

CERTIFIED COPY OF ORDER

STATE OF MISSOURI

} ea.

October Session of the October Adjourned

Term. 20 03

County of Boone

In the County Commission of said county, on the

21st day of October 20 03

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

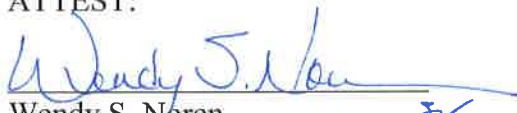
Now on this day the County Commission of the County of Boone does hereby award bid 70-07OCT03 for the Applewood Creek Neighborhood Improvement District project to C. L. Richardson Construction Company Inc. It is further ordered that the Presiding Commissioner be hereby authorized to sign said contract.

Done this 21st day of October, 2003.



Keith Schnarre
Presiding Commissioner

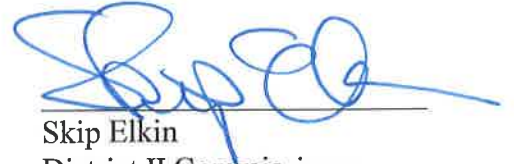
ATTEST:



Wendy S. Noren
Clerk of the County Commission

absent

Karen M. Miller
District I Commissioner



Skip Elkin
District II Commissioner

484

Boone County Purchasing

Melinda Bobbitt, CPPB
Director



601 E. Walnut, Room 208
Columbia, MO 65201
Phone: (573) 886-4391
Fax: (573) 886-4390

484-2003

MEMORANDUM

TO: Boone County Commission
FROM: Melinda Bobbitt, CPPB
DATE: October 14, 2003
RE: 70-07OCT03 – Applewood Creek Neighborhood Improvement Project

The Bid for Applewood Creek Neighborhood Improvement Project was issued on September 23, 2003. The bid closed on October 7, 2003. A total of two bids were received. Purchasing and the Public Work's department recommend award to C. L. Richardson Construction Company for offering the lowest bid meeting specifications.

Total cost of contract is \$103,840.50, to be paid from department 5190 - Applewood Creek Road, account 71100 – Outside Services. Original budget was \$112,240 and \$111,976 remains in the account.

Please find attached a copy of the bid tabulation for your review.

ATT: Bid Tabulation

cc: David Mink, Public Works
Bid File

70-070C1 v3 - Applewood Creek Neighborhood Improvement Project

Page #	Description of Work	Unit	# of Units	Christensen Const.		C.L. Richardson Const.	
				Unit Price	Cost	Unit Price	Cost
5.1.	Mobilization	LS	1	\$2,800.00	\$2,800.00	\$1,940.00	\$1,940.00
	Clearing & Grubbing	LS	1	\$7,200.00	\$7,200.00	\$3,125.00	\$3,125.00
	Linear Grading	LF	2,080	\$3.50	\$7,280.00	\$3.45	\$7,176.00
	Type 1 Aggregate Base (Rollstone) for Roadway, 1" average on Applewood Creek Rd. and 2" average on Crabapple & Persimmon Roads except for where roadway is widened, which will be 4" (in widened area only)	TON	400	\$20.80	\$8,320.00	\$23.70	\$9,480.00
	Type 1 Aggregate Base (Rollstone) for Driveway Transitions and Shoulder Rock where Required	TON	150	\$20.80	\$3,120.00	\$32.65	\$4,897.50
	Type 2 Aggregate Base (Rollstone) for Roadway Buildup in areas outside existing roadbed	TON	380	\$20.80	\$7,904.00	\$14.50	\$5,510.00
	Asphalt Plant Bituminous Base (3 1/2")	TON	1,000	\$44.20	\$44,200.00	\$45.70	\$45,700.00
	Asphalt Surface (1 1/2")	TON	410	\$44.20	\$18,122.00	\$47.25	\$19,372.50
	18" CMP w/ 3:1 mitered end sections (included in L.F.)	LF	66	\$35.00	\$2,310.00	\$60.25	\$3,976.50
	Concrete Milling	LF	20	\$25.00	\$500.00	\$11.90	\$238.00
	Restoration	LS	1	\$3,500.00	\$3,500.00	\$1,900.00	\$1,900.00
	Traffic Control	LS	1	\$1,500.00	\$1,500.00	\$525.00	\$525.00
	Total				\$106,756.00		\$103,840.50
3.1	Completion of Bidder's Qualifications				Yes		Yes
6.1	Anti Collusion Statement				Yes		Yes
7.1.	Signature and Identity of Bidder				Yes		Yes
8.1	Bidder's Acknowledgment				Yes		Yes
	Bid Bond				Yes		Yes
	Addendum				Yes		Yes

10/14/03

PURCHASE REQUISITION BOONE COUNTY, MISSOURI

RECEIVED

OCT 15 2003

BOONE COUNTY AUDITOR

DATE

2180

C. L. Richardson Construction Company

VENDOR NO.

