

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI

February Session of the January Adjourned

Term. 20 16

County of Boone

} ea.

In the County Commission of said county, on the

18th

day of

February

20

16

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

Now on this day the County Commission of the County of Boone does hereby approve Sole Source Contract 128-083016SS for the purchase of a Dell Power Edge R360 rack-mountable server and onsite professional services and installation from L3 Communications Mobile-Vision, Inc. of Rockaway, NJ.

It is further ordered the Presiding Commissioner is hereby authorized to sign said Sole Source Fact Sheet.

Done this 18th day of February, 2016

ATTEST:

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

Daniel K. Atwill  
Daniel K. Atwill  
Presiding Commissioner

Karen M. Miller  
Karen M. Miller  
District I Commissioner

Janet M. Thompson  
Janet M. Thompson  
District II Commissioner

79-2016

# Boone County Purchasing

Melinda Bobbitt, CPPO  
Director of Purchasing



613 E. Ash, Room 110  
Columbia, MO 65201  
Phone: (573) 886-4391  
Fax: (573) 886-4390

---

## MEMORANDUM

TO: Boone County Commission  
FROM: Melinda Bobbitt, CPPB  
DATE: February 3, 2016  
RE: Sole Source Approval – 128-083016SS – Dell Power Edge R630

Attached for signature and approval is a *Sole Source Request Form* from Information Technology for the purchase of Dell Power Edge R630 rack-mountable server and onsite professional services/installation from L3 Communications Mobile-Vision, Inc. of Rockaway, New Jersey.

The Sheriff Department purchased the L3 Flashback in-car digital video camera systems for patrol cars in 2007 and 2008. The Flashback DVR system is designed and manufactured exclusively by L-3 Communications and is not available from another source. The Digital Evidence Series of digital evidence management solutions is a series of software and workstation/server products designed specifically, and only, by L-3 Communications to support the Flashback digital in-car video system.

The software and portions of the hardware are proprietary to L-3 Communications, as such the support would be voided if other software or components were used. Attached is their sole source letter.

Total cost for this equipment/installation is \$13,835 and will be paid from department 2901 – Sheriff Operations – LE Sales Tax, account 91301 – Computer Hardware.

The intent to purchase as sole source was advertised in the *Missourian* and *Tribune* on February 5, 2016.

ATT Sole Source Request  
L3 Communications proprietary letter

cc: Trudy Fisher, IT  
Sole Source File

79-2016



communications

Mobile-Vision, Inc.  
400 Commons Way, Suite F  
Rockaway, NJ 07866  
Tel: (800) 336-8476 Fax: (973) 257-3024  
[www.L3com.com/ny](http://www.L3com.com/ny)

February 3, 2016

Melinda Bobbit  
Director of Purchasing  
Boone County Purchasing  
613 E. Ash St. Room, 110  
Columbia, MO 65201

RE: Sole Source Letter

Dear Ms. Bobbitt:

The L-3 Mobile-Vision, Inc. V-One All-In-One Computer, Flashback2, Flashback3 and FlashbackHD DVR, along with CycleVision, BodyVision and Interview Room products and all associated spare parts and accessories are designed and manufactured exclusively by or for L-3 Mobile-Vision, Inc. and are not available from another source. In addition, all Extended Warranty Services, repair and warranty claims are managed exclusively by L-3 Mobile-Vision. Any work performed by non-authorized personnel will void all warranties and claims.

The Digital Evidence Series™ of digital evidence management solutions and PatrolScout AVL/Video streaming equipment and software is a series of software and workstation/server products designed specifically, and only, by L-3 Mobile-Vision, Inc. to support its Flashback2, Flashback3 and FlashbackHD digital in-car video solution. For L-3 to maintain the equipment (servers and RAID, etc.), they will need to be purchased through L-3 Mobile Vision directly.

The series includes versions of the Digital Evidence Pro™, and Digital Evidence Viewer™ that are configured with various levels of software and hardware that accommodate an agency based on fleet size and/or evidence volume. Digital Evidence Pro modules enable the following exclusive, sole source capabilities:

- Intelligent Wireless Transfer™ leveraging multi-channel usage for high-speed transfers
- Automated Intelligent Volume Management™
- Case Management Features
- We use a highly secure Linux based platform, greatly reducing the chances of viruses and hacking.
- We can integrate in-car video systems, body worn cameras and interview rooms into a single back end solution.

Please call me if you have any questions or need additional information:

Sincerely,

Amanda-anne Turner  
National Sales Director

# Boone County Purchasing

Melinda Bobbitt, CPPO, CPPB  
Director of Purchasing



613 E. Ash, Rm 110  
Columbia, MO 65201  
Phone: (573) 886-4391  
Fax: (573) 886-4390

## SOLE SOURCE/NO SUBSTITUTE FACT SHEET

<b>Originating Office</b>	Information Technology Department
<b>Person Requesting</b>	Aron Gish, Director
<b>Date Requested</b>	02/02/16
<b>Contact Phone Number</b>	573-886-7204 – Trudy Fisher

UPON COMPLETION OF THIS FORM, PLEASE SUBMIT TO THE PURCHASING DEPARTMENT.

PURCHASING DEPARTMENT APPROVAL:

Melinda Bobbitt  
Signature

2-3-16  
Date

SOLE SOURCE NUMBER: 128-08301655  
(Assigned by Purchasing)

COMMISSION APPROVAL:

[Signature]  
Signature

2-18-16  
Date

Expiration Date: \_\_\_\_\_ 20\_\_ through \_\_\_\_\_ 20\_\_

One Time Purchase (check)

**Vendor Name** L3 Communications Mobile-Vision, Inc.

**Vendor Address** 400 Commons Way  
Rockaway, NJ 07866

**Vendor Phone and Fax** T. 973-453-8562  
F. 973-257-3024

**Product Description** Dell Power Edge R630 rack-mountable server and onsite professional services/installation.

**Estimated Cost** \$13,835.00

**Department/Account** 2901-91301 – 2016 Budget Item

**Number(s) Invoices Will Be Paid** \_\_\_\_\_

The following is a list of questions that must be answered when making sole source requests. This is a formal document for submission to the County Commission. If a question is not applicable, please indicate N/A. Use layman's terms and avoid jargon and the use of acronyms.

- Please check the reason(s) for this sole request:
  - Only Known Source-Similar equipment or material not available from another vendor
  - Equipment or materials must be compatible with existing Equipment
  - Immediate purchase necessary to correct situation threatening life/property
  - Lease Purchase - Exercise purchase option on lease
  - Medical device or supply specified by physician

- Used Equipment - Within price set by one/two appraisal(s) by disinterested party(ies)
  - Other - List (attach additional sheets if necessary)
- 

2. Briefly describe the commodity/material you are requesting and its function.  
Dell Power Edge R630 rack-mountable server which includes monitor, keyboard, mouse and USB card reader. Also includes onsite professional services and installation on EOL servers and data migration. This new server will be backup to the existing equipment for the in-car video system at the Sheriff's Department.
3. Describe the unique features/compatibility of the commodity/material that precludes competitive bidding.  
The Sheriff's Department purchased the L3 Flashback in-car digital video camera systems for patrol cars from 2007 and 2008 budgets. The Flashback DVR system is designed and manufactured exclusively by L-3 Communications and is not available from another source. The Digital Evidence Series of digital evidence management solutions is a series of software and workstation/server products designed specifically, and only, by L-3 Communications to support the Flashback digital in-car video system.
4. What research has been done to verify this vendor as the only known source?  
The software and portions of the hardware are proprietary to L-3 Communications, as such the support would be voided if other software or components were used.
5. Does this vendor have any distributors, dealers, resellers, etc. that sell the commodity/material?  
 Yes (please attach a list of known sources)  
 No
6. Must this commodity/material be compatible with present inventory/equipment, or in compliance with the manufacturer's warranty or existing service agreement? If yes, please explain.  
Yes, the Sheriff's Department currently has L-3 Communications Mobile-Vision in-car digital video systems. If other hardware or software components are substituted the system will not work and cause loss of support. By substituting other components the support will be voided.
7. If this is an initial purchase, what are the future consequences of the purchase? That is, once this purchase is approved and processed, what additional upgrades/additions/supplies/etc. are anticipated/projected over the useful life of this product?  
The future consequences of this system would be extended warranty purchases, software/hardware upgrade. For instance, at some point the memory/capacity will probably have to be upgraded on the server as more units are put into patrol cars. The DVD backup system may require repair or replacement depending on longevity. This is an evolving technology and at some point will need to be updated to keep pace as the new technology improves.
8. If this is an upgrade/add-on/supply/repair/etc. to existing equipment, how was the original equipment purchased (sole source or competitive bid)? What additional, related, sole source purchases have occurred since the initial purchase? Please state previous purchase order number(s).  
Add-on to existing equipment and original equipment purchased with sole source #81-123108SS.
9. How has this commodity/material been purchased in the past? (Sealed Bid, Sole Source, RFP, other)  
Please provide document numbers.  
Sole Source #81-123108SS – Commission Order #151-2008.
10. What are the consequences of not securing this specific commodity/material?  
If other hardware or software components are substituted, the system will not work or may not work to the fullest extent. Support will be voided.

11. List any other information relevant to the acquisition of this commodity/material (additional sheets may be attached, if necessary).  
L-3 Mobile-Vision, Inc Quote #203913045 is attached.
  
12. How long is sole source approval necessary for this type of purchase? Is this a one-time purchase or is there an identified time period needed?  
This is a one-time purchase for equipment. This equipment will be an addition to existing L-3 in-car video system at the Sheriff's Department.

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI }  
County of Boone } ea.

February Session of the January Adjourned

Term. 20 16

In the County Commission of said county, on the 18th day of February 20 16

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

Now on this day the County Commission of the County of Boone does hereby approve Sole Source Contract 127-123116SS for the purchase of Tasers and Equipment from Taser International, Inc. of Scottsdale, AZ.

The terms of this Term & Supply contract are stipulated in the attached Purchase Agreement for Tasers and Equipment. It is further ordered the Presiding Commissioner is hereby authorized to sign said Purchase Agreement and Sole Source Fact Sheet.

Done this 18th day of February, 2016

ATTEST:

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

Daniel K. Atwill  
Daniel K. Atwill  
Presiding Commissioner

Karen M. Miller  
Karen M. Miller  
District I Commissioner

Janet M. Thompson  
Janet M. Thompson  
District II Commissioner

# Boone County Purchasing

Melinda Bobbitt, CPPO, CPPB  
Director of Purchasing



613 E. Ash, Rm 110  
Columbia, MO 65201  
Phone: (573) 886-4391  
Fax: (573) 886-4390

## SOLE SOURCE/NO SUBSTITUTE FACT SHEET

<b>Originating Office</b>	Sheriff
<b>Person Requesting</b>	Leasa Quick
<b>Date Requested</b>	1/20/16
<b>Contact Phone Number</b>	876-2149

UPON COMPLETION OF THIS FORM, PLEASE SUBMIT TO THE PURCHASING DEPARTMENT.

PURCHASING DEPARTMENT APPROVAL: \_\_\_\_\_

Signature

Date

SOLE SOURCE NUMBER: 127-123116SS  
(Assigned by Purchasing)

COMMISSION APPROVAL: \_\_\_\_\_

*[Handwritten Signature]*  
Signature

2-18-16  
Date

Expiration Date: On-going

<b>Vendor Name</b>	Taser International, Inc.
<b>Vendor Address</b>	17800 N. 85 <sup>th</sup> Street, Scottsdale, Arizona 85255
<b>Vendor Phone and Fax</b>	Phone: 480-991-0797 Fax: 480-991-0791
<b>Product Description</b>	Tasers and Cartridges
<b>Estimated Cost</b>	
<b>Department/Account</b>	2016 Budget: Tasers = \$9000 in account 2901-92300, \$4300 2901-23201,
<b>Number(s) Invoices Will Be Paid</b>	\$8500 1255-23201, and \$3600 1255-92300

The following is a list of questions that must be answered when making sole source requests. This is a formal document for submission to the County Commission. If a question is not applicable, please indicate N/A. Use layman's terms and avoid jargon and the use of acronyms.

- Please check the reason(s) for this sole request:
  - Only Known Source-Similar equipment or material not available from another vendor
  - Equipment or materials must be compatible with existing Equipment
  - Immediate purchase necessary to correct situation threatening life/property
  - Lease Purchase - Exercise purchase option on lease
  - Medical device or supply specified by physician
  - Used Equipment - Within price set by one/two appraisal(s) by disinterested party(ies)



- Other - List (attach additional sheets if necessary)
- 

2. Briefly describe the commodity/material you are requesting and its function.  
**Tasers. The function is to subdue a physically resistive subject in a less lethal manner with the use of electro-muscular disruption through the use of two probes discharged with the use of compressed air. This technology debilitates resistive subjects regardless of pain tolerance or mental focus, at the same time reducing the risk of officer injury by limiting the chance of a physical confrontation.**
3. Describe the unique features/compatibility of the commodity/material that precludes competitive bidding.  
**The Sheriff Department has been using the Taser brand for over 10 years and in turn, have all of the accompanying equipment required for everyday and future use. We have an inventory of air cartridges, download software, download hardware, spare batteries, holsters and four instructors specifically trained in the Taser models.**
4. What research has been done to verify this vendor as the only known source?  
**Received proprietary letter from Taser International, the manufacturer that states they are now selling direct and not using any distributors.**
5. Does this vendor have any distributors, dealers, resellers, etc. that sell the commodity/material?  
 Yes (please attach a list of known sources)  
 No
6. Must this commodity/material be compatible with present inventory/equipment, or in compliance with the manufacturer's warranty or existing service agreement? If yes, please explain.  
**Yes. Both the jail officers and the road officers use the Taser model less lethal weapons. We currently have 4 instructors in the department and a vast array of accessories making it cost prohibitive to use a weapon from another manufacturer, which would require us to pay for additional training and the purchase of different accessories.**
7. If this is an initial purchase, what are the future consequences of the purchase? That is, once this purchase is approved and processed, what additional upgrades/additions/supplies/etc. are anticipated/projected over the useful life of this product?  
**.Additional Tasers, training supplies, batteries which would always be figured into the budget and would be an ongoing expense with any less lethal weapon of this kind.**
8. If this is an upgrade/add-on/supply/repair/etc. to existing equipment, how was the original equipment purchased (sole source or competitive bid)? What additional, related, sole source purchases have occurred since the initial purchase? Please state previous purchase order number(s).  
**We put a sole source in place in 2005, # 54-123105 for the Taser brand but at that time Roehr was the sole source distributor for the Missouri region. Taser International is no longer using distributors.**
9. How has this commodity/material been purchased in the past? (Sealed Bid, Sole Source, RFP, other)  
Please provide document numbers.  
**Sole source # 54-123105**
10. What are the consequences of not securing this specific commodity/material?  
**Increased risk of officer injury from physical altercations and/or officer involved shootings without this option of less lethal action in some instances.**

11. List any other information relevant to the acquisition of this commodity/material (additional sheets may be attached, if necessary).

**The company, Taser International, has been selling electrical less lethal and personal protection devices since 1993.**

12. How long is sole source approval necessary for this type of purchase? Is this a one-time purchase or is there an identified time period needed?

**On-going as long as the Sheriff Department is standardized with Taser brand.**

Title: {Title}  
Department: {Department}  
Version: {Version}  
Release Date: {Release Date}



17800 N. 85th St., Scottsdale, Arizona 85255 \* 480-991-0797 \* Fax 480-991-0791 \* www.TASER.com

January 4, 2016

**To: United States state, local and municipal law enforcement agencies**

**Re: Sole Source Letter for TASER International, Inc.'s Conducted Electrical Weapons**

A sole source justification exists because the following goods and services required to satisfy the agency's needs are only manufactured and available for purchase from TASER International. TASER is also the sole distributor of all TASER brand products in the States of AR, CT, DE, FL, GA, HI, IA IL, IN, KS, LA, MA, MD, ME, MI, MN, MO, MS, NC, ND, NE, NH, NJ, NY, OK, OR, PA, RI, SC, SD, TX, VA, VI, VT, WI, WV, and the District of Columbia.

### **TASER CEW Descriptions**

#### **X2 CEW**

- Multiple-shot CEW
- High efficiency flashlight
- Static dual LASERs (used for target acquisition)
- ARC switch enables drive-stun with or without a Smart Cartridge installed
- Central Information Display (CID): Displays mission-critical data such as remaining battery energy, burst time, operating mode, and user menu to change settings and view data on a yellow-on-black display
- The Trilogy log system records information from a variety of sensors into three data logs: Event log, Pulse log, and Engineering log. Data can be downloaded using a universal serial bus (USB) data interface module connected to a personal computer (PC). Data may be transferred to Evidence.com services.
- Real-time clock with back-up battery
- Onboard self-diagnostic and system status monitoring and reporting
- Ambidextrous safety switch
- Capable of audio/video recording with optional TASER CAM HD recorder
- The trigger activates a single cycle (approximately 5 seconds). Holding the trigger down will continue the discharge beyond the standard cycle (except when used with an APPM or TASER CAM HD AS). The CEW cycle can be stopped by placing the safety switch in the down (SAFE) position.
- Compatible with TASER Smart Cartridges only

#### **X26P CEW**

- High efficiency flashlight
- Red LASER (used for target acquisition)
- Central Information Display (CID): Displays data such as calculated remaining energy, burst time, and notifications
- The Trilogy log system records information from a variety of sensors into three data logs: Event log, Pulse log, and Engineering log. Data can be downloaded using a universal serial bus (USB) data interface module connected to a personal computer (PC). Data may be transferred to Evidence.com services.
- Real-time clock with back-up battery
- Onboard self-diagnostic and system status monitoring and reporting
- Ambidextrous safety switch

- Capable of audio/video recording with optional TASER CAM HD recorder
- The trigger activates a single cycle (approximately five seconds). Holding the trigger down will continue the discharge beyond the standard cycle (except when used with an APPM or TASER CAM HD AS). The CEW cycle can be stopped by placing the safety switch in the down (SAFE) position.
- Compatible with TASER standard series cartridges

**Axon Signal Performance Power Magazine (SPPM)**

- Battery pack for the X2 and X26P conducted electrical weapons
- Shifting the safety switch from the down (SAFE) to the up (ARMED) positions sends a signal from the SPPM. Upon processing the signal, an Axon system equipped with Axon Signal technology transitions from the BUFFERING to EVENT mode.

**TASER Brand CEW Model Numbers**

1. Conducted Electrical Weapons (CEWs):
  - TASER X2 Models: 22002 and 22003
  - TASER X26P Models: 11002 and 11003
2. Optional Extended Warranties for CEWs:
  - X2 - 4-year extended warranty, item number 22014
  - X26P - 2-year extended warranty, item number 11008
  - X26P - 4-year extended warranty, item number 11004
3. TASER standard cartridges (compatible with the X26P; required for this CEW to function in the probe deployment mode):
  - 15-foot Model: 34200
  - 21-foot Model: 44200
  - 21-foot non-conductive Model: 44205
  - 25-foot Model: 44203
  - 35-foot Model: 44206
4. TASER Smart cartridges (compatible with the X2; required for this CEW to function in the probe deployment mode):
  - 15-foot Model: 22150
  - 25-foot Model: 22151
  - 25-foot inert simulation Model: 22155
  - 25-foot non-conductive Model: 22157
  - 35-foot Model: 22152
5. TASER CAM HD recorder Model: 26810 (full HD video and audio) and TASER CAM HD with AS (automatic shut-down feature) Model: 26820. The TASER CAM HD is compatible with both the X26P and X2 CEWs.
  - TASER CAM HD replacement battery Model: 26764
  - TASER CAM HD Download Kit Model: 26762
  - TASER CAM HD optional 4-year extended warranty, item number 26763
6. Power Modules (Battery Packs) for X26P and X2 CEWs:
  - Performance Power Magazine (PPM) Model: 22010
  - Tactical Performance Power Magazine (TPPM) Model: 22012
  - Automatic Shut-Down Performance Power Magazine (APPM) Model: 22011
  - eXtended Performance Power Magazine (XPPM) Model: 11010
  - eXtended Automatic Shut-Down Performance Power Magazine (XAPPM) Model: 11015
  - Axon Signal Performance Power Magazine (SPPM) Model: 70116
7. TASER Dataport Download Kits:

- Dataport Download Kit for the X2 and X26P Model: 22013
- 8. TASER Blast Door Repair Kit Model 44019 and TASER Blast Door Replenishment Kit Model 44023
- 9. Conductive Target front Model 80000 and Conductive Target back, Model 80001
- 10. CEW Holsters:
  - Right-hand X2 holster by BLACKHAWK Model: 22501
  - Left-hand X2 holster by BLACKHAWK Model: 22504
  - Right-hand X26P holster by BLACKHAWK Model: 11501
  - Left-hand X26P holster by BLACKHAWK Model: 11504
- 11. TASER Simulation Suit II Model 44550

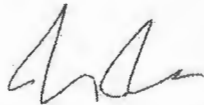
**TASER Product Packages**

1. Officer Safety Plan: includes a CEW, Axon camera and Dock upgrade, and Evidence.com license and storage. See your Sales Representative for further details and Model numbers.
2. TASER Assurance Plan (TAP): Hardware extended warranty coverage, Spare Products, and Upgrade Models available for the X2 and X26P CEWs, and the TASER CAM HD recorder. (The TAP is available only through TASER International, Inc.)

SOLE AUTHORIZED DISTRIBUTOR FOR TASER BRAND CEW PRODUCTS MISSOURI	SOLE AUTHORIZED REPAIR FACILITY FOR TASER BRAND CEW PRODUCTS
TASER International, Inc. 17800 N. 85 <sup>th</sup> Street, Scottsdale, AZ 85255 Phone: 800-978-2737 Fax: 480-991-0791	TASER International, Inc. 17800 N. 85 <sup>th</sup> Street, Scottsdale, AZ 85255 Phone: 800-978-2737 Fax: 480-991-0791

Please contact your local TASER sales representative or call us at 1-800-978-2737 with any questions.

Sincerely,



Josh Isner  
 Executive Vice President, North American Sales  
 TASER International, Inc.

BLACKHAWK is a trademark of the Blackhawk Products Group.

▲ AXON, Axon, Axon Signal, Evidence.com, Smart Cartridge, TASER CAM, Triogy, X2, X26P, TASER, and the 'Bolt within Circle' logo are trademarks of TASER International, Inc., some of which are trademarks in the US and other countries. For more information visit [www.taser.com/legal](http://www.taser.com/legal). All rights reserved. © 2016 TASER International, Inc.

86-2016

# Boone County Purchasing

Melinda Bobbitt, CPPO  
Director of Purchasing



613 E. Ash, Room 110  
Columbia, MO 65201  
Phone: (573) 886-4391  
Fax: (573) 886-4390

---

## MEMORANDUM

TO: Boone County Commission  
FROM: Melinda Bobbitt, CPPB  
DATE: February 8, 2016  
RE: Sole Source Approval – 127-123116SS – Tasers and Equipment

Attached for signature and approval is a contract and *Sole Source Request Form* from the Sheriff Department for the purchase of tasers and equipment from Taser International, Inc. of Scottsdale, Arizona.

We received a proprietary letter from Taser International, the manufacturer that states they are now selling direct and not using any distributors. The Sheriff Department has standardized with Taser equipment and have been using Taser models for over 10 years. They have all of the accompanying equipment required for everyday and future use including an inventory of air cartridges, download software, download hardware, spare batteries, holsters and four instructors specifically trained in the Taser models.

This is a Term and Supply contract and invoices will be paid from 2901-92300 (\$9,000 budgeted), 2901-23201 (\$8,500 budgeted), and 1255-92300 (\$3,600 budgeted). The initial purchase is from 2901-23201 for \$5,378.56.

The intent to purchase as sole source was advertised in the *Missourian* and *Tribune* on January 26, 2016.

ATT Sole Source Request & Taser International sole source letter

cc: Leasa Quick, Gary German, Sheriff Dept.  
Sole Source File

86-2016

Title: {Title}  
Department: {Department}  
Version: {Version}  
Release Date: {Release Date}



17800 N. 85th St., Scottsdale, Arizona 85255 \* 480-991-0797 \* Fax 480-991-0791 \* www.TASER.com

January 4, 2016

**To: United States state, local and municipal law enforcement agencies**

**Re: Sole Source Letter for TASER International, Inc.'s Conducted Electrical Weapons**

A sole source justification exists because the following goods and services required to satisfy the agency's needs are only manufactured and available for purchase from TASER International. TASER is also the sole distributor of all TASER brand products in the States of AR, CT, DE, FL, GA, HI, IA, IL, IN, KS, LA, MA, MD, ME, MI, MN, MO, MS, NC, ND, NE, NH, NJ, NY, OK, OR, PA, RI, SC, SD, TX, VA, VI, VT, WI, WV, and the District of Columbia.

#### **TASER CEW Descriptions**

##### **X2 CEW**

- Multiple-shot CEW
- High efficiency flashlight
- Static dual LASERs (used for target acquisition)
- ARC switch enables drive-stun with or without a Smart Cartridge installed
- Central Information Display (CID): Displays mission-critical data such as remaining battery energy, burst time, operating mode, and user menu to change settings and view data on a yellow-on-black display
- The Trilogy log system records information from a variety of sensors into three data logs: Event log, Pulse log, and Engineering log. Data can be downloaded using a universal serial bus (USB) data interface module connected to a personal computer (PC). Data may be transferred to Evidence.com services.
- Real-time clock with back-up battery
- Onboard self-diagnostic and system status monitoring and reporting
- Ambidextrous safety switch
- Capable of audio/video recording with optional TASER CAM HD recorder
- The trigger activates a single cycle (approximately 5 seconds). Holding the trigger down will continue the discharge beyond the standard cycle (except when used with an APPM or TASER CAM HD AS). The CEW cycle can be stopped by placing the safety switch in the down (SAFE) position.
- Compatible with TASER Smart Cartridges only

##### **X26P CEW**

- High efficiency flashlight
- Red LASER (used for target acquisition)
- Central Information Display (CID): Displays data such as calculated remaining energy, burst time, and notifications
- The Trilogy log system records information from a variety of sensors into three data logs: Event log, Pulse log, and Engineering log. Data can be downloaded using a universal serial bus (USB) data interface module connected to a personal computer (PC). Data may be transferred to Evidence.com services.
- Real-time clock with back-up battery
- Onboard self-diagnostic and system status monitoring and reporting
- Ambidextrous safety switch

- Capable of audio/video recording with optional TASER CAM HD recorder
- The trigger activates a single cycle (approximately five seconds). Holding the trigger down will continue the discharge beyond the standard cycle (except when used with an APPM or TASER CAM HD AS). The CEW cycle can be stopped by placing the safety switch in the down (SAFE) position.
- Compatible with TASER standard series cartridges

**Axon Signal Performance Power Magazine (SPPM)**

- Battery pack for the X2 and X26P conducted electrical weapons
- Shifting the safety switch from the down (SAFE) to the up (ARMED) positions sends a signal from the SPPM. Upon processing the signal, an Axon system equipped with Axon-Signal technology transitions from the BUFFERING to EVENT mode.

**TASER Brand CEW Model Numbers**

1. Conducted Electrical Weapons (CEWs):
  - TASER X2 Models: 22002 and 22003
  - TASER X26P Models: 11002 and 11003
2. Optional Extended Warranties for CEWs:
  - X2 - 4-year extended warranty, item number 22014
  - X26P - 2-year extended warranty, item number 11008
  - X26P - 4-year extended warranty, item number 11004
3. TASER standard cartridges (compatible with the X26P; required for this CEW to function in the probe deployment mode):
  - 15-foot Model: 34200
  - 21-foot Model: 44200
  - 21-foot non-conductive Model: 44205
  - 25-foot Model: 44203
  - 35-foot Model: 44206
4. TASER Smart cartridges (compatible with the X2; required for this CEW to function in the probe deployment mode):
  - 15-foot Model: 22150
  - 25-foot Model: 22151
  - 25-foot inert simulation Model: 22155
  - 25-foot non-conductive Model: 22157
  - 35-foot Model: 22152
5. TASER CAM HD recorder Model: 26810 (full HD video and audio) and TASER CAM HD with AS (automatic shut-down feature) Model: 26820. The TASER CAM HD is compatible with both the X26P and X2 CEWs.
  - TASER CAM HD replacement battery Model: 26764
  - TASER CAM HD Download Kit Model: 26762
  - TASER CAM HD optional 4-year extended warranty, item number 26763
6. Power Modules (Battery Packs) for X26P and X2 CEWs:
  - Performance Power Magazine (PPM) Model: 22010
  - Tactical Performance Power Magazine (TPPM) Model: 22012
  - Automatic Shut-Down Performance Power Magazine (APPM) Model: 22011
  - eXtended Performance Power Magazine (XPPM) Model: 11010
  - eXtended Automatic Shut-Down Performance Power Magazine (XAPPM) Model: 11015
  - Axon Signal Performance Power Magazine (SPPM) Model: 70116
7. TASER Dataport Download Kits:



80-2016

- Dataport Download Kit for the X2 and X26P Model: 22013
- 8. TASER Blast Door Repair Kit Model 44019 and TASER Blast Door Replenishment Kit Model 44023
- 9. Conductive Target front Model 80000 and Conductive Target back, Model 80001
- 10. CEW Holsters:
  - Right-hand X2 holster by BLACKHAWK Model: 22501
  - Left-hand X2 holster by BLACKHAWK Model: 22504
  - Right-hand X26P holster by BLACKHAWK Model: 11501
  - Left-hand X26P holster by BLACKHAWK Model: 11504
- 11. TASER Simulation Suit II Model 44550

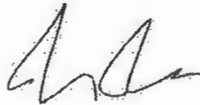
#### TASER Product Packages

1. Officer Safety Plan: includes a CEW, Axon camera and Dock upgrade, and Evidence.com license and storage. See your Sales Representative for further details and Model numbers.
2. TASER Assurance Plan (TAP): Hardware extended warranty coverage, Spare Products, and Upgrade Models available for the X2 and X26P CEWs, and the TASER CAM HD recorder. (The TAP is available only through TASER International, Inc.)

SOLE AUTHORIZED DISTRIBUTOR FOR TASER BRAND CEW PRODUCTS MISSOURI	SOLE AUTHORIZED REPAIR FACILITY FOR TASER BRAND CEW PRODUCTS
TASER International, Inc. 17800 N. 85 <sup>th</sup> Street, Scottsdale, AZ 85255 Phone: 800-978-2737 Fax: 480-991-0791	TASER International, Inc. 17800 N. 85 <sup>th</sup> Street, Scottsdale, AZ 85255 Phone: 800-978-2737 Fax: 480-991-0791

Please contact your local TASER sales representative or call us at 1-800-978-2737 with any questions.

Sincerely,



Josh Isner  
Executive Vice President, North American Sales  
TASER International, Inc.

BLACKHAWK is a trademark of the Blackhawk Products Group.

▲ AXON, Axon, Axon Signal, Evidence.com, Smart Cartridge, TASER CAM, Trilogy, X2, X26P, TASER, and the 'Bolt within Circle' logo are trademarks of TASER International, Inc., some of which are trademarks in the US and other countries. For more information visit [www.taser.com/legal](http://www.taser.com/legal). All rights reserved. © 2016 TASER International, Inc.

**PURCHASE AGREEMENT FOR  
TASERS AND EQUIPMENT  
TERM & SUPPLY**

**THIS AGREEMENT** dated the 18<sup>th</sup> day of February 2016 is made between Boone County, Missouri, a political subdivision of the State of Missouri through the Boone County Commission, herein "County" and **Taser International, 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 Tasers and Equipment, sole source # **127-123116SS**, 2016 Taser X2 CEW Law Enforcement Pricing, and 2016 Taser X26P CEW Law Enforcement Pricing. All such documents shall constitute the contract documents which are incorporated herein by reference. Service or product data, specification and literature submitted with quote response may be permanently maintained in the County Purchasing Office file for this agreement if not attached. In the event of conflict between any of the foregoing documents, this Purchase Agreement and Boone County Standard Terms and Conditions shall prevail and control over the Contractor's quote response.
2. **Purchase** - The County agrees to purchase from the Contractor and the Contractor agrees to supply the County **Tasers and Equipment** as identified and responded to in the Contractor's attached law enforcement pricing list. Equipment shall be provided as required in the specifications and in conformity with the contract documents for the prices set forth in the Contractor's pricing response as needed and as ordered by County.
3. **Delivery** - All deliveries shall be made FOB Destination with freight prepaid and charged back. The seller pays the freight and charges back the buyer by adding the freight charges to the invoices. A copy of the actual freight bill should be attached to the invoices as evidence of correct freight billing.
4. **Contract Duration** - This agreement shall commence on **January 1, 2016 and extend through December 31, 2016** subject to the provisions for termination specified below. This agreement may be extended beyond the expiration date by order of the County for **an additional five (5) one-year periods. Pricing is firm for the first renewal period and may be adjusted at each renewal period for current Law Enforcement Pricing.**
5. **Billing and Payment** - All billing shall be invoiced to the Boone County Sheriff Department, Attn: Leasa Quick, 2121 County Drive, Columbia, MO 65202 and billings may only include the prices listed in the Contractor's bid response. No additional fees for 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 correct monthly statements 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.
6. **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.
7. **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.
8. **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.


TASER INTERNATIONAL, INC.

by   
title \_\_\_\_\_

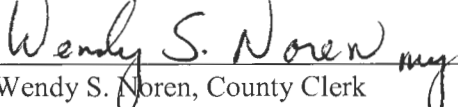
BOONE COUNTY, MISSOURI

by: Boone County Commission  
  
Daniel K. Atwill, Presiding Commissioner

APPROVED AS TO FORM:

by:   
County Counselor

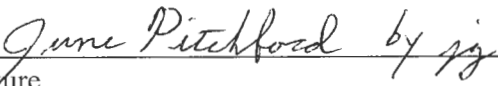
ATTEST:

  
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) arising from this contract. (Note: Certification of this contract is not required if the terms of the contract do not create in a measurable county obligation at this time.)

Term & Supply 2901- 23201, 2901- 92300; 1255-23201  
Initial Order: 2901-23201/\$5,378.56

 by *jj* 02/09/16 \_\_\_\_\_  
Signature Date Appropriation Account

## STANDARD CONTRACT TERMS AND CONDITIONS - BOONE COUNTY, MISSOURI

1. Contractor shall comply with all applicable federal, state, and local laws and failure to do so, in County's sole discretion, shall give County the right to terminate this Contract.
2. Prices shall include all charges for packing, delivery, installation, etc., (unless otherwise specified) to the Boone County Department.
3. The Boone County Commission has the right to accept or reject any part or parts of all bids, to waive technicalities, and to accept the offer the County Commission considers the most advantageous to the County. Boone County reserves the right to award this bid on an item-by-item basis, or an "all or none" basis, whichever is in the best interest of the County. The Purchasing Director reserves the right, when only one bid has been received by the bid closing date, to delay the opening of bids to another date and time in order to revise specifications and/or establish further competition for the commodity or service required. The one (1) bid received will be retained unopened until the new Closing date, or at request of bidder, returned unopened for re-submittal at the new date and time of bid closing.
4. When products or materials of any particular producer or manufacturer are mentioned in our contracts, such products or materials are intended to be descriptive of type or quality and not restricted to those mentioned.
5. Do not include Federal Excise Tax or Sales and Use Taxes in billing, as law exempts the County from them.
6. The delivery date shall be stated in definite terms.
7. The County Commission reserves the right to cancel all or any part of orders if delivery is not made or work is not started as guaranteed. In case of delay, the Contractor must notify the Purchasing Department.
8. In case of default by the Contractor, the County of Boone will procure the articles or services from other sources and hold the Contractor responsible for any excess cost occasioned thereby.
9. Failure to deliver as guaranteed may disqualify Contractor from future bidding.
10. Prices must be as stated in units of quantity specified, and must be firm.
11. The County of Boone, Missouri expressly denies responsibility for, or ownership of any item purchased until same is delivered to the County and is accepted by the County.
12. The County reserves the right to award to one or multiple respondents. The County also reserves the right to not award any item or group of items if the services can be obtained from a state or other governmental entities contract under more favorable terms. The resulting contract will be considered "Non-Exclusive". The County reserves the right to purchase advertising from other vendors.
13. The County, from time to time, uses federal grant funds for the procurement of goods and services. Accordingly, the provider of goods and/or services shall comply with federal laws, rules and regulations applicable to the funds used by the County for said procurement, and contract clauses required by the federal government in such circumstances are incorporated herein by reference. These clauses can generally be found in the Federal Transit Administration's Best Practices Procurement Manual – Appendix A. Any questions regarding the applicability of federal clauses to a particular bid should be directed to the Purchasing Department prior to bid opening.

14. In the event of a discrepancy between a unit price and an extended line item price, the unit price shall govern.
15. Should an audit of Contractor's invoices during the term of the Agreement, and any renewals thereof, indicate that the County has remitted payment on invoices that constitute an over-charging to the County above the pricing terms agreed to herein, the Contractor shall issue a refund check to the County for any over-charges within 30-days of being notified of the same.
16. **For all titled vehicles and equipment the dealer must use the actual delivery date to the County** on all transfer documents including the Certificate of Origin (COO,) Manufacturer's Statement of Origin (MSO,) Bill of Sale (BOS,) and Application for Title.
17. **Equipment and serial and model numbers** - The contractor is strongly encouraged to include equipment serial and model numbers for all amounts invoiced to the County. If equipment serial and model numbers are not provided on the face of the invoice, such information may be required by the County before issuing payment.



17800 N. 85<sup>th</sup> St. Scottsdale, AZ 85255-6311

Toll Free: 800.978.2737 • Fax: 480.991.0791

www.TASER.com • [Sales@TASER.com](mailto:Sales@TASER.com)

## 2016 TASER X2 CEW Law Enforcement Pricing


Model	Product Description	Agency Price
<b>X2 Conducted Electrical Weapons (Handle Only without Power Magazine, choose one)</b>		
22002	Black X2 CEW	\$1,066.00 ea
22003	Yellow X2 CEW	\$1,066.00 ea
<b>X2 Power Magazines (Choose one)</b>		
22010	Performance Power Magazine (PPM)	\$56.41 ea
22012	Tactical Performance Power Magazine (TPPM)	\$56.41 ea
<b>X2 Power Magazine (Optional)</b>		
22011	Automatic Shut-Down Power Magazine (APPM)	\$68.15 ea
<b>Optional Accessories</b>		
<b>X2 Holsters</b>		
22501	Holster, X2, Right Hand, Blackhawk!	\$68.15 ea
22504	Holster, X2, Left Hand, Blackhawk!	\$68.15 ea
<b>Customer Care Extended Warranty</b>		
22014	4-year Extended Warranty	\$329.39 ea
<b>TASER Assurance Plan (TAP)</b>		
85049	TAP CEW Annual Payment, X2	\$218.54 ea
<b>X2 Smart Cartridges**</b>		
22150	15' Live Smart Cartridge	\$30.53 ea
22151	25' Live Smart Cartridge	\$32.60 ea
22152	35' Live Smart Cartridge	\$33.84 ea
22155	Inert Simulator 25' Smart Cartridge	\$44.51 ea
22157	25' Training Smart Cartridge (Blue Blast Door/Non-conductive)	\$31.67 ea
33112	Alligator Clip Smart Cartridge	\$34.05 ea
<b>TASER CAM HD Recorders</b>		
26810	TASER CAM HD	\$548.96 ea
26820	TASER CAM HD with Automatic Shut-Down (AS) Feature	\$576.44 ea
26762	TASER CAM HD USB download kit	\$15.94 ea
26763	TASER CAM HD 4-Year Extended Warranty	\$159.86 ea
26764	TASER CAM HD Replacement Battery	\$54.80 ea
<b>X2 Dataport Download Kits</b>		
22013	Kit, Dataport Download, USB, X2	\$170.52 ea
<b>HOGUE HANDALL Grips</b>		
22018	Grip, CEW, Hogue, packaged	\$15.78 ea
<b>Training Equipment</b>		
80004	Target, Conductive, 2-Part, Top and Bottom	\$27.58 ea
44550	Sim Suit Model II	\$586.33 ea

\*\*15-foot, 25-foot, and 35-foot X2 cartridges are compatible with TASER X2 and X3 CEWs. X3 cartridges (part numbers 33100, 33101, 33102, 33103, 33104, and 33106) are NOT compatible with the X2 CEW.

TASER International, Inc.'s Sales Terms and Conditions for Direct Sales to End User Purchasers apply to all sales and are available at <http://www.taser.com/sales-terms-and-conditions>.

For delivery status or to place an order, call TASER's sales department at 800-978-2737 or fax the order to: 480-991-0791.

BLACKHAWK! is a trademark of BLACKHAWK! Products Group, HANDALL is a trademark of Hogue, Inc., and HOGUE is a registered trademark of Hogue, Inc.

Smart Cartridge, TASER CAM, X2, X2 and Design, X3, TASER, 'Protect Life,' and  are trademarks of TASER International, Inc., some of which are registered in the US and other countries. For more information, visit [www.TASER.com/legal](http://www.TASER.com/legal). All rights reserved. © 2016 TASER International, Inc.



17800 N. 85<sup>th</sup> St. Scottsdale, AZ 85255-6311

Toll Free: 800.978.2737 • Fax: 480.991.0791

www.TASER.com • [Sales@TASER.com](mailto:Sales@TASER.com)

## 2016 TASER X26P CEW Law Enforcement Pricing

Model	Product Description	Agency Price
<b>X26P Conducted Electrical Weapons (CEW Only without Power Magazine, choose one)</b>		
11002	Black X26P CEW, class III LASER	\$931.45 ea
11003	Yellow X26P CEW, class III LASER	\$931.45 ea
<b>X26P Power Magazines (Choose one)</b>		
22010	Performance Power Magazine (PPM)	\$56.41 ea
22012	Tactical Performance Power Magazine (TPPM)	\$56.41 ea
11010	eXtended Performance Power Magazine (XPPM)	\$65.72 ea
<b>X26P Power Magazine (Optional)</b>		
22011	Automatic Shut-Down Power Magazine (APPM)	\$68.15 ea
11015	eXtended Automatic Shut-Down Power Magazine (XAPPM)	\$70.22 ea
<b>Optional Accessories</b>		
<b>X26P Holsters</b>		
11501	Holster, X26P, Right Hand, Blackhawk!	\$55.11 ea
11504	Holster, X26P, Left Hand, Blackhawk!	\$55.11 ea
<b>Customer Care Extended Warranty</b>		
11004	4-year Extended Warranty	\$287.68 ea
<b>TASER Assurance Plan (TAP)</b>		
85059	TAP CEW Annual Payment, X26P	\$197.22 ea
<b>TASER CAM HD Recorders</b>		
26810	TASER CAM HD	\$548.96 ea
26820	TASER CAM HD with Automatic Shut-Down (AS) Feature	\$576.44 ea
26762	TASER CAM HD USB download kit	\$15.94 ea
26763	TASER CAM HD 4-Year Extended Warranty	\$159.86 ea
26764	TASER CAM HD Replacement Battery	\$54.80 ea
<b>Dataport Download Kits</b>		
22013	Kit, Dataport Download, USB	\$170.52 ea
<b>HOGUE HANDALL Grips</b>		
22018	Grip, CEW, Hogue, packaged	\$15.78 ea
<b>Training Equipment</b>		
80004	Target, Conductive, 2-Part, Top and Bottom	\$27.58 ea
44550	Sim Suit Model II	\$586.33 ea
<b>X26P Cartridges</b>		
34200	15' Field Use <sup>1</sup>	\$22.98 ea
44200	21' Field Use	\$25.10 ea
44203	25' XP Field Use	\$28.31 ea
44205	21' Non-Conductive Sim	\$24.43 ea
85000	Alligator Clip Cartridge	\$47.97 ea

<sup>1</sup> The 15-foot cartridges are recommended for training, due to their relatively short range. However, these 15-foot cartridges are conductive, and must NOT be used against a person wearing a Sim Suit.






