commission



Karen M. Miller
District I Commissioner



Skip Elkin
District II Commissioner

CERTIFIED COPY OF ORDER

STATE OF MISSOURI

} ea.

April Session of the February Adjourned

Term. 20 02

County of Boone

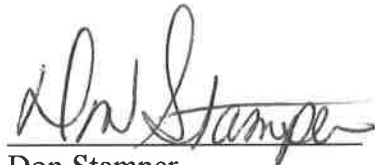
In the County Commission of said county, on the

30th day of April 20 02

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

Now on this day, the County Commission of the County of Boone does hereby approve the request by Janice Schuerman for a privately operated outdoor recreational facility on 43.22 acres located at 4701 W. Chapel Dr., Columbia, with the following conditions:

- No overnight camping,
- The hours of operation be limited to 9:00 p.m.,
- This Conditional Use Permit is non-transferable,
- A minimum of 20 chip and seal parking spaces shall be provided; any additional parking spaces be contained within the owners property and not on right-of-way or public roads,
- An annual review by the County Commission and a periodic review by staff,
- Provide approved dust control for Chapel Drive,
- No amplified music,
- Provision of permanent restroom facilities are subject to be part of the annual review,
- Owner's private and personal functions are not subject to these conditions.

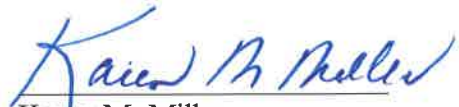
Done this 30th day of April, 2002.


Don Stamper
Presiding Commissioner

ATTEST:



Wendy S. Noren
Clerk of the County Commission



Karen M. Miller
District I Commissioner



Skip Elkin
District II Commissioner

CERTIFIED COPY OF ORDER

STATE OF MISSOURI

} ea.

April Session of the February Adjourned

Term. 20 02

County of Boone

In the County Commission of said county, on the

30th day of April 20 02

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

Now on this day, the County Commission of the County of Boone does hereby receive and accept Lazy K plat. It is further order that the Presiding Commissioner be hereby authorized to sign said plat.

Done this 30th day of April, 2002.



Don Stamper
Presiding Commissioner

ATTEST:

Wendy S. Noren
Wendy S. Noren
Clerk of the County Commission



Karen M. Miller
District I Commissioner



Skip Elkin
District II Commissioner

CERTIFIED COPY OF ORDER

STATE OF MISSOURI

County of Boone

} ea.

April Session of the February Adjourned

Term. 20 02

In the County Commission of said county, on the

30th

day of

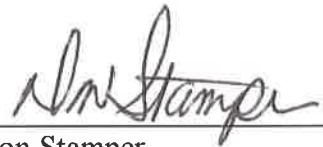
April

20 02

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

Now on this day, the County Commission of the County of Boone does hereby receive and accept Nirmaier's Estate plat. It is further order that the Presiding Commissioner be hereby authorized to sign said plat.

Done this 30th day of April, 2002.



Don Stamper
Presiding Commissioner

ATTEST:

Wendy S. Noren
Wendy S. Noren
Clerk of the County Commission



Karen M. Miller
District I Commissioner



Skip Elkin
District II Commissioner

CERTIFIED COPY OF ORDER

STATE OF MISSOURI

County of Boone

} ea.

April Session of the February Adjourned

Term. 20 02

In the County Commission of said county, on the

30th

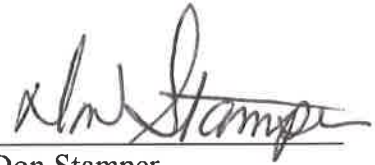
day of

April

20 02

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

Now on this day, the County Commission of the County of Boone does hereby receive and accept Cagle's Place plat. It is further order that the Presiding Commissioner be hereby authorized to sign said plat.

Done this 30th day of April, 2002.


Don Stamper
Presiding Commissioner

ATTEST:

Wendy S. Noren
Wendy S. Noren
Clerk of the County Commission



Karen M. Miller
District I Commissioner



Skip Elkin
District II Commissioner