VENDOR NAME

PHONE #

ADDRESS

CITY

STATE ZIP

484-2003

BID DOCUMENTATION

This field **MUST** be completed to demonstrate compliance with statutory bidding requirements.
Refer to RSMo 50.660, 50.753-50.790, and the Purchasing Manual—Section 3

- Bid /RFP (enter # below)
- Sole Source (enter # below)
- Emergency Procurement (enter # below)
- Written Quotes (3) attached (>\$750 to \$4,449)
- <\$750 No Bids Required (enter bid # below if you are purchasing from a bid, even if this purchase is <\$750)
- Professional Services (see Purchasing Policy Section 3-103)

Transaction Not Subject To Bidding For The Following Reason:

- Utility
- Travel
- Dues
- Refund
- Cooperative Agreement
- Other (Explain):
- Training
- Pub/Subscriptions
- Required Gov Payment
- Agency Fund Distribution

#70-07OCT03

(Enter Applicable Bid / Sole Source / Emergency Number)

Bill To Department #

Ship To Department #

Department				Account				Item Description	Qty	Unit Price	Amount
5	1	9	0	7	1	1	0 0	Applewood Creek Neighborhood Improvement Project 9717	1		103840.50
	1	9	0	7	1	1	0 0	6.8% Contingency	1		7061.16
								CLERK'S OFFICE			
								*DO NOT UNSTAPLE THESE PAGES			
								*THE ONLY ACTION NEEDED IS TO WRITE THE COMM ORDER # ON THE FORM AND RETURN TO AUDITOR'S OFFICE.			
								TOTAL			110901.66

I certify that the goods, services or charges specified above are necessary for the use of this department, are solely for the benefit of the county, and have been procured in accordance with statutory bidding requirements.

Requesting Official

Auditor Approval

CONTRACT AGREEMENT

484-2003

THIS AGREEMENT, made and entered into by and between the County of Boone through the Boone County Commission (hereinafter referred to as the Owner), and C. L. Richardson Construction Company, Inc. (hereinafter referred to as the Contractor).

WITNESSETH: That for and in consideration of the acceptance of Contractor's bid and the award of this contract to said Contractor by the Owner and in further consideration of the agreements of the parties herein contained, to be well and truly observed and faithfully kept by them, and each of them, it is agreed between the parties as follows, to wit:

The Contractor at his own Expense hereby agrees to do or furnish all labor, materials, and equipment called for in the bid designated and marked:

BID NUMBER 70-07OCT03
APPLEWOOD CREEK NEIGHBORHOOD IMPROVEMENT PROJECT
PROJECT NO. 9717
BOONE COUNTY, MISSOURI

and agrees to perform all the work required by the contract as shown on the plans and specifications. The contract award includes all line items on the *Bid Form* for the amount of \$103,840.50.

The following contract documents and any applicable Addenda are made a part hereof as fully as if set out herein: Change orders issued subsequent to this contract shall be subject to the terms and conditions of the agreement unless otherwise specified in writing.

1. Notice to Bidders
2. Bid Response
3. Statement of Bidders Qualifications
4. Instructions to Bidders
5. Bid Form
6. Anti-Collusion Statement
7. Signature and Identity of Bidder
8. Bidder's Acknowledgment
9. Insurance Requirements
10. Contract Conditions
11. Contract Agreement
12. Performance Bond
13. Labor & Material Payment Bond
14. General Specifications
15. Technical Specifications
16. Special Provisions
17. Affidavit - Prevailing Wage
18. State Wage Rates
19. Boone County Standard Terms and Conditions
20. Construction Plans
21. Addendum Number One

It is understood and agreed that, except as may be otherwise provided for by the "General Specifications, and "Technical Specifications," and "Special Provisions" the work shall be done in accordance with the "Missouri Standard Specifications for Highway Construction, 1999", a copy of which can be obtained from the State of Missouri, Missouri

Highway and Transportation Division in Jefferson City, Missouri. Said Specifications are part and parcel of this contract, and are incorporated in this contract as fully and effectively as if set forth in detail herein.

The Contractor further agrees that he is fully informed regarding all of the conditions affecting the work to be done, and labor and materials to be furnished for the completion of this contract, and that his information was secured by personal investigation and research and not from any estimates of the Owner; and that he will make no claim against the Owner by reason of estimates, tests, or representation of any officer, agent, or employees of the Owner.

The said Contractor agrees further to begin work not later than the authorized date in the Notice to Proceed, and to complete the work within the time specified in the contract documents or such additional time as may be allowed by the Engineer under the contract.