## 2016 TASER X26 Accessories Law Enforcement Pricing

Model	Product Description	Agency Price
<b>X26 Power Magazines</b>		
26700	Digital Power Magazine (DPM)	\$38.09 ea
26701	eXtended Digital Power Magazine (XDPM)	\$43.42 ea
<b>X26 Holsters</b>		
44952	Holster, X26, Right Hand, Blade-Tech	\$37.26 ea
44953	Holster, X26, Left Hand, Blade-Tech	\$37.26 ea
44972	Holster, X26, Right Hand, BLACKHAWK!	\$37.26 ea
44973	Holster, X26, Left Hand, BLACKHAWK!	\$37.26 ea
<b>Dataport Download Kit</b>		
26500	X26 Dataport Download Kit	\$170.52 ea

TASER International, Inc.'s Sales Terms and Conditions for Direct Sales to End User Purchasers apply to all sales and are available at <http://www.taser.com/sales-terms-and-conditions>.

**For delivery status or to place an order, call TASER's sales department at 800-978-2737 or fax the order to: 480-991-0791.**

BLACKHAWK is a trademark of BLACKHAWK! Products Group, HANDALL is a trademark of Hogue, Inc., and HOGUE is a trademark of Hogue, Inc.

TASER CAM, X26P, X26P and Design, X26, XP, TASER, 'Protect Life,' and  are trademarks of TASER International, Inc., some of which are registered in the US and other countries. For more information, visit [www.TASER.com/legal](http://www.TASER.com/legal). All rights reserved. © 2016 TASER International, Inc.



**TASER International, Inc.'s Sales Terms and Conditions for the  
X2/X26P and TASER CAM HD Recorder TASER Assurance Plan (U.S. Only)  
(Effective May 20, 2015)**

---

These Sales Terms and Conditions ("Terms") apply to your purchase of the TASER® X2™ or X26P™ conducted electrical weapon (CEW), TASER CAM™ HD recorder, related accessories, and the TASER Assurance Plan ("TAP"). The Covered Products and TAP are expressly subject to and conditioned upon the terms set forth below. By signing a quote, issuing a purchase order, or accepting delivery of the products, you accept and are bound to these Terms. Any different or additional terms set forth by you, whether in your purchase order or another communication, are expressly objected to and will not be binding on TASER.

**TASER Assurance Plan (TAP).** TAP provides you with hardware extended warranty coverage, Spare Products, and Upgrade Models at the end of the TAP term. TAP only applies to the X2 CEW, X26P CEW, and the TASER CAM HD recorder; depending on the product you purchase ("Covered Product"). TAP's purchase price does not include the cost of the Covered Product or any other hardware accessories or software services. TAP does not apply to software or services offered for, by, on, or through the TASER.com or Evidence.com websites. You may not buy more than one TAP for any one Covered Product.

**TAP Warranty Coverage.** See TASER's current *Hardware Warranty, Limitations and Release for Law Enforcement CEW Products and On-Officer Cameras* at [www.TASER.com](http://www.TASER.com) ("Hardware Warranty"). TAP includes the extended warranty coverage as described in the current Hardware Warranty, starting on the date of initial receipt of the Covered Product. TAP warranty coverage starts at the beginning of the TAP term and continues as long as you continue to pay the required annual fees for TAP. You may not have both an optional extended warranty and TAP on the Covered Product.

**Spare Products.** TASER will provide a predetermined number of spare CEWs or TASER CAM HD recorders, whichever is applicable, (collectively "Spare Products") to you to keep at your agency location to replace broken or non-functioning units in order to improve the availability of the units to officers in the field. You must return to TASER, through TASER's RMA process, any broken or non-functioning units for which a Spare Product is utilized, and TASER will repair or replace the non-functioning unit with a replacement product. TASER warrants it will repair or replace the unit which fails to function for any reason not excluded by the TAP warranty coverage, during the TAP term with the same product or a like product, at TASER's sole option. You may not buy a new TAP for the

replacement product or the Spare Product.

Within 30 days of the end of the TAP term you must return to TASER all Spare Products. You will be invoiced for and are obligated to pay to TASER the MSRP then in effect for all Spare Products not returned to TASER. If all the Spare Products are returned to TASER, then TASER will refresh your allotted number of Spare Products with Upgraded Models if you purchase a new TAP for the Upgraded Models.

**TAP Upgrade Models.** After final payment for the 5<sup>th</sup> year of the TAP term, you must contact TASER at [sales@taser.com](mailto:sales@taser.com) to arrange return of the Covered Products to TASER. TASER will upgrade those Covered Products, free of charge, with a new unit that is the same product or a like product, in the same weapon class ("Upgrade Model"). For example: (a) if the Covered Product is a single bay CEW, then you may choose any single bay CEW model as your Upgrade Model; (b) if the Covered Product is a multi-bay CEW, then you may choose any multi-bay CEW model as your Upgrade Model; and (c) if the Covered Product is a TASER CAM recorder, then you may choose any TASER CAM model as your Upgrade Model. To continue TAP coverage for the Upgrade Model, you must elect TAP and will be invoiced for the first year payment at the time the upgrade is processed. The TAP payment amount will be the rate then in effect for TAP.

You may elect to receive the Upgrade Model anytime in the 5<sup>th</sup> year of the TAP term as long as you have made the final TAP payment.

**TAP Contract Start Date.** The TAP term start date is based upon the shipment date of the Covered Product. If the shipment of the Covered Product occurred in the first half of the month, then the TAP term starts on the 1<sup>st</sup> of the following month. If the shipment of the Covered Product occurred in the second half of the month, then the TAP term starts on the 15<sup>th</sup> of the following month.

**TAP Early Cancellation or Termination.** If written notification of cancellation is received by TASER or an invoice for TAP is more than 30 days past due, then TASER may terminate TAP and all outstanding TAPs for Covered Products with your agency. TASER will provide notification to you that coverage is terminated. Once TAP coverage is terminated, then:

1. TAP coverage will terminate as of the date of cancellation/termination.

**TASER International, Inc.'s Sales Terms and Conditions for the  
X2/X26P and TASER CAM HD Recorder TASER Assurance Plan (U.S. Only)  
(Effective May 20, 2015)**

---


2. You will not be eligible to receive TAP coverage in the future for CEW or TASER CAM products.
3. TASER will not and has no obligation to provide the free Upgrade Models at the end of the TAP term.
4. If you made two or more TAP payments, then you will: retain the extended warranty coverage; receive a 50% credit for the difference between TAP payments paid prior to termination and the extended warranty price then in effect for each CEW covered under TAP; and have until the date listed on the termination notification to apply that credit toward the purchase of any TASER products. The credit amount available and expiration date of the credit will be provided to you as part of the termination notification.
5. If you made only one TAP payment, then you may elect to pay the difference between the price for the extended warranty then in effect and the payments made under TAP to continue extended warranty coverage. This election must be made when written notice of cancellation is submitted by you. If you do not elect to continue with an extended warranty, then warranty coverage will terminate as of the date of cancellation/termination.
6. If you received a credit towards your first TAP payment as part of a trade-in promotion, then upon cancellation/termination you will be assessed a \$100 cancellation fee for each Covered Product.
7. You will be invoiced for and are obligated to pay to TASER the MSRP then in effect for all Spare Products provided to you under TAP. If the Spare Products are returned within 30 days of the Spare Product invoice date, credit will be issued and applied against the Spare Product invoice.

**TAP Payment Terms.** TAP may only be purchased at the point of sale and at time of upgrade under TAP. TASER will separately invoice you on an annual basis for the cost of TAP and you are responsible for payment within 30 days of the invoice (even if TASER does not receive an annual purchase order from you prior to issuing the invoice). The payment due date is based upon the TAP term start date. If multiple purchases of the Covered Products have been made, each purchase may have a separate TAP payment due date. Payment will be considered past due if not paid in full or if not received within 30 days of the invoice date.

**Sales Terms.** TASER's current *Sales Terms and Conditions for Direct Sales to End User Purchasers*, located at <https://www.taser.com/legal>, are also applicable to your purchase.

**No Assignment.** You may not assign TAP or any related order and you may not delegate your duties under these Terms without TASER's prior written consent, which will not be unreasonably withheld.

**Entire Agreement.** These Terms, along with the quote, sales order acknowledgement, *Sales Terms and Conditions for Direct Sales to End User Purchasers*, Hardware Warranty, license and service agreement(s), constitute the entire agreement between the parties for the purchase of the Covered Products and TAP. These Terms supersede and replace any prior agreement or understanding between the parties, including any oral representations concerning the subject matter of this agreement.

TASER CAM, X2, and X26P are trademarks of TASER International, Inc., and TASER and  are trademarks of TASER International, Inc., registered in the U.S.  
All rights reserved. © 2015 TASER International, Inc.

Title: {Title}  
Department: {Department}  
Version: {Version}  
Release Date: {Release Date}



17800 N. 85th St., Scottsdale, Arizona 85255 \* 480-991-0797 \* Fax 480-991-0791 \* www.TASER.com

January 4, 2016

**To: United States state, local and municipal law enforcement agencies**

**Re: Sole Source Letter for TASER International, Inc.'s Conducted Electrical Weapons**

A sole source justification exists because the following goods and services required to satisfy the agency's needs are only manufactured and available for purchase from TASER International. TASER is also the sole distributor of all TASER brand products in the States of AR, CT, DE, FL, GA, HI, IA, IL, IN, KS, LA, MA, MD, ME, MI, MN, MO, MS, NC, ND, NE, NH, NJ, NY, OK, OR, PA, RI, SC, SD, TX, VA, VI, VT, WI, WV, and the District of Columbia.

### **TASER CEW Descriptions**

#### **X2 CEW**

- Multiple-shot CEW
- High efficiency flashlight
- Static dual LASERs (used for target acquisition)
- ARC switch enables drive-stun with or without a Smart Cartridge installed
- Central Information Display (CID): Displays mission-critical data such as remaining battery energy, burst time, operating mode, and user menu to change settings and view data on a yellow-on-black display
- The Trilogy log system records information from a variety of sensors into three data logs: Event log, Pulse log, and Engineering log. Data can be downloaded using a universal serial bus (USB) data interface module connected to a personal computer (PC). Data may be transferred to Evidence.com services.
- Real-time clock with back-up battery
- Onboard self-diagnostic and system status monitoring and reporting
- Ambidextrous safety switch
- Capable of audio/video recording with optional TASER CAM HD recorder
- The trigger activates a single cycle (approximately 5 seconds). Holding the trigger down will continue the discharge beyond the standard cycle (except when used with an APPM or TASER CAM HD AS). The CEW cycle can be stopped by placing the safety switch in the down (SAFE) position.
- Compatible with TASER Smart Cartridges only

#### **X26P CEW**

- High efficiency flashlight
- Red LASER (used for target acquisition)
- Central Information Display (CID): Displays data such as calculated remaining energy, burst time, and notifications
- The Trilogy log system records information from a variety of sensors into three data logs: Event log, Pulse log, and Engineering log. Data can be downloaded using a universal serial bus (USB) data interface module connected to a personal computer (PC). Data may be transferred to Evidence.com services.
- Real-time clock with back-up battery
- Onboard self-diagnostic and system status monitoring and reporting
- Ambidextrous safety switch

- Capable of audio/video recording with optional TASER CAM HD recorder
- The trigger activates a single cycle (approximately five seconds). Holding the trigger down will continue the discharge beyond the standard cycle (except when used with an APPM or TASER CAM HD AS). The CEW cycle can be stopped by placing the safety switch in the down (SAFE) position.
- Compatible with TASER standard series cartridges

#### **Axon Signal Performance Power Magazine (SPPM)**

- Battery pack for the X2 and X26P conducted electrical weapons
- Shifting the safety switch from the down (SAFE) to the up (ARMED) positions sends a signal from the SPPM. Upon processing the signal, an Axon system equipped with Axon Signal technology transitions from the BUFFERING to EVENT mode.

### **TASER Brand CEW Model Numbers**

1. Conducted Electrical Weapons (CEWs):
  - TASER X2 Models: 22002 and 22003
  - TASER X26P Models: 11002 and 11003
2. Optional Extended Warranties for CEWs:
  - X2 - 4-year extended warranty, item number 22014
  - X26P - 2-year extended warranty, item number 11008
  - X26P - 4-year extended warranty, item number 11004
3. TASER standard cartridges (compatible with the X26P; required for this CEW to function in the probe deployment mode):
  - 15-foot Model: 34200
  - 21-foot Model: 44200
  - 21-foot non-conductive Model: 44205
  - 25-foot Model: 44203
  - 35-foot Model: 44206
4. TASER Smart cartridges (compatible with the X2; required for this CEW to function in the probe deployment mode):
  - 15-foot Model: 22150
  - 25-foot Model: 22151
  - 25-foot inert simulation Model: 22155
  - 25-foot non-conductive Model: 22157
  - 35-foot Model: 22152
5. TASER CAM HD recorder Model: 26810 (full HD video and audio) and TASER CAM HD with AS (automatic shut-down feature) Model: 26820. The TASER CAM HD is compatible with both the X26P and X2 CEWs.
  - TASER CAM HD replacement battery Model: 26764
  - TASER CAM HD Download Kit Model: 26762
  - TASER CAM HD optional 4-year extended warranty, item number 26763
6. Power Modules (Battery Packs) for X26P and X2 CEWs:
  - Performance Power Magazine (PPM) Model: 22010
  - Tactical Performance Power Magazine (TPPM) Model: 22012
  - Automatic Shut-Down Performance Power Magazine (APPM) Model: 22011
  - eXtended Performance Power Magazine (XPPM) Model: 11010
  - eXtended Automatic Shut-Down Performance Power Magazine (XAPPM) Model: 11015
  - Axon Signal Performance Power Magazine (SPPM) Model: 70116
7. TASER Dataport Download Kits:

- Dataport Download Kit for the X2 and X26P Model: 22013
8. TASER Blast Door Repair Kit Model 44019 and TASER Blast Door Replenishment Kit Model 44023
  9. Conductive Target front Model 80000 and Conductive Target back, Model 80001
  10. CEW Holsters:
    - Right-hand X2 holster by BLACKHAWK Model: 22501
    - Left-hand X2 holster by BLACKHAWK Model: 22504
    - Right-hand X26P holster by BLACKHAWK Model: 11501
    - Left-hand X26P holster by BLACKHAWK Model: 11504
  11. TASER Simulation Suit II Model 44550

**TASER Product Packages**

1. Officer Safety Plan: includes a CEW, Axon camera and Dock upgrade, and Evidence.com license and storage. See your Sales Representative for further details and Model numbers.
2. TASER Assurance Plan (TAP): Hardware extended warranty coverage, Spare Products, and Upgrade Models available for the X2 and X26P CEWs, and the TASER CAM HD recorder. (The TAP is available only through TASER International, Inc.)

<b>SOLE AUTHORIZED DISTRIBUTOR FOR TASER BRAND CEW PRODUCTS MISSOURI</b>	<b>SOLE AUTHORIZED REPAIR FACILITY FOR TASER BRAND CEW PRODUCTS</b>
<b>TASER International, Inc.</b> <b>17800 N. 85<sup>th</sup> Street, Scottsdale, AZ 85255</b> <b>Phone: 800-978-2737</b> <b>Fax: 480-991-0791</b>	<b>TASER International, Inc.</b> <b>17800 N. 85<sup>th</sup> Street, Scottsdale, AZ 85255</b> <b>Phone: 800-978-2737</b> <b>Fax: 480-991-0791</b>

Please contact your local TASER sales representative or call us at 1-800-978-2737 with any questions.

Sincerely,



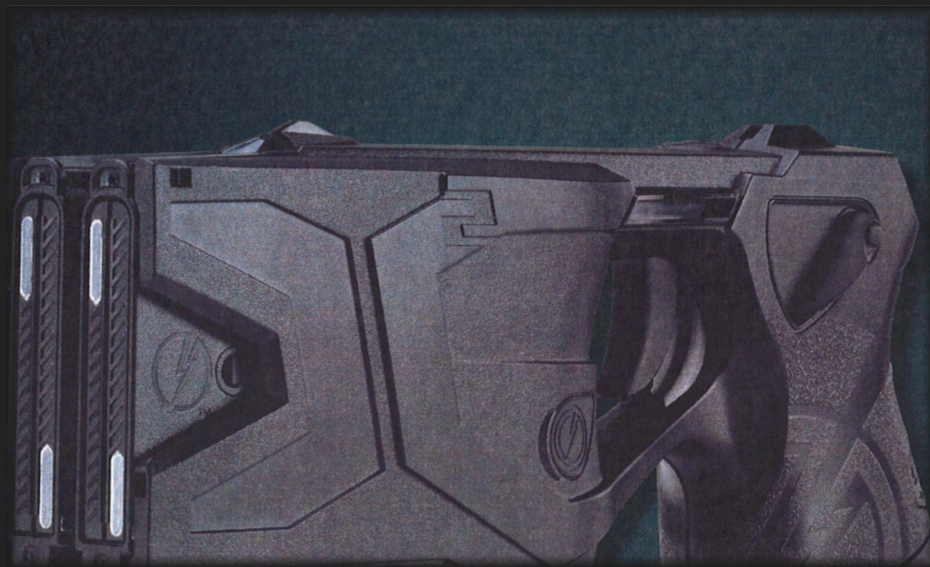
Josh Isner  
 Executive Vice President, North American Sales  
 TASER International, Inc.

BLACKHAWK! is a trademark of the Blackhawk Products Group.

▲ AXON, Axon, Axon Signal, Evidence.com, Smart Cartridge, TASER CAM, Trilogy, X2, X26P, TASER, and the 'Bolt within Circle' logo are trademarks of TASER International, Inc., some of which are trademarks in the US and other countries. For more information visit [www.taser.com/legal](http://www.taser.com/legal). All rights reserved. © 2016 TASER International, Inc.



# THE X2: IT'S SMART TO HAVE BACKUP



## X2

Powerful 2-shot  
option for increased  
effectiveness

### **OUR MOST EFFECTIVE WEAPON EVER**

Backup Shot | Warning Arc | Free device management with Evidence Lite

Designed by law enforcement for law enforcement, the TASER X2 incorporates agencies' most requested capabilities, such as a backup shot, dual lasers and the ability to display a warning arc without removing the cartridge. A dependable piece of law enforcement equipment that's feature-rich, simple to use, and easy to transition to from previous models.

800-978-2737 [taser.com/x2](http://taser.com/x2)



## X2 FEATURES AND BENEFITS

**BACKUP SHOT:** Recover from missed shots or engage multiple targets.

**DUAL LASERS:** Improve accuracy and help take the guesswork out of aiming.

**CROSS-CONNECT:** Improved effectiveness in case of a single probe hit.

**CHARGE METERING:** Have confidence that the device is optimizing the current delivered throughout deployment.

**WEATHER RESISTANCE:** Holds up to rain, humidity and other elements.

**WARNING ARC:** Prevent conflict from escalating.

**PERFORMANCE POWER MAGAZINE:** Protect yourself for approximately 500 single-bay discharges.

**SELF DIAGNOSTICS:** Monitor weapon health and know if the device is ready for use.

**EVIDENCE.COM INTEGRATION:** Manage weapon data for free with Evidence Lite.

**SIGNAL PPM:** Automatically activate Axon cameras when the safety is disengaged.

## X2 SPECIFICATIONS

**WEATHER RESISTANCE** IEC 60529 IPx2 (rain), MIL-STD-810G Method 510.5, Procedure 1 (dust)

**HOUSING** High impact polymer

**POWER ACTIVATION** Ambidextrous safety switch

**OPERATING TEMPERATURE** -4° F to 122° F [-20° C to 50° C]

**STORAGE TEMPERATURE** -4° F to 122° F [-20° C to 50° C]

**DROP TEST** 4 feet

**HUMIDITY** 80% non-condensing

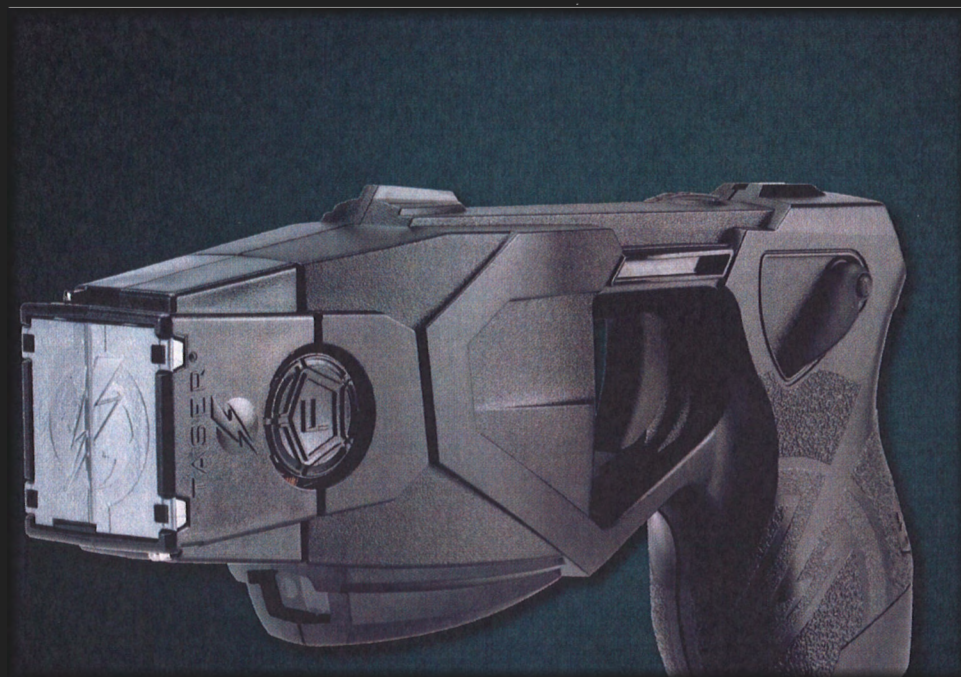
**WARRANTY** 1 year from date of receipt

X2 is a trademark of TASER International, Inc., and TALEK and © are trademarks of TASER International, Inc., registered in the US and other countries. For more information, visit [www.TASER.com/legal](http://www.TASER.com/legal)  
© 2015 TASER International, Inc. All rights reserved.





# THE X26P: SMART IMPROVEMENTS TO THE ORIGINAL X26



X26P

Enhanced features in  
a compact size

## THE ORIGINAL X26E MADE BETTER

All-Digital Platform | Lightweight and Easy to Carry

Produced with superior quality and reliability in mind, the TASER X26P conducted electrical weapon (CEW) is a dependable piece of law enforcement equipment that's been improved inside and out. Our Smart Weapon platform enables advanced capabilities like charge metering and self-diagnostics, making our devices safer and more effective than ever.

800-978-2737 [taser.com/x26p](https://taser.com/x26p)



## X26P FEATURES AND BENEFITS

**COMPACT SIZE:** Comparable in size and weight to the original X26E device.

**CAMERA ADD-ON:** Accommodates TASER CAM HD attachment to provide a record of deployments.

**CHARGE METERING:** Designed to optimize the amount of current output.

**PERFORMANCE POWER MAGAZINE:** Offers 300 more discharges than the original X26E DPM.

**APPM:** Provides an audible alert and shuts off the discharge cycle automatically after 5 seconds.

**WEATHER RESISTANCE:** Holds up better to rain, humidity and other elements.

**SELF-DIAGNOSTICS:** Complex analysis of the weapon's internal systems.

**INTERNET UPDATES:** Firmware updates over the internet (no need for complex manufacturer support).

**EVIDENCE.COM INTEGRATION:** Manage weapon data for free with Evidence Lite.

**SIGNAL PPM:** Automatic activation of Axon cameras when the safety is disengaged.

## X26P SPECIFICATIONS

**WEATHER RESISTANCE** IEC 60529 IPx2 (rain), MIL-STD-810G Method 510.5, Procedure 1 (dust)

**HOUSING** High-impact polymer

**POWER ACTIVATION** Ambidextrous safety switch

**OPERATING TEMPERATURE** -4 °F to 122 °F [-20 °C to 50 °C]

**STORAGE TEMPERATURE** -4 °F to 122 °F [-20 °C to 50 °C]

**DROP TEST** 4 feet

**HUMIDITY** 80% non-condensing

**WARRANTY** 1 year from date of receipt

evidence.com, Evidence Lite, TASER CAM, X26, X26E, and X26P are trademarks of TASER International, Inc. and TASER brand are trademarks of TASER International, Inc., registered in the US and other countries. For more information, visit [www.TASER.com/legal](http://www.TASER.com/legal). © 2015 TASER International, Inc. All rights reserved.



# CERTIFIED COPY OF ORDER

STATE OF MISSOURI }  
 County of Boone } ea.

February Session of the January Adjourned

Term. 20 16

In the County Commission of said county, on the 18th day of February 20 16

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

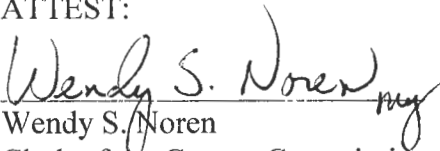
Now on this day the County Commission of the County of Boone does hereby approve the utilization of the Texas Association of School Boards, Inc., BuyBoard Department Cooperative Contract 452/14 – Highway Safety and Traffic Control Products to purchase two (2) Mini Matrix Message Boards from Wanco, Inc. of Arvada, CO and dispose, by auction, the following:

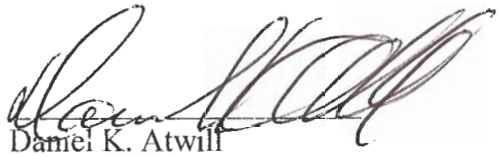
- 2007 Addco Variable Message Board, fixed asset #16408
- 2007 Addco Variable Message Board, fixed asset #16409

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

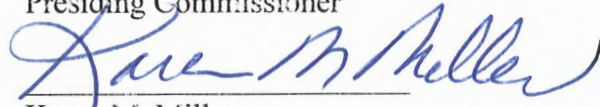
Done this 18th day of February, 2016.

ATTEST:

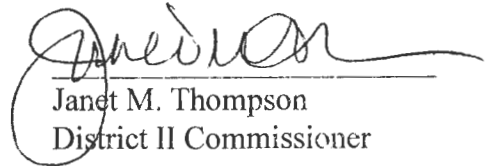
  
 Wendy S. Noren  
 Clerk of the County Commission



Daniel K. Atwill  
 Presiding Commissioner



Karen M. Miller  
 District I Commissioner



Janet M. Thompson  
 District II Commissioner

# Boone County Purchasing

**Cheli Haley**  
Buyer



613 East Ash Street, Room 109  
Columbia, MO 65201  
Phone: (573)886-4392  
Facsimile: (573)886-4390

---

## MEMORANDUM

TO: Boone County Commission  
FROM: Cheli Haley, Buyer  
DATE: February 8, 2016  
RE: Cooperative Contract 452/14  
Highway Safety and Traffic Control Products (2016 Purchase)

Public Works requests permission to utilize the Texas Association of School Boards, Inc., BuyBoard Department cooperative contract 452/14 – *Highway Safety and Traffic Control Products* with Wanco, Inc. of Arvada, Colorado to purchase two (2) Mini Matrix Message Boards.

The contract amount for this purchase is \$33,277.48. The invoice will be paid from Department 2040 – PW-Maintenance Operations and Account 92300 – Replacement Machines and Equipment. The amount budgeted for this purchase is \$34,000.00.

The Purchasing Department requests permission to dispose of the following surplus by auction:

- 2007 Addco Variable Message Board, fixed asset tag number 16408
- 2007 Addco Variable Message Board, fixed asset tag number 16409

Attached is the Disposal Form for signature.

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : January 20, 2016

FIXED ASSET TAG NUMBER: 16408

DESCRIPTION: 2007 Addco Variable Message Board

REQUESTED MEANS OF DISPOSAL: Sell

OTHER INFORMATION: Serial Number: 522171007; Model: MAG Mini-Adjustable Graphic

CONDITION OF ASSET: Fair

REASON FOR DISPOSITION: Equipment is planned for replacement in 2016.

COUNTY / COURT IT DEPT. (circle one) DOES /DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: None

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: 2040

SIGNATURE 

**AUDITOR**

ORIGINAL PURCHASE DATE <u>11-07-07</u>	RECEIPT INTO <u>2040-3835</u> <u>HA</u>
ORIGINAL COST <u>\$11,477.00</u>	GRANT FUNDED (Y/N) <u>N</u>
ORIGINAL FUNDING SOURCE <u>2741</u>	GRANT NAME _____
	% FUNDING _____
	AGENCY _____
ASSET GROUP <u>1604</u>	DOCUMENTATION ATTACHED (Y/N) _____
	TRANSFER CONFIRMED _____

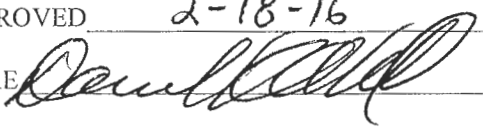
**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

TRANSFER      DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_  
 LOCATION WITHIN DEPARTMENT \_\_\_\_\_  
 INDIVIDUAL \_\_\_\_\_  
 TRADE       AUCTION       SEALED BIDS  
 OTHER      EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 81-2016

DATE APPROVED 2-18-16

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : January 20, 2016

FIXED ASSET TAG NUMBER: 16409

DESCRIPTION: 2007 Addco Variable Message Board

REQUESTED MEANS OF DISPOSAL: Sell

OTHER INFORMATION: Serial Number: 522181007; Model: MAG Mini-Adjustable Graphic

CONDITION OF ASSET: Fair

REASON FOR DISPOSITION: Equipment is planned for replacement in 2016.

COUNTY / COURT IT DEPT. (circle one) DOES /DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

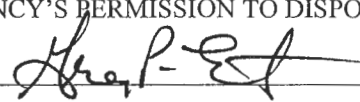
DESIRED DATE FOR ASSET REMOVAL TO STORAGE: None

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO

IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: 2040

SIGNATURE



**AUDITOR**

ORIGINAL PURCHASE DATE 11-07-07

RECEIPT INTO 2040-3835 HA

ORIGINAL COST \$11,477.00

GRANT FUNDED (Y/N) N

ORIGINAL FUNDING SOURCE 2741

GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

ASSET GROUP 1604

AGENCY \_\_\_\_\_

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE \_\_\_\_ AUCTION \_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 31-2016

DATE APPROVED 2-18-16

SIGNATURE 

**PURCHASE AGREEMENT  
FOR  
HIGHWAY SAFETY & TRAFFIC CONTROL PRODUCTS  
for the Boone County Public Works Department**

**THIS AGREEMENT** dated the 18<sup>th</sup> day of February 2016 is made between Boone County, Missouri, a political subdivision of the State of Missouri through the Boone County Commission, herein "County" and **Wanco, Inc.**, herein "Vendor."

**IN CONSIDERATION** of the parties performance of the respective obligations contained herein, the parties agree as follows:

1. **Contract Documents** - Contract shall consist of this Purchase Agreement for **Highway Safety & Traffic Control Products** in compliance with all bid specifications and any addenda included in Proposal Number 452-14 issued by the Texas Association of School Boards, Inc., BuyBoard Department, Austin, Texas; and Boone County Standard Terms and Conditions. An equipment price quote offered by Wanco, Incorporated is enclosed and made a part of this purchase agreement. All such documents shall constitute the contract documents which are incorporated herein by reference. Service or product data, specification and literature submitted may be permanently maintained in the County Purchasing Office bid file for this contract if not attached. In the event of conflict between any of the foregoing documents, this Purchase Agreement, Proposal 452-14 issued by BuyBoard, and Boone County Standard Terms and Conditions shall prevail and control over the vendor's bid response.

2. **Purchase** - The County agrees to purchase from the Vendor and the Vendor agrees to supply the County with equipment as detailed below:

	<b>Mfr List Price</b>	<b>Net after 15% Discount</b>	<b>Qty</b>	<b>Extended Price</b>
WVTM(B) Mini Matrix Message Boards, w/hand-winch tower lift; (4) 6-volt batteries; 85W solar collector; corner hand crank jacks; and 2" ball hitch:	\$16,326.53	\$13,877.55	2 ea	\$27,755.10
GPS Modem Kit, with Verizon OR AT&T Cellular service:	\$ 1,200.48	\$ 1,020.40	2 ea	\$ 2,040.80
Option #205016: (3) AGM sealed 4D batteries (600AH):	\$ 810.32	\$ 688.75	2 sets	\$ 1,377.50
Option #207164-C, for mini/metro: security battery box replacing larger eight-battery box:	\$ 264.11	\$ 224.49	2 ea	\$ 448.98
Option #COMBO HITCH (WIECO solar arrow boards)- combination tow hitch for 2" ball and 2 1/2" pintle hook:	\$ 150.06	\$ 127.55	2 ea	\$ 255.10
Estimated Shipping, FOB Destination:				<u>\$ 1,400.00</u>
<b>TOTAL</b>				<b>\$33,277.48</b>

Total contract cost for (2) WVTM(B) Mini Matrix Boards and associated equipment is Thirty Three Thousand, Two Hundred Seventy Seven Dollars and Forty Eight Cents (\$33,277.48).

3. **Delivery** - Vendor agrees to deliver equipment FOB Destination, and within 30 days after receipt of order. Delivery shall be to Boone County Public Works Department, Attn: Greg Edington, 5551 S. Tom Bass Rd, Columbia, MO 65201.

4. **For Fixed Asset Tracking** – Send list of equipment described in this contract, with their individual serial numbers to Boone County Purchasing, 613 E. Ash Street, Room 111, Columbia, MO 65201 within thirty (30) days from date of purchase order.

5. **Billing and Payment** - All billing shall be invoiced by Wanco, Inc. to the Boone County Public Works Department, Attn: Greg Edington, 5551 Tom Bass Road, Columbia, MO and billings may only include the prices listed in the vendor’s quotation. No additional fees for paper work processing, labor, or taxes shall be included as additional charges in excess of the charges in the Vendor’s quotation for the equipment listed herein. The County agrees to pay all invoices within thirty days of receipt. 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 Vendor, 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.


6. **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.

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:

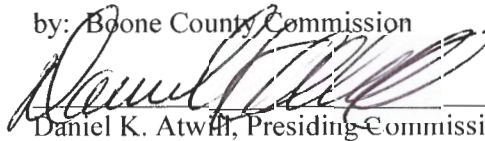
- a. County may terminate this agreement due to material breach of any term or condition of this agreement, or
- b. County may terminate this agreement if in the opinion of the Boone County Commission if delivery of products are delayed or products delivered are not in conformity with bidding specifications 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.

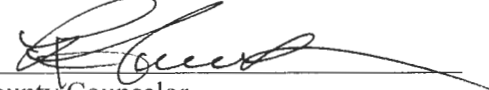
**WANCO, INC.**

by   
title Sales & Marketing

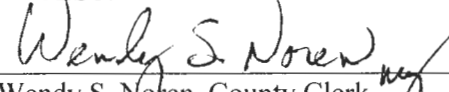
**BOONE COUNTY, MISSOURI**

by: Boone County Commission  
  
Daniel K. Atwill, Presiding Commissioner

APPROVED AS TO FORM:

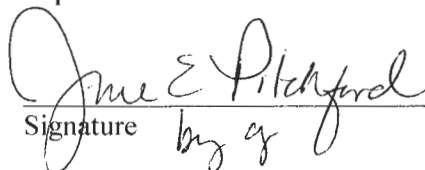
  
County Counselor

ATTEST:

  
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) arising from 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.)

  
Signature by of

2/8/16  
Date

2040-92300- \$33,277.48  
Appropriation Account

**BOONE COUNTY STANDARD TERMS AND CONDITIONS**

1. Contractor shall comply with all applicable federal, state, and local laws and failure to do so, in County's sole discretion, shall give County the right to terminate this Contract.
2. Prices shall include all charges for packing, delivery, installation, etc., (unless otherwise specified) to the Boone County Department.
3. The Boone County Commission has the right to accept or reject any part or parts of all bids, to waive technicalities, and to accept the offer the County Commission considers the most advantageous to the County. Boone County reserves the right to award this bid on an item-by-item basis, or an "all or none" basis, whichever is in the best interest of the County. The Purchasing Director reserves the right, when only one bid has been received by the bid closing date, to delay the opening of bids to another date and time in order to revise specifications and/or establish further competition for the commodity or service required. The one (1) bid received will be retained unopened until the new Closing date, or at request of bidder, returned unopened for re-submittal at the new date and time of bid closing.
4. When products or materials of any particular producer or manufacturer are mentioned in our contracts, such products or materials are intended to be descriptive of type or quality and not restricted to those mentioned.
5. Do not include Federal Excise Tax or Sales and Use Taxes in billing, as law exempts the County from them.
6. The delivery date shall be stated in definite terms.
7. The County Commission reserves the right to cancel all or any part of orders if delivery is not made or work is not started as guaranteed. In case of delay, the Contractor must notify the Purchasing Department.
8. In case of default by the Contractor, the County of Boone will procure the articles or services from other sources and hold the Contractor responsible for any excess cost occasioned thereby.
9. Failure to deliver as guaranteed may disqualify Contractor from future bidding.
10. Prices must be as stated in units of quantity specified, and must be firm.
11. The County of Boone, Missouri expressly denies responsibility for, or ownership of any item purchased until same is delivered to the County and is accepted by the County.
12. The County reserves the right to award to one or multiple respondents. The County also reserves the right to not award any item or group of items if the services can be obtained from a state or other governmental entities contract under more favorable terms. The resulting contract will be considered "Non-Exclusive". The County reserves the right to purchase advertising from other vendors.
13. The County, from time to time, uses federal grant funds for the procurement of goods and services. Accordingly, the provider of goods and/or services shall comply with federal laws, rules and regulations applicable to the funds used by the County for said procurement, and contract clauses required by the federal government in such circumstances are incorporated herein by reference. These clauses can generally be found in the Federal Transit Administration's Best Practices



Procurement Manual – Appendix A. Any questions regarding the applicability of federal clauses to a particular bid should be directed to the Purchasing Department prior to bid opening.

14. In the event of a discrepancy between a unit price and an extended line item price, the unit price shall govern.
15. Should an audit of Contractor's invoices during the term of the Agreement, and any renewals thereof, indicate that the County has remitted payment on invoices that constitute an over-charging to the County above the pricing terms agreed to herein, the Contractor shall issue a refund check to the County for any over-charges within 30-days of being notified of the same.
16. **For all titled vehicles and equipment the dealer must use the actual delivery date to the County** on all transfer documents including the Certificate of Origin (COO,) Manufacturer's Statement of Origin (MSO,) Bill of Sale (BOS,) and Application for Title.
17. **Equipment and serial and model numbers** - The contractor is strongly encouraged to include equipment serial and model numbers for all amounts invoiced to the County. If equipment serial and model numbers are not provided on the face of the invoice, such information may be required by the County before issuing payment.

**From:** Greg Edington  
**To:** Cheli Haley  
**Date:** 11/18/2015 3:11 PM  
**Subject:** Fwd: Wanco Message Boards  
**Attachments:** SO165033.pdf

FYI

-Greg

>>> Joe Lihou <[jlhou@wanco.com](mailto:jlhou@wanco.com)> 11/18/2015 3:07 PM >>>  
Greg,

I looked at what you purchased last time and the Buy Board pricing.

I attached your previous order. We will just duplicate what you ordered last time and the pricing will stay the same.

Let me know if you still need a formal quote?

Regards,

Joe Lihou  
Midwest Regional  
Sales Manager

[cid:image001.png@01D1221B.3CCDB2B0]

5870 Tennyson St.  
Arvada, CO 80003  
Office 800-972-0755  
Cell 303-859-8689  
E Fax 303-867-3551  
[www.wanco.com](http://www.wanco.com)<<http://www.wanco.com/>>

Check out our Catalog HERE!<<http://www.wanco.com/support/literature.php>>

WANCO INC.  
 5870 TENNYSON ST.  
 ARVADA, CO 80003-6903  
 info@wanco.com

PHONE: 303.427.5700  
 FAX: 303.427.5725

SALES ORDER# :165033

PAGE NO. : 1  
 CHANGE ORDER : 0  
 DATE ORDERED : 04/10/2015  
 RELATED DOC # :  
 SALESMAN : ANTHONY  
 CUSTOMER PH # : 573-449-8515  
 CUSTOMER PO # : 2015000073  
 FOB : Destination-Quoted

BOONE COUNTY MANAGER OF ROAD MAINTENANCE  
 ATTN: GREG EDDINTON  
 5551 S TOM BASS ROAD  
 COLUMBIA, MO 65201  
 573-449-8515

BILL  
 TO  
 ADDR

BOONE COUNTY MANAGER OF ROAD MAINTENANCE  
 5551 S TOM BASS ROAD  
 COLUMBIA, MO 65201  
 USA

SHIP VIA: BEST WAY

TERMS: Net 30

ACCT: BOO002

ITEM	PARTNO	DESCRIPT	DATE REQ	QTY	UNIT	PRICE	TOTAL PRICE
0001	WVTM(B)-10	TRAILER ASSY,MINI MATRIX WINCH					
	PER WANCO DWG		04/27/15	2	EA	15938.74	31877.48
		STANDARD MINI TRAILER MATRIX SIGN (18CHAR.),					
		4-6VDC BATTERIES & 15A CHARGER, 2" BALL HITCH, FOUR					
		CORNER JACKS, WHEEL TONGUE JACK,					
UPGRADES:							
		1. 3-4D AMG BATTERIES					
		2. SECURITY BATTERY BOX					
		3. 45AMP BATTERY CHARGER					
		4. COMBO HITCH					
VIN#'S							
		5F12S1210F1001813					
		5F12S1212F1001814					
		MFG DATE:4/10/15					
SEE BELOW FOR SOLAR							
0002	215541	KIT,MODEM,MD,CLDGT W/PARTS/SPRINT					
	PER WANCO BOM		04/27/15	2	EA	0.00	0.00
UPGRADES:							
		1. WITH GPS					
		2. FLEET MANAGER					
0003	202496	SOL PNL ASSY W/MOUNTS,180W,MD					
	PER WANCO DWG		04/27/15	2	EA	0.00	0.00

NOTES:

SUBTOTAL: 31877.48

TAX: 0.00

FREIGHT: 1400.00

TOTAL: 33277.48

TOTALS FOR SALES ORDER : 165033



Phone: 800-695-2919  
Fax: 800-211-5454  
Email: info@buyboard.com

Welcome **Melinda** [ [Log Off](#) ]

[Administration](#)

[RFQ](#)

[Reports](#)

[Shopping Cart](#)

[Help](#)

## Vendor Contract Information

[Back](#)

### Search:

[Highway Safety](#)

All

Vendor Discounts Only

Catalog Pricing Only

### Refine Your Search:

#### Vendors

Wanco Inc[X]

#### Price Range

Show all prices

#### Category

None Selected

#### Contract

None selected

**Vendor Name:** Wanco Inc

**Address:** 5870 Tennyson St Dept 0829  
Arvada, CO 80003

**Phone Number:** (800) 972-0755

**Email:** tpaulino@wanco.com

**Federal ID:** 84-1051014

**Contact:** Tim Paulino

**Accepts RFQs:** Yes

**Minority Owned Vendor:** No

**Women Owned Vendor:** No

**Contract Name:** Highway Safety & Traffic Control Products

**Contract#:** 452-14

**Effective Date:** 06/01/2014

**Expiration Date:** 05/31/2017

**Payment Terms:** Net 30 days

**Delivery Days:** 45

**Shipping Terms:** Pre-paid and added to invoice

**Freight Terms:** FOB Destination

**Ship Via:** Common Carrier

**Region Served:** All Texas Regions

**States Served:** All States

**Quote Reference Number:** 452-14

**Return Policy:** Return to factory upon rejection during shipment, at no other time will returns be allowed with visual inspection.

### Additional Searches:

[Search by Vendor](#)

[Browse Contracts](#)

[Instructional Materials](#)

### Additional Resources

#### Contract Documents

**Proposal Documents:** [Click to view BuyBoard Proposal Documents](#)

**Regulatory Notice:** [Click to view Bonding Regulatory Notice](#)

Contact us 800-695-2919



## Portable Traffic Safety

MODELS	BASE TRAILER DESCRIPTIONS	LIST PRICE
WTLMB(B)-10	Full Size, 3 Line, Hand Winch tower, 4-6VDC Batteries, 130 W Solar, 2" Ball Hitch, Orange Color, LED Portable Message Board	\$15,906.36
WTLMB(A)-10	Full Size 3 Line, Electric Hydraulic tower, 4-6VDC Batteries, 130 W Solar, 2" Ball Hitch, Orange Color, LED Portable Message Board	\$16,506.80
WTMMB(B)-10	Full Size, Full Matrix, Hand Winch tower, 4-6VDC Batteries, 130 W Solar, 2" Ball Hitch, Orange Color, LED Portable Message Board	\$16,686.67
WTMMB(A)-10	Full Size Full Matrix, Electric Hydraulic tower, 4-6VDC Batteries, 130 W Solar, 2" Ball Hitch, Orange Color, LED Portable Message Board	\$17,286.91
WVT3(B)-10	Mini 3-line, Hand winch, 4-6VDC batteries, 85W solar, 2" ball hitch, Orange Color, LED Portable Message Board	\$15,546.22
WVT3(A)-10	Mini 3-line, Electric Hydraulic Tower, 4-6VDC batteries, 85W solar, 2" ball hitch, Orange Color, LED Portable Message Board	\$16,086.43
WVTM(B)-10	Mini Matrix, Hand winch, 4-6VDC batteries, 85W solar, 2" ball hitch, Orange Color, LED Portable Message Board	\$16,326.53
WVTM(A)-10	Mini Matrix, Electric Hydraulic Tower, 4-6VDC batteries, 85W solar, 2" ball hitch, Orange Color, LED Portable Message Board	\$16,926.77
WWT-C-US	Five-color full matrix display • 15 LEDs per pixel, 3 per color (amber, white, red, green, blue) • 12" default font size, variable font sizes • 195-watt solar charging • Three 12V 4D AGM batteries, 600 Ah total capacity • 45-amp charger • Telescoping tower with 360-degree rotation • Hydraulic tower lift • Color LCD touchscreen controller with continuous message preview • Computer software for designing messages and graphics • Orange powder-coat finish • 2" ball hitch	\$28,805.52
WWTMM-L	Metro Size Compact Message Board: Full matrix display • 10" default font, variable font sizes • 85-watt solar charging • Two 4D AGM batteries, 400 Ah total capacity • Telescoping tower with 360-degree rotation • Manual winch tower lift • Color LCD touchscreen controller with continuous message preview • Orange powder-coat finish • 2" ball hitch, Cabinet size: 89" W x 49" H x 6" D - 3 lines x 10 characters	\$14,285.71
WWTMM-M	Metro Size Compact Message Board: Full matrix display • 10" default font, variable font sizes • 85-watt solar charging • Two 4D AGM batteries, 400 Ah total capacity • Telescoping tower with 360-degree rotation • Manual winch tower lift • Color LCD touchscreen controller with continuous message preview • Orange powder-coat finish • 2" ball hitch, Cabinet size: 72" W x 49" H x 6" D - 3 lines x 8 characters	\$13,085.23
WVMBM-3LP	Truck-Mount Matrix Message Board, Full matrix display • 10" default font, variable font sizes, preprogrammed bold arrows • Integrated power-lift frame with electro-actuator • Color LCD touchscreen controller with continuous message preview, Cabinet size: 89" W x 49" H x 6" D - 3 lines x 8 characters	\$9,003.60
WVMBM-2LP	Truck-Mount Matrix Message Board, Full matrix display • 10" default font, variable font sizes, preprogrammed bold arrows • Integrated power-lift frame with electro-actuator • Color LCD touchscreen controller with continuous message preview, Cabinet size: 72" W x 49" H x 6" D - 2 lines x 8 characters	\$8,283.31
WTSP55-LSA	WJECO® Solar Arrow Boards: Flashing and sequential LED arrow board trailer • One 400W-watt solar panel • Two leak- and spill-proof valve-regulated lead acid (VRLA) 12V batteries • 50-75 Ah total capacity • Four Telespar® stabilizer legs and tongue jack • Weighted docking • Orange powder-coat finish • 2" ball hitch, 15 lights, 7 arrow modes	\$3,841.54
WTSP55-LSAC	WJECO® Solar Arrow Boards: Flashing and sequential LED arrow board trailer • One 400W-watt solar panel • Two leak- and spill-proof valve-regulated lead acid (VRLA) 12V batteries • 50-75 Ah total capacity • Four Telespar® stabilizer legs and tongue jack • Weighted docking • Orange powder-coat finish • 2" ball hitch, 25 lights, 12 arrow modes	\$4,261.70
		\$0.00
		\$0.00
		\$0.00
OPTIONS	ADDITIONAL EQUIPMENT TO BE ADDED TO BASE TRAILERS	0
109542-001	Camera Option, router module, GPS, 260W Solar	\$11,764.71
N/A	Cellular Modem Kit w/ GPS (Verizon)	\$1,200.48
N/A	Cellular Modem Kit w/ GPS (AT&T)	\$1,200.48
205321	Radar Option for Message Board	\$1,080.43
N/A	GPS Option for Message Board	\$1,560.62
202495	Full Size: Solar panel upgrade from 130W to 170W	\$156.06
202498	Full Size: Solar panel upgrade from 130W to 260W	\$456.18
200329	Full Size: Add two 6VDC Batteries (8 total)	\$360.14
200203	Full Size: Add four 6VDC Batteries (8 total - larger box)	\$822.33
205016	Full Size: AGM Sealed 4D Battery, qty two (400AH total)	\$348.14
205016-1	Full Size: AGM Sealed 4D Battery, qty five (1000AH total)	\$810.32
206341-C1	Full Size: Security Battery box (4-batteries) (does not include batteries)	\$240.10
207164-C1	Full Size: Security Battery box (8 batteries) (does not include batteries)	\$264.11
200244	Full Size: Electric Brake upgrade	\$390.16
200262	Full Size: Hydraulic Brake upgrade	\$600.24
N/A	Full Size: Telescoping Outriggers	\$300.12
104613-001	Full Size: Hydraulic manual hand pump for hyd. Units	\$168.07
N/A	Wanaco Traffic Data Collector (Traffic counter/classifier)	\$3,301.32
202493	Mini/Metro: Increase Solar from 85W to 130W	\$156.06
202495	Mini/Metro: Increase Solar from 85W to 170W	\$360.14
202498	Mini/Metro: Increase Solar from 85W to 260W	\$750.30
200329	Mini/Metro: Add two (2) 6VDC Batteries	\$360.14
200203	Mini/Metro: Add four (4) 6VDC Batteries	\$822.33
205016	Mini/Metro: Upgrade to two (2) AGM sealed 4D Batteries (400AH)	\$348.14
205016	Mini/Metro: Upgrade to three (3) AGM sealed 4D Batteries (600AH)	\$810.32
206341-C	Mini/Metro: Security battery box replacing std four bat. box	\$240.10
207164-C	Mini/Metro: Security battery box replacing larger eight bat. box	\$264.11
104613-001	Mini/Metro: Hydraulic manual mast hand pump	\$168.07
205379	Mini/Metro: Touch Screen Controller	\$840.34
207173	Truck Mount: Truck Bed Mounting Stand (for truck mount versions only)	\$480.19
N/A	WJECO® Solar Arrow Boards: Increase to 65-watt solar panel	\$120.05
N/A	WJECO® Solar Arrow Boards: Increase to 85-watt solar panel	\$240.10
205329	WJECO® Solar Arrow Boards: 2-amp battery charger, Duracell	\$84.03
Combo hitch	WJECO® Solar Arrow Boards: Combination tow hitch for 2" ball and 2 1/2" pintle hook	\$150.06
Lunette ring	WJECO® Solar Arrow Boards: Tow hitch for 2 1/2" pintle hook	\$78.03
Swivel jacks	WJECO® Solar Arrow Boards: Four corner hand-crank jacks	\$108.04
Additional batteries	WJECO® Solar Arrow Boards: Add one 12V sealed lead acid battery	\$84.03
Large battery box	WJECO® Solar Arrow Boards: Larger battery box for four batteries - battery box only	\$240.10



## Repair Parts

### CHANGEABLE MESSAGE BOARDS

PART #	DESCRIPTION	LIST PRICE
107675-001	PHASING OUT - REPLACED BY 203991 - CHARACTER BOARD FOR FULL SIZE 3 LINE 2007-08 MODEL	\$ 959.85
108346-001	PHASING OUT - REPLACED BY 204011 - CHARACTER BOARD FOR FULL SIZE MATRIX 2007-08 MODEL	\$ 959.85
108345-001	PHASING OUT - REPLACED BY 204051 - CHARACTER BOARD FOR WVT3 (MINI 3 LINE) 2007-08 MODEL	\$ 655.59
108237-001	PHASING OUT - REPLACED BY 204031 CHARACTER BOARD FOR WVTM(MINI MATRIX) 2007-08 MODEL	\$ 655.59
103908-001	CHARACTER BOARD FOR OLDER STYLE PRIOR TO 2002	\$ 1,005.24
	*** MESSAGE BOARDS MFG 2003-2006 PLEASE CALL FACTORY FOR PRICING	\$ -
104865-001	** MOTHER BOARD FOR MESSAGE BOARDS FOR ABOVE MODELS ***MUST INCLUDE MODEL AND VIN # FOR CORRECT SOFTWARE**	\$ 922.87
105074-001	** POWER BOARD FOR MESSAGE BOARDS FOR ABOVE MODELS ***MUST INCLUDE MODEL AND VIN # FOR CORRECT SOFTWARE**	\$ 837.14
104783-002	OBSOLETE, REPLACED BY 203553 - BATTERY CHARGER FOR ABOVE MODELS	\$ 516.07
CALL FACTORY	BRACKET FOR ABOVE BATTER CHARGER - BLACK	\$ -
106318-001	BATTERY BOX FOR ABOVE MODELS	\$ 529.52
100943-001	JACK STAND	\$ 114.31
102919-003	SNAP RING	\$ 6.56
102919-002	JACK STAND - SWIVEL	\$ 131.12
106219-001P1	OBSOLETE, REPLACED BY 202615 - FENDER - BOLT ON - ORANGE	\$ 294.18
106125-001	FENDER BRACKET	\$ 65.56
200137	HARNESS ASSEMBLY CONNECTS TO CONTROL BOX -HYDROLIC WINCH	\$ 669.04
200980	HARNESS ASSEMBLY CONNECT TO CONTRIL BOX -HAND WINCH	\$ 561.45
102295-001	OBSOLETE, REPLACED BY 202447 - KEYBOARD	\$ 83.21
108772-001	DATA CABLES FOR CHARACTER BOARDS	\$ 16.39

### LED SOLAR ARROW BOARDS

PART #	DESCRIPTION	LIST PRICE
200265	OBSOLETE, REPLACED BY 203957 - BULB, LED PAR 46 FOR TRAILER UNITS	\$ 87.41
104507-001	** CONTROL BOX, 15 LIGHT, SEQ SOLAR ASSISTED ARROW BOARD	\$ 881.69
104508-001	** CONTROL BOX, 25 LIGHT, SEQ SOLAR ASSISTED ARROW BOARD	\$ 922.03
	** FOR STANDARD ARROW BOARD, NOT W ECO ARROW BOARD	\$ -
109546-001	CONTROL BOX, 15 LIGHT, SEQ FOR W ECO MODEL ARROW BOARD	\$ 881.69
109545-001	CONTROL BOX, 25 LIGHT, SEQ FOR W ECO MODEL ARROW BOARD	\$ 922.03
100943-001	JACK, TONGUE	\$ 114.31
100333-001	STABILIZER LEG FOR ARROW BOARD	\$ 109.27
100342-001	VISOR, LG (IN QTY OF 9 ONLY)(W0002)	\$ 20.17
104185-001	OBSOLETE, REPLACED BY 200381 - BATTERY BOX FOR STANDARD ARROW BOARD	\$ 627.01
200213	BATTERY BOX FOR W ECO ARROW BOARD	\$ 929.59
108420-200P1	BOLT ON FENDER. ORANGE	\$ 164.74
108420-087	BRACKET FOR BOLT ON FENDER	\$ 26.90
105600-003	OBSOLETE, REPLACED BY 202066 - 50 WATT RECT50 WATT SOLAR PANEL, KYOCERA	\$ 500.94
108939-000	OBSOLETE, REPLACED BY 202485 - 85 WATT SOLAR PANEL, KYOCERA	\$ 664.00
200714	OBSOLETE, REPLACED BY 202486 - 130 WATT SOLAR PANEL, KYOCERA	\$ 1,336.40
103409-001P1	DRAWBAR WELDMENT ONLY, ORANGE	\$ 252.15
101677-002	BALL HITCH ASSEMBLY	\$ 32.44
104859-001	CHAIN FOR HITCH	\$ 21.43
101978-001P1	HITCH WELDMENT PINTLE, ORANGE	\$ 166.25
104782-002	OBSOLETE, REPLACED BY 203552 - BATTERY CHARGER	\$ 344.61
103650-001	15 LIGHT SHELL, PANEL ONLY, BLACK, NO HARNESS, LIGHTS, BULB5	\$ 628.69
103649-001	25 LIGHT SHELL, PANEL ONLY, BLACK, NO HARNESS, LIGHT, BULDS	\$ 714.43
100340-002	HARNESS ASSEMBLY, 25 LIGHT ARROW BOARD	\$ 669.04
100341-002	HARNESS ASSEMBLY, 15 LIGHT ARROW BOARD	\$ 601.80
105061-003	HARNESS ASSEMBLY FOR TAIL LIGHTS	\$ 60.52
106364-001	ANGLE BRACKET FOR SOLAR PANEL	\$ 43.29
106365-001	ROCKER/PIVOT CHANNEL FOR SOLAR PANEL	\$ 107.58
101007-002	HAND WINCH - CABLE NO INCLUDED	\$ 159.70
101007-004	HANDLE FOR HAND WINCH	\$ 47.07
100328-001	1/4 INCH X 75 1/2" CABLE FOR HAND WINCH	\$ 30.26

\*\*\*FOR PARTS NOT LISTED, PLEASE CONTACT FACTORY\*\*\*



## Portable Surveillance Trailer Pricing

MODELS	BASE TRAILER DESCRIPTIONS	LIST PRICE
<b>WCT-BX-0000-06A</b> NO cameras, rechargeable battery powered unit	INCLUDES: COMPACT BODY TRAILER, 26 FT DUAL ELECTRIC WINCH TOWER, EQUIPMENT BOX, SWITCH PANEL WITH LOW VOLTAGE DISCONNECT AND FAN CONTROLLER, 4- SEALED AGM BATTERIES & 75A CHARGER, AXLE LOCK BAR, COMBO 2-1/2" PINTLE & 2" BALL HITCH, NO CAMERAS, NO MONITOR, NO DVR, NO COMMUNICATIONS, NO OPTIONS	\$ 28,508.95
<b>WCT-YX-0000-09A</b> NO cameras, Yanmar water-cooled quiet APU diesel/ hybrid auto start unit	INCLUDES: COMPACT BODY TRAILER, DUAL ELECTRIC WINCH DELUXE TOWER, EQUIPMENT BOX, SWITCH PANEL WITH LVD AND FAN CONTROLLER, 2- SEALED AGM BATTERIES & 45A CHARGER, AUTO START YANMAR DIESEL ENGINE W/30 GAL TANK, START BAT & 15A CHARGER, AXLE LOCK BAR, COMBO 2-1/2" PINTLE & 2" BALL HITCH, NO CAMERAS, NO MONITOR, NO DVR, NO COMMUNICATIONS, NO OPTIONS. INCLUDES THE DELUXE 29 FT TOWER	\$ 46,662.85
OPTIONS	ADDITIONAL EQUIPMENT TO BE ADDED TO BASE TRAILERS	
Solar Panel addition to any model WCT-BS . or WCT-YS	Add 130W tilting solar panel to top of battery or diesel trailer	\$ 2,275.09
Drawbar solar array	Add 130W tilting solar panel to trailer drawbar ( NO SPARE TIRE CAN BE ADDED)	\$ 1,822.16
Large 520W solar top array	Add four 130W tilting solar panels to trailer top	\$ 8,112.24
Deluxe 29 ft tower assembly	Deluxe tower enables extra equipment to be located on all three tower sections, increases ht: 29ft	\$ 1,145.36
Off road axle package	Includes: wider axle, dual fenders, 3" axle lift & pneumatic wheel caster jack	\$ 286.34
Siren horn kit	Audible siren triggered by software motion box or remote viewing operator	\$ 822.57
Spare tire and carrier	Spare tire and carrier to the trailer	\$ 229.07
Storage cover for trailer	Outdoor storage cover for the trailer, NOT to be towed with.	\$ 916.28
Vicon 23X PTZ analog dome package	Add one Vicon 23X outdoor dome PTZ to trailer, includes camera, power supply, wiring	\$ 3,207.00
Vicon 35X PTZ analog dome package	Add one Vicon 35X outdoor dome PTZ to trailer, includes camera, power supply, wiring	\$ 4,013.95
Axis 35X PTZ IP dome STD Network package	Add one Axis Q6032E 35X Network dome PTZ to trailer, includes camera, POE, wiring	\$ 6,138.07
Axis 18X PTZ IP dome 720p MP package	Add one Axis Q6034E 18X HD720p dome PTZ to trailer, includes camera, POE, wiring	\$ 6,830.49
Axis 20X PTZ IP dome 1080p MP package	Add one Axis Q6035E 20X HD1080p dome PTZ to trailer, includes camera, POE, wiring	\$ 7,939.40
QS GeminEye camera w/ IR illuminator	Add, one GeminEye camera w/ IR illuminator	\$ 14,069.14
QS GeminEye camera, single head thermal	Add one GeminEye single thermal head only	\$ 20,512.29
QS GeminEye camera, dual head 1- day/night and 1 - thermal	Add one GeminEye dual head, 1- day/night and 1-thermal cameras only	\$ 22,803.00
BlueTree 3G cellular router + PWZ Logger	3G Cellular router that has multiple ports for accessory equipment, standard 3dB antennas, (NO WIFI)	\$ 2,134.53
BlueTree 4G / 3G cellular router + PWZ Logger	4G Cellular router that has multiple ports for accessory equipment, standard 3dB antennas, (NO WIFI)	\$ 2,462.52
Sierra Wireless 4G with Wi-Fi	Verizon or AT&T cellular 4G router, includes GPS and Wi-Fi, comes with standard 3 dBi antenna	\$ 2,993.54
Antenna kit upgrade	Upgrade dual antennas from standard 3 dBi to high gain 6dBi	\$ 702.83
Wi - Fi radio	This Wi-Fi radio package allows for up close remote access to trailer, 300 / 500 ft for laptop viewing	\$ 3,581.84
Premium radio setup	Premium radio point to multi point package, contact factory for radio of choice	\$ 3,581.84
Pre-wired setup for firetide radio	Wiring kit for Firetide radio, includes tower mounting brackets, cat5 w/connector, LMR240 cable	\$ 640.36
Extra antenna cable	An extra antenna cable LMR2400 to top of the mast	\$ 156.18
Standard flashing warning light	Standard LED blue flashing warning light, 12vdc @ 0.2A, 175°FPM	\$ 380.05
LED IR illuminator Model 100	Infra-red illuminator dual set, 30 degree beam x 262 ft	\$ 3,289.25
LED white illuminator Model 100	White light illuminator dual set, 30 degree beam x 164 ft	\$ 3,289.25
DVR 480G with Arteco Basic software	Industrial computer DVR w/480G SSD HDD w/ Basic software, 12" monitor, vibration tray, keyboard, mouse	\$ 13,041.44
DVR 480G with Arteco Analytic software	Industrial computer DVR w/480G SSD HDD w/ Analytic software, 12" monitor, vibration tray, keyboard, mouse	\$ 14,754.27
Video encoder / modem package, single camera channel	Video encoder kit w/ cellular router for a single camera unit, no recording, no monitor	\$ 4,373.18
No DVR includes monitor, keyboard mouse	No DVR computer, only 12" monitor, vibration tray, keyboard and mouse	\$ 6,143.27
Power Inverter-600W, 12Vdc -120Vac	Inverter provides 120Vac power from the battery bank, for customer options	\$ 1,874.22
Public Address system	Adds a 50 watt public address w/two speakers, remote audio voice over Max. range up to 100 yd.	\$ 3,883.80





## Portable Lighting

MODELS	BASE TRAILER DESCRIPTIONS	LIST PRICE
WLTC4L6MTO	Wanaco® Light Towers: Four adjustable high-efficiency light fixtures • 1000-watt metal halide lamps • 30-foot telescoping tower assembly with 360-degree rotation • Low-RPM Tier 4L diesel engine with premium four-pole generator • 30-gallon fuel tank • Compact trailer • Powder-coat finish • Gull-wing doors and hinged top panel for engine access • Combination 2" ball/2 1/2" pintle hitch, Kohler engine	\$7,899.16
WLTC4K6MTO	Wanaco® Light Towers: Four adjustable high-efficiency light fixtures • 1000-watt metal halide lamps • 30-foot telescoping tower assembly with 360-degree rotation • Low-RPM Tier 4K diesel engine with premium four-pole generator • 30-gallon fuel tank • Compact trailer • Powder-coat finish • Gull-wing doors and hinged top panel for engine access • Combination 2" ball/2 1/2" pintle hitch, Kubota engine	\$8,258.10
WLTS-MMA4	Wanaco® Solar LED Light Tower: Four adjustable high-efficiency light fixtures • 52-watt LED lamps • 20-foot telescoping tower assembly with 360-degree rotation • Adjustable-tilt solar panel array • Four 4D AGM batteries • Manual and auto on/off operating modes • Security battery box, vandal- and theft-resistant • Black and white powder-coat finish • 2" ball hitch, 500-watt solar array	\$11,854.74
WLTS-LMA4	Wanaco® Solar LED Light Tower: Four adjustable high-efficiency light fixtures • 52-watt LED lamps • 20-foot telescoping tower assembly with 360-degree rotation • Adjustable-tilt solar panel array • Four 4D AGM batteries • Manual and auto on/off operating modes • Security battery box, vandal- and theft-resistant • Black and white powder-coat finish • 2" ball hitch, 750-watt solar array	\$14,555.82
WLTL	Wanaco® Long Run Diesel LED Light Tower	\$20,288.12
OPTIONS	ADDITIONAL EQUIPMENT TO BE ADDED TO BASE TRAILERS	
Electric winch	Wanaco® Light Towers: Adds Electric winch to the Light Tower	\$900.36
208347	Wanaco® Solar Light Towers: Add four light fixtures – total of eight, includes extension bars	\$2,388.96
208346-C1	Wanaco® Solar Light Towers: Add second battery box and four additional batteries, 3500 lb. axle	\$3,301.32
100936-001P1	Wanaco® Light Towers: 3" pintle hitch in lieu of 2" ball hitch, adjustable	\$178.87
DWINCHES	Dual Electric Winches for the Long Run Light Tower	\$1,080.43
OFFROAD	Offroad Trailer Package	\$420.17



## Radars Speed Display

MODELS	BASE TRAILER DESCRIPTIONS	LIST PRICE
WSDT3-S	Wanaco® Radar Speed Trailer: Full matrix display • 28" LED characters • 24"x30" regulatory speed limit sign with changeable speed-limit numbers • Approach-only K-band radar, FCC approved • One 40/50W solar panel • Two 6V batteries, 225 Ah total capacity • Telescoping tower with 90-degree rotation • Locking control box • Orange powder-coat finish • 2" ball hitch.	\$7,082.83
OPTIONS	ADDITIONAL EQUIPMENT TO BE ADDED TO BASE TRAILERS	
203344	Wanaco® Radar Speed Trailer: Increase to 65-watt solar panel – 30% increase	\$120.05
204281	Wanaco® Radar Speed Trailer: Increase to 85 watt solar panel – 70% increase	\$240.10
203076	Wanaco® Radar Speed Trailer: 36" x 36" regulatory speed limit sign	\$84.03
104098-52.000	Wanaco® Radar Speed Trailer: Anti-theft axle-lock bar	\$78.03
100936-001P1	Wanaco® Radar Speed Trailer: 3" pintle hitch in lieu of 2" ball hitch, adjustable	\$178.87
203238	Wanaco® Radar Speed Trailer: Wanaco Traffic Data Collector (traffic counter/classifier)	\$3,301.32



P.O. Box 400  
Austin, TX 78767-0400  
800.695.2919 | 512.467.0222 | Fax: 800.211.5454  
buyboard.com

May 14, 2014

Sent Via E-mail: [tpaulino@wanco.com](mailto:tpaulino@wanco.com)

Tim Paulino  
Wanco Inc  
5870 Tennyson St Dept 0829  
Arvada, CO 80003

**Proposal Name & Number:** Highway Safety & Traffic Control Prod. #452-14

Congratulations, your company has been successful on the above referenced proposal! This contract will be effective June 1, 2014. The contract documents are those identified in Section 3 of the General Terms and Conditions of the specifications.

To see the items your company has been awarded, please review the proposal tabulation #452-14 on the following web-site: [www.vendor.buyboard.com](http://www.vendor.buyboard.com). Only items marked as awarded to your company can be sold through the BuyBoard contract. In addition, on this website you will find the membership list which will provide you with the names of all entities with membership in our purchasing cooperative.

Attached to this letter you will find the following documents:

Vendor Quick Reference Sheet  
Electronic Catalog Format Instructions  
Vendor Billing Procedures

**Receipt of a purchase order directly from a Cooperative member is not within the guidelines of the Cooperative.** Accepting orders directly from member entities may result in a violation of the State of Texas competitive bid statute and cancellation of the proposal award therefore all orders must be processed through the Cooperative in order to comply. We request your assistance in immediately forwarding by fax (1-800-211-5454) to the cooperative any orders received directly from member entities. If by chance an order sent directly to you has been unintentionally processed, please fax it to the Cooperative (1-800-211-5454) and note it as **RECORD ONLY** to prevent duplication.

Per proposal specifications, awarded vendors will have 60 days to submit their electronic catalog including pricing. If the electronic data is not provided within 60 days of notice of award, we reserve the right to inactivate any company's award information from the BuyBoard until such time the electronic data is received.

On behalf of the Texas Association of School Boards, we appreciate your interest in the Cooperative and we are looking forward to your participation in the program. If you have any questions, please contact Arturo Salinas at 800-695-2919 ext. 6200.

Sincerely,

Melonie Perry  
Bid Administrator



The Local Government Purchasing Cooperative is endorsed by the Texas Association of School Boards, Texas Municipal League, Texas Association of Counties, and the Texas Association of School Administrators.



16541

12007 Research Boulevard \* Austin, Texas 78759-2439  
PH: 800-695-2919 \* FAX: 800-211-5454 \* www.vendor.buyboard.com

### PROPOSER'S AGREEMENT AND SIGNATURE

**Proposal Name:** Highway Safety and Traffic Control Products Proposal

**Proposal Opening Date and Time:** March 6, 2014 at 2:00 PM

**Proposal Number:** 452-14

**Location of Proposal Opening:**  
Texas Association of School Boards, Inc.  
BuyBoard Department  
12007 Research Blvd.  
Austin, TX 78759

**Contract Time Period:** June 1, 2014 through May 31, 2015 with two (2) possible one-year renewals.

**Anticipated Cooperative Board Meeting Date:** May 2014

Wanco, Inc.  
Name of Proposing Company

3/4/14  
Date

5870 Tennyson St.  
Street Address

[Signature]  
Signature of Authorized Company Official

Arvada, CO 80003  
City, State, Zip

Tim Paulino  
Printed Name of Authorized Company Official

800-972-0755  
Telephone Number of Authorized Company Official

Business Development Manager  
Position or Title of Authorized Company Official

303-867-3450  
Fax Number of Authorized Company Official

84-1051014  
Federal ID Number

The proposing company ("you" or "your") hereby acknowledges and agrees as follows:

1. You have carefully examined and understand all Cooperative information and documentation associated with this Proposal Invitation, including the Instructions, General Terms and Conditions, Attachments/Forms, Item Specifications, and Line Items (collectively "Requirements");
2. By your response ("Proposal") to this Proposal Invitation, you propose to supply the products or services submitted at the prices quoted in your Proposal and in strict compliance with the Requirements, unless specific deviations or exceptions are noted in the Proposal;
3. Any and all deviations and exceptions to the Requirements have been noted in your Proposal and no others will be claimed;

Pricesheet + USB

H-N  
N-4



12007 Research Boulevard • Austin, Texas 78759-2439  
PH: 800-695-2919 • FAX: 800-211-5454 • www.vendor.buyboard.com

4. If the Cooperative accepts any part of your Proposal and awards you a contract, you will furnish all awarded products or services at the prices quoted and in strict compliance with the Requirements (unless specific exceptions are noted in the Proposal), including without limitation the Requirements related to:
  - a. conducting business with Cooperative members, including offering pricing to members that is the best you offer compared to similar customers;
  - b. payment of a service fee in the amount specified and as provided for in this Proposal Invitation;
  - c. the **possible** award of a piggy-back contract by another governmental entity, in which event you will offer the awarded goods and services in accordance with the Requirements; and
  - d. submitting price sheets or catalogs in the proper format for posting on the BuyBoard as a prerequisite to activation of your contract;
5. You have clearly identified any information in your Proposal that you believe to be confidential or proprietary or that you do not consider to be public information subject to public disclosure under a Texas Public Information Act request or similar public information law;
6. The individual signing this Agreement is duly authorized to enter into the contractual relationship represented by this Proposal Invitation on your behalf and bind you to the Requirements, and such individual (and any individual signing a Form) is authorized and has the requisite knowledge to provide the information and make the representations and certifications required in the Requirements;
7. You have carefully reviewed your Proposal, and certify that all information provided is true, complete and accurate, and you authorize the Cooperative to take such action as it deems appropriate to verify such information; and
8. Any misstatement, falsification, or omission in your Proposal, whenever or however discovered, may disqualify you from consideration for a contract award under this Proposal Invitation or result in termination of an award or any other remedy or action provided for in the General Terms and Conditions or by law.



12007 Research Boulevard • Austin, Texas 78759-2439  
PH: 800-695-2919 • FAX: 800-211-5454 • www.vendor.buyboard.com

**VENDOR PURCHASE ORDER, REQUEST FOR QUOTES, AND INVOICE RECEIPT OPTIONS**

Company: Wanco, Inc. General Contact Name: Tim Paulino

**Purchase Orders:** Purchase orders from Cooperative members will be available through the Internet or by facsimile.

Option 1: Internet. Vendors need Internet access and at least one e-mail address so that notification of new orders can be sent to the Internet contact when a new purchase order arrives. An information guide will be provided to vendors that choose this option to assist them with retrieving their orders.

Option 2: Fax. Vendors need a designated fax line available at all times to receive purchase orders.

Please choose **only one (1)** of the following options for receipt of purchase orders and provide the requested information:

- I will use the **INTERNET** to receive purchase orders.  
 E-mail Address: info@wanco.com  
 Internet Contact: Tim Paulino Phone: 470-233-9831  
 Alternate E-mail Address: dmyers@wanco.com  
 Alternate Internet Contact: Dan Myers Phone: 800-972-0755
- I will receive purchase orders via **FAX**.  
 Fax Number: \_\_\_\_\_  
 Fax Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

**Request for Quotes ("RFQ"):** Cooperative members will send RFQs to you by e-mail. Please provide e-mail addresses for the receipt of RFQs:

E-mail Address: info@wanco.com  
Alternate E-mail Address: tpaulino@wanco.com

**Invoices:** Your company will be billed monthly for the service fee due under a contract awarded under this Proposal Invitation. **All invoices are available on the BuyBoard website and e-mail notifications will be sent when they are ready to be retrieved.** Please provide the following address, contact and e-mail information for receipt of service fee invoices and related communications:

Mailing address: 5870 Tennyson St. Department: \_\_\_\_\_  
City: Arvada State: CO Zip Code: 80003  
Contact Name: Shay Falch Phone: 800-972-0755  
Fax: 303-427-5725 E-mail Address: ap@wanco.com  
Alternative E-mail Address: collections@wanco.com



12007 Research Boulevard • Austin, Texas 78759-2439  
PH: 800-695-2919 • FAX: 800-211-5454 • [www.vendor.buyboard.com](http://www.vendor.buyboard.com)

FORM B

Form 10-9-13 PAPER

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI }  
County of Boone } ea.

February Session of the January Adjourned

Term. 20 16

In the County Commission of said county, on the 18th day of February 20 16

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

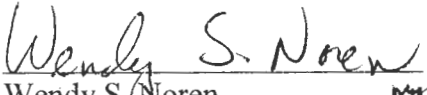
Now on this day the County Commission of the County of Boone does hereby approve partial award bid 26-15JUN15 – Purchase of Service and Pilot Program Contacts – Community Health Fund to:

The Salvation Army  
The Salvation Army Harbor House  
Contract from date of award through December 31, 2016 with two optional one-year renewals  
\$50,000.00

The terms of the bid award are stipulated in the attached Agreement for Purchase of Services. It is further ordered the Presiding Commissioner is hereby authorized to sign said Agreement.

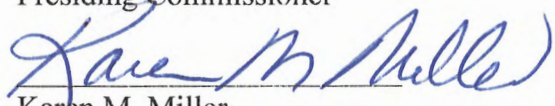
Done this 18th day of February, 2016

ATTEST:

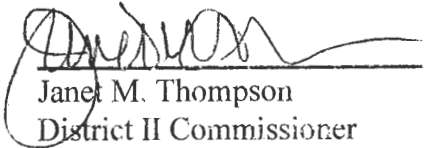
  
Wendy S. Noren  
Clerk of the County Commission



Daniel K. Atwill  
Presiding Commissioner



Karen M. Miller  
District I Commissioner



Janet M. Thompson  
District II Commissioner



# Boone County Purchasing

**Melinda Bobbitt, CPPO, CPPB**  
Director of Purchasing



613 E. Ash St., Room 110  
Columbia, MO 65201  
Phone: (573) 886-4391  
Fax: (573) 886-4390

---

## MEMORANDUM

TO: Boone County Commission  
FROM: Melinda Bobbitt, CPPO, CPPB  
DATE: February 3, 2016  
RE: RFP Award Recommendation: *26-15JUN15 – Purchase of Service and Pilot Program Contracts – Community Health Fund*

Request for Proposal *26-15JUN15 – Purchase of Services and Pilot Program Contracts – Community Health Fund* closed on June 15, 2015. 11 proposal responses were received.

The following is a partial recommendation of contract award. This is the last contract award from this bid. Previous contracts were awarded on commission order 536-2015 and 628-2015.

The Salvation Army  
The Salvation Army Harbor House  
Contract from date of award through December 31, 2016 with two, optional one-year renewals  
\$50,000.00

Invoices will be paid from department 2130 – Community Health/MED (Hospital Lease), account 71106 – Contracted Services. One million was budgeted in 2016.

cc: Proposal File  
Kelly Wallis, Children's Services



**AGREEMENT FOR PURCHASE OF SERVICES**  
**The Salvation Army Harbor House**

---

**THIS AGREEMENT** dated the 18<sup>th</sup> day of February, 2015 is made between Boone County, Missouri, a political subdivision of the State of Missouri through the Boone County Commission, hereinafter called "County", and **The Salvation Army** a tax-exempt, not organized for profit organization or governmental entity, hereinafter referred to as SA.

**WHEREAS**, as part of an amendment to the lease agreement dated December 27, 2006, between Boone County Hospital and Barnes Jewish Christian, the County of Boone receives \$500,000 annually for the purposes of addressing community health needs, as determined by the Boone County Commission.

**WHEREAS**, the County desires to support the greatest possible level of independence and self-sufficiency of Boone County residents by promoting their physical, mental, and social well-being to cultivate a safe and healthy community.

**WHEREAS**, the SA has submitted a complete Request for Funding Proposal Application to the County detailing the services and other supports to be provided along with the expected cost to SA thereof; and

**WHEREAS**, the County has approved the Request for Funding Proposal in whole or in part as hereinafter set forth,

**IN CONSIDERATION** of the parties performance of the respective obligations contained herein, the parties agree as follows:

**FUNDING ALLOCATION FOR SERVICES RENDERED BY SA**

SA is expected to the greatest extent possible to maximize funding from all other sources. SA shall periodically, upon request, furnish to the County information as to its efforts to obtain such other sources of funding. SA shall only request reimbursement for services not reimbursable by any other source. SA shall not invoice the County for units of service invoiced to another funding source. SA shall provide documentation and assurance to the County that requests for reimbursement from the Community Health Fund is not a duplication of reimbursement from any other source of funding.

1. **Contract Documents.** This agreement shall consist of the Request for Proposal #26-15JUN15 (Purchase of Services) and SA's response to the County of Boone's Request for Proposal, Requests for Clarification, responses to Requests for Clarification, Requests for Additional Information, and Best and Final Offer Responses. All such documents shall constitute the contract documents, which are attached hereto and incorporated herein for reference. In the event of conflict between any of the foregoing documents, the terms, conditions, provisions, and requirements contained in this Agreement shall prevail and control over the SA's Proposal, Requests for Clarification, responses to Requests for Clarification, Requests for Additional Information, and Best and Final Offer Responses.

2. **Purchase.** The County agrees to purchase from the SA and the SA agrees to furnish **Emergency Shelter with Meals** for Boone County residents, as described and in compliance with the original Request for Proposal and as presented in the SA's response. Services/deliverables shall be provided as outlined in the attached proposal response(s). The total allowable compensation under this agreement shall not exceed \$ 50,000.00 unless compensation for specific identified additional services is authorized and approved by County in writing in advance of rendition of such services for which additional compensation is requested.

3. **Contract Duration.** This agreement shall commence on the date of contract execution and **extend through December 31, 2016** subject to the provisions for termination specified below. This contract may at the sole discretion of the County and with the agreement of SA be **renewed for an additional two (2) one-year periods**. SA agrees and understands that the County may require supplemental information to be submitted by SA prior to any renewal of this agreement.

4. **Billing and Payment.** For the Purchase of Service (POS) Contract, the unit costs for services are the mutually agreed upon rates as follows:

Service Description	Unit Measurement	Unit Rate	Proposed # of Units	Total Amount Requested
Emergency Shelter with Meals	One bed night	\$43.32	1,154	\$50,000

All billing shall be invoiced to County monthly by the 10<sup>th</sup> of the month following the month for which services were provided. The County agrees to pay all monthly statements within thirty days of receipt of a correct and valid invoice/monthly statement. 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 SA, 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. **Availability of Funds.** Payments under this contract are dependent upon the availability of funds or as otherwise determined by the County. This contract can be terminated

if funding becomes unavailable in whole or in part for cause shown, and the County shall have no obligation to continue payment.

### REPORTING, MONITORING, AND MODIFICATION

6. **Reporting.** The County shall utilize the Request for Funding Proposal Application and the Requests for Clarification, responses to Requests for Clarification, Requests for Additional Information, and Best and Final Offer Response, as submitted by SA to monitor service delivery and program expenditures. SA agrees to submit to the County an Interim Report by July 29, 2016 for the period beginning with the date of contract execution to June 30, 2016 and a Year End Final Report by January 31, 2017, for the period of the term of the contract. Variations on this date may be requested by SA and, if so stipulated, are noted on this contract document. Payments may be withheld from SA if reports designated here are not submitted on time, until such time as the reports are filed and approved. Reporting requirements will include but are not limited to information regarding organization's outcomes and indicators, client demographic information, and other information and data deemed appropriate by the County. SA agrees to submit its reports through the Apricot by CTK® funding management system or another format if requested.

7. **Audits.** SA also agrees to make available to the County a copy of its annual audit within four months after the close of SA's fiscal year. The audit must be performed by an independent individual or firm licensed by the Missouri State Board of Accountancy. The audit is to include a complete accounting for funds covered by this agreement in accordance with generally accepted accounting principles. In addition, the County requires that the management report of any audit as it relates to County program activities be made available to County as part of the required audit. Payment may be withheld from SA, if reports designated here are not made available upon request. Audits shall be uploaded to the Organization Profile in the Apricot System and continually kept up to date.

8. **Monitoring.** SA agrees to permit the County, the Director of the Community Services Department and any staff of the Community Services Department, or designee of the County to monitor, survey and inspect SA's services, activities, programs and client records, to determine compliance and performance with this contract, except as prohibited by laws protecting client confidentiality. In addition, SA hereby agrees that, upon notice of forty-eight (48) hours, it will make available to the County or its designee(s) all records, facilities and personnel, for auditing, inspection, and interviewing, to determine the status of service, activities and programs covered hereunder, expenditure of Community Health Funds and all other matters set forth in the contract.

9. **Modification or Amendment.** In the event SA requests to make any change, modification, or an amendment to funded services, one-time items, activities and/or programs covered by this contract, a request of the proposed modification or amendment must be

submitted in writing to the Director of Community Services to share with the County Commission for approval. A board resolution from SA may be required with the request.