The work shall be done to complete satisfaction of the Owner and, in the case the Federal Government or any agency thereof is participating in the payment of the cost of construction of the work, the work shall also be subject to inspection and approval at all times by the proper agent or officials of such government agency.

The parties hereto agree that this contract in all things shall be governed by the laws of the State of Missouri.

Contractor agrees it will pay not less than the prevailing hourly rate of wages to all workers performing work under the contract in accordance with the prevailing wage determination issued by the Division of Labor Standards of the Department of Labor and Industrial Relations for the State of Missouri and as maintained on file with the Boone County Public Works Department.

The Contractor further agrees that it shall forfeit as a penalty to the County of Boone the sum of \$10.00 for each worker employed for each calendar day or portion thereof such worker is paid less than the stipulated rates set forth in the prevailing wage determination for the project for any work done under this contract by the Contractor or by any Subcontractor employed by the Contractor pursuant to the provisions of Section 290.250 RSMo. The Contractor further agrees that it will abide by all provisions of the prevailing wage law as set forth in Chapter 290 RSMo. and rules and regulations issued thereunder and that any penalties assessed may be withheld from sums due to the Contractor by the Owner.

The contractor agrees that he will comply with all federal, state, and local laws and regulations and ordinances and that he/she will comply and cause each of his/her subcontractors, and directives pertaining to nondiscrimination against any person on the grounds of race, color, religion, creed, sex, age, ancestry, or national origin in connection with this contract, including procurement of materials and lease of equipment; therefore, in accordance with the special provisions on that subject attached hereto, incorporated in and made a part of the Contract.

The Contractor expressly warrants that he/she has employed no third person to solicit or obtain this contract in his behalf, or to cause or procure the same to be obtained upon compensation in any way contingent, in whole or in part, upon such procurement; and that he has not paid, or promised or agreed to pay to any third person, in consideration of such procurement, or in compensation for services in connection therewith, any brokerage, commission or percentage upon the amount receivable by him hereunder; and that he has not, in estimating the contract price demand by him, included any sum by reason of such brokerage, commission, or percentage; and that all moneys payable to him hereunder are free from obligation of any other person for services rendered, or supposed to have been rendered, in the procurement of this contract. He further agrees that any breach of this warranty shall constitute adequate cause for the annulment of this contract by the Owner, and that the Owner may retain to its own use from any sums due to or to become due hereunder an amount equal to any brokerage, commission, or percentage so paid, or agreed to be paid.

The Owner agrees to pay the Contractor in the amount:

One hundred three thousand Eight hundred forty dollars and fifty cents (\$103,840.50)

as full compensation for the performance of work embraced in this contract, subject to the terms of payment as provided in the contract documents and subject to adjustment as provided for changes in quantities and approved change orders.

IN WITNESS WHEREOF, the parties hereto have signed and entered this agreement on 21 October, 2003 at Columbia, Missouri.

OWNER, BOONE COUNTY, MISSOURI

By: Keith Schnafre
Keith Schnafre, Presiding Commissioner

ATTEST:

CONTRACTOR: C. L. RICHARDSON CONSTRUCTION COMPANY, INC.

Wendy S. Noren
Wendy Noren, County Clerk

By: [Signature]
Authorized Representative Signature

By: C. L. Richardson Const. Co.
Authorized Representative Printed Name

Title: President

Approved as to Legal Form:

[Signature]
John Fatten
Boone County Counselor

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 of this contract is not required if the terms of this contract do not create a measurable county obligation at this time.)

5190-71100 - \$103,840.50

Jane C. Pitchford 10/16/03
Signature Date Appropriation Account

NOTICE TO PROCEED

DATE: November 6, 2003
TO: C.L. Richardson
ADDRESS: 15475 Highway 63 South
Ashland, MO 65010
PROJECT: Bid Number 70 – 07 OCT 03
Applewood Creek NID Project

You are hereby notified that the Contract Time under the above contract will commence on **November 10, 2003**. You may start performing your obligations under the Contract Documents as of this date. In accordance with Instructions to Bidders, section 4.2, Contract Time shall not exceed **30** working days.

All inspections for this project should be called in to the Design & Construction office at 449-8515. If the party who you wish to speak with is not in, please leave your message with the receptionist. Do not leave messages concerning an inspection on voice mail.

A minimum of 24 hours notice must be given before you start.

OWNER, Boone County, Missouri

By:

Date:


John P. Watkins II
Project Development Manager

cc. County Clerk
Purchasing
Director
R.O.W. Department
Inspection Department
Project File

484-2003

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
County of Boone } ea.