#### OTHER TERMS OF THIS CONTRACT

10. **Violation of Client Rights.** Any alleged case of a violation of a client's rights in a program funded through the Community Health Fund shall be investigated in accordance with SA's policies and procedures and in accordance with any local/state/federal regulations. SA agrees to notify the County through the Director of Community Services of any such incidents that have been reported to the appropriate governmental body and must also authorize the governmental body to notify the County of any substantiated allegations. SA must comply with Missouri law regarding confidentiality of client records.

11. **Discrimination.** SA will refrain from discrimination on the basis of race, color, religion, sex, national origin, ancestry, disability, age, sexual orientation, genetic information, and familial status and comply will applicable provisions of federal and state laws, County or municipal statutes or ordinances, which prohibit discrimination in employment and the delivery of services.

12. **Community Health Fund to be used for Services Provided.** SA agrees that the Community Health Funds shall be used exclusively for the services provided to address community health needs and for administrative costs directly related to SA's provision of such services.

13. **Accreditation/Licensure/Certifications.** All organizations must comply with all state/federal certification and licensing requirements and all applicable federal, state, and local laws and must remain in "good standing" with the applicable oversight entity.

14. **Conflict of Interest.** SA agrees that no member of its Board of Directors or its employees now has, or will in the future, have any conflict of interest between himself/herself and SA, and this shall include any transaction in which SA is a party, including the subject matter of this contract. Missouri law, as this term is used herein, shall define "Conflict of Interest".

15. **Subcontracts.** SA may enter into subcontracts for components of the contracted service as SA deems necessary within the terms of the contract. All such subcontracts require the written approval of the County or their designated representative. In performing all services under the resulting contract agreement, the SA shall comply with all local, state, and federal laws. Any subcontractor shall be subject to the audit/monitoring requirements stated herein and all other conditions and requirements of this contract agreement.

16. **Employment of Unauthorized Aliens Prohibited.** SA agrees to comply with Missouri State Statute section 285.530 in that they shall not knowingly employ, hire for employment, or continue to employ an unauthorized alien to perform work within the state of Missouri. SA shall

require each subcontractor to affirmatively state in its Agreement with the SA that the subcontractor shall not knowingly employ, hire for employment or continue to employ an unauthorized alien to perform work within the state of Missouri. Provider shall also require each subcontractor to provide SA a sworn affidavit under the penalty of perjury attesting to the fact that the subcontractor's employees are lawfully present in the United States.

17. **Litigation.** SA agrees that there is no litigation, claim, consent order, settlement agreement, investigation, challenge or other proceeding pending or threatened against SA or any individual acting on the SA's behalf, including subcontractors, which seek to enjoin or prohibit SA from entering into this contract agreement of performing its obligations under this agreement.

18. **Board Ownership.** If SA ceases to be funded by the County or ceases to provide programs and services to address community health needs pursuant to this contract, all capital equipment, materials, and buildings purchased with Community Health Funds shall be returned to Boone County unless so otherwise approved by a majority vote of the County. In addition, if SA no longer uses capital equipment, materials, or buildings purchased with Community Health Funds for its original intent, SA will need County approval to re-direct the use of such.

19. **Failure to Perform/Default.** In the event SA, at anytime, fails or refuses to perform according to the terms of this contract, as determined by the County, such failure or refusal shall constitute a default hereunder, and the County will be relieved of any further obligation to make payments to SA as set out herein. This contract will be terminated at the option of the County.

20. **Termination.** County may terminate this agreement at will by giving at least 30 days prior written notice to the SA. This agreement may be terminated by the County upon 15 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 key personnel providing services are changed such that in the opinion of the County delivery of services are or will be delayed or impaired, or if services are otherwise not in conformity with proposal specification, or if services are deficient in quality in the sole judgment of County, or

c. County may terminate this agreement should the SA fail substantially to perform in accordance with its terms through no fault of the party initiating the termination, or

d. If appropriations are not made available and budgeted for any calendar year to fund this agreement.

21. **Indemnification.** To the extent permitted under Missouri law, SA agrees to hold harmless, defend and indemnify the County, its directors, agents, and employees from and against all claims arising by reason of any act or failure to act, negligent or otherwise, of the Salvation Army, (meaning anyone, including but not limited to consultants having a contract with the SA or subcontractor for part of the services), or anyone directly or indirectly employed by SA, or of anyone for whose acts SA may be liable in connection with providing these services. This provision does not, however, require Contractor to indemnify, hold harmless, or defend the County of Boone from its negligence.

22. **Publicity by the Organization.** SA shall notify the County of contact with the media regarding Community Health Fund funded programs or profiles of participants in Community Health Fund funded programs. SA will acknowledge the County as a funding source whenever publicizing Community Health Fund funded programs. SA will collaborate with the County to inform the community about the ways its tax dollars are being invested in services and supports. SA agrees to acknowledge the Community Health Fund as a funding source on all written and electronic publications including brochures, letterhead, annual reports and newsletters.

23. **Independence.** This contract does not create a partnership, joint venture or any other form of joint relationship between the County and SA. The County does not recognize any of the SA's employees, agents or volunteers as those of the County.

24. **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.

25. **Entire Agreement.** This agreement constitutes the entire agreement between the parties and supersedes any prior negotiations, written or verbal, and other proposal or contractual agreement. This agreement may only be amended by a signed writing executed with the same formality as this agreement.

26. **Record Retention Clause.** SA shall keep and maintain all records relating to this contract agreement sufficient to verify the delivery of services in accordance with the terms of the this agreement for a period of three (3) years following expiration of this agreement and any applicable renewal.

27. **Notice.** Any written notice or communication to the County shall be mailed or delivered to:

Boone County Community Services  
605 E. Walnut, Ste. A  
Columbia, MO 65201

Any written notice or communication to the SA shall be mailed or delivered to:

32-2016

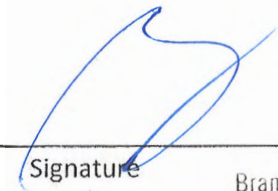
The Salvation Army  
Richard Trimmell, Major *Gary Busiek*  
~~1108 West Ash St.~~ *1130 Hampton Ave.*  
~~Columbia, MO 65203~~ *St. Louis, Mo. 63139*

IN WITNESS WHEREOF the parties through their duly authorized representatives have executed this agreement on the day and year first above written.

The Salvation Army

Boone County, Missouri

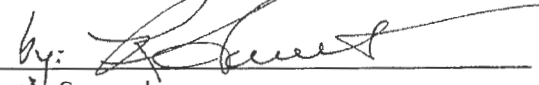
By: Boone County Commission


By:   
Signature  
Bramwell E. Higgins  
Secretary  
By: \_\_\_\_\_  
Printed Name/ Title

  
Daniel K. Atwill, Presiding Commissioner

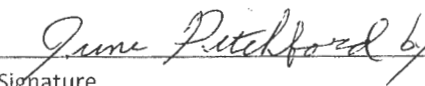
APPROVED AS TO FORM:

ATTEST:

by:   
County Counselor

  
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) arising from 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.)

 *by jg 02/05/2016* *(2130/71106/\$50,000)*  
Signature Date Appropriation Account

An Affirmative Action/Equal Opportunity Employer



**PROPOSAL OPENING**  
**RFP – 25-15JUN15 – PURCHASE OF SERVICE CONTRACTS**  
**FOR BOONE COUNTY CHILDREN’S SERVICES FUND,**  
**2015 APPLICATION**

	Representative Name	Business Name	Telephone Number
1.	Melinda Bobbitt	Boone County Purchasing	886-4391
2.	Brian Martin	Putnam Community Health	573-480-4781
3.	Carolee Johnson	For City Youth Academy	573-756-1436
4.	Jason Wilcox	Columbia Boone PHS	573-874-7224
5.	Andrea Warner	Columbia Boone PHS	573-874-7032
6.	Wendy Ell	Univ. of MO - Dept. of Psychology	573-433-4157
7.	Y.M. Priddy-Belton	Univ. of MO Dept. of Psychology	573-433-4157
8.	Jessica Chapman	The Adoption Agency	573-442-3221 X222
9.	Shelley Lock	Child Care Agency of MO	573-445-5431
10.	Mica Coffey	BOCC	573-671-1630
11.	Nicole Zilch	Central Missouri Foster Care Adoption/PSIC	573-433-1888
12.	Dan Reilly	MO Wellness Partners	573-587-7337
13.			
14.			
15.			

**PRE-PROPOSAL CONFERENCE – INFORMATION  
SESSION - RFP – 25-15JUN15 – PURCHASE OF SERVICE  
CONTRACTS FOR BOONE COUNTY CHILDREN’S  
SERVICES FUND, 2015 APPLICATION**

	Representative Name	Business Name	Telephone Number
1.	Melinda Bobbitt	Boone County Purchasing	886-4391
2.	Nora Neffler	Spencer Children's Center	301-718-3371
3.	Allen Daniels	Cherokee Valley Hospice	723-551-7372
4.	Nancy Becker	Muscular Dystrophy Assn	573-442-5345
5.	Alisa Fisher	Reliance of Home Services	573-442-2273
6.	PAM LEAHE	PREFERRED FAMILY HC	573-680-6705
7.	Heidi Jones	Lawrence Center	573-442-6600
8.	Nicole Thomas	Grant Circle	573-442-9331
9.	Jack Jensen	First Chance for Children	513-777-1815
10.	Carrie M. Mitchell	Boone County Child	573-234-8334
11.	Kevin DeLancey	EPICORP	314-708-2308
12.			
13.			
14.			
15.			

**PRE-PROPOSAL CONFERENCE – INFORMATION  
SESSION - RFP – 25-15JUN15 – PURCHASE OF SERVICE  
CONTRACTS FOR BOONE COUNTY CHILDREN’S  
SERVICES FUND, 2015 APPLICATION**

	Representative Name	Business Name	Telephone Number
1.	Melinda Bobbitt	Boone County Purchasing	886-4391
2.	Whitney Jones	Youth Empowerment Zone	(607) 697 5210
3.			
4.			
5.	Betty Markel	Children's Home Services	573 443-2526
6.	Cathy Richards	Boone County Public Health	513 886 7190
7.	Clare Stone	Rainbow House	573-474-6600
8.	Janie Bakutee	Rainbow House	573 474 6600
9.	Scott Hardy	Boone County Public Health	513-447-5567
10.	Barbara H. Smith	Boone County Public Health	513-447-5567
11.	Carole Scoville	Miss Beadys	513-268-4129
12.			
13.			
14.			
15.			



## COUNTY OF BOONE - MISSOURI

---

**REQUEST FOR PROPOSAL (RFP) #: 26-15JUN15**  
**Purchase of Service and Pilot Program Contracts**  
**Boone County Community Health/Medical Fund**  
**2015 Application**

**RFP TIMELINE:**

<b>Important Events</b>	<b>Location</b>	<b>Dates</b>
Issue - Release Date	Boone County Purchasing 613 E. Ash St, Room 110 Columbia, MO 65201	<b>May 5, 2015</b>
Written Questions Due By	<a href="mailto:mbobbitt@boonecountymmo.org">mbobbitt@boonecountymmo.org</a>	<b>May 13, 2015</b> <b>12:00 p.m. Central Time</b>
Pre-Proposal Conference - Information Session	Boone County Commission Chambers 801 E. Walnut Columbia, MO 65201	<b>May 18, 2015</b> <b>1:00 p.m. Central Time</b>
Response Submission Deadline	Apricot by CTK® on-line system	<b>June 15, 2015</b> <b>5:00 p.m. Central Time</b>
Proposal Opening – Names of Offerors Read Aloud	Boone County Commission Chambers 801 E. Walnut Columbia, MO 65201	<b>June 16, 2015</b> <b>9:30 a.m. Central Time</b>

**CONTACT INFORMATION:**

Boone County Purchasing  
Boone County Annex  
613 E. Ash, Rm. 110, Columbia, MO 65201

Melinda Bobbitt, CPPO, CPPB  
Director of Purchasing  
Phone: (573) 886-4391 Fax: (573) 886-4390  
Email: [mbobbitt@boonecountymmo.org](mailto:mbobbitt@boonecountymmo.org)

## **NOTICE OF REQUEST FOR PROPOSAL**

Boone County is accepting Request for Proposals for the following:

**BID #: 26-15JUN15**

A pre-proposal conference has been scheduled for **Monday, May 18, 2015, at 1:00 p.m.** central time in the Boone County Commission Chambers, 801 E. Walnut Street, Columbia, Missouri.

Proposals will be accepted until **5:00 p.m. central time on Monday, June 15, 2015** via the on-line application system, Apricot by CTK®.

The Request for Proposal is scheduled to be **opened shortly after 9:30 a.m. on Tuesday, June 16, 2015** in the Boone County Commission Chambers, 801 E. Walnut St., Columbia, Missouri.

Request for Proposals are available in the Purchasing Office and requests for copies may be made by phone (573) 886-4391; fax (573) 886-4390 or e-mail: [mbobbitt@boonecountymo.org](mailto:mbobbitt@boonecountymo.org). A copy may also be downloaded from our web page at [www.showmeboone.com](http://www.showmeboone.com). Select Purchasing / Current Bids / 26-15JUN15

Vendors may view Bids, Bid Tabulations, and Bid Awards on the Boone County Web Page at <http://www.showmeboone.com>.

Melinda Bobbitt, CPPO, CPPB

Director, Boone County Purchasing

Insertion: Tuesday, May 5, 2015

COLUMBIA MISSOURIAN

## **1. INSTRUCTIONS AND GENERAL CONDITIONS**

### **1.1 Delivery of Proposals:**

Sealed proposals, subject to Instructions and General Conditions and any special conditions set forth herein, will be received via the on-line application system, Apricot by CTK<sup>®</sup> until the proposal closing date and time indicated herein for furnishing the County with services as detailed in the following request for proposal.

- a) If you have obtained this RFP document from our web page or from a source other than the Boone County Purchasing Department, please check with our office prior to submitting your proposal to ensure that you have a complete package. The Purchasing Department cannot be responsible for providing addendums if we do not have you on our Vendor list for this RFP.
- b) The County reserves the right to withdraw this RFP at any time and for any reason and to issue such clarifications, modifications, and/or amendments as it may deem appropriate.
- c) Receipt of a proposal by the County or a submission of a proposal to the County offers no rights upon the Offeror nor obligates the County in any manner.
- d) No negotiations, decisions, or actions shall be initiated by any agency as a result of any verbal discussion with any County employee prior to the opening of responses to the Request for Proposal. Boone County reserves the right to select the Offeror which best meets its goals and objectives, needs, fiscal constraints, quality levels and service expectations.

### **1.2. Ambiguity, Conflict, or Other Errors in the RFP:**

- a) If an Offeror discovers any ambiguity, conflict, discrepancy, omission, or other error in the RFP, they shall immediately notify the Department of such error in writing and request modification or clarification of the document. The County will make modifications by issuing a written revision and will give written notice to all parties who have received this RFP from the County.
- b) The Offeror is responsible for clarifying any ambiguity, conflict, discrepancy, omission, or other error in the RFP prior to submitting the proposal or it shall be waived.
- c) Implied Requirements: Products and services that are not specifically requested in this RFP, but which are necessary to provide the functional capabilities proposed by the Offeror, shall be included in the proposal.
- d) The County will not be liable in any way for any costs incurred by any Offeror in the preparation of their proposal in response to this RFP, nor for the presentation of their proposal and/or participation in any discussions or negotiations.

**1.3. Rejection of Proposals:**

The right is reserved to accept or reject in whole or in part any or all proposals submitted, to waive technicalities, and to accept the offer the County considers the most advantageous to the County. Further, the County shall reject the proposal of any Offeror that is determined to be non-responsive. The unreasonable failure of an Offeror to promptly supply information in connection with respect to responsibility may be grounds for a determination of non-responsiveness.

**1.4. Acceptance of Proposals:**

The County will accept for evaluation all proposals that are submitted properly and are responsive to the RFP. However, the County reserves the right to request clarifications or corrections to proposals.

**1.5. Requests for Clarification of Proposals:**

Requests by the Purchasing Department for clarification of proposals shall be in writing.

**1.6. Validity of Proposals:**

Offeror should state how many days or months proposals remain valid beyond the 120 days minimum.

**1.7. Receipt and Opening of Advertised, Sealed Proposals:** The Offeror(s) and public are invited, but not required, to attend the formal opening of proposals. Offeror(s) names only will be read aloud to the public. No decisions related to an award of a contract or creation of any contractual or lease relationship, or purchase order will be made at the opening.

- a) Information provided in your response will be considered proprietary and will not be divulged during the selection process. The successful organization's proposal will become public record after its acceptance by the County Commission. All proposals and tabulation sheets are kept by the County for a period of time established by regulation or statutes after the award is made and are available for inspection at any time during regular working hours.
- b) Offeror's names will be read aloud during the Boone County Commission meeting in the Boone County Commission Chambers, 801 E. Walnut Street, Columbia, MO 65201, Tuesday, June 16, 2015 at 9:30 a.m. Central Time. RFP opening listing proposer's names will be posted on the County web page following the opening at [www.showmeboone.com](http://www.showmeboone.com). Select "Purchasing", then "2015 Bid Tabulations".
- c) Proposal responses are due by Monday, June 15, 2015 at 5:00 p.m. No late proposals will be accepted.

**1.8. Withdrawal of Proposals:**

Proposals may be withdrawn without prejudice any time before the deadline for receipt of proposals. If a mistake or error is discovered by the Offeror or by the County after the proposal opening, the County has the right to call this error to the Offeror's attention and request verifications of the proposal. If the Offeror acknowledges the mistake and requests relief, the County will proceed in the following manner:

- a) **Withdrawal:** Permission to allow an Offeror to withdraw their proposal without prejudice may be given when clear and convincing evidence supports the existence of an error. If there is a significant and obvious disparity between the prices of the lowest Offeror and of the other Offerors, an Offeror may be permitted to withdraw without prejudice, upon submission of evidence that a non-intentional error occurred.

## **2. INTRODUCTION AND GENERAL INFORMATION**

### **2.1 Introduction:**

- 2.1.1. This document constitutes a request for competitive, sealed proposals for the furnishing of statutorily eligible services pursuant to RSMo §210.861, as set forth herein.
- 2.1.2. Organization – This document, referred to as a Request for Proposal (RFP), is divided into the following sections:
- 1) Instructions and General Conditions
  - 2) Introduction and General Information
  - 3) Project Information and Requirements
  - 4) Application Information
  - 5) Organization Information – on-line
  - 6) Organization Financial Information and Budget Narrative - online
  - 7) Program Overview – on-line
  - 8) Program Services – on-line
  - 9) Program Budget Worksheet and Narrative – on-line
  - 10) Program Consumer Demographics – on-line
  - 11) Program Performance Measures Information Section – on-line
  - 12) Attachment A - Agency Assurance Sheet
  - 13) Attachment B - Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion
  - 14) Attachment C - Work Authorization Certification



**2.2. Guideline for Written Questions:**

- 2.2.1. All questions regarding this Request for Proposal should be submitted in writing, prior to the pre-proposal conference, no later than 12:00 p.m., May 13, 2015. All questions must be mailed, faxed or e-mailed to the attention of Melinda Bobbitt, CPPO, CPPB, Director of Purchasing. All such questions will be discussed at the pre-proposal conference and answered in writing, and such answers will be provided to all parties having obtained a Request for Proposal packet and register as a Vendor for this RFP.

Melinda Bobbitt, CPPO, CPPB  
Director of Purchasing  
613 E. Ash Street, Room 110  
Columbia, Missouri 65201  
Phone: (573) 886-4391 Fax: (573) 886-4390  
E-mail: [mbobbitt@boonecountymmo.org](mailto:mbobbitt@boonecountymmo.org)

**2.3. Pre-Proposal Conference**

- 2.3.1 To assist interested Offerors in preparing a thorough proposal, a pre-proposal conference has been scheduled for May 18, 2015 at 1:00 p.m. Central Time in the Boone County Commission Chambers, 801 E. Walnut Street, Columbia, Missouri 65201.
- 2.3.2. All potential Offerors are **strongly** encouraged to attend this conference in order to ask questions and provide comment on the Request for Proposal. Attendance is not mandatory to submit a response; however, Offerors are encouraged to attend since information relating to this RFP will be discussed in detail. Minutes of the pre-proposal conference will not be recorded or published. Offerors should bring a copy of the RFP since it will be used as the agenda for the pre-proposal conference.
- 2.3.3. Offerors are strongly encouraged to advise the Purchasing Department of Boone County within five (5) days of the scheduled pre-proposal conference of any special accommodations needed for disabled personnel who will be attending the conference so that these accommodations can be made.

**2.4. Term; Termination of Contract Agreement:**

- 2.4.1. The initial term of the resulting contract agreement from this Request for Proposal for a Purchase of Service program will be negotiated. The negotiated contract may have an option for renewal.
- 2.4.2. The resulting contract agreement may be terminated by the County upon 15 days prior written notice should the other party fail substantially to perform in accordance with its terms through no fault of the party initiating the termination. In addition, the contract agreement may be terminated at will by the County upon at least 30 days prior written notice to the Contractor.

### **3. PROJECT INFORMATION AND REQUIREMENTS**

#### **3.1. Project Description:**

The County of Boone – Missouri, hereafter referred to as the *County*, hereby solicits formal written proposals from eligible organizations for the provision and delivery of services to address community health needs.

#### **3.2. Background:**

As part of an amendment to the lease agreement between Boone County Hospital and Barnes Jewish Christian dated December 27, 2006, the County of Boone receives \$500,000 annually for the purposes of addressing community health needs, as determined by the Boone County Commission.

#### **3.3. Purpose Statement:**

The County desires to support the greatest possible level of independence and self-sufficiency of Boone County residents by promoting their physical, mental and social well-being to cultivate a safe and healthy community.

#### **3.4. Funding Goals:**

This RFP seeks proposal applications which address community health needs and clearly demonstrate an impact on need(s)/population(s) identified by one or more of the following resources:

- Boone Hospital's Community Health Needs Assessment:  
[http://assets.thehcn.net/content/sites/boone/Boone\\_Hospital\\_Center\\_CHNA.pdf](http://assets.thehcn.net/content/sites/boone/Boone_Hospital_Center_CHNA.pdf)
- County Health Rankings (Boone):  
<http://www.countyhealthrankings.org/app/missouri/2015/rankings/outcomes/overall>
- Columbia/Boone County Community Health Assessment:  
<http://gocolumbiamo.com/Health/PublicHealthandHumanServicesPublications.php>
- Community Input Report created for Boone County Children's Services Board:  
[http://www.showmeboone.com/communityservices/common/pdf/Community\\_Input\\_Report\\_Final.pdf](http://www.showmeboone.com/communityservices/common/pdf/Community_Input_Report_Final.pdf)

#### **3.5. Minimum Eligibility Requirements:**

Agencies must, at a minimum, meet the following criteria to be eligible for funding:

- Any tax-exempt, not organized for profit agency or governmental entity
- Be in good standing with the state of Missouri
- Conduct an annual independent financial audit
- File a Federal 990 annually
- Be certified, accredited or licensed in the services for which funds are requested
- Require annual background checks, including child abuse and neglect screenings on all employees and volunteers
- Refrain from discrimination on the basis of race, color, religion, sex, national origin, ancestry, disability, age, sexual orientation, genetic information, and familial status and comply with all applicable provisions of Federal and State laws which prohibit discrimination in employment and the delivery of services

- Comply with RSMo §285.530 in that they shall not knowingly employ, hire for employment or continue to employ an unauthorized alien to perform work within the state of Missouri

### **3.6. Funding Available**

There is a total of \$1,000,000.00 available for purchase of services and pilot programs that address community health needs. Organizations should apply for funds under the Community Health Fund Purchase of Service application if the organization's program services may be purchased at a fixed unit measurement and rate. Applications for funding for purchase of services should expand availability of services currently offered in Boone County or make available a service that does not currently exist in Boone County. Organizations may apply under the Community Health Fund Pilot Program application if the organization is able to initiate, implement and achieve program outcomes within a two-year time period.

For Pilot Programs, Indirect expenses will be considered up to a maximum of 15% of salary expense only (salary expense does not include benefits). Indirect expenses include general organizational expenses such as executive management time, finance, human resources or other support services effort, liability insurance, facility rent/lease, postage, telephone, utilities, etc.

### **3.7. Scope of Work and Deliverables:**

Offeror shall demonstrate in their proposal response how they propose to deliver and provide a **Purchase of Service or Pilot Program** as outlined in the information required in the following online application:

- 3.7.1. **Program Overview:** Information on the Statement of Issue Being Addressed, Target Population, Description of Program Service(s), Program Service Need, and Program Personnel.
  - 3.7.2. **Program Services:** Information on each type of Program Service that will be offered including Unit Measure, Unit Rate, Number of Units of Service to be Provided, Number of Unduplicated Individuals to be Served, Average Number of Units of Service per Unduplicated Individual, Average Cost of Service per Individual, Amount Requested, and Proposed Number of Units of Service.
  - 3.7.3. **Program Budget Worksheet and Narrative:** Information and narrative on the Revenue and Expenses for this program including the Personnel and Non Personnel Costs and the Number of Direct Program Staff to be utilized.
  - 3.7.4. **Program Consumer Demographics:** Information on the demographic information of the program including information on Residence, Race/Ethnicity, Gender, Income, and Age.
  - 3.7.5. **Program Performance Measures Information Section:** Information on each proposed Program Service that will include the Outputs, Outcomes, Indicators, and Method of Measurement for each service.
- ### **3.8. Contractor Agency Requirements:**
- 3.8.1. **Boone County Insurance Requirements:** The Contractor shall not commence work under this

contract until they have obtained all insurance required under this paragraph and such insurance has been approved by the County. All policies shall be in amounts, form and companies satisfactory to the County which must carry an A-6 or better rating as listed in the A.M. Best or equivalent rating guide.

**Compensation Insurance:** The Contractor shall take out and maintain during the life of this contract, **Employee's Liability and Worker's Compensation Insurance** for all of their employees employed at the site of work, and in case any work is sublet, the Contractor shall require the subcontractor similarly to provide Worker's Compensation Insurance for all of the latter's employees unless such employees are covered by the protection afforded by the Contractor.

Worker's Compensation coverage shall meet Missouri statutory limits. Employers' Liability limits shall be \$500,000.00 each employee, \$500,000.00 each accident, and \$500,000.00 policy limit.

**Comprehensive General Liability Insurance:** The Contractor shall take out and maintain during the life of this contract, such comprehensive general liability insurance as shall protect them from claims for damages for personal injury including accidental death, as well as from claims for property damages, which may arise from operations under this contract, whether such operations be by themselves or by anyone directly or indirectly employed by them. The amounts of insurance shall be not less than \$2,000,000.00 per limit for any one occurrence covering both bodily injury and property damage, including accidental death. If providing Comprehensive General Liability Insurance, then the Proof of Coverage of Insurance shall also be included. **Proof of Coverage of Insurance** - The Contractor shall furnish the County with Certificate(s) of Insurance which name **the County of Boone – Missouri as additional insured** in an amount as required in this contract and requiring a thirty (30) day mandatory written cancellation notice. In addition, such insurance shall be on an occurrence basis and shall remain in effect until such time as the County has made final acceptance of the project.

The Contractor shall provide the County with proof of General Liability and Property Damage Insurance with the County as additional insured, which shall protect the County against any and all claims which might arise as a result of the operations of the Contractor in fulfilling the terms of this contract during the life of the Contract. The minimum limit of such insurance will be \$2,000,000.00 per occurrence, combined single limits. Limits can be satisfied by using a combination of primary and excess coverages. Should any work be subcontracted, these limits will also apply. Coverage wording shall include hold harmless agreement as written below, subrogation waiver and protection against third party suits to further protect Boone County from liability belonging to the Contractor.

The Contractor is required to carry Professional Liability Insurance with a limit of no less than \$2,000,000.00 and naming Boone County as additional insured.

**Commercial Automobile Liability:** The Contractor shall maintain during the life of this contract, automobile liability insurance in the amount of not less than \$2,000,000.00 combined single limit for any one occurrence, covering both bodily injury, including accidental death, and property damage, to protect themselves from any and all claims arising from the use of the Contractor's own automobiles, teams and trucks; hired automobiles, teams and trucks; and both on and off the site of work.

- 3.8.2. **Indemnity Agreement:** To the fullest extent permitted by law, Contractor shall indemnify, hold harmless and defend the County, its directors, agents, and employees from and against all claims arising by reason of any act or failure to act, negligent or otherwise, of Contractor, (meaning anyone, including but not limited to consultants having a contract with Contractor or subcontractor for part of the services), of anyone directly or indirectly employed by Contractor, or of anyone for whose acts the Contractor may be liable, in connection with providing these services. This provision does not, however, require Contractor to indemnify, hold harmless, or defend the County of Boone from its own negligence.
- 3.8.3. **Subcontracts:** The Contractor may enter into subcontracts for components of the purchase of service as the contract as the Contractor deems necessary to comply with the terms of the contract. All such subcontracts require the prior written approval of the County or their designated representative.
- 3.8.4. In performing all services under the resulting contract agreement, the Contractor shall comply with all local, state and federal laws.

#### **4. APPLICATION INFORMATION**

##### **4.1. Narrative**

The Application Narrative must be completed on the on-line system Apricot by CTK® and can be accessed by clicking on the following link: [https://ctk.apricot.info/document/edit/id/new/form\\_id/23](https://ctk.apricot.info/document/edit/id/new/form_id/23) to create an Organizational Profile and submit RFP responses. If you do not already have a username and password for the system, complete the following:

- a) Copy and paste the following link into your internet browser, preferably Google Chrome:  
[https://ctk.apricot.info/auth/autologin/org\\_id/1975/hash/365efb9c0edf7ddf3652ecd2de1868058db6b53](https://ctk.apricot.info/auth/autologin/org_id/1975/hash/365efb9c0edf7ddf3652ecd2de1868058db6b53)
- b) Fill in the required information and select save.
- c) You will be redirected to a login screen where you will be able to complete the Organizational Profile and Proposal Forms.

##### **4.2. Submission of Proposal**

- 4.2.1. Proposals must be submitted by 5:00 p.m. on June 15, 2015 via the on-line system, Apricot by CTK®
- 4.2.2. To facilitate the evaluation process, the Offeror must complete each of the distinctive sections of the RFP described herein.
- 4.2.3. The Offeror is cautioned that it is the Offeror's sole responsibility to submit information related to the RFP sections, and that the County is under no obligation to solicit such information if it is not included with the proposal. The Offeror's failure to submit such information may cause an adverse impact on the evaluation of the proposal. Any Offeror whose responses deviate from the outlined specifications may automatically be disqualified.

4.2.4. Offeror's Contacts: Offerors and their agents (including subcontractors, employees, consultants, or anyone else acting on their behalf) must direct all of their questions or comments regarding the RFP, the evaluation, etc. to the buyer of record indicated on the first page of this RFP. Offerors and their agents may not contact any County employee other than the buyer of record regarding any of these matters during the solicitation and evaluation process. The Offeror may contact the Community Services Department for assistance with the on-line application system. Inappropriate contacts are grounds for suspension and/or exclusion from specific procurements. Offerors and their agents who have questions regarding this matter should contact the buyer of record.

**4.3. Competitive Negotiation of Proposals:**

The Offeror is advised that under the provisions of this Request for Proposal, the County reserves the right to conduct negotiations of the proposals received or to award a contract without negotiations. If such negotiations are conducted, the following conditions shall apply:

4.3.1. Negotiations may be conducted in person, in writing, or by telephone.

4.3.2. Negotiations will only be conducted with potentially acceptable proposals. The County reserves the right to limit negotiations to those proposals, which received the highest rankings during the initial evaluation phase.

4.3.3. Terms, conditions, prices, methodology, or other features of the Offeror's proposal may be subject to negotiation and subsequent revision. As part of the negotiations, the Offeror may be required to submit supporting financial, pricing and other data in order to allow a detailed evaluation of the feasibility, reasonableness, and acceptability of the proposal.

4.3.4. The mandatory requirements of the Request for Proposal shall not be negotiable and shall remain unchanged unless the County determines that a change in such requirements is in the best interest of the entities.

4.3.5. The County may request presentations or interviews by Offerors, and carry out negotiations for the purpose of obtaining best and final offers. Attendance cost for presentations/interviews at the Boone County designated location shall be at the Offeror's expense. All arrangements and scheduling will be coordinated by the County.

4.3.6. The County reserves the right to contact any references to obtain without limitation, information regarding the Offeror's performance on previous projects.

## Organization Profile

### Organization Profile Instructions

#### New Users:

In order to create a Username and Password, complete the Organization User Information and Primary Information sub-sections and click Save Record on the right hand side of the screen. Be sure to save your Username and Password in a secure location for future use. Once you click Save Record you will be prompted to log in. This will allow you to access the system and complete the Organization Profile.

#### Returning Users:

You must complete and keep up-to-date ALL applicable fields in your Organization Profile. Proposals and Reports will be considered unresponsive if your Organization Profile is not complete and up-to-date.

### Organization User Information

#### Primary Information

##### Organization Name (the official name of the organization that would enter into a contract):

The Salvation Army, an Illinois Corporation

##### DBA:

The Salvation Army, Columbia, Missouri

##### Federal EIN Number:

36-2167910

##### Organization Type:

Tax-Exempt/Not-For-Profit

### Organization Contact Information

#### Address

1130 Hampton Avenue

#### City

Saint Louis

#### State

Missouri

#### County

#### Zip

63139



#### Organization Phone Number:

314-646-3000

#### Website:

www.TSACentralMissouri.org

#### Address

P.O. Box 21787

#### City

Saint Louis

#### State

Missouri

#### County

#### Zip

63109-0787



#### Organization Fax Number:

314-646-3203

#### Email:

Gary\_Busiek@usc.salvationarmy.org

**Head of Organization**

Lonneal Richardson

**Head of Organization Phone:**

314-646-3000

**Head of Organization Title (e.g. Director, President, CEO)**

Lt. Col, Divisional Commander

**Head of Organization Email:**

MID\_DCs\_Office@usc.salvationarmy.org

**Local Organization Contact Information (If there is a local office with differen**

**Local Organization Name:**

The Salvation Army, Columbia, Missouri

**Address**

1108 West Ash Street

**City**

Columbia

**State**

Missouri

**County**

Boone County

**Zip**

65203

**Local Organization Fax:**

573-449-6185

**Address**

P. O. Box 1864

**City**

Columbia

**State**

Missouri

**County**

Boone

**Zip**

65205



**Local Contact Name:**

Richard Trimmell

**Local Contact Email:**

Richard\_Trimmell@usc.salvationarmy.org

**Local Contact Title:**

Major, Area Coordinator

**Local Contact Phone:**

573-442-3229

**General Information**

**Organization Mission Statement (Purpose):**

**Provide your organization's mission statement. (600 character limit)**

The mission is to preach the gospel of Jesus Christ and to meet human needs in his name without discrimination.

**Organization History:**

**Provide a brief history of your organization including the number of years the organization has been in operation. (600 character limit)**

The Salvation Army began in England in 1865 and its work spread to the U.S. and other countries. Since 1952. The Salvation Army has been working in Boone County to meet the basic human needs of safe shelter, food and clothing.

**Brief Statement of Organization's Major Goals:**

**Provide a brief statement of the ultimate goals toward which your organization is working. (600 character limit)**

Provide temporary shelter, and through various social services programs, other assistance to community members in times of crisis, including emergency disaster response.

**Articles of Incorporation: Provide a copy of the organization's Articles of Incorporation.**

**Articles of Incorporation (MUST BE IN PDF FORMAT)**

/document/download/filename/1433800631\_30405\_36-2167910ArticlesofIncorporation.pdf/

**Organizational Chart (must be for the entire organization):**

**Organizational Chart (MUST BE IN PDF FORMAT)**

/document/download/filename/1440605660\_30406\_ColumbiaorgchartforApricot.pdf/



**Service Area:** Briefly describe the geographic area in which your organization provides services. (600 character limit)  
 The Salvation Army provides services to most of the Boone County, Missouri area.

**Population Served:** Briefly describe the population(s) served by your organization. (600 character limit)  
 The Salvation Army serves homeless men, women and parents with children at The Salvation Army Harbor House. Other services are provided to people in poverty and others in crisis.

### Governing Board

**Organization Governing Board:**  
 Include information for all board members. Click +New to add board member information.

#### Governing Board Member

Governing Board Member					Link Info	
Name	Board Position:	Current Board Term (Beginni...	Address:	Employer:	Active	Date
Caroline R Seiler	Trustee		Notes		✓	Added on 07/15/2015
Paul R Seiler	President		Notes		✓	Added on 06/09/2015
Richard E Herivel	Asst. Treasurer		Notes		✓	Added on 07/15/2015
Ralph Bukiewicz	Asst. Secretary		Notes		✓	Added on 07/15/2015
David E Jeffrey	Chairman		Notes		✓	Added on 06/09/2015
Bramwell E Higgins	Secretary				✓	Added on 06/09/2015
Jeffrey J Smith	Assistant Secretary				✓	Added on 06/09/2015
Paul D Smith	Trustee				✓	Added on 06/09/2015
Richard Amick	Treasurer				✓	Added on 06/09/2015

Total Active Links:9, Total Deactivated Links:3, Current Active Links:9, Current Deactivated Links:3

### Advisory Board (if applicable)

**Describe the function of the Advisory Board as it relates to the work of your organization:**

#### Organization Advisory Board:

Include information for all advisory board members. Click +New to add board member information.

#### Advisory Board Member

Advisory Board Member					Link Info	
Name	Board Position:	Current Board Term (Beginni...	Address		Active	Date
Tony Bonderer					✓	Added on 06/09/2015
William E Boston					✓	Added on 06/09/2015
Rosemary Frank					✓	Added on 06/09/2015
Celeste Hardnock					✓	Added on 06/09/2015

Richard Hauschild		✓	Added on 06/09/2015
Jill Jackson		✓	Added on 06/09/2015
Randall Johnston		✓	Added on 06/09/2015
Rick Matson		✓	Added on 06/09/2015
Judith L McKenney	Ex Officio, Women's Auxiliary President	✓	Added on 06/09/2015
Larry Mead		✓	Added on 06/09/2015
Randy Morrow		✓	Added on 06/09/2015
Daniel Perry		✓	Added on 06/09/2015
Susan Sapp		✓	Added on 06/09/2015
Stuart Scroggs		✓	Added on 06/09/2015
Chris Steuber		✓	Added on 06/09/2015
Harry Tyrer		✓	Added on 06/09/2015
Don Waltman		✓	Added on 06/09/2015
Handy Williamson, Jr		✓	Added on 06/09/2015

Total Active Links:18. Total Deactivated Links:0, Current Active Links:18, Current Deactivated Links:0

## Financial Information

### Organization Fiscal Year:

October 1 - September 30

**IRS Tax Exempt Status Determination Letter:**  
If applicable, upload the correspondence from the IRS indicating that your organization has been designated as tax exempt.

### IRS Tax Exempt Status Determination Letter (MUST BE IN PDF FORMAT)

/document/download/filename/1433884872\_29953\_07.03.13NewTreasuryEmployerID36-2167910TaxExemptLetter12.13.11.pdf/

### Financial Statement:

Upload your organization's most recently completed Financial Statement and corresponding communications (required for audited statements). Financial statements must be reviewed by a qualified third party and be accompanied by a letter or report of assurance (compilation, review, or audit).

### Financial Statement (MUST BE IN PDF FORMAT)

/document/download/filename/1433884872\_29954\_columbiacombedauditfy14forHMUW.pdf/

### IRS 990 or 990 EZ:

Upload your organization's most recently filed 990 or 990 EZ. Please contact the City, County and/or HMUW if your organization is not required to file a 990 or 990 EZ with the IRS.

### 990/990 EZ (MUST BE PDF FORMAT)

/document/download/filename/1433970601\_29955\_Col9909.14.pdf/

### Financial Policies and Procedures:

Summarize the organization's policies and procedures regarding board oversight of the organization finances. (600 character limit)

Monthly financial statements are emailed to all Advisory

Board members. The statements are reviewed and discussed in Finance Committee meetings and presented for further questions at monthly board meetings. Finances are also monitored by the next level of oversight at Divisional Headquarters in St Louis.

**Proof of General Liability Insurance (MUST BE IN PDF FORMAT)**

**General Liability Insurance:** Upload current proof of general liability insurance.

**Employees Compensation**

**Top Five Compensated Employees:**

Please provide titles, minimum qualifications, and salary information for the organization's top five compensated employees.

FTE = Full Time Equivalent (i.e., Full-Time = 1.0 FTE, Half-Time = 0.5 FTE, etc.) FTE = number of direct program service hours worked by employee per year/2080 (e.g., 1040/2080 = .5 FTE)

If more than one employee is employed in the same position and the level of compensation is not identical, please list each of those employees separately.

Click +New to add Employee Compensation information.

**Employees**

**Employees Compensation**

Employee Title:	Qualifications:	FTE:	Salary:	Benefits:	Link Info	
					Active	Date
Executive Director of Development	MA in Business, Mgt Organization, Marketing, PR, or other related fields and 7 years experience	1.00	\$94,860.18	\$21,817.00	✓	Added on 06/15/2015
Executive Divisional Social Service Director	MSW-MA or better in related human services field and 7 uears experience in Social Services work	1.00	\$89,410.06	\$20,564.00	✓	Added on 06/15/2015
Social Services Director	BA in Social Services, 7 years including policy, planning & fiscal management, 2 years supervisory experience	1.00	\$80,096.50	\$18,422.00	✓	Added on 06/15/2015
Controller	BA with Business in accounting/Finance, CPA with a minimum of 5 years experience	1.00	\$71,323.42	\$16,404.00	✓	Added on 06/15/2015
Accounting Director III	BA in Accounting with 5 years experience	1.00	\$67,153.41	\$15,445.00	✓	Added on 06/15/2015

Total Active Links:5, Total Deactivated Links:0, Current Active Links:5, Current Deactivated Links:0

**Licensure (If applicable):**

**Licensure:** Provide the name of the licensing body, the name of the licensure, period of current licensure (including expiration date), and a brief description of the licensure..

**Licensure 1:**

**Licensure 2:**

**Licensure 3:**

**Accreditation (If applicable):**

**Accreditation:** Provide the name of the accrediting body, the name of the accreditation, period of current accreditation (including expiration date), and a brief description of the accreditation.

**Accreditation 1:**

Not applicable for our organization or the program for which we seek funding.

**Accreditation 2:**

Notes

**Accreditation 3:**

Notes

**Certifications:**

**Certifications:**

Please indicate that the above named organization:

Is a registered corporation in good standing with the State of Missouri.

yes

Agrees to comply with all the applicable provisions of: the Fair Labor Standards Act, as amended; the Employment Practices Act, as amended; the Civil Rights Act of 1964, as amended; the Rehabilitation Act of 1973, as amended; the Age Discrimination Act of 1990, as amended; the Omnibus Reconciliation Act of 1981, as amended; the American with Disabilities Act of 1990, as amended; and all other applicable Federal and State laws which prohibit discrimination in employment and the delivery of services including the discrimination in employment and the delivery of services on the basis of race (racism), color, national origin, ancestry, sex, religion, disability, age (employment), and familial status (housing).

yes

If deemed a religious or denominational institution or organization or operated for religious purposes which is supervised or controlled by or in connection with a religious or denomination institution or organization; and agrees that, in connection with the provision of services and employment practices that it will not discriminate against any employee or applicant for employment on the basis of religion and will not employ or give preference in employment to persons on the basis of religion; it will provide no religious instruction or counseling, conduct no religious worship or services, engage in no religious proselytizing, or exert no other religious influence in the provision of services under this agreement.

yes

Prohibits discrimination and the delivery of services on the basis of marital status, gender identity, and sexual orientation.

yes

Has administrative and program facilities that are accessible to persons with disabilities per the Americans with Disabilities Act of 1990.

yes

If the answer is no - upload an ADA Plan of Accommodation and Transition Plan. (REQUIRED)

ADA Plan of Accommodation (MUST BE IN PDF FORMAT)

Transition Plan (MUST BE IN PDF FORMAT)

**Linked 'Proposal Cover Sheet' Records**

**Link to Proposal Cover Sheet**

County Children's Services, County Community Health, City Social Services, City CDBG/HOME, HMUW

Link Info

Organization Name (will aut...	Fund Source	Funder	Funding Cycle	Name of Program or Project	Active	Date
The Salvation Army	Community Health/Medical Fund - POS	Boone County	RFP #26-15JUN15	The Salvation Army Harbor House	✓	Added on 05/20/2015

Total Active Links:1, Total Deactivated Links:0, Current Active Links:1, Current Deactivated Links:0

**System Fields**

**Record ID**

12705

**Modification Date**

08/26/2015 11:15 am CDT

**Modified By**

The Salvation Army-C ORG

**Creation Date**

01/06/2015 08:18 am CST

Linked 'New Proposal' Records

## County Children's Services, County Community Health, City Social Services, City CDBG/HOME, HMUW

### Proposal Request Information

**Organization Name (will auto-populate)**

The Salvation Army

**Fund Source**

Community Health/Medical Fund - POS

**Funder**

Boone County

**Funding Cycle**

RFP #26-15JUN15

**Name of Program or Project**

The Salvation Army Harbor House

**Amount of Request**

\$50,000.00

**Amount Awarded**

\$50,000.00

### Program Information

**Program Website (will default to Organization website)**

www.TSACentralmissouri.org

**Address**

602 North Ann

**City**

Columbia

**State**

Missouri

**County**

Boone

**Zip**

65201

**Program Administrator Name**

Richard Trimmell

**Phone Number**

573-442-3229

**Address**

PO Box 1864

**City**

Columbia

**State**

Missouri

**County**

Boone

**Zip**

65205

**Program Administrator Title**

Area Coordinator

**Email**

Richard\_Trimmell@usc.salvationarmy.org

### Required Attachments - Children's Services Fund and Community Health

**Attachment A 2015 Agency Assurance Sheet**

/document/download/filename/1434402223\_30421\_AttachmentA.pdf/

**Attachment B Certification Regarding Debarment, Suspension, Ineligibility, and Volunteer Exclusion**

/document/download/filename/1434402223\_30420\_AttachmentB.pdf/

**Attachment C Work Authorization Certification**

/document/download/filename/1434402223\_30419\_AttachmentCandE-Verify.pdf/

**Addendums**

/document/download/filename/1434402224\_30418\_Addenda1%2C2and3.pdf/

### Link to Organization Profile Record

**Link to Organization Records**

<https://ctk.apricot.info/document/printrecords/>

Organization Profile			Link Info	
Organization Name (the offi...	Organization Mailing Address:	Head of Organization	Active	Date
The Salvation Army, an Illinois Corporation	P.O. Box 21787	Lonneal Richardson	✓	Added on 05/20/2015
Total Active Links:1, Total Deactivated Links:0, Current Active Links:1, Current Deactivated Links:0				
<b>Federal EIN Number (will auto-populate)</b>				

Linked 'Interim POS Report' Records

Link Instructions

Linked 'Final POS Report' Records

Linked 'Interim Pilot Report' Records (1)

Linked 'Final Pilot Report' Records

## Program Budget

### Program Budget Instructions

For each item for which figures are entered, please complete the corresponding narrative field. \*Indicates Required Field.

### Program Budget

PROGRAM REVENUE	PROPOSED YEAR	% OF PROPOSED TOTAL
<b>1. DIRECT SUPPORT</b>		
<b>A. Heart of Missouri United Way (300 character limit)</b> Funding level is secured only through June 30, 2016.	<b>1A</b> \$26,400.00	<b>1A %</b> 6
<b>B. Other United Ways (300 character limit)</b> N/A	<b>1B</b> \$0.00	<b>1B %</b> 0
<b>C. Capital Campaigns (300 character limit)</b> N/A	<b>1C</b> \$0.00	<b>1C %</b> 0
<b>D. Grants (non-governmental) (300 character limit)</b> N/A	<b>1D</b> \$0.00	<b>1D %</b> 0
<b>E. Fund Raising &amp; Other Direct Support (300 character limit)</b> An auxiliary group to our agency commits these funds for direct financial rental assistance to qualifying residents for first months' rent.	<b>1E</b> \$4,000.00	<b>1E %</b> 1
<b>2. GOVERNMENT CONTRACTS/SUPPORT:</b>		
<b>A. Boone County - Children's Services Funding (300 character limit)</b> N/A	<b>2A</b> \$0.00	<b>2A %</b> 0
<b>B. Boone County - Community Health Funding (300 character limit)</b> This application is for new funding in the amount of \$50,000.	<b>2B</b> \$50,000.00	<b>2B %</b> 12
<b>C. Boone County- Other Funding (300 character limit)</b> Support for Harbor House, Calendar Year 2016 is last year for this funding source.	<b>2C</b> \$8,360.00	<b>2C %</b> 2
<b>D. Funding from Other Counties (300 character limit)</b> N/A	<b>2D</b> \$0.00	<b>2D %</b> 0
<b>E. City of Columbia - Social Service Funding (300 character limit)</b> Support for Harbor House	<b>2E</b> \$25,200.00	<b>2E %</b> 6
<b>F. City of Columbia - CDGB/Home Funding (300 character limit)</b>	<b>2F</b> \$0.00	<b>2F %</b> 0
<b>G. City of Columbia - CHDO Funding (300 character limit)</b> N/A	<b>2G</b> \$0.00	<b>2G %</b> 0
<b>H. City of Columbia - Other Funding (300 character limit)</b> N/A	<b>2H</b> \$0.00	<b>2H %</b> 0
<b>I. Funding from Other Cities (300 character limit)</b> N/A	<b>2I</b> \$0.00	<b>2I %</b> 0
<b>J. Federal (Medicaid, Title III, etc.) (300 character limit)</b> Emergency Solutions Grant committed through March 31, 2016 and anticipated for subsequent grant cycle for second half of our budget year ending September 30, 2016.	<b>2J</b> \$50,000.00	<b>2J %</b> 12
<b>K. State (Purchase of Service, Grants, etc.) (300</b>	<b>2K</b>	<b>2K %</b>



<b>character limit)</b> N/A	\$0.00	0
<b>L. Other (Schools, Courts, etc.) (300 character limit)</b> N/A	<b>2L</b> \$0.00	<b>2L %</b> 0
<b>3. Program Service Fees (300 character limit)</b> Shelter residents with income pay 10% to create personal investment in their temporary housing. No one is denied services or turned away due to lack of income.	<b>3.</b> \$11,000.00	<b>3 %</b> 3
<b>4. Investment Income (realized &amp; unrealized) (300 character limit)</b> N/A	<b>4.</b> \$0.00	<b>4 %</b> 0
<b>5. Other Revenue Items (300 character limit)</b> Vending commission of \$400. Balance of \$255,413 is subsidy from net income of thrift stores and agency's general fund raising efforts.	<b>5.</b> \$255,813.00	<b>5 %</b> 59
<b>TOTAL PROGRAM REVENUE</b>	<b>TOTAL REVENUE</b> 430773	

**PROGRAM EXPENSES**

<b>1. Personnel</b>	<b>1.</b> \$72,415.00	<b>1. %</b> 17
<b>2. Non-Personnel</b>	<b>2.</b> \$358,358.00	<b>2. %</b> 83
<b>TOTAL PROGRAM EXPENSES</b>	<b>TOTAL EXPENSES</b> 430773	

**System Fields**

**Record ID**  
15515

**Modification Date**  
06/15/2015 04:40 pm CDT

**Modified By**  
Apricot Subsystem

**Creation Date**  
05/20/2015 11:41 am CDT

**Linked 'Program Overview' Records**

**Link Instructions**

Program Overview

Record Lock	a. Will program consumers b...	b. Will the program utilize...	Total Number of Unduplicate...	Link Info
	No		200	Active Date Added on 06/03/2015

Total Active Links:1, Total Deactivated Links:0, Current Active Links:1, Current Deactivated Links:0

**Linked 'Final POS Report' Records**

**Linked 'Final Pilot Report' Records**

## Program Overview

### Program Overview Instructions

The purpose of this section is to provide information regarding the program and service(s) proposed by your organization. In developing your responses, please adhere to the following guidelines:

Each narrative response should be clear and succinct.

Respond as if the reviewers have no prior knowledge of the program and service(s).

The issue(s) and affected population(s) should be described and documented utilizing objective, relevant, information and data, from sources outside of your organization and should include geographic information using recognized political boundaries (e.g. city, county, state, national).

All sources of information should be properly cited using the American Psychological Association (APA) Style of author-date method of in-text citation. All sources that are cited must appear in the reference list at the end of this section. For detailed information regarding the APA Style, please visit the APA Style web site: <http://www.apastyle.org/>

**PLEASE NOTE:** In order to complete the Program Service Levels sub-section, you must first complete and link to Program Budget Section.

Information provided in the Program Overview Section should correspond with the information provided in the:

Program Budget

Program Service (POS Only)

Consumer Demographics

Program Performance Measures

\* Indicates Required Field

### Statement of Issue Being Addressed

**Instructions:** Include information pertaining to the overall, community-level issue(s) to be addressed by the proposed program (e.g. homelessness, child abuse & neglect, substance abuse, suicide, etc.) The issue(s) should be tied to the organization's major goal(s), as stated in the Organization Information form, as well as the program goal(s), as stated in the Program Goal(s) sub-section below.

#### a. Describe and document the issue(s) to be addressed by the proposed program. (1500 character limit)

Homelessness is a community health problem. While homelessness cannot be permanently eliminated, it can be managed to lessen the detrimental health effects on the homeless population in crisis and the community, in general. The Salvation Army provides the basic human necessities of safe shelter, meals and clothing to the homeless population and case management services provide the consumers necessary help to overcome their causes of homelessness. The City of Columbia's 2012 Consolidated Plan estimates that 2,500 affordable housing units are needed for low-income and very low-income residents. According to the Affordable Housing Task Force, more than 7,500 Columbians were "cost-burdened" in 2008. This creates enormous financial insecurity and a high risk that a small economic setback would lead to a family losing their housing. (Thomas 2015). Lack of affordable housing is a problem to be addressed by city/county planners. Until there is sufficient affordable housing, homelessness will be a harder to manage problem.

#### b. Describe and document the population affected by the issue(s) to be addressed by the proposed program including demographics and characteristics. (1500 character limit)

The homeless population crosses demographics including gender, age, race, ethnicity, domestic violence and veteran status. Harbor House case management records show that homeless people are burdened by illness and poor health more than the general population. Basic human needs of providing a safe environment and meals, in addition to case management and community referrals must be addressed before homeless people can work on the problems that they face. Some Harbor House residents lived one paycheck away from becoming homeless when an unexpected problem struck and caused a financial setback that led them to lose their housing.

#### c. Describe how the City of Columbia or Boone County community is affected by the issue(s) to be addressed by the proposed program. (1500 character limit)

Being homeless can lead to poor health and the health of homeless people in the United States is worse than that of the general population. Many homeless women are victims of domestic violence or sexual abuse. Homeless children have high rates of emotional and behavioral problems. (National Center on Family Homelessness 2015) Over half of renters in Boone County spend 30% or more of their total income on rental costs. These cost-burdened renters are more prevalent in Boone County compared to state and national rates. (Boone Hospital Center Community Health Needs Assessment Report 2013). Cost-burdened renters are a high risk for becoming homeless when an unexpected crisis strikes.

### Program Consumers

#### a. Describe the consumers which will be served by the proposed program including characteristics and demographics. (1500 character limit)

Consumers (residents of The Salvation Army Harbor House) will be men, women and parents with children who are homeless by HUD definition.

Consumers show diversity across the information we collect, namely, race, age, ethnicity, domestic violence, veteran status and gender.

**b. Why will these consumers be served? (1500 character limit)**

Homelessness is a community health problem. People experiencing homelessness need a safe place to live and have their needs addressed while they work to overcome their causes of homelessness.

**c. Describe any impediments or challenges in serving these consumers. (600 character limit)**

Homeless people have a much deeper hole to climb out of than people who are still stably housed. They need more services to address the issues that led to their homelessness and many times people don't know how to start the process. Sometimes they have issues and can't immediately begin to help themselves, even with help from trained staff. Also, some consumers have mental/behavioral health challenges for which they need services, but they don't know how to access those services.

## Program Goal

**Instructions: The program goal(s) should correspond to the organization's major goal(s) (as stated in the Organization Information section), the issue(s) the proposed program is intended to address (as stated in the Statement of the Issue Being Addressed sub-section above), and the consumers of the proposed program (as indicated in the Program Consumers sub-section above).**

**State the goal(s) of the proposed program. (300 character limit)**

Improve the physical, mental and emotional health, well-being and personal safety of homeless adults and families of all ages as the adults work to resolve the issues which led them into homelessness, with the ultimate goal of securing permanent housing.

## Program Description

**Instructions: The information provided in this section should include information for each program service indicated in the Program Service section.**

**a. Provide a detailed description of the proposed program. (3000 character limit)**

Provide safe shelter, meals, clothing, showers, laundry facilities and case management assistance to homeless adults and children. Once physical safety concerns and hunger scarcity are not issues, the adults may focus on resolving the problems which led to homelessness, and get on the path to permanent housing.

**b. For each location in which the proposed program service(s) will be provided, indicate the street address and the days/hours of operation (e.g. Monday – Friday, 8 a.m. – 5 p.m.). If the proposed program service(s) are to be delivered off-site, describe the environment in which they will be provided (e.g. in homes, street outreach, etc.) (600 character limit)**

Services are provided at 602 N. Ann Street, Columbia, MO 65201. The shelter operates 24/7/365.

**c. Describe the eligibility criteria (e.g. income, age, etc.) to be utilized for determining eligibility for the proposed program. (600 character limit)**

People must be homeless by HUD definition, able to take care of all bodily/physical needs, not be listed on any sex offender list and not have outstanding warrants.

**d. Describe any external requirements of the proposed program such as licensing, minimum standards, etc. (600 character limit)**

No local, state nor national licensing is required. A federal grant requires us to complete habitability standards forms for our shelter. We are inspected by the Fire Department and Health Department.

**e. Is the proposed program currently accredited by one or more recognized accrediting body?**

No

**If yes, please provide the name of the accreditation agency, dates for the most recent accreditation, and briefly describe the accreditation process.**

**Name of the Accreditation:**

**Current accreditation period:**

**Description: (600 character limit)**

N/A

**f. Are there best practices for the proposed program service(s)?**

Yes

**If Yes - Indicate the best practices and whether or not they will be utilized in the proposed program. (600 character limit)**

A best practice is to stably house and provide nutritious meals to the homeless population entering Harbor House so that they will experience a reduction of anxiety and fear. When this is accomplished, the Harbor House residents then begin to work with a case manager to address their health and housing needs. This practice is used for all homeless people entering The Salvation Army Harbor House.

**g. Is there evidence to support the efficacy of the proposed program and/or program service(s)?**

Yes

**If Yes - Identify cite, and describe the evidence. (1500 character limit)**

Harbor House records show that 40-50 % of their residents enter the facility with health issues for which they need help in getting appropriate referrals for their physical, mental and behavioral health. Harbor House staff works with community agencies to help the resident appropriate health care services while they are living at Harbor House.

**If No - Provide rationale for utilizing the proposed program services(s). (1500 character limit)**

Narrative

**h. Describe any unique or innovative aspects of the proposed program that will enhance access to and/or the quality and effectiveness of the program. (1500 character limit)**

Case management is an essential component of services to help homeless people focus on systematic efforts to overcome their causes of homelessness and to improve their health status. Without case management, a program would not be effective in helping people transition from homelessness to permanent housing.

**i. Describe any partnerships or collaborations that enhance access to and/or the quality and effectiveness of the program. (1500 character limit)**

Partnerships in behavioral health issues include New Horizons and Burrell Behavioral Health. Phoenix Programs partners with The Salvation Army Harbor House to accept Harbor House residents who want drug rehabilitation treatment. Once the person has successfully completed the Phoenix Program, they often re-enter Harbor House so that they can be stably housed and fed while they attend out-patient treatment. The Food Bank is a valuable partner to supply some of the food for Harbor House residents.

**If MOUs or contracts/agreements related to the proposed program are in place, please upload these documents (1) PDF Format:****If MOUs or contracts/agreements related to the proposed program are in place, please upload these documents (2) PDF Format:****If MOUs or contracts/agreements related to the proposed program are in place, please upload these documents (3) PDF Format:****Program Personnel Instructions**

Provide titles, minimum qualifications, and salary ranges for all positions for which salaries will be charged, in whole or in part, to the proposed program. FTE = Full Time Equivalent (i.e. Full-Time = 1.0 FTE, Half-Time = 0.5 FTE, etc.) To determine FTE, divide the number of hours assigned to program services per year by 2080 (e.g. 1040/2080 = .5 FTE)

**Program Personnel**

<b>POSITION OR TITLE (Do not use employee names)</b>	<b>MINIMUM QUALIFICATIONS (B.A., Licensed, etc.)</b>	<b>FTEs</b>	<b>SALARY RANGE FROM: (wages, social security and Medicare)</b>	<b>SALARY RANGE TO:</b>
<b>P1</b> Shelter Director	<b>MQ1</b> BS/BA in social work or related field, with 4 years of work experience in human service delivery, administration or management with progressive levels of responsibility, including supervisory and fisca	<b>FTE1</b> 1.00	<b>SR1 FROM</b> 16.01	<b>SR1 TO</b>
<b>P2</b> Case Manager	<b>MQ2</b> BA/BS in social work or other related field, with at least one year of work experience in human service delivery, administration or management.	<b>FTE2</b> 0.50	<b>SR2 FROM</b> 12.09	<b>SR2 TO</b>
<b>P3</b> Lead Monitor	<b>MQ3</b> High School/GED certificate with two years related work experience and some supervisory experience.	<b>FTE3</b> 1.00	<b>SR3 FROM</b> 9.59	<b>SR3 TO</b>
<b>P4</b> Shelter Monitors	<b>MQ4</b> High School/GED certificaee with one year work experience.	<b>FTE4</b> 3.20	<b>SR4 FROM</b> 8.80	<b>SR4 TO</b>
<b>P5</b> Lead Cook	<b>MQ5</b> High School diploma or equivalent with one year cooking experience for large groups and one year of supervisory experience.	<b>FTE5</b> 1.00	<b>SR5 FROM</b> 9.13	<b>SR5 TO</b>
<b>P6</b> Cook	<b>MQ6</b> High School diploma or equivalent and one year cooking experience.	<b>FTE6</b> 0.40	<b>SR6 FROM</b> 8.38	<b>SR6 TO</b>
<b>P7</b>	<b>MQ7</b>	<b>FTE7</b> 0.00	<b>SR7 FROM</b> 0.00	<b>SR7 TO</b>
<b>P8</b>	<b>MQ8</b>	<b>FTE8</b>	<b>SR8</b>	<b>SR8 TO</b>

0.00 FROM  
0.00

P9 MQ9

FTE9 SR9 SR9 TO  
0.00 FROM 0.00

P10 MQ10

FTE10 SR10 SR10 TO  
0.00 FROM 0.00

### Program Personnel Narrative

**Provide a rationale for the minimum qualifications and salary range for each position indicated above. (600 character limit)**

The job qualifications are based on skills necessary to perform the duties of the job. The salary range is set by Divisional Headquarters in St. Louis, adjusted for the area's cost of living.

### Program Service Fee

**a. Will program consumers be charged a fee for the proposed program service(s)?**

No

**If No - Provide a rationale for why no fees will be charged for the program service(s). (600 character limit)**

If a consumer does not have income, no fee is charged. Consumers are asked to pay 10% of their net income as Program Service Fees (PSF). Also, if a consumer needs the paycheck for court fees, child support, etc., a fee may not be charged, depending on circumstances.

**If Yes - Provide a description of and rationale for the program service fee. (600 character limit)**

See above comment.

### Program Service Levels

**Click Add to link to the Program Budget Worksheet for this proposal. The Total Program Expenses is used in the Average Program Service Levels calculation**

#### Link to Program Budget

Program Budget	2.	TOTAL EXPENSES	Record Lock	Link Info
TOTAL REVENUE				Active Date
430773	\$358,358.00	430773		Added on 06/03/2015

Total Active Links:1, Total Deactivated Links:0, Current Active Links:1, Current Deactivated Links:0

**Total Number of Unduplicated Individuals to be served by the Proposed Program**

200

**Average Cost per Individual**

2153.87

### Program Service Need

**a. Are other organizations/businesses in the City of Columbia or Boone County currently providing the proposed program service(s)?**

No

**Indicate the organizations/businesses currently providing the proposed program service(s). (600 character limit)**

Although there are other homeless shelters in Columbia, Boone County, none of them provide accommodations for men, women and families with children where members of a family live in the same quarters.

**b. State the reason why the proposed program is needed in the City of Columbia or Boone County. (1500 character limit)**

The lack of affordable housing in the Columbia, Boone County area means that people at or near the poverty line spend more than they can afford on rent. When low-income people separate/divorce, lose a job or have unexpected expenses, they have very hard choices to make: do they pay rent or buy medication or food. Homelessness is the outcome in some of those cases. Homelessness is a community health problem. Homeless populations exist

even in wealthy cities due to insufficient affordable housing, illness and other factors. Homeless people are at increased risk of tuberculosis and other health problems than the general public. (WHO 2008) Newly homeless persons struggle under the combined burdens of residential instability and significant levels of physical disease and mental illness, but many experience some improvements in their health status and access to care during their time in the homeless shelter system. (American Journal of Public Health 2007)

## Funding Request Justification

### a. Provide a justification for the requested level of funding from the City of Columbia or Boone County. (600 character limit)

As the only shelter in the county prepared to house homeless parents with children as well as single adult men and women, and with safe shelter and food security, prime components of a person's overall mental and physical health, we see a perfect fit between the funding source's mission and our own to lessen the impact of community health problems and help people regain stable housing.

### b. Describe how funding from the City of Columbia or Boone County for the proposed program will expand program service capacity, fill a gap in or loss of funding from other funding sources, and/or enable the organization to access funding from other funding sources. (600 character limit)

The loss of two federal grants in the last couple years and a significant drop in United Way funding when United Way implemented Community Impact have created a very large hole in our funding stream for the Harbor House Emergency Shelter. The requested \$50,000 would partially replace these lost revenues, shoring up the program's fiscal stability.

## Reference List

**Instructions: All in-text citations in this section of the proposal must be listed in the Reference List below using the American Psychological Association (APA) Style. For detailed information regarding the APA Style, please visit the APA Style web site: <http://www.apastyle.org/>**

### Reference List: (5000 character limit)

I. Thomas, (email newsletter communication, June 7, 2015)

National Center on Family Homelessness, American Institutes for Research, Retrieved from website: <http://www.familyhomelessness.org/families.php?p=ts>

Boone Hospital Center Community Health Needs Assessment Report and Implementation Plan, page 13 (2013)

Figueroa-Munoz & Ramon-Pardo (2008), Tuberculosis Control in Vulnerable Groups, Retrieved from <http://www.who.int/bulletin/volumes/86/9/06-038737>

American Journal for Public Health (March 2007), Retrieved from website: <http://www.ncbi.nlm.nih.gov/pmc/articles/PMC1805022/>

## Linked 'Final POS Report' Records

## Linked 'Interim Pilot Report' Records

## Linked 'Interim POS Report' Records

**Link Instructions (2)**

## Linked 'Final Pilot Report' Records

## Program Service

### Program Service Instructions

The purpose of this section is to provide detailed information about the proposed program service(s). Services should be unbundled (e.g. separate rates for individual counseling and case management); therefore, please provide information for each program service to be provided in the proposed program. This includes services for which you are not requesting City of Columbia or Boone County funding.

Information provided in the Program Service Section should correlate with the information provided in the:

Program Overview

Program Budget

Consumer Demographics

Program Performance Measures

\* Indicates Required Field

### Program Service 1

**Indicate Proposed Service (e.g. individual outpatient therapy, case management, emergency shelter, etc.) (1) (1000 character limit)**

Emergency shelter with meals

**Indicate Unit Measure (e.g. 15 minutes, one hour, one bed night, one pound of food, etc.) (1) (100 character limit)**

One bed night

**Unit Rate (1)**

\$43.32

**Organizations should limit their rates, when appropriate, to an established public funding unit rate (e.g. Missouri Department of Mental Health (DMH), Medicaid, MO HealthNet, Missouri Department of Social Services, etc.) Is the proposed rate tied to an established public funding unit rate? (1)**

Yes

**If yes, source of publicly available rate (1) (600 character limit)**

U.S. Department of Veterans Affairs

**If no, consideration may be given for a unit rate not consistent with an established public funding unit rate provided a justification and rationale is given for charging a different amount. Provide a justification for the proposed rate. (1) (600 character limit)**

**Number of Units of Service to be Provided (1)**

14600

**Number of Unduplicated Individuals to be Served (1)**

200

**Average Number of Units of Service per Unduplicated Individual (1)**

73

**Average Cost of Service per individual (1)**

3162.36

**Are you proposing the City of Columbia or Boone County purchase this service? (1)**

Yes

**Amount Requested (1)**

\$50,000.00

**Proposed Number of Units of Service (1)**

1154.2

### Program Service 2

**Indicate Proposed Service (e.g. individual outpatient therapy, case management, emergency shelter, etc.) (2) (250 character limit)**

**Indicate Unit Measure (e.g. 15 minutes, one hour, one bed night, one pound of food, etc.) (2) (100 character limit)**

**Unit Rate (2)**

\$0.00

**Is the proposed rate tied to an established public funding unit rate? (2)**

**If yes, source of publicly available rate (2) (600 character limit)**

**If no, consideration may be given for a unit rate not consistent with an established public funding unit rate provided a justification and rationale is given for charging a different amount. Provide a justification for the proposed rate. (2) (600 character limit)**

**Number of Units of Service to be Provided (2)**

0

**Number of Unduplicated Individuals to be Served (2)**

0

**Average Number of Units of Service per Unduplicated Individual (2)**

0

**Average Cost of Service per Individual (2)**

0

**Are you proposing the City of Columbia or Boone County purchase this service? (2)**

**Amount Requested (2)**

\$0.00

**Proposed Number of Units of Service (2)**

0

### Program Service 3

**Indicate Proposed Service (e.g. individual outpatient therapy, case management, emergency shelter, etc.) (3) (250 character limit)**

**Indicate Unit Measure (e.g. 15 minutes, one hour, one bed night, one pound of food, etc.) (3) (100 character limit)**

**Unit Rate (3)**

\$0.00

**Is the proposed rate tied to an established public funding unit rate? (3)**

**If yes, source of publicly available rate (3) (600 character limit)**

**If no, consideration may be given for a unit rate not consistent with an established public funding unit rate provided a justification and rationale is given for charging a different amount. Provide a justification for the proposed rate. (3) (600 character limit)**

**Number of Units of Service to be Provided (3)**

0

**Number of Unduplicated Individuals to be Served (3)**

0

**Average Number of Units of Service per Unduplicated Individual (3)**

0

**Average Cost of Service per Individual (3)**

0

**Are you proposing the City of Columbia or Boone County purchase this service? (3)**

**Amount Requested (3)**

\$0.00

**Proposed Number of Units of Service (3)**

0

### Program Service 4

**Indicate Proposed Service (e.g. individual outpatient therapy, case management, emergency shelter, etc.) (4) (250 character limit)**



**Indicate Unit Measure (e.g. 15 minutes, one hour, one bed night, one pound of food, etc.) (4) (100 character limit)**

**Unit Rate (4)**

\$0.00

**Is the proposed rate tied to an established public funding unit rate? (4)**

**If yes, source of publicly available rate (4) (600 character limit)**

**If no, consideration may be given for a unit rate not consistent with an established public funding unit rate provided a justification and rationale is given for charging a different amount. Provide a justification for the proposed rate. (4)(600 character limit)**

**Number of Units of Service to be Provided (4)**

0

**Number of Unduplicated Individuals to be Served (4)**

0

**Average Number of Units of Service per Unduplicated Individual (4)**

0

**Average Cost of Service per Individual (4)**

0

**Are you proposing the City of Columbia or Boone County purchase this service? (4)**

**Amount Requested (4)**

\$0.00

**Proposed Number of Units of Service (4)**

0

## Program Service 5

**Indicate Proposed Service (e.g. individual outpatient therapy, case management, emergency shelter, etc.) (5) (250 character limit)**

**Indicate Unit Measure (e.g. 15 minutes, one hour, one bed night, one pound of food, etc.) (5) (100 character limit)**

**Unit Rate (5)**

\$0.00

**Is the proposed rate tied to an established public funding unit rate? (5)**

**If yes, source of publicly available rate (5) (600 character limit)**

**If no, consideration may be given for a unit rate not consistent with an established public funding unit rate provided a justification and rationale is given for charging a different amount. Provide a justification for the proposed rate. (5) (600 character limit)**

**Number of Units of Service to be Provided (5)**

0

**Number of Unduplicated Individuals to be Served (5)**

0

**Average Number of Units of Service per Unduplicated Individual (5)**

0

**Average Cost of Service per Individual (5)**

0

**Are you proposing the City of Columbia or Boone County purchase this service? (5)**

**Amount Requested (5)**

\$0.00

**Proposed Number of Units of Service (5)**

0

## Totals

**Total Amount of City of Columbia or Boone County Funding Requested for the Proposed Program Service(s):**

50000

### Linked 'Program Performance Measures' Records

#### Linked Program Performance Measures Records

##### Program Performance Measures

Record Lock Outcome (1-1)

Harbor House residents are in safe housing, off the street and are fed.

##### Link Info

Active Date

✓ Added on  
06/08/2015

Total Active Linked: 4 Total Deactivated Linked: 0 Current Active Linked: 0 Current Deactivated Linked: 0

### System Fields

Record ID	Modification Date	Modified By	Creation Date	Created By
	06/15/2015 04:40 am CDT	Apricot Subsystem	05/28/2015 09:19 am CDT	The Salvation Army-C ORG

### Linked 'Interim POS Report' Records

#### Link Instructions

### Linked 'Final POS Report' Records

## Consumer Demographics

### Consumer Demographics Instructions

**Instructions:**

The purpose of this section is to provide detailed demographic information for consumers to be served by the proposed program services. All counts are for Unduplicated Individuals. The totals for all sub-sections should be identical.

Information provided in the Consumer Demographic Information Section should correlate with the information provided in the:

- Program Overview Section
- Program Budget Section
- Program Service Section (POS Only)
- Program Performance Measures Section

\*Indicates a required field.

### Residence

**Boone County (includes City of Columbia residents)**

200

**City of Columbia**

200

**Other Counties**

0

**Residence Total**

200

**Record Lock**

1

### Race/Ethnicity

**NON-HISPANIC**

**White (alone)**

100

**Black or African American (alone)**

80

**Native American Indian or Alaskan Native (alone)**

4

**Asian (alone)**

3

**Native Hawaiian or other Pacific Islander (alone)**

0

**Multiple Races**

11

**Some Other Race**

2

**Subtotal - Non-Hispanic**

200

**HISPANIC**

<b>Of all races</b>
32
<b>Race/Ethnicity Total</b>
232

<b>Gender</b>
<b>Female</b>
80
<b>Male</b>
120
<b>Other Gender</b>
0
<b>Gender Total</b>
200

<b>Income</b>
<b>At or below 200% of Federal Poverty Level</b>
200
<b>Over 200% of Federal Poverty Level</b>
0
<b>Income Total</b>
200

<b>Age (City-Social Services/County-Health Fund RFP)</b>
<b>Under 5 years</b>
8
<b>5-18 years</b>
15
<b>19-59 years</b>
165
<b>60 years and over</b>
12
<b>Age Total (1)</b>
200

<b>System Fields</b>				
<b>Record ID</b>	<b>Modification Date</b>	<b>Modified By</b>	<b>Creation Date</b>	<b>Created By</b>
	06/15/2015 04:40 pm CDT	Apricot Subsystem	05/29/2015 12:34 pm CDT	The Salvation Army-C ORG

<b>Linked 'Interim POS Report' Records</b>
<b>Link Instructions</b>

<b>Linked 'Final POS Report' Records</b>
--

<b>Linked 'Interim Pilot Report' Records (1)</b>
--

Linked 'Final Pilot Report' Records

## Program Performance Measures

### Program Performance Instructions

**Instructions:**

The purpose of this section is to provide performance measurement information for each proposed program service. For each program service included in the Program Service Section, a performance measurement logic model will appear below. Each logic model has been partially auto-populated with program service and output information based on information provided in the Program Service Section.

**PLEASE NOTE:** The Program Service Section **MUST** be completed before completing this Program Performance Measures Section.

In the fields provided, provide at least one outcome and the corresponding indicator(s) and method(s) of measurement for each proposed program service. Any additional outcomes must include corresponding indicator(s) and method(s) of measurement.

[Click here to access helpful information about performance measures.](#)

Information provided in the Program Performance Measures Section should correlate to the information provided in the:

Program Overview Section

Program Budget Section

Program Service Section (POS Only)

Consumer Demographics Section

\*Indicates Required Field

### Link to Program Service Records

Click Add to link to the Program Service record for this program application to auto-populate the Service, Units and Unduplicated Individuals for each Program Service.

**Link to Program Service**

Program Service	Record Lock	Link Info
Indicate Proposed Service (...)		Active Date
Emergency shelter with meals		Added on 06/08/2015

Total Active Links:1, Total Deactivated Links:0, Current Active Links:1, Current Deactivated Links:0

### Program Service 1

**Service (1)**

Emergency shelter with meals

### Program Service 1 - Outputs

Units (1)	Unit Measure (1)	Unduplicated Individuals (1)
14600	One bed night	200

### Program Service 1 - Outcomes

Outcome (1-1)	Indicator (1-1)	Method of Measurement (1-1)
Harbor House residents are in safe housing, off the street and are fed.	99% of those admitted to Harbor House will stay at least one night and eat at least one meal in the shelter.	Intake forms, meal sign-in sheets and database records (HMIS)
Additional Outcome (1-2)	Additional Indicator (1-2)	Additional Method (1-2)

<b>Additional Outcome (1-3)</b>	<b>Additional Indicator (1-3)</b>	<b>Additional Method (1-3)</b>
<b>Additional Outcome (1-4)</b>	<b>Additional Indicator (1-4)</b>	<b>Additional Method (1-4)</b>
<b>Additional Outcome (1-5)</b>	<b>Additional Indicator (1-5)</b>	<b>Additional Method (1-5)</b>

### Program Service 1 - Narrative

**Describe how each outcome is attributable to the program goal(s), as stated in the Program Overview section (1) (600 character limit)**

The outcome of housing security contributes significantly to the improvement in the health, well-being and personal safety of Harbor House residents. The safety of living in a clean housing facility with meals, laundry machines, clothing and case management provided enables Harbor House residents to focus on setting and achieving goals needed to improve their health and to secure permanent housing.

**Describe and document any external factors or variables which may affect the proposed outcome(s) (1) (600 character limit)**

Lack of funding could affect the range of services provided for Harbor House residents. When people lose their residence, and many times their personal belongings, they need many more resources to help them overcome their homelessness.

**Provide a rationale for the measurement level(s) for each indicator (1) (600 character limit)**

When anxious, fearful homeless people enter Harbor House and realize that they will have their basic human needs met, and that they can live with dignity while they regain or strengthen their health, they are grateful that the community cares enough about their plight to provide temporary living services for them. They grow in appreciation of the care they are given.

**Provide a rationale for each method of measurement (1) (600 character limit)**

Intake forms, meal sign-in sheets and database records are standard ways to ensure that information is accurately collected and recorded.

### Program Service 2

**Service (2)**

### Program Service 2 - Outputs

<b>Units (2)</b>	<b>New Unit Measure Auto Populate2</b>	<b>Unduplicated Individuals (2)</b>
0		0

### Program Service 2 - Outcomes

<b>Outcome (2-1)</b>	<b>Indicator (2-1)</b>	<b>Method of Measurement (2-1)</b>
<b>Additional Outcome (2-2)</b>	<b>Additional Indicator (2-2)</b>	<b>Additional Method (2-2)</b>
<b>Additional Outcome (2-3)</b>	<b>Additional Indicator (2-3)</b>	<b>Additional Method (2-3)</b>
<b>Additional Outcome (2-4)</b>	<b>Additional Indicator (2-4)</b>	<b>Additional Method (2-4)</b>
<b>Additional Outcome (2-5)</b>	<b>Additional Indicator (2-5)</b>	<b>Additional Method (2-5)</b>

### Program Service 2 - Narrative

**Describe how each outcome is attributable to the program goal(s), as stated in the Program Overview section (2) (600 character limit)**

**Describe and document any external factors or variables which may affect the proposed outcome(s) (2) (600 character limit)**

**Provide a rationale for the measurement level(s) for each indicator (2) (600 character limit)**

**Provide a rationale for each method of measurement (2) (600 character limit)**

### Program Service 3

**Service (3)**

**Program Service 3 - Outputs**

<b>Units (3)</b>	<b>New Unit Measure Auto Populate3</b>	<b>Unduplicated Individuals (3)</b>
0		0

**Program Service 3 - Outcomes**

<b>Outcome (3-1)</b>	<b>Indicator (3-1)</b>	<b>Method of Measurement (3-1)</b>
<b>Additional Outcome (3-2)</b>	<b>Additional Indicator (3-2)</b>	<b>Additional Method (3-2)</b>
<b>Additional Outcome (3-3)</b>	<b>Additional Indicator (3-3)</b>	<b>Additional Method (3-3)</b>
<b>Additional Outcome (3-4)</b>	<b>Additional Indicator (3-4)</b>	<b>Additional Method (3-4)</b>
<b>Additional Outcome (3-5)</b>	<b>Additional Indicator (3-5)</b>	<b>Additional Method (3-5)</b>

**Program Service 3 - Narrative**

Describe how each outcome is attributable to the program goals(s), as stated in the Program Overview section (3) (600 character limit)

Describe and document any external factors or variables which may affect the proposed outcome(s) (3) (600 character limit)

Provide a rationale for the measurement level(s) for each indicator (3) (600 character limit)

Provide a rationale for each method of measurement (3) (600 character limit)

**Program Service 4**

**Service (4)**

**Program Service 4 - Outputs**

<b>Units (4)</b>	<b>New Unit Measure Auto Populate4</b>	<b>Unduplicated Individuals(4)</b>
0		0

**Program Service 4 - Outcomes**

<b>Outcome (4-1)</b>	<b>Indicator (4-1)</b>	<b>Method of Measurement (4-1)</b>
<b>Additional Outcome (4-2)</b>	<b>Additional Indicator (4-2)</b>	<b>Additional Method (4-2)</b>
<b>Additional Outcome (4-3)</b>	<b>Additional Indicator (4-3)</b>	<b>Additional Method (4-3)</b>
<b>Additional Outcome (4-4)</b>	<b>Additional Indicator (4-4)</b>	<b>Additional Method (4-4)</b>
<b>Additional Outcome (4-5)</b>	<b>Additional Indicator (4-5)</b>	<b>Additional Method (4-5)</b>

**Program Service 4 - Narrative**

Describe how each outcome is attributable to the program goals(s), as stated in the Program Overview section (4) (600 character limit)

Describe and document any external factors or variables which may affect the proposed outcome(s) (4) (600 character limit)

Provide a rationale for the measurement level(s) for each indicator (4) (600 character limit)



Provide a rationale for each method of measurement (4) (600 character limit)

### Program Service 5

Service (5)

### Program Service 5 - Outputs

Units (5)  
0

New Unit Measure Auto Populate5

Unduplicated Individuals (5)  
0

### Program Service 5 - Outcomes

Outcome (5-1)

Indicator (5-1)

Method of Measurement (5-1)

Additional Outcome (5-2)

Additional Indicator (5-2)

Additional Method (5-2)

Additional Outcome (5-3)

Additional Indicator (5-3)

Additional Method (5-3)

Additional Outcome (5-4)

Additional Indicator (5-4)

Additional Method (5-4)

Additional Outcome (5-5)

Additional Indicator (5-5)

Additional Method (5-5)

### Program Service 5 - Narrative

Describe how each outcome is attributable to the program goals(s), as stated in the Program Overview section (5) (600 character limit)

Describe and document any external factors or variables which may affect the proposed outcome(s) (600 character limit)

Provide a rationale for the measurement level(s) for each indicator (5) (600 character limit)

Provide a rationale for each method of measurement (5) (600 character limit)

### System Fields

Record ID	Modification Date	Modified By	Creation Date	Created By
	06/15/2015 04:40 am CDT	Apricot Subsystem	06/01/2015 10:52 am CDT	The Salvation Army CDBG

### Linked 'Interim POS Report' Records

Link Instructions

### Linked 'Final POS Report' Records

**ATTACHMENT A**

**2015 AGENCY ASSURANCE SHEET**

**(Please complete and return with Proposal Response)**

I, the undersigned, certify that the statements in this request for funding proposal application are true and complete to the best of my knowledge, and accept, as to any funds awarded, the obligation to comply with the conditions specified in the funding award and contract.

I, the undersigned, certify that in addition to the conditions mentioned above, will maintain accepted accounting procedures to provide for accurate and timely recording of receipt of funds, expenditures, and of unexpended balances. I, the undersigned, further certify I have and will make available, upon request, the following documentation for accuracy and validity:

- Certificate of Corporate Good Standing
- Agency Strategic Plan
- Agency Policy of Non-Discrimination
- Agency Policy for Screening of Staff and Volunteers for Child Abuse and Neglect
- Agency Statement of Confidentiality

Lt Colonel Lorneal Richardson

Printed Name - Agency Executive Director/President/CEO

6-11-15

Date

[Signature]

Signature - Agency Executive Director/President/CEO

6-15-15

Date

MARK E. Abels

Printed Name - Agency Board Chair

6-15-15

Date

Mark E. Abels

Signature - Agency Board Chair

6-15-15

Date

**ATTACHMENT B**

**(Please complete and return with Proposal Response)**

Certification Regarding  
Debarment, Suspension, Ineligibility and Voluntary Exclusion  
Lower Tier Covered Transactions

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 29 CFR Part 98 Section 98.510, Participants' responsibilities. The regulations were published as Part VII of the May 26, 1988, Federal Register (pages 19160-19211).