October Session of the October Adjourned

Term. 20 03

In the County Commission of said county, on the

21st day of October 20 03

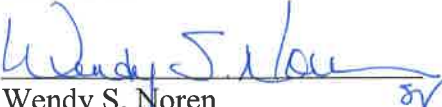
the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby award bid 65-14OCT03 for Pre-Printed Envelopes Term and Supply to Edward J. Rice Company, Inc. It is further ordered that the Presiding Commissioner be hereby authorized to sign said contract.

Done this 21st day of October, 2003.


Keith Schnarre
Presiding Commissioner

ATTEST:


Wendy S. Noren
Clerk of the County Commission

absent
Karen M. Miller
District I Commissioner


Skip Elkin
District II Commissioner

Boone County Purchasing

Marlene Ridgway
Buyer



601 E. Walnut, Rm 209
Columbia, MO 65201
(573) 886-4392
Fax (573) 886-4390

485-2003

MEMORANDUM

TO: Boone County Commission
FROM: Marlene Ridgway
RE: 65-14OCT03 – Pre Printed Envelopes Term and Supply
DATE: October 16, 2003

The Collector and Assessor's offices and I have reviewed the above referenced bid and recommend rejecting the bids from WECsys LLC and Input Technology. They did not respond to Addendum 2 and the information in that addendum was imperative to the bid. We further recommend awarding to Edward J. Rice Company, Inc. for having the best bid for the potential 3 year contract term. Total estimated 3 year value is \$20,975.77. Identified purchases for 2003 include a contract amount of \$5,978.50 for the Collector's office to be paid from account 1150-23001 – Printing.

The Collector's office budgeted \$10,500 for printing needs in 2003. The bid tabulation is attached.

Bid Tabulation

65-14OCT03 Pre-Printed Envelopes Term & Supply

	Edward J. Rice Co		WECSYS		WEC SYS LLC		Input Technology		
	# of Cases (2500 per case)	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price
4.7. Pricing									
4.7.1. #10 White	42.56	\$ 41.45	\$ 1,764.11	\$ 36.65	\$ 1,559.82	\$ 0.02	\$ 1,763.05	\$ 19.03	\$ 3,330.25
4.7.2. #10 White Window	31.6	\$ 41.95	\$ 1,325.62	\$ 36.65	\$ 1,158.14	\$ 0.02	\$ 1,309.03	\$ 19.30	\$ 1,930.00
4.7.3. #10 White Regular	2	\$ 41.60	\$ 83.20	\$ 48.89	\$ 97.78	\$ 0.02	\$ 119.60	\$ 30.91	\$ 154.55
4.7.4. #9 Light Green Envelopes	24.5	\$ 42.65	\$ 1,044.93	\$ 46.58	\$ 1,141.21	\$ 0.02	\$ 1,183.96	\$ 24.00	\$ 1,800.00
4.7.5. #9 Yellow Envelopes	27.6	\$ 53.10	\$ 1,465.56	\$ 46.58	\$ 1,285.61	\$ 0.02	\$ 1,333.77	\$ 25.50	\$ 2,422.50
4.7.6. #10 Blues Window Envelopes	22.6	\$ 48.80	\$ 1,102.88	\$ 51.88	\$ 1,172.49	\$ -	\$ -	\$ -	\$ -
4.7.7. Grand Total		\$ 269.55	\$ 6,786.30	\$ 267.23	\$ 6,415.05	\$ 5,709.41	\$ 9,637.30		
4.8. ARO			* 325 Envelopes to Collector Oct 30 175 Envelopes to Assessor Dec. 15	10 Days or Sooner		10-12 wk days		6 Wk Days	
4.9. Maximum Renewal Increase for	2nd Year	277.6365	6989.88591	293.953	7056.555	No response	No response	No Response	No Response
	3rd Year	285.9656	7199.58249	323.3483	7762.2105	No response	No response	No Response	No Response
Total Potential Contract Addendums 1 & 2			\$ 20,975.77		\$ 21,233.82				
No Bid			Yes	Yes	NO	Non Responsive	Non Responsive	Non Responsive	Non Responsive

	1999	2000	2001	2002	2003	Avg # cases purchased
#10 White Window-Col	56	40	32	14.8	70	42.56
#10 White Window-Asr	34	46	16	22	40	31.6
#10 White Regular-Col			2		2	2
#9 Light Green Envelopes-Asr	32	28	8		30	24.5
#9 Yellow Envelopes-Col	34	34	16	16	38	27.6
#10 Blues Window Envelopes-Col		40	8		20	22.66667

* Quantities are per case (2,500 each)

10/15/03

RECEIVED

OCT 15 2003

PURCHASE REQUISITION

BOONE COUNTY, MISSOURI BOONE COUNTY AUDITOR

DATE

7790

Edward J Rice Company

800-728-9711

VENDOR NO.