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS FOR  
CERTIFICATION)

- (1) The prospective recipient of Federal assistance funds certifies, by submission of this proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- (2) Where the prospective recipient of Federal assistance funds is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Lt Colonel Lonweal Richardson  
Name and Title of Authorized Representative

[Handwritten Signature]  
Signature

6-11-15  
Date





Company ID Number: 214482

To be accepted as a participant in E-Verify, you should only sign the Employer's Section of the signature page. If you have any questions, contact E-Verify at 888-464-4218.

**Employer The Salvation Army, Midland Division Missouri Units**

**Earl Poisley**

Name (Please Type or Print)

Title

*Electronically Signed*

Signature

05/19/2009

Date

**Department of Homeland Security – Verification Division**

**USCIS Verification Division**

Name (Please Type or Print)

Title

*Electronically Signed*

Signature

05/19/2009

Date



Company ID Number: 214482

## THE E-VERIFY PROGRAM FOR EMPLOYMENT VERIFICATION MEMORANDUM OF UNDERSTANDING

### ARTICLE I

#### PURPOSE AND AUTHORITY

This Memorandum of Understanding (MOU) sets forth the points of agreement between the Department of Homeland Security (DHS) and The Salvation Army, Midland Division Missouri Units (Employer) regarding the Employer's participation in the Employment Eligibility Verification Program (E-Verify). This MOU explains certain features of the E-Verify program and enumerates specific responsibilities of DHS, the Social Security Administration (SSA), and the Employer. E-Verify is a program that electronically confirms an employee's eligibility to work in the United States after completion of the Employment Eligibility Verification Form (Form I-9). For covered government contractors, E-Verify is used to verify the employment eligibility of all newly hired employees and all existing employees assigned to Federal contracts.

Authority for the E-Verify program is found in Title IV, Subtitle A, of the Illegal Immigration Reform and Immigrant Responsibility Act of 1996 (IIRIRA), Pub. L. 104-208, 110 Stat. 3009, as amended (8 U.S.C. § 1324a note). Authority for use of the E-Verify program by Federal contractors and subcontractors covered by the terms of Subpart 22.18, "Employment Eligibility Verification", of the Federal Acquisition Regulation (FAR) (hereinafter referred to in this MOU as a "Federal contractor") to verify the employment eligibility of certain employees working on Federal contracts is also found in Subpart 22.18 and in Executive Order 12989, as amended.

### ARTICLE II

#### FUNCTIONS TO BE PERFORMED

##### A. RESPONSIBILITIES OF SSA

1. SSA agrees to provide the Employer with available information that allows the Employer to confirm the accuracy of Social Security Numbers provided by all employees verified under this MOU and the employment authorization of U.S. citizens.
2. SSA agrees to provide to the Employer appropriate assistance with operational problems that may arise during the Employer's participation in the E-Verify program. SSA agrees to provide the Employer with names, titles, addresses, and telephone numbers of SSA representatives to be contacted during the E-Verify process.
3. SSA agrees to safeguard the information provided by the Employer through the E-Verify program procedures, and to limit access to such information, as is appropriate by law, to individuals responsible for the verification of Social Security Numbers and for evaluation of the E-Verify program or such other persons or entities who may be authorized by SSA as governed by the Privacy Act (5 U.S.C. § 552a), the Social Security Act (42 U.S.C. 1306(a)), and SSA regulations (20 CFR Part 401).

Company ID Number: 214482

4. SSA agrees to provide a means of automated verification that is designed (in conjunction with DHS's automated system if necessary) to provide confirmation or tentative nonconfirmation of U.S. citizens' employment eligibility within 3 Federal Government work days of the initial inquiry.

5. SSA agrees to provide a means of secondary verification (including updating SSA records as may be necessary) for employees who contest SSA tentative nonconfirmations that is designed to provide final confirmation or nonconfirmation of U.S. citizens' employment eligibility and accuracy of SSA records for both citizens and aliens within 10 Federal Government work days of the date of referral to SSA, unless SSA determines that more than 10 days may be necessary. In such cases, SSA will provide additional verification instructions.

## **B. RESPONSIBILITIES OF DHS**

1. After SSA verifies the accuracy of SSA records for aliens through E-Verify, DHS agrees to provide the Employer access to selected data from DHS's database to enable the Employer to conduct, to the extent authorized by this MOU:

- Automated verification checks on alien employees by electronic means, and
- Photo verification checks (when available) on employees.

2. DHS agrees to provide to the Employer appropriate assistance with operational problems that may arise during the Employer's participation in the E-Verify program. DHS agrees to provide the Employer names, titles, addresses, and telephone numbers of DHS representatives to be contacted during the E-Verify process.

3. DHS agrees to provide to the Employer a manual (the E-Verify User Manual) containing instructions on E-Verify policies, procedures and requirements for both SSA and DHS, including restrictions on the use of E-Verify. DHS agrees to provide training materials on E-Verify.

4. DHS agrees to provide to the Employer a notice, which indicates the Employer's participation in the E-Verify program. DHS also agrees to provide to the Employer anti-discrimination notices issued by the Office of Special Counsel for Immigration-Related Unfair Employment Practices (OSC), Civil Rights Division, U.S. Department of Justice.

5. DHS agrees to issue the Employer a user identification number and password that permits the Employer to verify information provided by alien employees with DHS's database.

6. DHS agrees to safeguard the information provided to DHS by the Employer, and to limit access to such information to individuals responsible for the verification of alien employment eligibility and for evaluation of the E-Verify program, or to such other persons or entities as may be authorized by applicable law. Information will be used only to verify the accuracy of Social Security Numbers and employment eligibility, to enforce the Immigration and Nationality Act (INA) and Federal criminal laws, and to administer Federal contracting requirements.

7. DHS agrees to provide a means of automated verification that is designed (in conjunction with SSA verification procedures) to provide confirmation or tentative

Company ID Number: 214482

nonconfirmation of employees' employment eligibility within 3 Federal Government work days of the initial inquiry.

8. DHS agrees to provide a means of secondary verification (including updating DHS records as may be necessary) for employees who contest DHS tentative nonconfirmations and photo non-match tentative nonconfirmations that is designed to provide final confirmation or nonconfirmation of the employees' employment eligibility within 10 Federal Government work days of the date of referral to DHS, unless DHS determines that more than 10 days may be necessary. In such cases, DHS will provide additional verification instructions.

## C. RESPONSIBILITIES OF THE EMPLOYER

1. The Employer agrees to display the notices supplied by DHS in a prominent place that is clearly visible to prospective employees and all employees who are to be verified through the system.

2. The Employer agrees to provide to the SSA and DHS the names, titles, addresses, and telephone numbers of the Employer representatives to be contacted regarding E-Verify.

3. The Employer agrees to become familiar with and comply with the most recent version of the E-Verify User Manual.

4. The Employer agrees that any Employer Representative who will perform employment verification queries will complete the E-Verify Tutorial before that individual initiates any queries.

A. The Employer agrees that all Employer representatives will take the refresher tutorials initiated by the E-Verify program as a condition of continued use of E-Verify, including any tutorials for Federal contractors if the Employer is a Federal contractor.

B. Failure to complete a refresher tutorial will prevent the Employer from continued use of the program.

5. The Employer agrees to comply with current Form I-9 procedures, with two exceptions:

- If an employee presents a "List B" identity document, the Employer agrees to only accept "List B" documents that contain a photo. (List B documents identified in 8 C.F.R. § 274a.2(b)(1)(B)) can be presented during the Form I-9 process to establish identity.) If an employee objects to the photo requirement for religious reasons, the Employer should contact E-Verify at 888-464-4218.
- If an employee presents a DHS Form I-551 (Permanent Resident Card) or Form I-766 (Employment Authorization Document) to complete the Form I-9, the Employer agrees to make a photocopy of the document and to retain the photocopy with the employee's Form I-9. The employer will use the photocopy to verify the photo and to assist DHS with its review of photo non-matches that are contested by employees. Note that employees retain the right to present any List A, or List B and List C, documentation to complete the Form I-9. DHS may in the future designate other documents that activate the photo screening tool.



Company ID Number: 214482

6. The Employer understands that participation in E-Verify does not exempt the Employer from the responsibility to complete, retain, and make available for inspection Forms I-9 that relate to its employees, or from other requirements of applicable regulations or laws, including the obligation to comply with the antidiscrimination requirements of section 274B of the INA with respect to Form I-9 procedures, except for the following modified requirements applicable by reason of the Employer's participation in E-Verify: (1) identity documents must have photos, as described in paragraph 5 above; (2) a rebuttable presumption is established that the Employer has not violated section 274A(a)(1)(A) of the Immigration and Nationality Act (INA) with respect to the hiring of any individual if it obtains confirmation of the identity and employment eligibility of the individual in compliance with the terms and conditions of E-Verify; (3) the Employer must notify DHS if it continues to employ any employee after receiving a final nonconfirmation, and is subject to a civil money penalty between \$550 and \$1,100 for each failure to notify DHS of continued employment following a final nonconfirmation; (4) the Employer is subject to a rebuttable presumption that it has knowingly employed an unauthorized alien in violation of section 274A(a)(1)(A) if the Employer continues to employ an employee after receiving a final nonconfirmation; and (5) no person or entity participating in E-Verify is civilly or criminally liable under any law for any action taken in good faith based on information provided through the confirmation system. DHS reserves the right to conduct Form I-9 compliance inspections during the course of E-Verify, as well as to conduct any other enforcement activity authorized by law.

7. The Employer agrees to initiate E-Verify verification procedures for new employees within 3 Employer business days after each employee has been hired (but after both sections 1 and 2 of the Form I-9 have been completed), and to complete as many (but only as many) steps of the E-Verify process as are necessary according to the E-Verify User Manual. The Employer is prohibited from initiating verification procedures before the employee has been hired and the Form I-9 completed. If the automated system to be queried is temporarily unavailable, the 3-day time period is extended until it is again operational in order to accommodate the Employer's attempting, in good faith, to make inquiries during the period of unavailability. In all cases, the Employer must use the SSA verification procedures first, and use DHS verification procedures and photo screening tool only after the SSA verification response has been given. Employers may initiate verification by notating the Form I-9 in circumstances where the employee has applied for a Social Security Number (SSN) from the SSA and is waiting to receive the SSN, provided that the Employer performs an E-Verify employment verification query using the employee's SSN as soon as the SSN becomes available.

8. The Employer agrees not to use E-Verify procedures for pre-employment screening of job applicants, in support of any unlawful employment practice, or for any other use not authorized by this MOU. Employers must use E-Verify for all new employees, unless an Employer is a Federal contractor that qualifies for the exceptions described in Article II.D.1.c. Except as provided in Article II.D, the Employer will not verify selectively and will not verify employees hired before the effective date of this MOU. The Employer understands that if the Employer uses E-Verify procedures for any purpose other than as authorized by this MOU, the Employer may be subject to appropriate legal action and termination of its access to SSA and DHS information pursuant to this MOU.

9. The Employer agrees to follow appropriate procedures (see Article III. below) regarding tentative nonconfirmations, including notifying employees of the finding, providing written referral instructions to employees, allowing employees to contest the finding, and not taking

Company ID Number: 214482

adverse action against employees if they choose to contest the finding. Further, when employees contest a tentative nonconfirmation based upon a photo non-match, the Employer is required to take affirmative steps (see Article III.B. below) to contact DHS with information necessary to resolve the challenge.

10. The Employer agrees not to take any adverse action against an employee based upon the employee's perceived employment eligibility status while SSA or DHS is processing the verification request unless the Employer obtains knowledge (as defined in 8 C.F.R. § 274a.1(l)) that the employee is not work authorized. The Employer understands that an initial inability of the SSA or DHS automated verification system to verify work authorization, a tentative nonconfirmation, a case in continuance (indicating the need for additional time for the government to resolve a case), or the finding of a photo non-match, does not establish, and should not be interpreted as evidence, that the employee is not work authorized. In any of the cases listed above, the employee must be provided a full and fair opportunity to contest the finding, and if he or she does so, the employee may not be terminated or suffer any adverse employment consequences based upon the employee's perceived employment eligibility status (including denying, reducing, or extending work hours, delaying or preventing training, requiring an employee to work in poorer conditions, refusing to assign the employee to a Federal contract or other assignment, or otherwise subjecting an employee to any assumption that he or she is unauthorized to work) until and unless secondary verification by SSA or DHS has been completed and a final nonconfirmation has been issued. If the employee does not choose to contest a tentative nonconfirmation or a photo non-match or if a secondary verification is completed and a final nonconfirmation is issued, then the Employer can find the employee is not work authorized and terminate the employee's employment. Employers or employees with questions about a final nonconfirmation may call E-Verify at 1-888-464-4218 or OSC at 1-800-255-8155 or 1-800-237-2515 (TDD).

11. The Employer agrees to comply with Title VII of the Civil Rights Act of 1964 and section 274B of the INA by not discriminating unlawfully against any individual in hiring, firing, or recruitment or referral practices because of his or her national origin or, in the case of a protected individual as defined in section 274B(a)(3) of the INA, because of his or her citizenship status. The Employer understands that such illegal practices can include selective verification or use of E-Verify except as provided in part D below, or discharging or refusing to hire employees because they appear or sound "foreign" or have received tentative nonconfirmations. The Employer further understands that any violation of the unfair immigration-related employment practices provisions in section 274B of the INA could subject the Employer to civil penalties, back pay awards, and other sanctions, and violations of Title VII could subject the Employer to back pay awards, compensatory and punitive damages. Violations of either section 274B of the INA or Title VII may also lead to the termination of its participation in E-Verify. If the Employer has any questions relating to the anti-discrimination provision, it should contact OSC at 1-800-255-8155 or 1-800-237-2515 (TDD).

12. The Employer agrees to record the case verification number on the employee's Form I-9 or to print the screen containing the case verification number and attach it to the employee's Form I-9.

13. The Employer agrees that it will use the information it receives from SSA or DHS pursuant to E-Verify and this MOU only to confirm the employment eligibility of employees as

Company ID Number: 214482

authorized by this MOU. The Employer agrees that it will safeguard this information, and means of access to it (such as PINS and passwords) to ensure that it is not used for any other purpose and as necessary to protect its confidentiality, including ensuring that it is not disseminated to any person other than employees of the Employer who are authorized to perform the Employer's responsibilities under this MOU, except for such dissemination as may be authorized in advance by SSA or DHS for legitimate purposes.

14. The Employer acknowledges that the information which it receives from SSA is governed by the Privacy Act (5 U.S.C. § 552a(i)(1) and (3)) and the Social Security Act (42 U.S.C. 1306(a)), and that any person who obtains this information under false pretenses or uses it for any purpose other than as provided for in this MOU may be subject to criminal penalties.

15. The Employer agrees to cooperate with DHS and SSA in their compliance monitoring and evaluation of E-Verify, including by permitting DHS and SSA, upon reasonable notice, to review Forms I-9 and other employment records and to interview it and its employees regarding the Employer's use of E-Verify, and to respond in a timely and accurate manner to DHS requests for information relating to their participation in E-Verify.

## **D. RESPONSIBILITIES OF FEDERAL CONTRACTORS**

1. The Employer understands that if it is a Federal contractor subject to the employment verification terms in Subpart 22.18 of the FAR it must verify the employment eligibility of any "employee assigned to the contract" (as defined in FAR 22.1801) in addition to verifying the employment eligibility of all other employees required to be verified under the FAR. Once an employee has been verified through E-Verify by the Employer, the Employer may not reverify the employee through E-Verify.

a. Federal contractors not enrolled at the time of contract award: An Employer that is not enrolled in E-Verify as a Federal contractor at the time of a contract award must enroll as a Federal contractor in the E-Verify program within 30 calendar days of contract award and, within 90 days of enrollment, begin to use E-Verify to initiate verification of employment eligibility of new hires of the Employer who are working in the United States, whether or not assigned to the contract. Once the Employer begins verifying new hires, such verification of new hires must be initiated within 3 business days after the date of hire. Once enrolled in E-Verify as a Federal contractor, the Employer must initiate verification of employees assigned to the contract within 90 calendar days after the date of enrollment or within 30 days of an employee's assignment to the contract, whichever date is later.

b. Federal contractors already enrolled at the time of a contract award: Employers enrolled in E-Verify as a Federal contractor for 90 days or more at the time of a contract award must use E-Verify to initiate verification of employment eligibility for new hires of the Employer who are working in the United States, whether or not assigned to the contract, within 3 business days after the date of hire. If the Employer is enrolled in E-Verify as a Federal contractor for 90 calendar days or less at the time of contract award, the Employer must, within 90 days of enrollment, begin to use E-Verify to initiate verification of new hires of the contractor who are working in the United States, whether or not assigned to the contract. Such verification of new hires must be initiated within 3 business days after the date of hire. An Employer enrolled as a Federal contractor in E-Verify must initiate verification of each employee assigned to the

Company ID Number: 214482

contract within 90 calendar days after date of contract award or within 30 days after assignment to the contract, whichever is later.

c. Institutions of higher education, State, local and tribal governments and sureties: Federal contractors that are institutions of higher education (as defined at 20 U.S.C. 1001(a)), State or local governments, governments of Federally recognized Indian tribes, or sureties performing under a takeover agreement entered into with a Federal agency pursuant to a performance bond may choose to only verify new and existing employees assigned to the Federal contract. Such Federal contractors may, however, elect to verify all new hires, and/or all existing employees hired after November 6, 1986. The provisions of Article II.D, paragraphs 1.a and 1.b of this MOU providing timeframes for initiating employment verification of employees assigned to a contract apply to such institutions of higher education, State, local and tribal governments, and sureties.

d. Verification of all employees: Upon enrollment, Employers who are Federal contractors may elect to verify employment eligibility of all existing employees working in the United States who were hired after November 6, 1986, instead of verifying only those employees assigned to a covered Federal contract. After enrollment, Employers must elect to do so only in the manner designated by DHS and initiate E-Verify verification of all existing employees within 180 days after the election.

e. Form I-9 procedures for Federal contractors: The Employer may use a previously completed Form I-9 as the basis for initiating E-Verify verification of an employee assigned to a contract as long as that Form I-9 is complete (including the SSN), complies with Article II.C.5, the employee's work authorization has not expired, and the Employer has reviewed the information reflected in the Form I-9 either in person or in communications with the employee to ensure that the employee's stated basis in section 1 of the Form I-9 for work authorization has not changed (including, but not limited to, a lawful permanent resident alien having become a naturalized U.S. citizen). If the Employer is unable to determine that the Form I-9 complies with Article II.C.5, if the employee's basis for work authorization as attested in section 1 has expired or changed, or if the Form I-9 contains no SSN or is otherwise incomplete, the Employer shall complete a new I-9 consistent with Article II.C.5, or update the previous I-9 to provide the necessary information. If section 1 of the Form I-9 is otherwise valid and up-to-date and the form otherwise complies with Article II.C.5, but reflects documentation (such as a U.S. passport or Form I-551) that expired subsequent to completion of the Form I-9, the Employer shall not require the production of additional documentation, or use the photo screening tool described in Article II.C.5, subject to any additional or superseding instructions that may be provided on this subject in the E-Verify User Manual. Nothing in this section shall be construed to require a second verification using E-Verify of any assigned employee who has previously been verified as a newly hired employee under this MOU, or to authorize verification of any existing employee by any Employer that is not a Federal contractor.

2. The Employer understands that if it is a Federal contractor, its compliance with this MOU is a performance requirement under the terms of the Federal contract or subcontract, and the Employer consents to the release of information relating to compliance with its verification responsibilities under this MOU to contracting officers or other officials authorized to review the Employer's compliance with Federal contracting requirements.

## ARTICLE III

### REFERRAL OF INDIVIDUALS TO SSA AND DHS

#### A. REFERRAL TO SSA

1. If the Employer receives a tentative nonconfirmation issued by SSA, the Employer must print the tentative nonconfirmation notice as directed by the automated system and provide it to the employee so that the employee may determine whether he or she will contest the tentative nonconfirmation.
2. The Employer will refer employees to SSA field offices only as directed by the automated system based on a tentative nonconfirmation, and only after the Employer records the case verification number, reviews the input to detect any transaction errors, and determines that the employee contests the tentative nonconfirmation. The Employer will transmit the Social Security Number to SSA for verification again if this review indicates a need to do so. The Employer will determine whether the employee contests the tentative nonconfirmation as soon as possible after the Employer receives it.
3. If the employee contests an SSA tentative nonconfirmation, the Employer will provide the employee with a system-generated referral letter and instruct the employee to visit an SSA office within 8 Federal Government work days. SSA will electronically transmit the result of the referral to the Employer within 10 Federal Government work days of the referral unless it determines that more than 10 days is necessary. The Employer agrees to check the E-Verify system regularly for case updates.
4. The Employer agrees not to ask the employee to obtain a printout from the Social Security Number database (the Numident) or other written verification of the Social Security Number from the SSA.

#### B. REFERRAL TO DHS

1. If the Employer receives a tentative nonconfirmation issued by DHS, the Employer must print the tentative nonconfirmation notice as directed by the automated system and provide it to the employee so that the employee may determine whether he or she will contest the tentative nonconfirmation.
2. If the Employer finds a photo non-match for an employee who provides a document for which the automated system has transmitted a photo, the employer must print the photo non-match tentative nonconfirmation notice as directed by the automated system and provide it to the employee so that the employee may determine whether he or she will contest the finding.
3. The Employer agrees to refer individuals to DHS only when the employee chooses to contest a tentative nonconfirmation received from DHS automated verification process or when the Employer issues a tentative nonconfirmation based upon a photo non-match. The Employer will determine whether the employee contests the tentative nonconfirmation as soon as possible

Company ID Number: 214482

after the Employer receives it.

4. If the employee contests a tentative nonconfirmation issued by DHS, the Employer will provide the employee with a referral letter and instruct the employee to contact DHS through its toll-free hotline (as found on the referral letter) within 8 Federal Government work days.

5. If the employee contests a tentative nonconfirmation based upon a photo non-match, the Employer will provide the employee with a referral letter to DHS. DHS will electronically transmit the result of the referral to the Employer within 10 Federal Government work days of the referral unless it determines that more than 10 days is necessary. The Employer agrees to check the E-Verify system regularly for case updates.

6. The Employer agrees that if an employee contests a tentative nonconfirmation based upon a photo non-match, the Employer will send a copy of the employee's Form I-551 or Form I-766 to DHS for review by:

- Scanning and uploading the document, or
- Sending a photocopy of the document by an express mail account (furnished and paid for by DHS).

7. The Employer understands that if it cannot determine whether there is a photo match/non-match, the Employer is required to forward the employee's documentation to DHS by scanning and uploading, or by sending the document as described in the preceding paragraph, and resolving the case as specified by the Immigration Services Verifier at DHS who will determine the photo match or non-match.

## ARTICLE IV

### SERVICE PROVISIONS

SSA and DHS will not charge the Employer for verification services performed under this MOU. The Employer is responsible for providing equipment needed to make inquiries. To access the E-Verify System, an Employer will need a personal computer with Internet access.

## ARTICLE V

### PARTIES

A. This MOU is effective upon the signature of all parties, and shall continue in effect for as long as the SSA and DHS conduct the E-Verify program unless modified in writing by the mutual consent of all parties, or terminated by any party upon 30 days prior written notice to the others. Any and all system enhancements to the E-Verify program by DHS or SSA, including but not limited to the E-Verify checking against additional data sources and instituting new verification procedures, will be covered under this MOU and will not cause the need for a supplemental MOU that outlines these changes. DHS agrees to train employers on all changes made to E-Verify through the use of mandatory refresher tutorials and updates to the E-Verify User Manual. Even without changes to E-Verify, DHS reserves the right to require employers to take

Company ID Number: 214482

mandatory refresher tutorials. An Employer that is a Federal contractor may terminate this MOU when the Federal contract that requires its participation in E-Verify is terminated or completed. In such a circumstance, the Federal contractor must provide written notice to DHS. If an Employer that is a Federal contractor fails to provide such notice, that Employer will remain a participant in the E-Verify program, will remain bound by the terms of this MOU that apply to non-Federal contractor participants, and will be required to use the E-Verify procedures to verify the employment eligibility of all newly hired employees.

B. Notwithstanding Article V, part A of this MOU, DHS may terminate this MOU if deemed necessary because of the requirements of law or policy, or upon a determination by SSA or DHS that there has been a breach of system integrity or security by the Employer, or a failure on the part of the Employer to comply with established procedures or legal requirements. The Employer understands that if it is a Federal contractor, termination of this MOU by any party for any reason may negatively affect its performance of its contractual responsibilities.

C. Some or all SSA and DHS responsibilities under this MOU may be performed by contractor(s), and SSA and DHS may adjust verification responsibilities between each other as they may determine necessary. By separate agreement with DHS, SSA has agreed to perform its responsibilities as described in this MOU.

D. Nothing in this MOU is intended, or should be construed, to create any right or benefit, substantive or procedural, enforceable at law by any third party against the United States, its agencies, officers, or employees, or against the Employer, its agents, officers, or employees.

E. Each party shall be solely responsible for defending any claim or action against it arising out of or related to E-Verify or this MOU, whether civil or criminal, and for any liability wherefrom, including (but not limited to) any dispute between the Employer and any other person or entity regarding the applicability of Section 403(d) of IIRIRA to any action taken or allegedly taken by the Employer.

F. The Employer understands that the fact of its participation in E-Verify is not confidential information and may be disclosed as authorized or required by law and DHS or SSA policy, including but not limited to, Congressional oversight, E-Verify publicity and media inquiries, determinations of compliance with Federal contractual requirements, and responses to inquiries under the Freedom of Information Act (FOIA).

G. The foregoing constitutes the full agreement on this subject between DHS and the Employer.

H. The individuals whose signatures appear below represent that they are authorized to enter into this MOU on behalf of the Employer and DHS respectively.



Company ID Number: 214482

To be accepted as a participant in E-Verify, you should only sign the Employer's Section of the signature page. If you have any questions, contact E-Verify at 888-464-4218.

Employer The Salvation Army, Midland Division Missouri Units

**Earl Polsley**

Name (Please Type or Print)

Title

*Electronically Signed*

Signature

05/19/2009

Date

Department of Homeland Security – Verification Division

**USCIS Verification Division**

Name (Please Type or Print)

Title

*Electronically Signed*

Signature

05/19/2009

Date





Company ID Number: 214482

**Information Required for the E-Verify Program**

**Information relating to your Company:**

Company Name: The Salvation Army, Midland Division Missouri Units

Company Facility Address: 1130 Hampton Avenue

St Louis, MO 63139

Company Alternate  
Address:

County or Parish: SAINT LOUIS CITY

Employer Identification  
Number: 813

North American Industry  
Classification Systems  
Code: 813

Parent Company: The Salvation Army, Central Territory

Number of Employees: 500 to 999

Number of Sites Verified  
for: 22

**Are you verifying for more than 1 site? If yes, please provide the number of sites verified for in each State:**

- MISSOURI 22 site(s)

Company ID Number: 214482

**Information relating to the Program Administrator(s) for your Company on policy questions or operational problems:**

Name: **Jody A Becker**  
Telephone Number: **(314) 646 - 3069** Fax Number: **(314) 646 - 3060**  
E-mail Address: **jody\_becker@usc.salvationarmy.org**

Name: **Smith M Rose**  
Telephone Number: **(314) 646 - 3000 ext. 30573057** Fax Number: **(314) 646 - 3060**  
E-mail Address: **rose\_smith@usc.salvationarmy.org**

## **FAITH BASED ORGANIZATIONS**

Does your agency provide any religious activities or services? IF yes, attach a description of the activities/services offered and whether or not non religious alternatives are offered for clients who do not wish to participate in religious activities/services.

### Harbor Light Job Training Program

The Harbor Light Center offers, but does not mandate participation in the following religious activities: worship services on Sunday at the on site Chapel, Sunday School, Bible study, discipleship as independent study and practice, Bible study, soldiership classes, spiritual mentoring, church leadership development, devotional meetings, prayer groups, spiritual growth enrichment workshops, community care ministry and evangelistic outreach opportunities. We allow pre-screened churches/ministries to participate in the above spiritual program on the HLC campus. Quiet meditation time is offered in place of attending worship services. Clients that are not mandated to be on the campus as part of their stage of treatment, can attend a church of their choice in the community.

### O'Fallon Lodge Emergency Shelter

The Salvation Army O'Fallon Lodge Emergency Shelter is located adjacent to The Salvation Army O'Fallon Corps Community Center which functions as a church and a community program facility which offers social service and worship services to the surrounding community. Residents at the Lodge are welcome to attend services and other religious activities offered by the Center but are not mandated to participate. The following activities are offered at the Center: worship services, Sunday school, Bible study, scholarship classes, spiritual mentoring, community care ministries and character building programs. Residents can attend services or ask the pastors for spiritual support if they chose to but it is not required. Non religious focused educational and skill building workshops which are part of the Lodge's comprehensive services related to character building, parenting, money management and counseling services are separate from the Community Center and offered at the Lodge facility.

c. How do you print the Apricot form so you can view the whole proposal at once.

**Response:** Each section of the proposal needs to be printed off separately. Instructions for printing are contained within the User Guide for Apricot which may be found at: [http://www.showmeboone.com/communityservices/common/pdf/Apricot User Guide.pdf](http://www.showmeboone.com/communityservices/common/pdf/Apricot%20User%20Guide.pdf)

d. If two or more organizations are collaborating on a program, should each organization submit a proposal?

**Response:** No, only one proposal per program should be submitted.

By: Melinda Bobbitt  
Melinda Bobbitt, CPPO, CPPB  
Director of Purchasing

OFFEROR has examined Addendum #1 to Request for Proposal# 26-15JUN15 – Purchase of Service and Pilot Program Contracts for the Community Health Fund, receipt of which is hereby acknowledged:

Company Name: The SALVATION Army  
Address: 602 North Awn Columbia Mo 65201

Phone Number: 573-442-3229 Fax Number: \_\_\_\_\_

E-mail: Richard - Trimmell @ USC - SALVATION ARMY .org

Authorized Representative Signature: [Signature] Date: 6-11-15

Authorized Representative Printed Name: Lt Colonel honneal Richardson



BOONE COUNTY, MISSOURI

Request for Proposal #: 26-15JUN15 – Purchase of Service and Pilot Program  
Contracts for the Community Health Fund

ADDENDUM #2 - Issued May 28, 2015

This addendum is issued in accordance with the RFP Response Page in the Request for Proposal and is hereby incorporated into and made a part of the Request for Proposal Documents. Offerors are reminded that receipt of this addendum should be acknowledged and submitted with Offeror's *Response Form*. Signed addendums should be uploaded in the Required Documents section of the Proposal Cover Sheet.

Specifications for the above noted Request for Proposal 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.

- I. A technical assistance meeting for Apricot by CTK is scheduled for 1:00 p.m. on June 8, 2015 in the Commission Chambers of the Boone County Government Center, 801 E. Walnut, Columbia, Missouri. Organizations may ask questions regarding the use of Apricot by CTK to apply for open RFP's.
- II. The County received the following question and is providing a response:
  - a. If you have a program that covers one or more of service areas of need, do they need to be in separate proposals or can you have more than one service need covered by one program? We are looking at a program that spans several services and provides for a continuum of care.

**Response:** A program may entail multiple services.

By: Melinda Bobbitt  
Melinda Bobbitt, CPPO, CPPB  
Director of Purchasing

OFFEROR has examined Addendum #2 to Request for Proposal# 26-15JUN15 – Purchase of Service and Pilot Program Contracts for the Community Health Fund, receipt of which is hereby acknowledged:

Company Name: The Salvation Army  
Address: 602 North Annu Columbia Mo 65201

Phone Number: 573-442-3229 Fax Number: \_\_\_\_\_  
E-mail: Richard - Trimmell @ usc. SALVATION ARMY. org

Authorized Representative Signature: [Signature] Date: 6-11-15

Authorized Representative Printed Name: Lt Colonel honneal Richardson



BOONE COUNTY, MISSOURI

Request for Proposal #: 26-15JUN15 – Purchase of Service and Pilot Program  
Contracts for the Community Health Fund

ADDENDUM #3 - Issued June 11, 2015

This addendum is issued in accordance with the RFP Response Page in the Request for Proposal and is hereby incorporated into and made a part of the Request for Proposal Documents. Offerors are reminded that receipt of this addendum *should be acknowledged* and submitted with Offeror's *Response Form*. Signed addendums should be uploaded in the Required Documents section of the Proposal Cover Sheet.

Specifications for the above noted Request for Proposal 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.

I. Clarification regarding Budget completion:

If an agency is proposing funds for two years, then complete the budget for two years (even though the budget says "proposed year").

By: Melinda Bobbitt  
Melinda Bobbitt, CPPO, CPPB  
Director of Purchasing

OFFEROR has examined Addendum #3 to Request for Proposal# 26-15JUN15 – Purchase of Service and Pilot Program Contracts for the Community Health Fund, receipt of which is hereby acknowledged:

Company Name: The Salvation Army  
Address: 602 North Ann Columbia Mo 65201

Phone Number: 513-442-3229 Fax Number: \_\_\_\_\_  
E-mail: Richard-Trimnell@USC.SALVATIONARMY.ORG

Authorized Representative Signature: [Signature] Date: 6-11-15

Authorized Representative Printed Name: Lt. Colonel Howard Richards



BOONE COUNTY, MISSOURI

Request for Proposal #: 26-15JUN15 – Purchase of Service and Pilot Program  
Contracts for the Community Health Fund

**ADDENDUM #3** - Issued June 11, 2015

This addendum is issued in accordance with the RFP Response Page in the Request for Proposal and is hereby incorporated into and made a part of the Request for Proposal Documents. Offerors are reminded that receipt of this addendum ***should be acknowledged*** and submitted with Offeror's *Response Form*. Signed addendums should be uploaded in the Required Documents section of the Proposal Cover Sheet.

Specifications for the above noted Request for Proposal 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.

I. Clarification regarding Budget completion:

If an agency is proposing funds for two years, then complete the budget for two years (even though the budget says "proposed year").

By: Melinda Bobbitt  
Melinda Bobbitt, CPPO, CPPB  
Director of Purchasing

OFFEROR has examined **Addendum #3** to Request for Proposal# **26-15JUN15 – Purchase of Service and Pilot Program Contracts for the Community Health Fund**, receipt of which is hereby acknowledged:

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

E-mail: \_\_\_\_\_

Authorized Representative Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Authorized Representative Printed Name: \_\_\_\_\_



**BOONE COUNTY, MISSOURI**

**Request for Proposal #: 26-15JUN15 – Purchase of Service and Pilot Program  
Contracts for the Community Health Fund**

**ADDENDUM #2 - Issued May 28, 2015**

This addendum is issued in accordance with the RFP Response Page in the Request for Proposal and is hereby incorporated into and made a part of the Request for Proposal Documents. Offerors are reminded that receipt of this addendum **should be acknowledged** and submitted with Offeror's *Response Form*. Signed addendums should be uploaded in the Required Documents section of the Proposal Cover Sheet.

Specifications for the above noted Request for Proposal 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.

- I. A technical assistance meeting for Apricot by CTK is scheduled for 1:00 p.m. on June 8, 2015 in the Commission Chambers of the Boone County Government Center, 801 E. Walnut, Columbia, Missouri. Organizations may ask questions regarding the use of Apricot by CTK to apply for open RFP's.
- II. The County received the following question and is providing a response:
  - a. If you have a program that covers one or more of service areas of need, do they need to be in separate proposals or can you have more than one service need covered by one program? We are looking at a program that spans several services and provides for a continuum of care.

**Response: A program may entail multiple services.**

By: Melinda B. Bobbitt  
**Melinda Bobbitt, CPPO, CPPB**  
**Director of Purchasing**

OFFEROR has examined **Addendum #2** to Request for Proposal# **26-15JUN15 – Purchase of Service and Pilot Program Contracts for the Community Health Fund**, receipt of which is hereby acknowledged:

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

E-mail: \_\_\_\_\_

Authorized Representative Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Authorized Representative Printed Name: \_\_\_\_\_





BOONE COUNTY, MISSOURI

**Request for Proposal #: 26-15JUN15 – Purchase of Service and Pilot Program  
Contracts for the Community Health Fund**

**ADDENDUM #1 - Issued May 21, 2015**

This addendum is issued in accordance with the RFP Response Page in the Request for Proposal and is hereby incorporated into and made a part of the Request for Proposal Documents. Offerors are reminded that receipt of this addendum should be acknowledged and submitted with Offeror's *Response Form*. Signed addendums should be uploaded in the Required Documents section of the Proposal Cover Sheet.

Specifications for the above noted Request for Proposal 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.

- I. The deadline for further questions regarding this RFP is 5:00 p.m. central time, June 3, 2015.
- II. Sign-In Sheets from the pre-proposal conference on May 18 are attached for informational purpose.
- III. Clarification: Delete 2.1.2.6, an Organizational Budget is no longer required.
- IV. Clarification: Add to paragraph 3.5, bullet point six – Child abuse and neglect screenings on employees and volunteers are only required if the target population of the program includes children and youth.
- V. The County received the following questions and is providing a response:

- a. Please define the differences between a Purchase of Service Contract and a Pilot Program Contract.

**Response:** The Pilot Program application is intended for new programs which do not yet have a defined unit rate or measurement for program services. Pilot programs will not be funded for longer than two years under a pilot program contract. It is expected that as pilot programs are implemented, unit rates and measurements will also be established for program services.

- b. Help me understand the indirect expenses explanation in section 3.6 of PFP #:26-15UN15. In a program with a 100,000 budget, does that mean 15,000 could go for salary? There could be additional indirect expenses (items listed in the 3.6 and that is where benefits fall?

**Response:** Indirect expenses will be considered up to a maximum of 15% of salary expense only. Salary expenses do not include benefits. For example, if a program has a budget of \$50,000.00 and \$15,000.00 of the budget is personnel costs (\$10,000.00 salary expense plus \$5,000.00 benefit cost) than \$1,500.00 will be considered for indirect expenses (\$10,000 salary expense x 15%). Indirect expenses are defined in section 3.6 of RFP #26-15JUN15.

- c. How do you print the Apricot form so you can view the whole proposal at once.

**Response:** Each section of the proposal needs to be printed off separately. Instructions for printing are contained within the User Guide for Apricot which may be found at: [http://www.showmeboone.com/communityservices/common/pdf/Apricot\\_User\\_Guide.pdf](http://www.showmeboone.com/communityservices/common/pdf/Apricot_User_Guide.pdf)

- d. If two or more organizations are collaborating on a program, should each organization submit a proposal?

**Response:** No, only one proposal per program should be submitted.

By: Melinda Bobbitt  
**Melinda Bobbitt, CPPO, CPPB**  
**Director of Purchasing**

OFFEROR has examined **Addendum #1** to Request for Proposal# **26-15JUN15 – Purchase of Service and Pilot Program Contracts for the Community Health Fund**, receipt of which is hereby acknowledged:

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

E-mail: \_\_\_\_\_

Authorized Representative Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Authorized Representative Printed Name: \_\_\_\_\_

**PRE-PROPOSAL CONFERENCE – INFORMATION  
SESSION - RFP – 25-15JUN15 – PURCHASE OF SERVICE  
CONTRACTS FOR BOONE COUNTY CHILDREN'S  
SERVICES FUND, 2015 APPLICATION**

	Representative Name	Business Name	Telephone Number
1.	Melinda Bobbitt	Boone County Purchasing	886-4391
2.	Heather Null	Lutheran Family & Children's Services	818-9955
3.	Mable J. Garner	Nora Stewart	449-5981
4.	Michael Trapp	Phoenix Health Programs	777-3000
5.	Stephanie Brunning	Cl/Boone Public Health Services	874-7343
6.	Wendy Carter	MilBone	811-3331
7.	Meg Beckett	Providence Community Living	448-5600
8.	Kim Harvey	Waco, TX, TX, TX	818-5959
9.	Lucy Holt	Waco, TX, TX, TX	818-5959
10.	Kim Harvey	Providence Community Living	448-5600
11.			
12.	Cheryl Howard	Nora Stewart ELC	449-5981
13.			
14.			
15.			

**PROPOSAL OPENING**  
**RFP – 25-15JUN15 – PURCHASE OF SERVICE CONTRACTS**  
**FOR BOONE COUNTY CHILDREN’S SERVICES FUND,**  
**2015 APPLICATION**

	Representative Name	Business Name	Telephone Number
1.	Melinda Bobbitt	Boone County Purchasing	886-4391
2.	Brian Martin	Putnam Community Health	573-480-4781
3.	Carolee Johnson	Fun City Youth Academy	573-256-1436
4.	Jason Wilcox	Columbia Boone PHS	573-874-7224
5.	Andrea Warner	Columbia Boone PHS	573-874-7032
6.	Wendy Ell	Univ. of MO - Dept. of Psychology	573-633-4057
7.	Yvonne Boyd	Univ. of MO - Dept. of Psychology	573-633-4057
8.	Jessica Chapman	The Salvation Army	573-442-3251 X222
9.	Shelley Lock	Child Care Alliance of MO	573-445-4311
10.	Alisa Coffey	BSCC	573-571-1630
11.	Michelle Elliott	Central Missouri Foster Care Adoption Assoc	573-445-4311
12.	Dan Reilly	MO Wellness Partners	573-884-7334
13.			
14.			
15.			

**PRE-PROPOSAL CONFERENCE – INFORMATION  
SESSION - RFP – 25-15JUN15 – PURCHASE OF SERVICE  
CONTRACTS FOR BOONE COUNTY CHILDREN’S  
SERVICES FUND, 2015 APPLICATION**

	Representative Name	Business Name	Telephone Number
1.	Melinda Bobbitt	Boone County Purchasing	886-4391
2.	Nancy Kelleher	Epworth Children's Center	301-710-3371
3.	Alan Swales	Chubbuck Park	773-351-1372
4.	Kathy Becka	Muscular Dystrophy	573-442-5345
5.	Alisa Foster	Mountain State	505-744-2073
6.	PAM LEYHE	PREFERRED FAMILY HC	573-680-1908
7.	Wanda Lane	Family Time	573-444-6000
8.	Nicole Thomas	First Choice	573-442-9331
9.	Jack Jensen	First Chance for Children	513-777-1815
10.	Carla Lynn Moxley	Beep Up Kids Child	573-334-8339
11.	Kevin Driscoll	EPWORTH	301-710-3371
12.			
13.			
14.			
15.			