VENDOR NAME

PHONE #

P.O. Box 1398

Springfield

MO 65801

ADDRESS

CITY

STATE ZIP

485-2003

BID DOCUMENTATION

This field MUST be completed to demonstrate compliance with statutory bidding requirements. Refer to RSMo 50.660, 50.753-50.790, and the Purchasing Manual—Section 3

- Bid /RFP (enter # below)
- Sole Source (enter # below)
- Emergency Procurement (enter # below)
- Written Quotes (3) attached (>\$750 to \$4,449)
- <\$750 No Bids Required (enter bid # below if you are purchasing from a bid, even if this purchase is <\$750)
- Professional Services (see Purchasing Policy Section 3-103)

- Transaction Not Subject To Bidding For The Following Reason:
- Utility
 - Travel
 - Dues
 - Refund
 - Cooperative Agreement
 - Other (Explain):
 - Training
 - Pub/Subscriptions
 - Required Gov Payment
 - Agency Fund Distribution

#65-14OCT03

(Enter Applicable Bid / Sole Source / Emergency Number)

Bill To Department # 1150

Ship To Department # 1150

Department				Account				Item Description	Qty	Unit Price	Amount	
1	1	5	0	2	3	0	0	1	#10 White Windows	70	41.45	2901.50
									#10 White Regular	2	41.60	83.20
									#9 Yellow Envelopes	38	53.10	2017.80
									#10 Blue Window	20	48.80	976.00
									Total			5978.50
CLERK'S OFFICE												
*DO NOT UNSTAPLE THESE PAGES												
*THE ONLY ACTION NEEDED IS TO WRITE THE COMM ORDER # ON THE FORM AND RETURN TO AUDITOR'S OFFICE.												

I certify that the goods, services or charges specified above are necessary for the use of this department, are solely for the benefit of the county, and have been procured in accordance with statutory bidding requirements.

Requesting Official

Auditor Approval

Court Order # 485-2003**PURCHASE AGREEMENT FOR
PRE-PRINTED ENVELOPES**

THIS AGREEMENT dated the 21 day of October 2003 is made between Boone County, Missouri, a political subdivision of the State of Missouri through the Boone County Commission, herein "County" and Edward J. Rice Company, 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 Pre-Printed Envelopes, County of Boone Request for Bid for Pre-Printed Envelopes, bid number 65-14OCT03 including Instructions and General Conditions of Bidding, Primary Specifications, Response Presentation and Review, the unexecuted Response Form and Addendums 1 and 2 as well as the Contractor's bid response dated October 13, 2003 executed by Chris Rice 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 Instructions and General Conditions of Bidding, Primary Specifications, Response Presentation and Review, the unexecuted Response Form and Addendums 1 and 2 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 County with items responded to and as required in the bid specifications. This agreement shall commence on the date written above through September 30, 2004 subject to the provisions for termination specified below. This agreement may be extended beyond the expiration date by order of the County for two additional one year periods subject to the pricing clauses in the Contractor's bid response and thereafter on a month to month basis in the event the County is unable to re-bid and/or award a new contract prior to the expiration date after exercising diligent efforts to do so or not; provided, however, that from and after the expiration date of this agreement any annual extensions thereof, Contractor shall have the right to terminate this agreement upon thirty days advance written notice of termination.
3. **Delivery** - Contractor agrees to deliver the envelopes stated above as defined in the bid specifications by October 30, 2003 for the Collector's Envelopes.
4. **Billing and Payment** - All billing shall be invoiced to the Boone County Collector's Office, respectively. 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.

EDWARD J. RICE COMPANY, INC.
 by *Christopher* 10-21-03
 title *President*

BOONE COUNTY, MISSOURI
 by: Boone County Commission
Keith Schnarre
 Keith Schnarre, 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 of this contract is not required if the terms of this contract or do not result in a measurable county obligation at this time.)

1150-23001 - \$5,978.50

Jane B. Pitchford 10/16/03
 Signature *by se* Date Appropriation Account

Boone County Purchasing

Melinda Bobbitt, CPPB
Director



601 E. Walnut, Room 208
Columbia, MO 65201
Phone: (573) 886-4392
Fax: (573) 886-4390
mbobbitt@boonecountymo.org

September 8, 2004

Edward J. Rice Company, Inc.
Chris Rice, President
PO Box 1398
Springfield, MO 65801

RE: Bid # 65-14OCT03 – Pre-Printed Envelopes

Dear Mr. Rice:

The County of Boone wishes to renew the above referenced contract. Confirming our letter dated August 25, 2004, you agree to renew the contract under the same terms and conditions as set in the original bid with this revised pricing and your addendum dated August 31, 2004. The contract renewal period is October 1, 2004 through September 30, 2005.

Please contact Donna Anderson in the Boone County Collector's Office at (573) 886-4293 to coordinate the project.

Should you have any questions, please contact me.

Sincerely,



Melinda Bobbitt, CPPB
Director of Purchasing

cc Bid File
Pat Lensmeyer, Collector
Shawna Victor, Clerk
Diana Manlove, Auditor

Boone County Purchasing

Melinda Bobbitt, CPPB
Director



601 E. Walnut St., Room 208
Columbia, MO 65201
Phone: (573) 886-4391
Fax: (573) 886-4390

August 25, 2004

Edward J. Rice Company, Inc.
Chris Rice, President
PO Box 1398
Springfield, MO 65801

Dear Mr. Rice:

The County of Boone is interested in renewing contract number 65-14OCT03 – Pre-Printed Envelopes which will expired on September 30, 2004. We wish to add the following items to the contract for the renewal period based upon your pricing provided on the attached letters dated August 5, 2004 and August 4, 2004.

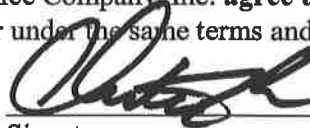
<u>Description</u>	<u>Unit Price</u>	<u>Ext. Price</u>
#9 Regular Envelopes: (3-7/8" x 8-7/8") Prints in Black Ink on Face and Back # Cases: 16 Quantity: 40,000 envelopes	\$21.90/1000	\$876
#6 3/4 Regular Booklet Envelope: (6 1/2" x 9 1/2") Prints in Black Ink on Face only. # Cases: 2 Quantity: 1,000 envelopes	\$110.75/1000	\$110.75
#6 3/4 Special Window Booklet Envelope: (6 1/2" x 9 1/2") Prints in Black Ink on Face Only	\$284.25/1000	\$284.25

In addition, per the original contract, the maximum amount of increase you may take during this renewal period is 3%. Please sign below if the following prices are acceptable.

<u>Envelopes</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Extended Price</u>
#10 white window envelopes per 4.7.1.	120,000 each	\$ 17.08	\$ 2049.60
#10 white regular envelopes per 4.7.3.	5,000 each	\$ 17.14	\$ 85.70
#9 yellow insert envelopes per 4.7.5.	100,000 each	\$ 21.88	\$ 2188.00
#10 blue window envelopes per 4.7.6.	50,000 each	\$ 20.11	\$ 1005.50

Please sign and date below if you agree to renew the contract under the same terms and conditions as set in the original bid for an additional year with pricing as detailed on this renewal. The contract renewal period will cover October 1, 2004 through September 30, 2005.

I, Chris Rice of Edward J. Rice Company, Inc. agree to renew contract number 65-14OCT03 – Pre-Printed Envelopes for an additional year under the same terms and conditions as set in the original bid with the included renewal pricing.



Signature

8-31-04

Date

Please sign and date below if you do not wish to renew:

I, _____ of Edward J. Rice Company, Inc. do not wish to renew contract number 65-14OCT03 – Pre-Printed Envelopes for an additional year under the same terms and conditions as set in the original bid with the included renewal pricing.

Signature

Date

Please sign and return using the enclosed self-addressed envelope. Should you have any questions or need additional information, I may be reached at (573) 886-4391 or by e-mail to: mbobbitt@boonecountymmo.org.

Sincerely,



Melinda Bobbitt, CPPB
Director of Purchasing

cc: Bid File
Pat Lensmeyer, Collector

*PLEASE SEE ATTACHED ADDENDUM



Business forms and information management services.

P.O. Box 1398
Springfield, MO 65801-1398
Phone: (417) 869-3312
Toll Free: 800-728-9711
FAX: (417) 869-9019

ADDENDUM

In order to renew contract number 65-14OCT03 for Pre-Printed Envelopes at the 3% increased price, Edward J. Rice Company, Inc. requires the order to be in hand by Thursday, October 7th 2004 to allow sufficient time for production and delivery.

By: Chris R.
Chris Rice
Account Representative

Buyer has examined the copy of this Addendum to Bid Number 65-14OCT03 – Pre-Printed Envelopes, receipt of which is hereby acknowledged.

Signature of Authorized Buyer

Date

Name of Authorized Buyer

Please fax this acknowledgment of addendum receipt to (417) 869-9019 when bid reply sheet is received.

Boone County Purchasing

Heather Turner, CPPB
Buyer



601 E. Walnut, Room 209
Columbia, MO 65201
Phone: (573) 886-4392
Fax: (573) 886-4390
hturner@boonecountymo.org

September 30, 2005

Edward J. Rice Company, Inc.
Chris Rice, President
PO Box 1398
Springfield, MO 65801

RE: Bid # 65-14OCT03 – Pre-Printed Envelopes

Dear Mr. Rice:

The County of Boone wishes to renew the above referenced contract. Confirming the email and attached spreadsheet from Bridget dated September 22, 2005, you agree to renew the contract under the same terms and conditions as set in the original bid with this revised pricing. The contract renewal period is October 1, 2005 through April 30, 2006.