**PRE-PROPOSAL CONFERENCE – INFORMATION  
SESSION - RFP – 25-15JUN15 – PURCHASE OF SERVICE  
CONTRACTS FOR BOONE COUNTY CHILDREN’S  
SERVICES FUND, 2015 APPLICATION**

	Representative Name	Business Name	Telephone Number
1.	Melinda Bobbitt	Boone County Purchasing	886-4391
2.	Whitney Jaws	Youth Empowerment Zone	(603) 697-3215
3.			
4.			
5.	Berly Mack	Chickadee Learning Services	573-443-1156
6.	Cathy D. Richards	Boone County Public Health	513-886-7170
7.	Christa Garcia	Rainbow House	573-474-6600
8.	JANIE BAKUTEC	Rainbow House	573 474 6600
9.	Scott Clardy	Boone County Public Health	513-886-7170
10.	Phyllis K. ...	Boone County Public Health	513-886-7170
11.	Carole Scoville	Boone County Public Health	513-268-4229
12.			
13.			
14.			
15.			



## COUNTY OF BOONE - MISSOURI

---

**REQUEST FOR PROPOSAL (RFP) #: 26-15JUN15**  
**Purchase of Service and Pilot Program Contracts**  
**Boone County Community Health/Medical Fund**  
**2015 Application**

**RFP TIMELINE:**

<b>Important Events</b>	<b>Location</b>	<b>Dates</b>
Issue - Release Date	Boone County Purchasing 613 E. Ash St, Room 110 Columbia, MO 65201	<b>May 5, 2015</b>
Written Questions Due By	<a href="mailto:mbobbitt@boonecountymmo.org">mbobbitt@boonecountymmo.org</a>	<b>May 13, 2015</b> <b>12:00 p.m. Central Time</b>
Pre-Proposal Conference - Information Session	Boone County Commission Chambers 801 E. Walnut Columbia, MO 65201	<b>May 18, 2015</b> <b>1:00 p.m. Central Time</b>
Response Submission Deadline	Apricot by CTK® on-line system	<b>June 15, 2015</b> <b>5:00 p.m. Central Time</b>
Proposal Opening – Names of Offerors Read Aloud	Boone County Commission Chambers 801 E. Walnut Columbia, MO 65201	<b>June 16, 2015</b> <b>9:30 a.m. Central Time</b>

**CONTACT INFORMATION:**

Boone County Purchasing  
Boone County Annex  
613 E. Ash, Rm. 110, Columbia, MO 65201

Melinda Bobbitt, CPPO, CPPB  
Director of Purchasing  
Phone: (573) 886-4391 Fax: (573) 886-4390  
Email: [mbobbitt@boonecountymmo.org](mailto:mbobbitt@boonecountymmo.org)

## **NOTICE OF REQUEST FOR PROPOSAL**

Boone County is accepting Request for Proposals for the following:

**BID #: 26-15JUN15**

A pre-proposal conference has been scheduled for **Monday, May 18, 2015, at 1:00 p.m.** central time in the Boone County Commission Chambers, 801 E. Walnut Street, Columbia, Missouri.

Proposals will be accepted until **5:00 p.m. central time on Monday, June 15, 2015** via the on-line application system, Apricot by CTK<sup>®</sup>.

The Request for Proposal is scheduled to be **opened shortly after 9:30 a.m. on Tuesday, June 16, 2015** in the Boone County Commission Chambers, 801 E. Walnut St., Columbia, Missouri.

Request for Proposals are available in the Purchasing Office and requests for copies may be made by phone (573) 886-4391; fax (573) 886-4390 or e-mail: [mbobbitt@boonecountymo.org](mailto:mbobbitt@boonecountymo.org). A copy may also be downloaded from our web page at [www.showmeboone.com](http://www.showmeboone.com). Select Purchasing / Current Bids / 26-15JUN15

Vendors may view Bids, Bid Tabulations, and Bid Awards on the Boone County Web Page at <http://www.showmeboone.com>.

Melinda Bobbitt, CPPO, CPPB

Director, Boone County Purchasing

Insertion: Tuesday, May 5, 2015

COLUMBIA MISSOURIAN



## **1. INSTRUCTIONS AND GENERAL CONDITIONS**

### **1.1 Delivery of Proposals:**

Sealed proposals, subject to Instructions and General Conditions and any special conditions set forth herein, will be received via the on-line application system, Apricot by CTK<sup>®</sup> until the proposal closing date and time indicated herein for furnishing the County with services as detailed in the following request for proposal.

- a) If you have obtained this RFP document from our web page or from a source other than the Boone County Purchasing Department, please check with our office prior to submitting your proposal to ensure that you have a complete package. The Purchasing Department cannot be responsible for providing addendums if we do not have you on our Vendor list for this RFP.
- b) The County reserves the right to withdraw this RFP at any time and for any reason and to issue such clarifications, modifications, and/or amendments as it may deem appropriate.
- c) Receipt of a proposal by the County or a submission of a proposal to the County offers no rights upon the Offeror nor obligates the County in any manner.
- d) No negotiations, decisions, or actions shall be initiated by any agency as a result of any verbal discussion with any County employee prior to the opening of responses to the Request for Proposal. Boone County reserves the right to select the Offeror which best meets its goals and objectives, needs, fiscal constraints, quality levels and service expectations.

### **1.2. Ambiguity, Conflict, or Other Errors in the RFP:**

- a) If an Offeror discovers any ambiguity, conflict, discrepancy, omission, or other error in the RFP, they shall immediately notify the Department of such error in writing and request modification or clarification of the document. The County will make modifications by issuing a written revision and will give written notice to all parties who have received this RFP from the County.
- b) The Offeror is responsible for clarifying any ambiguity, conflict, discrepancy, omission, or other error in the RFP prior to submitting the proposal or it shall be waived.
- c) Implied Requirements: Products and services that are not specifically requested in this RFP, but which are necessary to provide the functional capabilities proposed by the Offeror, shall be included in the proposal.
- d) The County will not be liable in any way for any costs incurred by any Offeror in the preparation of their proposal in response to this RFP, nor for the presentation of their proposal and/or participation in any discussions or negotiations.

**1.3. Rejection of Proposals:**

The right is reserved to accept or reject in whole or in part any or all proposals submitted, to waive technicalities, and to accept the offer the County considers the most advantageous to the County. Further, the County shall reject the proposal of any Offeror that is determined to be non-responsive. The unreasonable failure of an Offeror to promptly supply information in connection with respect to responsibility may be grounds for a determination of non-responsiveness.

**1.4. Acceptance of Proposals:**

The County will accept for evaluation all proposals that are submitted properly and are responsive to the RFP. However, the County reserves the right to request clarifications or corrections to proposals.

**1.5. Requests for Clarification of Proposals:**

Requests by the Purchasing Department for clarification of proposals shall be in writing.

**1.6. Validity of Proposals:**

Offeror should state how many days or months proposals remain valid beyond the 120 days minimum.

**1.7. Receipt and Opening of Advertised, Sealed Proposals:** The Offeror(s) and public are invited, but not required, to attend the formal opening of proposals. Offeror(s) names only will be read aloud to the public. No decisions related to an award of a contract or creation of any contractual or lease relationship, or purchase order will be made at the opening.

- a) Information provided in your response will be considered proprietary and will not be divulged during the selection process. The successful organization's proposal will become public record after its acceptance by the County Commission. All proposals and tabulation sheets are kept by the County for a period of time established by regulation or statutes after the award is made and are available for inspection at any time during regular working hours.
- b) Offeror's names will be read aloud during the Boone County Commission meeting in the Boone County Commission Chambers, 801 E. Walnut Street, Columbia, MO 65201, Tuesday, June 16, 2015 at 9:30 a.m. Central Time. RFP opening listing proposer's names will be posted on the County web page following the opening at [www.showmeboone.com](http://www.showmeboone.com). Select "Purchasing", then "2015 Bid Tabulations".
- c) Proposal responses are due by Monday, June 15, 2015 at 5:00 p.m. No late proposals will be accepted.

**1.8. Withdrawal of Proposals:**

Proposals may be withdrawn without prejudice any time before the deadline for receipt of proposals. If a mistake or error is discovered by the Offeror or by the County after the proposal opening, the County has the right to call this error to the Offeror's attention and request verifications of the proposal. If the Offeror acknowledges the mistake and requests relief, the County will proceed in the following manner:

- a) **Withdrawal:** Permission to allow an Offeror to withdraw their proposal without prejudice may be given when clear and convincing evidence supports the existence of an error. If there is a significant and obvious disparity between the prices of the lowest Offeror and of the other Offerors, an Offeror may be permitted to withdraw without prejudice, upon submission of evidence that a non-intentional error occurred.

## **2. INTRODUCTION AND GENERAL INFORMATION**

### **2.1 Introduction:**

- 2.1.1. This document constitutes a request for competitive, sealed proposals for the furnishing of statutorily eligible services pursuant to RSMo §210.861, as set forth herein.
- 2.1.2. Organization – This document, referred to as a Request for Proposal (RFP), is divided into the following sections:
- 1) Instructions and General Conditions
  - 2) Introduction and General Information
  - 3) Project Information and Requirements
  - 4) Application Information
  - 5) Organization Information – on-line
  - 6) Organization Financial Information and Budget Narrative - online
  - 7) Program Overview – on-line
  - 8) Program Services – on-line
  - 9) Program Budget Worksheet and Narrative – on-line
  - 10) Program Consumer Demographics – on-line
  - 11) Program Performance Measures Information Section – on-line
  - 12) Attachment A - Agency Assurance Sheet
  - 13) Attachment B - Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion
  - 14) Attachment C - Work Authorization Certification

**2.2. Guideline for Written Questions:**

- 2.2.1. All questions regarding this Request for Proposal should be submitted in writing, prior to the pre-proposal conference, no later than 12:00 p.m., May 13, 2015. All questions must be mailed, faxed or e-mailed to the attention of Melinda Bobbitt, CPPO, CPPB, Director of Purchasing. All such questions will be discussed at the pre-proposal conference and answered in writing, and such answers will be provided to all parties having obtained a Request for Proposal packet and register as a Vendor for this RFP.

Melinda Bobbitt, CPPO, CPPB  
Director of Purchasing  
613 E. Ash Street, Room 110  
Columbia, Missouri 65201  
Phone: (573) 886-4391 Fax: (573) 886-4390  
E-mail: [mbobbitt@boonecountymmo.org](mailto:mbobbitt@boonecountymmo.org)

**2.3. Pre-Proposal Conference**

- 2.3.1 To assist interested Offerors in preparing a thorough proposal, a pre-proposal conference has been scheduled for May 18, 2015 at 1:00 p.m. Central Time in the Boone County Commission Chambers, 801 E. Walnut Street, Columbia, Missouri 65201.
- 2.3.2. All potential Offerors are **strongly** encouraged to attend this conference in order to ask questions and provide comment on the Request for Proposal. Attendance is not mandatory to submit a response; however, Offerors are encouraged to attend since information relating to this RFP will be discussed in detail. Minutes of the pre-proposal conference will not be recorded or published. Offerors should bring a copy of the RFP since it will be used as the agenda for the pre-proposal conference.
- 2.3.3. Offerors are strongly encouraged to advise the Purchasing Department of Boone County within five (5) days of the scheduled pre-proposal conference of any special accommodations needed for disabled personnel who will be attending the conference so that these accommodations can be made.

**2.4. Term; Termination of Contract Agreement:**

- 2.4.1. The initial term of the resulting contract agreement from this Request for Proposal for a Purchase of Service program will be negotiated. The negotiated contract may have an option for renewal.
- 2.4.2. The resulting contract agreement may be terminated by the County upon 15 days prior written notice should the other party fail substantially to perform in accordance with its terms through no fault of the party initiating the termination. In addition, the contract agreement may be terminated at will by the County upon at least 30 days prior written notice to the Contractor.

### **3. PROJECT INFORMATION AND REQUIREMENTS**

#### **3.1. Project Description:**

The County of Boone – Missouri, hereafter referred to as the *County*, hereby solicits formal written proposals from eligible organizations for the provision and delivery of services to address community health needs.

#### **3.2. Background:**

As part of an amendment to the lease agreement between Boone County Hospital and Barnes Jewish Christian dated December 27, 2006, the County of Boone receives \$500,000 annually for the purposes of addressing community health needs, as determined by the Boone County Commission.

#### **3.3. Purpose Statement:**

The County desires to support the greatest possible level of independence and self-sufficiency of Boone County residents by promoting their physical, mental and social well-being to cultivate a safe and healthy community.

#### **3.4. Funding Goals:**

This RFP seeks proposal applications which address community health needs and clearly demonstrate an impact on need(s)/population(s) identified by one or more of the following resources:

- Boone Hospital's Community Health Needs Assessment:  
[http://assets.thehcn.net/content/sites/boone/Boone\\_Hospital\\_Center\\_CHNA.pdf](http://assets.thehcn.net/content/sites/boone/Boone_Hospital_Center_CHNA.pdf)
- County Health Rankings (Boone):  
<http://www.countyhealthrankings.org/app/missouri/2015/rankings/outcomes/overall>
- Columbia/Boone County Community Health Assessment:  
<http://gocolumbiamo.com/Health/PublicHealthandHumanServicesPublications.php>
- Community Input Report created for Boone County Children's Services Board:  
[http://www.showmeboone.com/communityservices/common/pdf/Community\\_Input\\_Report\\_Final.pdf](http://www.showmeboone.com/communityservices/common/pdf/Community_Input_Report_Final.pdf)

#### **3.5. Minimum Eligibility Requirements:**

Agencies must, at a minimum, meet the following criteria to be eligible for funding:

- Any tax-exempt, not organized for profit agency or governmental entity
- Be in good standing with the state of Missouri
- Conduct an annual independent financial audit
- File a Federal 990 annually
- Be certified, accredited or licensed in the services for which funds are requested
- Require annual background checks, including child abuse and neglect screenings on all employees and volunteers
- Refrain from discrimination on the basis of race, color, religion, sex, national origin, ancestry, disability, age, sexual orientation, genetic information, and familial status and comply with all applicable provisions of Federal and State laws which prohibit discrimination in employment and the delivery of services

- Comply with RSMo §285.530 in that they shall not knowingly employ, hire for employment or continue to employ an unauthorized alien to perform work within the state of Missouri

### 3.6. Funding Available

There is a total of \$1,000,000.00 available for purchase of services and pilot programs that address community health needs. Organizations should apply for funds under the Community Health Fund Purchase of Service application if the organization's program services may be purchased at a fixed unit measurement and rate. Applications for funding for purchase of services should expand availability of services currently offered in Boone County or make available a service that does not currently exist in Boone County. Organizations may apply under the Community Health Fund Pilot Program application if the organization is able to initiate, implement and achieve program outcomes within a two-year time period.

For Pilot Programs, Indirect expenses will be considered up to a maximum of 15% of salary expense only (salary expense does not include benefits). Indirect expenses include general organizational expenses such as executive management time, finance, human resources or other support services effort, liability insurance, facility rent/lease, postage, telephone, utilities, etc.

### 3.7. Scope of Work and Deliverables:

Offeror shall demonstrate in their proposal response how they propose to deliver and provide a **Purchase of Service or Pilot Program** as outlined in the information required in the following online application:

- 3.7.1. **Program Overview:** Information on the Statement of Issue Being Addressed, Target Population, Description of Program Service(s), Program Service Need, and Program Personnel.
- 3.7.2. **Program Services:** Information on each type of Program Service that will be offered including Unit Measure, Unit Rate, Number of Units of Service to be Provided, Number of Unduplicated Individuals to be Served, Average Number of Units of Service per Unduplicated Individual, Average Cost of Service per Individual, Amount Requested, and Proposed Number of Units of Service.
- 3.7.3. **Program Budget Worksheet and Narrative:** Information and narrative on the Revenue and Expenses for this program including the Personnel and Non Personnel Costs and the Number of Direct Program Staff to be utilized.
- 3.7.4. **Program Consumer Demographics:** Information on the demographic information of the program including information on Residence, Race/Ethnicity, Gender, Income, and Age.
- 3.7.5. **Program Performance Measures Information Section:** Information on each proposed Program Service that will include the Outputs, Outcomes, Indicators, and Method of Measurement for each service.

### 3.8. Contractor Agency Requirements:

- 3.8.1. **Boone County Insurance Requirements:** The Contractor shall not commence work under this

contract until they have obtained all insurance required under this paragraph and such insurance has been approved by the County. All policies shall be in amounts, form and companies satisfactory to the County which must carry an A-6 or better rating as listed in the A.M. Best or equivalent rating guide.

**Compensation Insurance:** The Contractor shall take out and maintain during the life of this contract, **Employee's Liability and Worker's Compensation Insurance** for all of their employees employed at the site of work, and in case any work is sublet, the Contractor shall require the subcontractor similarly to provide Worker's Compensation Insurance for all of the latter's employees unless such employees are covered by the protection afforded by the Contractor.

Worker's Compensation coverage shall meet Missouri statutory limits. Employers' Liability limits shall be \$500,000.00 each employee, \$500,000.00 each accident, and \$500,000.00 policy limit.

**Comprehensive General Liability Insurance:** The Contractor shall take out and maintain during the life of this contract, such comprehensive general liability insurance as shall protect them from claims for damages for personal injury including accidental death, as well as from claims for property damages, which may arise from operations under this contract, whether such operations be by themselves or by anyone directly or indirectly employed by them. The amounts of insurance shall be not less than \$2,000,000.00 per limit for any one occurrence covering both bodily injury and property damage, including accidental death. If providing Comprehensive General Liability Insurance, then the Proof of Coverage of Insurance shall also be included. **Proof of Coverage of Insurance** - The Contractor shall furnish the County with Certificate(s) of Insurance which name **the County of Boone – Missouri as additional insured** in an amount as required in this contract and requiring a thirty (30) day mandatory written cancellation notice. In addition, such insurance shall be on an occurrence basis and shall remain in effect until such time as the County has made final acceptance of the project.

The Contractor shall provide the County with proof of General Liability and Property Damage Insurance with the County as additional insured, which shall protect the County against any and all claims which might arise as a result of the operations of the Contractor in fulfilling the terms of this contract during the life of the Contract. The minimum limit of such insurance will be \$2,000,000.00 per occurrence, combined single limits. Limits can be satisfied by using a combination of primary and excess coverages. Should any work be subcontracted, these limits will also apply. Coverage wording shall include hold harmless agreement as written below, subrogation waiver and protection against third party suits to further protect Boone County from liability belonging to the Contractor.

The Contractor is required to carry Professional Liability Insurance with a limit of no less than \$2,000,000.00 and naming Boone County as additional insured.

**Commercial Automobile Liability:** The Contractor shall maintain during the life of this contract, automobile liability insurance in the amount of not less than \$2,000,000.00 combined single limit for any one occurrence, covering both bodily injury, including accidental death, and property damage, to protect themselves from any and all claims arising from the use of the Contractor's own automobiles, teams and trucks; hired automobiles, teams and trucks; and both on and off the site of work.

- 3.8.2. **Indemnity Agreement:** To the fullest extent permitted by law, Contractor shall indemnify, hold harmless and defend the County, its directors, agents, and employees from and against all claims arising by reason of any act or failure to act, negligent or otherwise, of Contractor, (meaning anyone, including but not limited to consultants having a contract with Contractor or subcontractor for part of the services), of anyone directly or indirectly employed by Contractor, or of anyone for whose acts the Contractor may be liable, in connection with providing these services. This provision does not, however, require Contractor to indemnify, hold harmless, or defend the County of Boone from its own negligence.
- 3.8.3. **Subcontracts:** The Contractor may enter into subcontracts for components of the purchase of service as the contract as the Contractor deems necessary to comply with the terms of the contract. All such subcontracts require the prior written approval of the County or their designated representative.
- 3.8.4. In performing all services under the resulting contract agreement, the Contractor shall comply with all local, state and federal laws.

#### **4. APPLICATION INFORMATION**

##### **4.1. Narrative**

The Application Narrative must be completed on the on-line system Apricot by CTK® and can be accessed by clicking on the following link: [https://ctk.apricot.info/document/edit/id/new/form\\_id/23](https://ctk.apricot.info/document/edit/id/new/form_id/23) to create an Organizational Profile and submit RFP responses. If you do not already have a username and password for the system, complete the following:

- a) Copy and paste the following link into your internet browser, preferably Google Chrome:  
[https://ctk.apricot.info/auth/autologin/org\\_id/1975/hash/365efb9c0edf7ddf3652ecd2de1868058db6b53](https://ctk.apricot.info/auth/autologin/org_id/1975/hash/365efb9c0edf7ddf3652ecd2de1868058db6b53)
- b) Fill in the required information and select save.
- c) You will be redirected to a login screen where you will be able to complete the Organizational Profile and Proposal Forms.

##### **4.2. Submission of Proposal**

- 4.2.1. Proposals must be submitted by 5:00 p.m. on June 15, 2015 via the on-line system, Apricot by CTK®
- 4.2.2. To facilitate the evaluation process, the Offeror must complete each of the distinctive sections of the RFP described herein.
- 4.2.3. The Offeror is cautioned that it is the Offeror's sole responsibility to submit information related to the RFP sections, and that the County is under no obligation to solicit such information if it is not included with the proposal. The Offeror's failure to submit such information may cause an adverse impact on the evaluation of the proposal. Any Offeror whose responses deviate from the outlined specifications may automatically be disqualified.



4.2.4. Offeror's Contacts: Offerors and their agents (including subcontractors, employees, consultants, or anyone else acting on their behalf) must direct all of their questions or comments regarding the RFP, the evaluation, etc. to the buyer of record indicated on the first page of this RFP. Offerors and their agents may not contact any County employee other than the buyer of record regarding any of these matters during the solicitation and evaluation process. The Offeror may contact the Community Services Department for assistance with the on-line application system. Inappropriate contacts are grounds for suspension and/or exclusion from specific procurements. Offerors and their agents who have questions regarding this matter should contact the buyer of record.

**4.3. Competitive Negotiation of Proposals:**

The Offeror is advised that under the provisions of this Request for Proposal, the County reserves the right to conduct negotiations of the proposals received or to award a contract without negotiations. If such negotiations are conducted, the following conditions shall apply:

4.3.1. Negotiations may be conducted in person, in writing, or by telephone.

4.3.2. Negotiations will only be conducted with potentially acceptable proposals. The County reserves the right to limit negotiations to those proposals, which received the highest rankings during the initial evaluation phase.

4.3.3. Terms, conditions, prices, methodology, or other features of the Offeror's proposal may be subject to negotiation and subsequent revision. As part of the negotiations, the Offeror may be required to submit supporting financial, pricing and other data in order to allow a detailed evaluation of the feasibility, reasonableness, and acceptability of the proposal.

4.3.4. The mandatory requirements of the Request for Proposal shall not be negotiable and shall remain unchanged unless the County determines that a change in such requirements is in the best interest of the entities.

4.3.5. The County may request presentations or interviews by Offerors, and carry out negotiations for the purpose of obtaining best and final offers. Attendance cost for presentations/interviews at the Boone County designated location shall be at the Offeror's expense. All arrangements and scheduling will be coordinated by the County.

4.3.6. The County reserves the right to contact any references to obtain without limitation, information regarding the Offeror's performance on previous projects.

# Organization Profile

## Organization Profile Instructions

**New Users:**

In order to create a Username and Password, complete the Organization User Information and Primary Information sub-sections and click Save Record on the right hand side of the screen. Be sure to save your Username and Password in a secure location for future use. Once you click Save Record you will be prompted to log in. This will allow you to access the system and complete the Organization Profile.

**Returning Users:**

You must complete and keep up-to-date ALL applicable fields in your Organization Profile. Proposals and Reports will be considered unresponsive if your Organization Profile is not complete and up-to-date.

## Organization User Information

## Primary Information

**Organization Name (the official name of the organization that would enter into a contract):**

The Salvation Army, an Illinois Corporation

**DBA:**

The Salvation Army, Columbia, Missouri

**Federal EIN Number:**

36-2167910

**Organization Type:**

Tax-Exempt/Not-For-Profit

## Organization Contact Information

**Address**

1130 Hampton Avenue

**City**

Saint Louis

**State**

Missouri

**County**

**Zip**

63139



**Organization Phone Number:**

314-646-3000

**Website:**

www.TSACentralMissouri.org

**Address**

P.O. Box 21787

**City**

Saint Louis

**State**

Missouri

**County**

**Zip**

63109-0787



**Organization Fax Number:**

314-646-3203

**Email:**

Gary\_Busiek@usc.salvationarmy.org

**ATTACHMENT A**

**2015 AGENCY ASSURANCE SHEET**

**(Please complete and return with Proposal Response)**

I, the undersigned, certify that the statements in this request for funding proposal application are true and complete to the best of my knowledge, and accept, as to any funds awarded, the obligation to comply with the conditions specified in the funding award and contract.

I, the undersigned, certify that in addition to the conditions mentioned above, will maintain accepted accounting procedures to provide for accurate and timely recording of receipt of funds, expenditures, and of unexpended balances. I, the undersigned, further certify I have and will make available, upon request, the following documentation for accuracy and validity:

- Certificate of Corporate Good Standing
- Agency Strategic Plan
- Agency Policy of Non-Discrimination
- Agency Policy for Screening of Staff and Volunteers for Child Abuse and Neglect
- Agency Statement of Confidentiality

Paul R. Seiler  
President



\_\_\_\_\_  
Printed Name - Agency Executive Director/President/CEO

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature - Agency Executive Director/President/CEO

\_\_\_\_\_  
Date

Bramwell E. Higgins  
Secretary

\_\_\_\_\_  
Printed Name - Agency Board Chair

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature - Agency Board Chair

\_\_\_\_\_  
Date

## ATTACHMENT B

**(Please complete and return with Proposal Response)**

Certification Regarding  
Debarment, Suspension, Ineligibility and Voluntary Exclusion  
Lower Tier Covered Transactions

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 29 CFR Part 98 Section 98.510, Participants' responsibilities. The regulations were published as Part VII of the May 26, 1988, Federal Register (pages 19160-19211).

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS FOR  
CERTIFICATION)

- (1) The prospective recipient of Federal assistance funds certifies, by submission of this proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
  
- (2) Where the prospective recipient of Federal assistance funds is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

**Bramwell E. Higgins**  
**Secretary**

---

Name and Title of Authorized Representative

---

Signature

---

Date



## REQUEST FOR A CERTIFICATE OF INSURANCE

DATE REQUEST SUBMITTED	12/9/2015	DATE CERTIFICATE NEEDED	12/16/2015
------------------------	-----------	-------------------------	------------

FAX NUMBER (if certificate must be faxed)	
FAX TO WHOSE ATTENTION	

<b>LOCATION MAKING REQUEST</b>	<b>LOCATION TO BE INSURED</b> (if different)
The Salvation Army – Midland DHQ	Columbia Harbor House
1130 Hampton Avenue	1108 W. Ash
St. Louis, MO. 63139	Columbia, MO 65201

<b>CERTIFICATE HOLDER</b> (party requiring certificate—city office/agency, etc.—not TSA)	<b>ADDITIONAL INSURED (S)</b> (If any. Name all parties to be included)
Name	
County of Boone	
Street Address	
613 E. Ash Street, Room 110	
City, State, Zip	
Columbia, MO 65201	

<b>COVERAGE</b>	
Place an X in the box to the right of each coverage required	
<b>General Liability</b> <input checked="" type="checkbox"/>	<b>Worker's Compensation</b>
Limit, if more than \$500,000      \$2,000,000	
<b>Automobile</b>	<b>Other</b>
Liability	Specify coverage and/or limits required
Collision/Comprehensive	
Limit if more than \$500,000	

<b>DESCRIPTION</b>	<b>(THIS SECTION MUST BE COMPLETED)</b>
<b>Program, service, or operation to be covered</b>	
Agreement for purchase of services to address community health needs by providing the community with an Emergency Shelter which will include meals.	
<b>Dates of coverage</b>	<b>From: 1/1/2016      To: 12/31/2018</b>
<b>Special Wording (if any)</b>	

<b>CANCELLATION NOTICE</b>	Specify if more than 15 days	
----------------------------	------------------------------	--





**CERTIFIED COPY OF ORDER**

STATE OF MISSOURI }  
 County of Boone } ea.

February Session of the January Adjourned

Term. 20 16

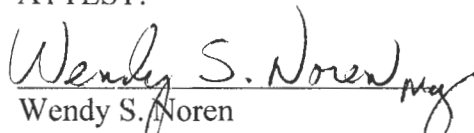
In the County Commission of said county, on the 18th day of February 20 16

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

Now on this day the County Commission of the County of Boone, as required by statute, specifically RSMo Sec. 238.216.6, does hereby spread upon the records of the Boone County Commission the Boone County Circuit Clerk's transmittal of the Lake of the Woods Transportation Development District election results in Boone County Case No.: 15BA-CV03018, which approved an increase in the TDD sales tax levy to one percent (1%) for a period ending July 31, 2043, for the purposes of funding the completed Transportation Project and administrative costs of the District.

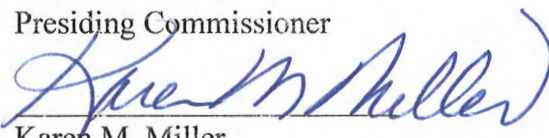
Done this 18th day of February, 2016

ATTEST:

  
 Wendy S. Noren  
 Clerk of the County Commission

  
 Daniel K. Atwill

Presiding Commissioner

  
 Karen M. Miller

District I Commissioner

  
 Janet M. Thompson

District II Commissioner



RECEIVED

JAN 20 2016

BOONE COUNTY CLERK

IN THE CIRCUIT COURT OF BOONE COUNTY  
STATE OF MISSOURI  
(13th JUDICIAL CIRCUIT)

IN RE: LAKE OF THE WOODS	)	
TRANSPORTATION DEVELOPMENT DISTRICT	)	Cause No. 15BA-CV03018
	)	
LAKE OF THE WOODS TRANSPORTATION	)	Div. No. 3
DEVELOPMENT DISTRICT,	)	
	)	
Petitioner.	)	

**CERTIFICATION OF ELECTION RESULTS**

We, the team of election judges appointed by this Honorable Court, acting pursuant to the Order of this Court dated January 18, 2016, in the above cause, and pursuant to Section 238.216.5 RSMo, hereby represent and certify as follows:

1. We have verified the authenticity of all ballots submitted to us by the Circuit Clerk.

2. We have canvassed the votes submitted on said ballots, and hereby certify the following results:

IN FAVOR: 18.04 ACRES

OPPOSED: 0.88 ACRES

MEASURE PASSED / FAILED]

Respectfully submitted,

<u>Thaine L. Damman</u> Election Judge	Thaine L. Damman Democrat	1/20/16
<u>[Signature]</u> Election Judge	Rodney J. Davis Republican	1/20/16
<u>[Signature]</u> Election Judge	Beverly Braun Democrat	1/20/16
<u>[Signature]</u> Election Judge	JANE V. CROWELL REPUBLICAN	1/20/16


IN THE CIRCUIT COURT OF BOONE COUNTY  
STATE OF MISSOURI  
(13th JUDICIAL CIRCUIT)

*IN RE: LAKE OF THE WOODS* )  
*TRANSPORTATION DEVELOPMENT DISTRICT* ) Cause No. 15BA-CV03018

LAKE OF THE WOODS TRANSPORTATION ) Div. No. 3  
DEVELOPMENT DISTRICT, )  
 )  
Petitioner. )

***CIRCUIT CLERK MEMORANDUM***

I have entered the Certified Election results upon the records of the Circuit Court of Boone County, Missouri and have transmitted a certified copy of same to the County Clerk of Boone County, Missouri with instructions to cause same to be spread upon the records of the County Commission of Boone County, Missouri, pursuant to Section 238.216.6 RSMo.

  
\_\_\_\_\_  
Christy Blakemore, Clerk  
Circuit Court of Boone County,  
Missouri

IN THE CIRCUIT COURT OF BOONE COUNTY  
STATE OF MISSOURI  
(13th JUDICIAL CIRCUIT)

*IN RE: LAKE OF THE WOODS* )  
*TRANSPORTATION DEVELOPMENT DISTRICT* ) Cause No. 15BA-CV03018  
)  
LAKE OF THE WOODS TRANSPORTATION ) Div. No. 3  
DEVELOPMENT DISTRICT, )  
)  
Petitioner. )

**ORDER AND JUDGMENT**

Petitioner's Verified Petition for Election by Mail-In Ballot ("Petition") was called, and by consent, the Court enters the following:

*Findings of Fact*

The Court hereby makes the following findings of fact based upon the verified Petition:

1. Petitioner is a Transportation Development District ("District"), created pursuant to previous judgment of this Court and in accordance with the Missouri Transportation Development District, Act, Section 238.200 to 238.275 of the Revised Statutes of Missouri, as amended (the "Act").
2. The owners of all real property within the District, their addresses, parcel references, and area of each parcel by acreage are as shown on Exhibit B to the Petition.
3. There are no registered voters residing within the District, and therefore, the Owners are the "qualified voters" of the District within the meaning of the Act.
4. Petitioner has made proper application for a mail-in election to be held by the Court pursuant to Sections 238.216.1(2), 238.216.2-6, and 238.235.1 RSMo.

*Orders*

The Court hereby ORDERS as follows:

- A. This Court shall hold a mail-in election pursuant to Sections 238.216.1(2), 238.216.2-6, and 238.235.1 RSMo, in accordance with the following schedule:
  - (i) The Circuit Clerk shall mail a Notice of Election in substantially the form attached hereto as Exhibit A to the Qualified Voters shown in said Notice, along with an Application for Ballot in substantially the form attached hereto as Exhibit B on **October 6, 2015**.

(ii) From and after this date through **October 27, 2015** ("Ballot Request Date"), any Owner may apply to the Circuit Clerk for a ballot by presenting application for ballot in the form attached hereto as Exhibit B.

(iii) On **November 24, 2015** ("Mail Out Date") the Circuit Clerk shall mail a ballot in the form substantially the same as the Sample Ballot contained in Exhibit A, and an envelope with a Voter Certification form attached in substantially the form attached hereto as Exhibit C, to all Owners who have properly requested same by the Ballot Request Date.

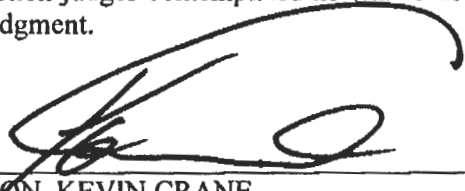
(iv) On **January 5, 2016** ("Return Date") at 5 p.m. the Circuit Clerk shall close the election and not accept any further ballots relating to this election after that date and time. Thereafter, the Circuit Clerk shall forward all ballots received to a team of four (4) election judges to be selected by this Court, with two (2) from each political party, from lists compiled by the County Clerk of Boone County, to verify the authenticity of the ballots, to canvass the votes and certify the results in the form attached as Exhibit F to the Petition filed herein. Fractional voting shall be allowed. Said certification of election results shall occur prior to 5 p.m. on **February 2, 2016**.

(v) Following certification of the election results, the Circuit Clerk shall cause the election results to be spread upon the records of this Court, with a certified copy transmitted to the County Clerk of Boone County, to be spread upon the records of the County Commission of Boone County, Missouri.

B. Costs of the election shall be taxed to Petitioner. The Court will set the amount of costs after the Circuit Clerk has conducted the election and prepared a costs bill. If Petitioner objects to the amount of costs set out in the costs bill prepared by the Circuit Clerk, Petitioner may file said objection within ten (10) days of the mailing of the costs bill by the Circuit Clerk and the Court will then set the issue of the amount of costs for hearing.

C. This Court shall retain jurisdiction over any matters pertaining to the election, including the appointment of the election judges contemplated herein. This paragraph shall not affect the finality of this Order and Judgment.

SO ORDERED.

  
\_\_\_\_\_  
HON. KEVIN CRANE  
JUDGE, Division 3  
Circuit Court of Boone County, Missouri

DATED: 10/15/15 COURT SEAL OF



BOONE COUNTY



located approximately south of and including Interstate 70 east of and including St. Charles Road; north of the municipal boundary of the City of Columbia, Missouri; and north and west of the North Fork Grindstone Creek. The proposed increase in rate of the District-wide sales tax will assist the District in meeting its obligations to pay for the Transportation Project and administrative costs of the District.

There are no registered voters residing within the District, and therefore the Qualified Voters are the owners of real property which are contained, in whole or in part, within the District, and the Qualified Voters shall be entitled to vote the amount of acreage they own within the boundaries of the District. The District's official records show the following Qualified Voters and Qualified Voting Acreage:

1. <b>2 TS Investments, LLC</b> 1702 Commerce Ct Columbia, MO 65202	<b>Voting Acreage:</b>	<b>0.88</b>
2. <b>Callaway Bank</b> PO Box 10 Fulton, MO 65251	<b>Voting Acreage:</b>	<b>3.47</b>
3. <b>Central Bank of Missouri</b> 1601 S. Limit Sedalia, MO 65301	<b>Voting Acreage:</b>	<b>0.77</b>
4. <b>Eastport Properties, LLC</b> 2311 E. Walnut St., Ste. C Columbia, MO 65201	<b>Voting Acreage:</b>	<b>3.65</b>
5. <b>MJM Enterprises LLC</b> 4008 West Broadway Columbia, MO 65203	<b>Voting Acreage:</b>	<b>0.56</b>
6. <b>Lake of the Woods South LLC</b> 302 Campusview Dr, Ste 203 Columbia, MO 65201	<b>Voting Acreage:</b>	<b>10.21</b>
7. <b>Nextech LLC</b> 1200 S Glennwood Ave Columbia, MO 65203	<b>Voting Acreage:</b>	<b>23.72</b>
8. <b>Premier Hotels Group II LLC</b> 915 Port Way Columbia, MO 65201	<b>Voting Acreage:</b>	<b>2.68</b>
9. <b>Western Oil, Inc.</b> 3473 Rider Trail South Earth City, MO 63045	<b>Voting Acreage:</b>	<b>4.18</b>

The Ballot must be returned with a completed Voter Certification which will be included with the Ballot. The Ballot may be mailed or hand-delivered to Boone County Circuit Clerk, Boone County Courthouse, 701 E. Walnut, Columbia, MO 65201, and be received by 5 p.m. on **January 5, 2016**, in order to be counted.

**EXHIBIT B**

**APPLICATION FOR BALLOT**

Name and Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Mailing Address, if different than above: \_\_\_\_\_

I am the legally authorized representative of the above-referenced entity, ("Owner"), which is the owner of record of real property located within the Lake of the Woods Transportation Development District, located at the following address: \_\_\_\_\_

I hereby certify that:

I am at least eighteen years of age.

I have not been adjudged incapacitated by any court of law.

If I have been convicted of a felony or misdemeanor connected with the right of suffrage, I have had the voting disabilities from such a conviction removed pursuant to law.

I hereby declare under penalty of perjury that I am qualified to cast a vote in the name of the Owner which is entitled to vote, and that all statements made on this form are true to the best of my knowledge and belief.

I hereby request a ballot be mailed to the above-referenced mailing address.

***Attached is a copy of the Assessor's record that evidences ownership by the Owner of real property within the District.***

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

**REMIT BY October 27, 2015, TO:**  
Boone County Circuit Clerk  
Boone County Courthouse  
705 E. Walnut  
Columbia, Missouri 65201

EXHIBIT C

VOTER CERTIFICATION

State of Missouri )  
 ) ss  
County of Boone )

Name and Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Mailing Address, if different than above: \_\_\_\_\_

I am the legally authorized representative of the above-referenced entity, ("Owner"), which is the owner of record of real property located within the Lake of the Woods Transportation Development District, located at the following address: \_\_\_\_\_  
\_\_\_\_\_

I hereby certify that:

I am at least eighteen years of age.

I have not been adjudged incapacitated by any court of law.

If I have been convicted of a felony or misdemeanor connected with the right of suffrage, I have had the voting disabilities from such a conviction removed pursuant to law.

**I hereby declare under penalty of perjury that I am qualified to cast a vote in the name of the Owner which is entitled to vote, and that all statements made on this form are true to the best of my knowledge and belief.**

Number of acres voted: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Notary Public

My Commission Expires \_\_\_\_\_



**CERTIFIED COPY OF ORDER**

STATE OF MISSOURI }  
 County of Boone } ea.

February Session of the January Adjourned

Term. 20 16

In the County Commission of said county, on the 18th day of February 20 16  
 the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby approve the attached grant application by Family Court Services – Juvenile Division for the Domestic Relations Programs for Parents and Children Grant.

Done this 18th day of February, 2016.

ATTEST:

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

Daniel K. Atwill  
 Daniel K. Atwill

Presiding Commissioner

Karen M. Miller

Karen M. Miller

District I Commissioner

Janet M. Thompson

Janet M. Thompson

District II Commissioner



**STATE OF MISSOURI  
OFFICE OF STATE COURTS ADMINISTRATOR  
REQUEST FOR PROPOSAL**

RFP NO. OSCA 17-002

TITLE: Domestic Relations Programs for Parents and Children

ISSUE DATE: January 4, 2016

CONTACT: Russell Rottmann

PHONE NO.: (573) 522-6766

E-MAIL: [osca.contracts@courts.mo.gov](mailto:osca.contracts@courts.mo.gov)

**RETURN PROPOSAL NO LATER THAN: 4:00 PM, February 25, 2016**

**RETURN PROPOSAL TO:**

(U.S. Mail)  
Office of State Courts Administrator  
P.O. Box 104480  
Jefferson City, Mo 65110 - 4480

(Courier Service)  
Office of State Courts Administrator  
2112 Industrial Dr.  
Jefferson City, Mo 65109

**CONTRACT PERIOD:** July 1, 2016, THROUGH June 30, 2017

**SIGNATURE REQUIRED**

AUTHORIZED SIGNATURE 		DATE 2-17-16
PRINTED NAME Leslie Schneider		TITLE 13 <sup>th</sup> Circuit Family Court Administrative Judge
CIRCUIT/COUNTY 13 <sup>th</sup> Circuit Court-Boone and Callaway County		
MAILING ADDRESS 705 East Walnut Street		
CITY, STATE, ZIP Columbia, Missouri 65201		
CONTACT PERSON Courtney Pulley		TITLE Supervisor-Boone County Juvenile Office
PHONE NO. 573-886-4200	FAX NO. 573-886-4030	E-MAIL ADDRESS <a href="mailto:courtney.pulley@courts.mo.gov">courtney.pulley@courts.mo.gov</a>

**NOTICE OF AWARD (OSCA USE ONLY)**

ACCEPTED BY OFFICE OF STATE COURTS ADMINISTRATOR AS FOLLOWS:		
CONTRACT NUMBER		CONTRACT PERIOD
CONTRACT SECTION	DATE	DEPUTY STATE COURTS ADMINISTRATOR

## 1. BACKGROUND INFORMATION

### 1.1 Introduction:

The Family Court Committee of the Supreme Court of Missouri, through the Office of State Courts Administrator (OSCA), is seeking applications from Missouri Circuit Courts for the **creation and implementation of domestic relations programs** including, but not limited to the following:

- a. Waiting areas/rooms for children in court facilities.
- b. Supervised access and exchange for parents and children.
- c. Programs that address issues of domestic violence.
- d. Education programs for parents and children.
- e. Programs or projects for self-represented litigants.
- f. Other programs and services pertaining to domestic relations cases.