Should you have any questions, please contact me.

Sincerely,

Heather Turner, CPPB
Buyer

cc Bid File
Pat Lensmeyer, Collector
Donna Anderson, Collector
Shawna Victor, Clerk
Susan Robertson, Auditor

From: "Bridget" <bridget@ejrice.com>
To: "Heather Turner" <HTurner@boonecountymmo.org>
Date: 9/22/2005 9:47:15 AM
Subject: 2005 Envelope Bid

Good Morning Heather,

I've attached the spreadsheet that contains our 2005 bid for your envelopes. Unfortunately we are unable to hold our pricing from last year at a 3% increase as you've requested.

Please review the numbers and feel free to contact me or Chris with any questions and we will be happy to help.

As always, we appreciate the opportunity and we look forward to working with you soon.

Sincerely,
Bridget House
Edward J. Rice Co., Inc.
P O Box 1398
Springfield, MO 65801-1398
Phn: 417-869-3312
Fax: 417-869-9019
bridget@ejrice.com

CC: "Chris Rice" <chris_rice@ejrice.com>

COLLECTOR'S PRINTING NEEDS - 2005

QTY	DESCRIPTION	SINGLE/ DOUBLE SIDED	WHITE/ COLORED PAPER	OTHER INSTRUCTIONS	PRICE PER/UNIT	EXTENDED PRICE
70,000	#10 window envelopes-24 lb. (information area on front)	single	white	return address county seal	\$ 20.03	\$ 1,402.10
5,000	#10 window envelopes-24 lb. (New for 2005)	single	white	return address county seal	\$ 49.41	\$ 247.05
70,000	#10 window envelopes-24 lb.	single	blue	return address county seal one line message on front	\$ 25.86	\$ 1,810.20
0	#10 regular envelopes-24 lb.	single	white	return address county seal	-	
45,000	#9 Insert envelopes-24 lb. (text to be changed 2005)	double	yellow	return address area mailing address stamp area bar code	\$ 26.31	\$ 1,183.95
7,500	#9 insert envelopes-24 lb. (text to be changed 2005)	double	white	return address area mailing address stamp area bar code	\$ 24.65	\$ 184.88
1,000	6 1/2 x 9 1/2 window envelopes	single	white	return address area county seal flap along top widest side window-1 7/8" x 4" located 7/8" from left & 2 1/4" from bottom	\$ 294.23	\$ 294.23
0	6 1/2 x 9 1/2 envelopes	single	white	return address area county seal flap along top widest side	-	

All with black oil base ink

CERTIFIED COPY OF ORDER

STATE OF MISSOURI

} ea.

October Session of the October Adjourned

Term. 20 03

County of Boone

In the County Commission of said county, on the

21st day of October 20 03

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

Now on this day the County Commission of the County of Boone does hereby approve the following budget revision:


DEPARTMENT ACCOUNT AND TITLE	AMOUNT DECREASE	AMOUNT INCREASE
1176-37200: GIS County – Seminars/Conferences/Meetings	\$870.00	
1176-48000: GIS County – Telephones		\$250.00
1176-23001: GIS County – Printing		\$525.00
1476-91302: GIS County – Computer Software		\$145.00

Said budget revision is to transfer funds between account to cover various expenses for the GIS Department.

Done this 21st day of October, 2003.


Keith Schnarre
Presiding Commissioner

ATTEST:


Wendy S. Noren
Clerk of the County Commission

absent
Karen M. Miller
District I Commissioner


Skip Elkin
District II Commissioner

REQUEST FOR BUDGET REVISION

BOONE COUNTY, MISSOURI

RECEIVED

EFFECTIVE DATE

OCT 10 2003

FOR AUDITORS USE

486-2003

Department				Account				BOONE COUNTY Department Name		AUDITOR Account Name		(Use whole \$ amounts)	
												Transfer From	Transfer To
										Decrease	Increase		
1	1	7	6	3	7	2	0	0	GIS - County	Seminars/Conferen /meeting	870		
1	1	7	6	4	8	0	0	0	GIS - County	Telephones		250	
1	1	7	6	2	3	0	0	1	GIS - County	PRINTING		525	
1	1	7	6	9	1	3	0	2	GIS - County	Computer Software		145	

Describe the circumstances requiring this Budget Revision. Please address any budgetary impact for the remainder of this year and subsequent years. (Use an attachment if necessary): This request is due the addition of a second telephone and the increased monthly telephone rental fee. The additional \$200 would allow the GIS Department to continue to utilize the second telephone for the rest of year 2003.

Do you anticipate that this Budget Revision will provide sufficient funds to complete the year? YES NO
If not, please explain (use an attachment if necessary):


Requesting Official

TO BE COMPLETED BY AUDITOR'S OFFICE

- A schedule of previously processed Budget Revisions/Amendments is attached.
- Unencumbered funds are available for this budget revision.
- Comments:


Auditor's Office


PRESIDING COMMISSIONER

absent
DISTRICT I COMMISSIONER


DISTRICT II COMMISSIONER



BOONE COUNTY
Department of Information Technology
GIS Department

ROGER B. WILSON BOONE COUNTY GOVERNMENT CENTER
801 E. Walnut, Room 123
Columbia, MO 65201-4890
573-886-4325

Jason Warzinik

GIS Program Manager

To: Michael Mallicoat
From: Jason Warzinik
Date: October 09, 2003
Re: Budget Revisions

Mr. Mallicoat,

The GIS Department would like to request a transfer of funds within its 2003 budget. Listed below is the requested transfer.

Funds from 2003 Budget line item 30000 (Dues Travel and Training) = \$870
Funds to 2003 Budget line item 48000 (Telephones) = \$250
Funds to 2003 Budget line item 23000 (Office Supplies) = \$525
Funds to 2003 Budget line item 91302 (Computer Software) = \$145

The requested transfer would subtract \$870 from the \$3,327.45 in the 2003 Budget line item 30000 (Dues Travel and Training) leaving \$2,457.45

The requested transfer would add \$250 to the \$-17.57 remaining balance in the 2003 Budget line item 48000 (Telephones) making \$232.43, add \$525 to the \$-18.60 remaining balance in the 2003 Budget line item 23000 (Office Supplies) making \$506.40, and \$145 to the \$7.90 remaining balance in the 2003 Budget line item 91302 (Computer Software) making \$152.90.

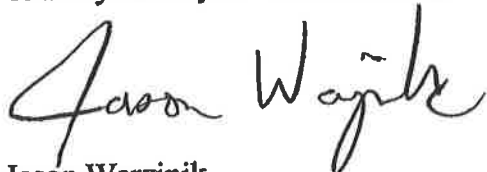
The Budget line 48000 (Telephones) request is due the addition of a second telephone and the increased monthly telephone rental fee. The Budget line 23000 (Office Supplies) request is to cover new business cards for both Jason Warzinik and Jonathan Bode, and miscellaneous office supplies, such as CR-RWs and other media, which may have to be purchased before the end of the year. The Budget line 91302 (Computer Software) request is to cover purchasing MS Publisher 2003 to be installed on Jason Warzinik's workstation.

The additional \$250 in Budget line 48000 (Telephones) would allow the GIS Department to continue to utilize the second telephone for the rest of year 2003. The additional \$525 in Budget line 23000 (Office Supplies) would allow the GIS Department to purchased new business cards

10/09/03

and additional office supplies, if needed, for the rest of year 2003. The additional \$145 in Budget line 91302 (Computer Software) would allow the GIS Department to purchase MS Publish 2003 to develop graphical GIS user guides and manuals.

Thank you for your consideration,

A handwritten signature in black ink that reads "Jason Warzinik". The signature is written in a cursive style with a large, stylized 'J' and 'W'.

Jason Warzinik
GIS Project Manager

10/14/03

FY 2003
Budget Amendments/Revisions
GIS - County (1176)

Index #	Date Recd	Account	Account Name	\$Increase	\$Decrease	Reason/Justification	Comments
1	1/27/03	91302 71100	Computer Software Outside Services	1,000	1,000	ESRI partnership	Account 91302 Computer Software - 2003 Budget \$0 Class 9 Fixed Asset Additions - 2003 Budget \$6,200 YTD Actual \$0 Account 71000 Outside Services - 2003 Budget \$1,000 YTD Actual \$0 Class 7 Contractual Services - 2003 Budget \$12,510 YTD Actual \$1,018
2	10/14/03	23001 48000 91302 37200	Printing Telephones Computer Software Seminars/Confereu/Meeting	525 250 145	870	Business cards, second telephone, MS Publish software	Account 23001 Printing - 2003 Budget \$50 YTD Actual \$0 Class 2 Materials & Supplies - 2003 Budget \$200 YTD Actual \$154.56 Class 4 Utilities & Account 48000 Telephones - 2003 Budget \$416 YTD Actual \$433.57 Account 91302 Computer Software - 2003 Budget \$1,000 YTD Actual \$992.90 Class 9 Fixed Asset Additions - 2003 Budget \$7,200 YTD Actual \$7,162.49 Account 37200 Seminars/Confereu/Meeting - 2003 Budget \$2,000 YTD Actual \$240 Class 3 Dues Travel & Training - 2003 Budget \$5,150 YTD Actual \$1,822.55