- 1.2 The funding for creation and implementation of domestic relations programs allows for programs and services to be developed in the state of Missouri. This Request for Proposal (RFP) encourages circuits to take the opportunity to create new initiatives. The emphasis in reviewing the applications will be on **measurable program outcomes and responsible use of resources**.
- 1.3 Funding for these programs is available through the Domestic Relations Resolution Fund (DRRF) section 452.552, RSMo. Use of funds must comply with the requirements identified in section 452.554, RSMo.
- 1.4 Circuits submitting proposals must identify one county treasurer within the circuit to process reimbursements for the entire award period.
- 1.5 Curriculum developed becomes the property of the circuit court and OSCA. The curriculum developed may be duplicated and used by other circuit courts. Applicants seeking funds to develop curriculum should consult with OSCA staff prior to submitting an application to determine if a suitable curriculum has already been developed through the use of DRRF and may be used or adapted for use.
- 1.6 Funds may be used to purchase training during the period July 1, 2016 through June 30, 2017. Training should improve the service skills of staff (program instructors or program coordinators), contractual service providers or volunteers within the applicant agency that provides direct services. Agencies must first look to training held in the state of Missouri. Training costs will not be reimbursed until after the training has been attended. Prior approval must be obtained from OSCA to the attention of Samantha Suthoff at 573-522-6265 or e-mail [samantha.suthoff@courts.mo.gov](mailto:samantha.suthoff@courts.mo.gov) to attend "miscellaneous training" not specifically outlined in the approved budget.

## 2. APPROVED PROGRAMS

### 2.1 Continuation of Approved Programs:

In an effort to allow programs approved for FY16 funding to receive additional funding for the same program during FY17, courts may submit a budget spending plan and a narrative explaining how the funds have benefited the court during the current fiscal year and how the program will spend funds

during FY17 without the need to complete a full application for award of DRRF funds. Final approval remains with the Family Court Committee.

**2.2 Education Programs for Parents and Children:**

Educational sessions may be offered to married, divorced, separated and never married parents and children in domestic relations cases involving children. Types of cases may include:

- a. Pre and post dissolution cases.
- b. Legal separations.
- c. Modifications.
- d. Family access motions.
- e. Paternity.
- f. Child support.
- g. Other post-judgment domestic proceedings.

2.2.1 The educational sessions shall address the effects of a dissolution or separation on children and the benefits of alternative dispute resolution, including mediation in resolving disputes related to child custody, visitation and support.

2.2.2 Program curriculum for parents must include:

- a. Content that informs parents of the effect of separation or dissolution of marriage on children.
- b. Teaches parents how to help children adjust to change.
- c. Helps parents understand that children, whenever possible and appropriate, need frequent, continuing and meaningful contact with both parents.
- d. Informs parents of the benefits of alternative dispute resolution, including mediation.

2.2.3 Program curriculum for children must include:

- a. Content that addresses age-appropriate needs and behaviors of children.
- b. Helps children deal with their feelings about the separation of their family.
- c. Helps children cope better with the stress and change involved in their parent's separation or dissolution.

2.2.4 Funds may be used to purchase:

- a. Furniture for classes provided in court facilities including tables and chairs of the size appropriate for younger children.
- b. Equipment for classes provided in court facilities.
- c. Resource materials for children and adults such as class materials, class activities, videos.
- d. Resource materials for program development such as purchase of curriculum or trainer manual.
- e. Contractual services for program instructors.

1. Contractual instruction services may not exceed \$35.00 per parent or \$35.00 per child.
2. In areas of the state where the customary rate for such services is greater than \$35.00 per attendee, the applicant **must** include a request for increased reimbursement. However, pursuant to section 452.610, RSMo reimbursement shall not exceed \$75.00 per person.

3. All costs incurred by contracted instructors, including travel, class preparation time or administrative time are to be included in the rate per participant and are not reimbursable through this program.

**2.3 Self-Represented Litigants in Domestic Relations Cases:**

The program must be related to the needs of self-represented litigants involved with the court in a domestic relations case. This may include a litigant awareness program for married or separated self-represented litigants.

- 2.3.1 The litigant awareness program may address the risks and responsibilities of appearing in court without an attorney such as;
  - a. A self-assessment exercise designed to identify personal strengths and weaknesses that may affect success in court without an attorney.
  - b. How the Missouri court system works.
  - c. What court staff may or may not do to assist litigants.
  - d. A review of the forms needed for self-representation.
- 2.3.2 This may include a resource center established at the court or operated in partnership with a legal services corporation, law school or independent agency. The resource center may have:
  - a. Available forms, instructions and information about court procedure.
  - b. Contract personnel includes, but is not limited, to attorneys, program coordinators, program instructors and security officers.
- 2.3.3 This may include a Help Desk established at the court or operated in partnership with a legal services corporation, law school or independent agency. The Help Desk may have:
  - a. Available forms, instructions and information about court procedure.
  - b. Contractual personnel, includes but is not limited to, attorneys, program coordinators, program instructors and security officers.
- 2.3.4 This may include an online resource center that may have:
  - a. Litigant awareness program as identified above.
  - b. Access to forms.
  - c. A Certificate of Completion of the litigant awareness program.
  - d. Information about how to find an attorney.
  - e. Information about county, circuit or regional resources available to self-represented litigants.
- 2.3.5 Funds may be used to:
  - a. Contract for the construction or the renovation of an area or room in a court facility such as partitions, flooring, walls, painting and light fixtures.
  - b. Purchase furniture for use by the program participants at the program site.
  - c. Purchase equipment such as TV or DVD/CD player.
  - d. Purchase resource materials for adults such as educational brochures, books, videos or journals.
  - e. Purchase resource materials for program development such as program manuals, program guides or videos.

- f. Purchase contractual services for attorneys, program coordinators, program instructors, child care attendants, use of a program site, security officers and curriculum development.
- g. Administrative costs such as paper, copying, printing or postage.

**2.4 Supervised Access and Exchange:**

The access program must provide a safe, secure environment for all family members. Visits must take place under the supervision of an individual or individuals that have the responsibility of ensuring the child's physical and emotional safety during the time the child spends with the visiting parent and/or extended family members.

2.4.1 The exchange program must provide a safe and secure environment for the transfer of a child from one parent or family member to another for the purpose of the child spending time with the other parent or family member. The program must provide that the transfer of the child is supervised by an individual or individuals that have the responsibility of ensuring the physical and emotional safety of the child and those participating in the exchange at the exchange site.

2.4.2 Funds may be used to purchase:

- a. Furniture that is the appropriate size for children and adults at the access and/or exchange site.
- b. Equipment such as TV or DVD/CD players.
- c. Security equipment such as a hand held metal detector or closed circuit monitoring equipment.
- d. Resource materials used by children/adults in the program such as magazines for the waiting area and toys for children.
- e. Resource materials for program development such as policy manuals purchased from other supervised visitation programs or purchase of the Supervised Visitation Network newsletter.
- f. Contractual services for access and/or exchange supervisors, security personnel or program coordinator.
- g. The use of access and/or exchange site.
- h. Administrative supplies such as paper, copying, printing or postage.

2.4.3 Funds shall not be used to pay staff salaries or overtime. All equipment, furniture and materials purchased shall become the property of the circuit court except as stated above.

**2.5 Domestic Violence Programs:**

The program must be related to the needs of family members who are involved with the court due to an issue of family violence related to a domestic relations case. This may include services to assist adult and child victims and services for offenders to prevent re-offense.

2.5.1 Funds may be used to purchase:

- a. Furniture for use by program participants at the program site.
- b. Equipment such as TV or DVD/CD player.
- c. Resource materials for children/adults such as safety planning brochures, books, age appropriate toys, magazines, videos or journals.
- d. Resource materials for program development such as program manuals, program guides or videos.

- e. Contractual services for advocates, treatment providers, childcare attendants, program coordinator, program instructors, use of a program site, security officers and curriculum development.
- f. Administrative items such as paper, copying, printing or postage.

2.5.2 All equipment, furniture and materials purchased shall become the property of the circuit court.

2.6 **Waiting Areas/Rooms for Children in Court Facilities:** The waiting area or room must be in a court facility and designed for children who accompany adults involved in domestic relations cases. The waiting area or room:

- a. May be a separate room or a designated area for children located within a larger area or room.
- b. Must allow for supervision of children by the adults who bring the children to the court facility or by designated court staff, volunteers or contracted personnel.

2.6.1 Funds may be used to purchase:

- a. Furniture which is of appropriate size for children and adult supervisors such as tables, chairs, storage shelves for toys, display racks for children's books or pictures/posters for walls.
- b. Equipment such as TV or DVD/CD players.
- c. Resource materials for children and/or adults that include age appropriate activities for children, such as toys, games, books and relevant information for parents.
- d. Construction/renovation of an area or room in a court facility such as partitions, flooring, walls, paint and light fixtures.
- e. Contractual services for personnel to supervise the waiting area/room or a volunteer coordinator to arrange for volunteers to supervise the area.

2.6.2 Funds shall not be used to pay staff salaries or overtime. All equipment, furniture and materials purchased shall become the property of the circuit court except as stated above.

2.7 **Other Programs and Services:**

This category applies to all other programs and services that have not previously been addressed in this RFP. The criteria set forth by section 452.554, RSMo are as follows:

2.7.1 "The general assembly shall appropriate monies annually from the domestic relations resolution fund to the state courts administrator to pay the cost associated with the handbook created in section 452.556, RSMo and to reimburse local judicial circuits for the costs associated with the implementation of and creation of education programs for parents of children, alternative dispute resolution programs and similar programs applicable to domestic relations cases."

2.7.2 Funds may be used to purchase security equipment such as a duress alarm (panic button) system. The system must be designated for areas supporting domestic relations activities.

2.8 **Publications:**

The courts must acknowledge the Domestic Relations Resolution Fund as the source of funding on any curriculum, manuals or public relations materials created with monies from the fund. This includes brochures, handbooks or informational materials distributed to the public regarding programs and

services. It also includes program manuals, curriculum, CD's and DVD's created with monies from the fund. It does not include program forms or internal policies and procedures.

2.8.1 The courts must receive prior approval from OSCA for the printing and/or production and distribution of written, audio or video materials that fall under the above noted criteria.

### 3. PROGRAM PERFORMANCE REQUIREMENTS

#### 3.1 Program Evaluation:

Each circuit court receiving reimbursement funds must participate in a program evaluation designed to measure how successful the circuit court has been in providing the services identified in their program proposal.

3.1.1 The evaluation process may include, but is not limited to, the following:

- a. Access to circuit court records for the purpose of retrieving statistical data;
- b. Utilization of questionnaires or surveys of consumer satisfaction for all parties involved, including judicial officers, circuit court staff, attorneys, guardians ad litem and program participants; and
- c. Development and implementation of performance measurement tools when applicable.

3.1.2 OSCA agrees to provide technical assistance to each circuit court in conducting its program evaluation. This technical assistance may include, but is not limited to, establishment of performance measures, collection and analysis of data and reporting program outcomes.

3.1.3 Costs to circuit courts for conducting program evaluations are not allowable reimbursable costs.

#### 3.2 Reporting Requirements:

Each circuit court must submit three (3) quarterly data reports and a twelve (12) month final program reports. All monthly and quarterly reports should be submitted to OSCA, Attn: Samantha Suthoff or may be e-mailed to [samantha.suthoff@courts.mo.gov](mailto:samantha.suthoff@courts.mo.gov). The reports and the periods they cover shall be as follows:

<u>Reporting period</u>	<u>Report due date</u>
July, August, September	October 30, 2016
October, November, December	January 30, 2017
January February, March	April 30, 2017
July 2016 through June 2017	July 31, 2017

3.2.1 The data and program reports are intended to:

- a. Assure that use of the funds is consistent with the project application and the intent of the funding source;
- b. Determine the number of parties served and/or number of service hours provided;
- c. Document the types of services provided; and



d. Provide OSCA, the Family Court Committee, legislature and other interested parties with information regarding consumer satisfaction, program efficiency and effectiveness.

3.2.2 The data and program reports will be evaluated for progress toward completion of the specific program goals, as indicated in the application and to identify any barriers to successful implementation.

3.2.3 Reporting requirements shall include, but not be limited to, the number of parties served by the circuit court as a result of the funds reimbursed through this program.

**3.3 Reimbursement of Costs:**

No payments will be made directly to contracted providers. This may require that the county pay for these services up front. OSCA anticipates a two to four week turnaround on reimbursement requests. **All payments shall be made to the County Treasurer.** This issue may need to be addressed with your fiscal officer when planning your project proposal.

3.3.1 Invoices must be submitted by the circuit court to OSCA, Attention: Samantha Suthoff, **no later than ten (10) days after the end of each month** on the Certificate of Compliance Form. Certificate of Compliance Forms will be provided to each court awarded a contract.

3.3.2 Copies of invoices and other supporting documentation must be attached and submitted to OSCA with the request for reimbursement. Original signatures are required on all Certificates of Compliance. The circuit court is responsible for retaining copies of all documentation for audit purposes.

**4. EVALUATION AND AWARD CRITERIA**

**4.1 Evaluation Criteria for all Program Awards:**

Awards to circuit courts for the creation and implementation of domestic relations programs will be made based upon the **particular needs of the program and why those needs are not being met** and availability of funds.

**4.1.1 Consideration shall be given:**

- a. As to whether the request for funds is reasonable with clear documentation to support the request or justification why the costs are beyond what is customary.
- b. To the circuit's ability to sustain the program at the end of the funding period.
- c. To the proposed number of persons served, hours of service and the cost of those services per person and/or per hour.
- d. To program goals that are clearly defined with measurable outcomes.

4.1.2 Documentation of how costs are determined must be provided with justification for costs that might be considered beyond what is customary.

**4.1.3 Justifications for budgets shall be broken down into the following categories:**

- Furniture and equipment.
- Resource materials.
- Construction.

- Contractual services.
- Administrative.
- Training for program staff.

4.1.4 Circuits are encouraged to maximize the use of the available funds by collaborating with other circuits to jointly provide programs that one circuit would otherwise be unable to afford or sustain. Circuits are encouraged to collaborate with other agencies and service providers to maximize the use of existing resources in the community thereby reducing the amount of funding needed through this award.

**4.2 Terms of Awards:**

Funds are available for a period of twelve (12) months. Awards can be made up to \$20,000 per year, per application.

4.2.1 Circuits shall not expend funds for this contract except as stated in an approved proposal. However, circuits may request changes to their proposal and spending plan at any time during the fiscal year by submitting a revised budget plan to OSCA for approval. All requests for changes must be in writing, signed by a member of the judiciary or appointing authority, accompanied by a revised budget and sent to [osca.contracts@courts.mo.gov](mailto:osca.contracts@courts.mo.gov). If the request is approved, the requesting circuit and OSCA staff will be notified.

4.2.2 Requests for contractual services will be considered for approved programs; however, requests for staff augmentation, to hire new staff and/or add FTE's to assist with a program will not be approved by the Family Court Committee.

4.2.3 Continuation of funding beyond the initial twelve (12) months is uncertain. Circuit courts should develop a self-sustainability plan and seek alternative ways to fund programs upon completion of this funding period.

4.2.4 The Family Court Committee maintains the discretion to adjust, in whole or in part, each program in each circuit court's request based upon the reasonableness of each request and the availability of funds.

4.2.5 If it appears that a circuit court will not use all funds awarded during the twelve (12) month period, the Family Court Committee may, at its discretion, reduce the amount of awarded funds to the circuit court and reallocate those funds to other circuit courts.

4.2.6 Any funds awarded for program services cannot be used to supplant existing local or state funds. Supplanting refers to using these funds to replace funds normally available and currently received from local or state sources.

**5. APPLICATION REQUIREMENTS**

**5.1 Proposal Submission:**

All circuit courts desiring to apply for funding for costs associated with creation and implementation of programs as identified herein must submit a complete proposal incorporating the items identified in the following section.

5.1.1 Courts may submit more than one application and may be awarded funds for more than one program.

5.1.2 Proposals must be signed by the Family Court Judge. If there is no Family Court Judge, the Presiding Judge must sign the proposal. Proposals may be e-mailed to [osca.contracts@courts.mo.gov](mailto:osca.contracts@courts.mo.gov), mailed to Office of State Courts Administrator, 2112 Industrial Drive P.O. Box 104480, Attn: Contracts Section, Jefferson City, MO 65110-4480 or may be faxed to Russell Rottmann at 573-522-6152. All proposals must be received no later than 4 p.m., Thursday, February 25, 2016. As long as appropriate signatures are affixed to faxed or e-mailed copies submitted to OSCA, there is no need to send an original copy through regular mail.

**5.2 Project Proposal:**

All applicants must clearly describe the proposed plan to create and implement domestic relations programs. Proposals must include the following:

a. **Name of the proposed program.**

b. **Need for the Program:** Explain the particular need for the program and why those needs are not being met through existing materials, programs, services or other resources. **Be specific.**

Example: Report the number of families that could benefit from supervised access programs each week/year. Report what attempts have been made to establish a program and what were the barriers to the program being established.

c. **Number of people to be served/hours of service provided:** Estimate the number of adults and children that your program will serve. Estimate the number of hours of service that will be provided. Justify/show the calculations of how you arrived at those figures.

d. **Implementation plan:** Provide a detailed description of work to be completed in preparation for implementation of the proposed project. Provide a timeline and a description for how your circuit will implement the proposed project. Describe in detail the services to be performed in achieving the project objectives and the approach to be used for providing each service and assuring utilization of the services. For contractual services, clearly describe the proposed assistance, with the names and qualifications of the outside source and the nature of the services to be contracted.

e. **Project Goals and Objectives:** A clear, concise statement of what the proposed project is intended to accomplish, including a listing of project goals with measurable outcomes.

Example: One goal for a waiting area for children might be to increase the affordability of accessing the court. A measurable objective could be the amount of childcare dollars saved by parents who used the child waiting area.

f. **Sustainability:** Explain how the program will continue once this funding ends.

Example: Children’s waiting area – Once the area is created, minimal funding will be necessary. Toys will be donated by the XX youth service group. Court-employed cleaning and maintenance personnel will take care of every day cleaning and maintenance.

**5.3 Number of Persons Served/Number of Direct Service Hours; Cost Per Person Served and/or Cost Per Hour of Service Provided:**

Identify the total number of persons/families projected to be served and/or estimated total number of direct service hours. Divide the total amount of funds requested by the estimated number of persons served and/or divide the total amount of funds requested by the estimated number of hours of service provided by the total amount of funds requested. Show your calculations.

**5.4 Project Funding Breakdown:**

Identify the funding needs in each of the following areas, as applicable, for the program you are creating. Indicate when reimbursement of items or services is not needed or costs are covered by other sources. Example: Furniture – none needed, can use existing furniture in the courthouse. Toys for children – Toy store XXX has agreed to donate \$200.00 worth of age appropriate toys. Identify why the item/service is needed, how it will be used, describe the item/service, cost per item/per hour, where it will be purchased, who will provide the service, how many items/hours are needed and total costs.

**Furniture and Equipment:**

**Resource Materials for Participants and Program Development:**

**Construction:**

**Contractual services: \$15,000**

**Administrative Costs and Supplies:**

**Training:**

**TOTAL AMOUNT OF FUNDS REQUESTED: \$ 15,000**

**Domestic Relations Program for Parents and Children  
Request for Proposal  
Supervised Access and Exchange Program, "Contact for Kids: A Safe Way"  
Budget Spending Plan & Narrative**

**2.1 Continuation of Approved Program:**

For fiscal year 2016, the 13<sup>th</sup> Judicial Circuit, Family Court requested \$15,000 in funding to continue our Supervised Visitation program. The Court received \$15,000 and has continued to provide supervised exchange services through a contract with Great Circle. The Court continues to require the non-custodial parent to pay a per diem based off his/her income. It should also be noted that the Court can find a person indigent and not require a co-pay.

During the current grant cycle from July 1 through January 31, 15 families have been referred to the program as a result of their involvement in domestic relations cases. Of those 15 cases, five cases have received supervised visitation program serviced, five additional cases have been approved, but are pending scheduling of meetings, and five cases still need additional documentation submitted for approval. Eight additional cases that were referred during the previous grant cycle continue to receive supervised visitation services during the current grant period as they had not exceeded the maximum of twelve hours allotted. This brings the total number of families who have received supervised visitation services to 13. Of the 13 families who received services, 3 of the families have used all 12 hours of the supervised visitation services. One additional case was closed after using 10 hours of services as they had met their goals. There continue to be 13 cases approved for supervised visitation services that have not completed all their hours or have not yet started services for a variety of reasons. There are an additional 6 cases that have been referred during this period that once all documentation has been received would be able to begin services.

The 13<sup>th</sup> Circuit's Family Court supervised visitation and exchange program was established in July of 2009. During the 2014-2015 grant year, 22 families were served and 197.5 direct hours of supervised visitation services were provided. During the first seven months of the 2015-2016 grant reporting year, 13 families have been served with a total of 86.5 direct service hours provided. This is below the amount of supervised visitation hours provided during the 2014-2015 grant cycle but is still well above the number of hours provided during the 2012-2013 grant reporting period. We are also on pace to provide services to at least 22 families, showing a consistent level of services each year. There is an expected increase in the number of hours that will be provided during the 3<sup>rd</sup> and 4<sup>th</sup> quarters due to the number of approved applications awaiting services to begin.

As noted above, for fiscal year 2015-2016 we requested and were awarded \$15,000. Through January 2016, \$4,194 has been billed for supervised visitation, which is approximately one fourth of the \$15,000 allocation. Of the 13 families who participated

in the program during the current fiscal year, 4 parents' fees were waived based on the Court's finding the parent had no financial means to pay; the remaining 9 families had co-pays anywhere from \$5.00 to \$33.00 per hour.

The number of families served had continued to grow since 2012-2013 fiscal year, but seems to be steadying out as of the 2015-2016 fiscal year. In 2013-2014, 20 families were served. In 2014-2015, 22 families were served. Currently through January of 2016, the Court has served 13 families with 86.5 direct service hours. It is anticipated that if the average number of families served during the first seven months of the 2015-2016 grant year continues, that would equate to a total of 22 families served for the current fiscal year and a total of 158.5 direct service hours.

Quarter	Families Served	Hours
1	9	43
2	2 new(6 in total)	36.5
3*	5.5(2 new in January)	39.75(7 hours through January)
4*	5.5	39.75
<b>Total</b>	<b>22</b>	<b>158.5</b>

\*Estimates

If current trends persist, the Court should be able to cover the costs of supervised visits with the requested amount of \$15,000 without the need for any additional increases.

#### Budget Spending Plan

Should our Court be awarded the full amount of \$15,000, we are confident referrals will continue to be made and we will continue the consistent level of service as shown over the last 6 years. We also will continue the practice that if a party falls below poverty level, the Court may waive an hourly per diem being paid by the non-custodial party. Great Circle also has informed us that they would continue to partner with the 13<sup>th</sup> Circuit to provide this service to families.

The following chart shows the expected budget spending plan for FY15, based on predictions of families served to date. This budget plan includes continuing to contract with Great Circle to provide the supervision by a licensed therapist at \$58.00 per hour.

# of Families Predicted to be Served	# of Available Visitation hours per family	Cost per Visitation Hour	Total Funds needed to provide services	Requested funds through DRRF	Additional Funds needed outside of Grant to cover expenditures
22	12	\$58	\$15,312.00	\$15,000.00	\$312

As mentioned above, the total number of families projected to be served during this grant reporting period is 22 based on the number of families referred so far for the first and

second quarter. Currently reimbursement per hour for the therapist to provide supervised visits is \$58 per hour. If each family receives 12 hours of supervised visitation services and qualified for having no co-pay due to income levels, the maximum amount needed would be \$15,312, however the remaining \$312 needed would likely be covered through co-pays. Currently \$4,194.00 has been spent to provide supervised visitation services which have been less due to the collection of co-pays and several families still have not used all of their allotted hours. Based on the number of families we anticipate serving in the last two quarters, we project that a minimum of \$7,656 will be spent; however, the number of families who will have a co-pay and the amount of the co-pay are difficult to forecast. The number of referrals and families participating have continued to remain at a consistent level as in the previous year and seem to be remaining relatively steady over the last 6 years, demonstrating continued demand for and use of the program. We would be requesting \$15,000 in order to support this.

In an effort to continue assuming some of the responsibilities of the cost of this program, the Court will continue to work with Great Circle in having the non-custodial parent pay an hourly per diem based on their income level. For those non-custodial parents who fall below the poverty level, the Court would continue to be allowed to waive a per diem fee, therefore allowing the grant to pay the full hourly rate. It should be noted that during the first seven months of the 2015-2016 grant year, \$765 have been defrayed in costs due to collection of co-pays by the non-custodial parents. We have continued to stringently monitor the collection of co-pays by Great Circle to ensure maximum use of the funds provided for families.

Our Court, in collaboration with Great Circle, previously developed a sliding scale worksheet to determine the hourly rate the non-custodial parent would be required to pay. This scale continues to provide for the fee to be waived if the parent's income is below poverty guidelines as provided by the U.S. Department of Health and Human Services. For families who would be required to pay an hourly per diem, the family will continue to sign an agreement to pay a pre-determined amount before each supervised visitation and should they not be able to pay their amount, the visitation would not occur. It will continue to be up to the contract agency to collect the amount due from the family based on the sliding scale fee and the Court will agree to pay the contract agency the remaining balance of the \$58.00 per hour through contractual services through the DRRF grant. Based on the previous seven months of following this policy, it is estimated that several families will be able to pay some per diem for visits, but there will continue to be a need to waive the co-pay as 4 families had their fee waived as they had no income being received that could be counted towards the sliding scale and all fell below the minimum income of \$8,000 per year. As mentioned above, co-pays for the non-custodial parents have continued to help defray costs for the program and we will continue to be stringent in monitoring that families pay the appropriate co-pay for their income level. At this time, no other funding sources have been identified, but we will continue to keep the program as low cost as possible to the Courts while maintaining a high level of quality and effectiveness.

Benefit of Funds for FY16

Thirteen families have received the benefit of the Supervised Visitation program from July 1, 2015 through January 31, 2016 in the 13<sup>th</sup> Circuit as a direct result of this grant. The children and visiting parents have been given an opportunity to build a lasting relationship that often might not have occurred without this program. The visiting parent has learned valuable information such as how to better communicate and/or interact with their child/children through the assistance of the licensed therapist. The custodial parent has been provided the assurance their child/children are safe and well supervised with the therapist being present.

Surveys from parents who have participated in this program have been mostly positive. Many surveys indicated that the parents learned some new parenting strategies during the visits. We will continue to work to collect surveys from parents and also stakeholders.

Family Court Commissioner Sara Miller previously stated “the visitation program leads to many cases being resolved without a contested trial because the parties can have an opportunity to work out their visitation issues while the case is pending.” Commissioner Miller believes approximately 90% of the cases end up settled, or at least have the visitation issues resolved, if the family participated in the Supervised Visitation program. She further stated “The greatest value from the program is the benefit to the children. With the program they are able to meet the visiting parent in a safe, fun environment without witnessing inappropriate, angry or even violent behaviors by their parents. There is no way to put a number on that.”

The program is well known among the Family Court Judge, Family Court Commissioner, Guardians Ad Litem, local attorneys, and Children’s Division staff which further ensures that families will continue to be referred for the program. Our Family Court Administrative Judge, Leslie Schneider has given us approval to continue applying for this grant as it has been seen as a needed resource for domestic Court cases involving children. There is currently a need for this program as it has allowed many Court domestic relations cases such as Ex-parte Child Order of Protections, Ex-parte Adult Abuse, Dissolutions of marriage, Paternity, and other Family Court cases to allow visitation between parents and caregivers in a safe, therapeutic environment and help many cases to be resolved more effectively.



# CERTIFIED COPY OF ORDER

STATE OF MISSOURI }  
County of Boone } ea.

February Session of the January Adjourned

Term. 20 16

In the County Commission of said county, on the 18<sup>th</sup> day of February 20 16

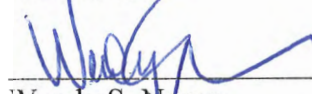
the following, among other proceedings, were had, viz:

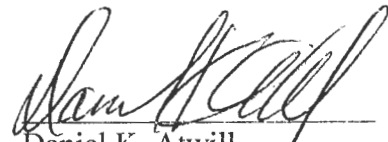
Now on this day the County Commission of the County of Boone does hereby approve the attached Grant of Easement for Water Utility Purposes agreement between Boone County and the City of Columbia.


The terms of the Agreement are stipulated in the attached Agreement. It is further ordered the Presiding Commissioner is hereby authorized to sign said Grant of Easement for Water Utility Purposes Agreement.

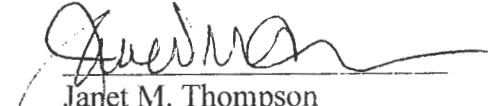
Done this 18th day of February, 2016.

ATTEST:

  
Wendy S. Noren  
Clerk of the County Commission

  
Daniel K. Atwill  
Presiding Commissioner

  
Karen M. Miller  
District I Commissioner

  
Janet M. Thompson  
District II Commissioner

## GRANT OF EASEMENT FOR WATER UTILITY PURPOSES

KNOW ALL MEN BY THESE PRESENTS:

This Indenture, made and entered into this 18<sup>th</sup> day of February, 2016 by and between Boone County, Missouri, a political subdivision in the State of Missouri, hereinafter referred to as Grantor, in consideration of the sum of Ten Dollars to us in hand paid by the City of Columbia, Missouri, a municipal corporation, whose mailing address is P.O. Box 6015, Columbia, MO 65205, hereinafter referred to as Grantee, the receipt of which is hereby acknowledged, do hereby grant unto said Grantee, its successors and assigns, an easement for the right, privilege, and authority to construct, operate, replace, repair, and maintain water mains, including the necessary pipes, valves, manholes, hydrants, and other appurtenances, over, under, across, and upon the following described real estate, owned by us, situated in the County of Boone, State of Missouri, to-wit:

See attached Exhibit "A"

This grant includes the right of the City of Columbia, Missouri, its officers, agents, and employees to enter upon said real estate at any time for the purpose of exercising any of the rights herein granted, and includes, also, the right to trim, cut, clear, or remove, at any time from said easement trees, brush, and any and all obstructions of whatsoever kind or character which, in the judgment of said Grantee, may endanger the safety of or interfere with the operation and maintenance of said Grantee's facilities; and the right of ingress and egress to and from the herein described easement over any of the adjoining lands of the Grantor for the purpose of exercising any of the rights herein granted.

The Grantors agree that it will not erect any building or structure on the herein described easement or permit any hazard or obstruction of any kind on said easement or on premises of the Grantor adjoining the same on either side which, in the judgment of the Grantee, shall interfere with the construction, placement, operation, and maintenance of the Grantee's facilities. The Grantor covenants, subject to liens and encumbrances of record at the date of this easement, that it is the owner of the above described land and has the right and authority to make and execute this agreement.


IN WITNESS WHEREOF, the said Grantor has been duly authorized to hereunto set its hand the day and year first above mentioned.

**Boone County, Missouri**

By:

  
\_\_\_\_\_  
Daniel K. Atwill, Presiding Commissioner

Attest:

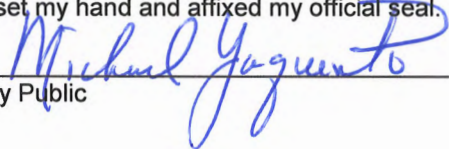
  
\_\_\_\_\_  
Wendy S. Noren, Boone County Clerk

STATE OF MISSOURI                    )  
  )ss.  
COUNTY OF BOONE                    )

**MICHAEL YAQUINTO**  
Notary Public - Notary Seal  
State of Missouri  
County of Boone  
My Commission Expires September 9, 2017  
Commission #13524500

On this 18th day of February, 2016, before me, a Notary Public in and for said state, personally appeared **Daniel K. Atwill**, known to me to be the person described in and who executed the foregoing instrument, who being by me duly sworn, acknowledged that he executed the same as Presiding Commissioner of the County of Boone, State of Missouri, as an authorized signatory of the County Commission, for the purposes therein stated.

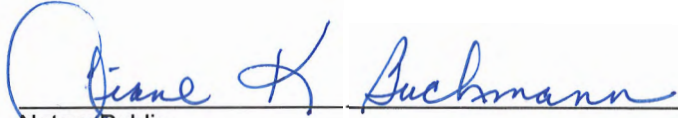
IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal.

  
\_\_\_\_\_  
Notary Public

STATE OF MISSOURI                    )  
  )ss.  
COUNTY OF BOONE                    )

On this 18th day of February, 2016, before me, a Notary Public in and for said state, personally appeared **Wendy S. Noren**, known to me to be the person described in and who executed the foregoing instrument, who being by me duly sworn, acknowledged that he executed the same as County Clerk of the County of Boone, State of Missouri, as authorized by official action of the County Commission, for the purposes therein stated.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal.

  
\_\_\_\_\_  
Notary Public

**DIANE K. BUCHMANN**  
Notary Public - Notary Seal  
State of Missouri  
County of Boone  
My Commission Expires May 30, 2019  
Commission #15549819

Exhibit A

DESCRIPTION OF PROPOSED UTILITY EASEMENT FOR FIRE HYDRANTS  
ACROSS BOONE COUNTY PROPERTY  
FOR THE NEW JOINT COMMUNICATION FACILITY  
FOR BOONE COUNTY, OWNER  
JOB #14015.01

FEBRUARY 8, 2016  
REVISED: FEBRUARY 10, 2016



FOUR (4) TRACTS OF LAND LOCATED IN THE NORTHEAST QUARTER OF SECTION 30, TOWNSHIP 49 NORTH, RANGE 12 WEST, COLUMBIA, BOONE COUNTY, MISSOURI, BEING ACROSS PART OF THE TRACT DESCRIBED BY THE WARRANTY DEED RECORDED IN BOOK 109, PAGE 385 AND ACROSS PART OF THE "BOONE COUNTY JAIL" TRACT SHOWN BY THE SURVEY RECORDED IN BOOK 1196, PAGE 466 AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

**TRACT 1**

COMMENCING AT THE SOUTHWEST CORNER OF THE TRACT DESCRIBED BY THE SURVEY RECORDED IN BOOK 767, PAGE 786 (SHOWN ON THE SURVEY IN BOOK 1196, PAGE 466 AS THE "ARMORY SITE"); THENCE WITH THE SOUTH LINE OF SAID TRACT, S89°03'19"E, 189.00 FEET; THENCE LEAVING SAID SOUTH LINE, S0°56'41"W, 192.00 FEET TO THE POINT OF BEGINNING;

THENCE FROM THE POINT OF BEGINNING, S38°00'00"E, 20.00 FEET; THENCE S52°00'00"W, 20.00 FEET; THENCE N38°00'00"W, 20.00 FEET; THENCE N52°00'00"E, 20.00 FEET TO THE POINT OF BEGINNING AND CONTAINING 400 SQUARE FEET.

**TRACT 2**

COMMENCING AT THE SOUTHWEST CORNER OF THE TRACT DESCRIBED BY THE SURVEY RECORDED IN BOOK 767, PAGE 786 (SHOWN ON THE SURVEY IN BOOK 1196, PAGE 466 AS THE "ARMORY SITE"); THENCE WITH THE SOUTH LINE OF SAID TRACT, S89°03'19"E, 362.30 FEET; THENCE LEAVING SAID SOUTH LINE, S0°56'41"W, 154.70 FEET TO THE POINT OF BEGINNING;

THENCE FROM THE POINT OF BEGINNING, S40°00'00"E, 20.00 FEET; THENCE S50°00'00"W, 20.00 FEET; THENCE N40°00'00"W, 20.00 FEET; THENCE N50°00'00"E, 20.00 FEET TO THE POINT OF BEGINNING AND CONTAINING 400 SQUARE FEET.

**TRACT 3**

COMMENCING AT THE SOUTHWEST CORNER OF THE TRACT DESCRIBED BY THE SURVEY RECORDED IN BOOK 767, PAGE 786 (SHOWN ON THE SURVEY IN BOOK 1196, PAGE 466 AS THE "ARMORY SITE"); THENCE WITH THE SOUTH LINE OF SAID TRACT, S89°03'19"E, 508.40 FEET; THENCE LEAVING SAID SOUTH LINE, S0°56'41"W, 339.60 FEET TO THE POINT OF BEGINNING;

THENCE FROM THE POINT OF BEGINNING, S63°00'00"E, 20.00 FEET; THENCE S27°00'00"W, 20.00 FEET; THENCE N63°00'00"W, 20.00 FEET; THENCE N27°00'00"E, 20.00 FEET TO THE POINT OF BEGINNING AND CONTAINING 400 SQUARE FEET.

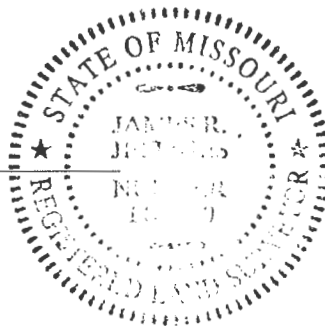
**TRACT 4**

COMMENCING AT THE SOUTHWEST CORNER OF THE TRACT DESCRIBED BY THE SURVEY RECORDED IN BOOK 767, PAGE 786 (SHOWN ON THE SURVEY IN BOOK 1196, PAGE 466 AS THE "ARMORY SITE"); THENCE WITH THE SOUTH LINE OF SAID TRACT, S89°03'19"E, 724.80 FEET; THENCE LEAVING SAID SOUTH LINE, S0°56'41"W, 233.55 FEET TO THE POINT OF BEGINNING;

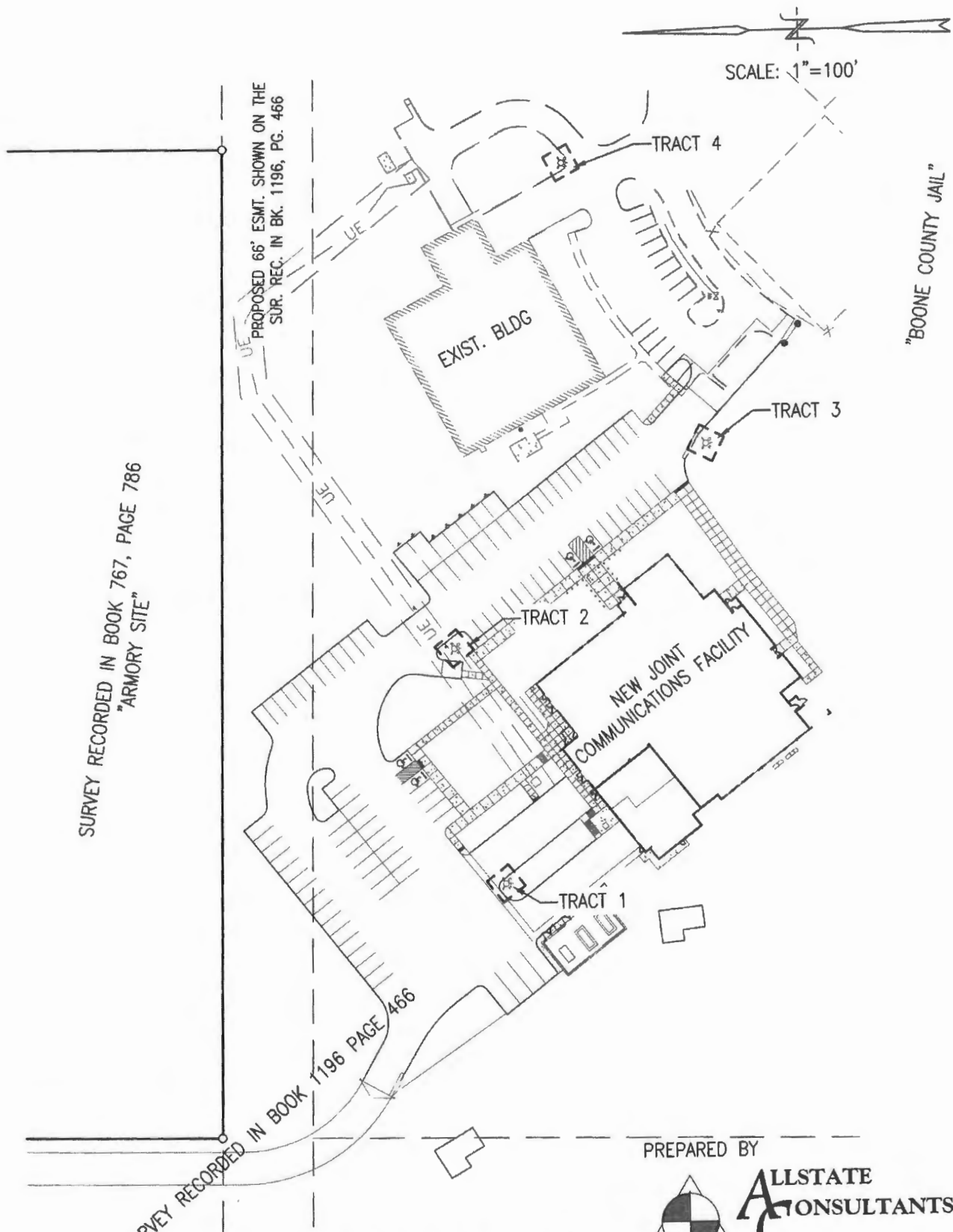
THENCE FROM THE POINT OF BEGINNING, S28°00'00"E, 20.00 FEET; THENCE S62°00'00"W, 20.00 FEET; THENCE N28°00'00"W, 20.00 FEET; THENCE N62°00'00"E, 20.00 FEET TO THE POINT OF BEGINNING AND CONTAINING 400 SQUARE FEET.

ALLSTATE CONSULTANTS LLC

James R. Jeffries  
JAMES R. JEFFRIES PLS-2500



FEB 10, 2016  
DATE



SURVEY RECORDED IN BOOK 767, PAGE 786  
"ARMORY SITE"

PROPOSED 66' ESMT. SHOWN ON THE  
SUR. REC. IN BK. 1196, PG. 466

SCALE: 1" = 100'

"BOONE COUNTY JAIL"

SURVEY RECORDED IN BOOK 1196 PAGE 466

PROPOSED 20' X 20' UTILITY  
EASEMENTS FOR FIRE HYDRANTS

PREPARED BY



**ALLSTATE**  
**CONSULTANTS**

FEBRUARY 8, 2016  
JOB #14015.01



# CERTIFIED COPY OF ORDER

STATE OF MISSOURI }  
County of Boone } ea.

February Session of the January Adjourned

Term. 20 16

In the County Commission of said county, on the 18th day of February 20 16

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

Now on this day the County Commission of the County of Boone does hereby authorize a closed meeting on Thursday, February 25, 2016, at 2:00 p.m. The meeting will be held in the Conference Room 338 of the Roger B. Wilson Boone County Government Center at 801 E. Walnut, Columbia, Missouri, as authorized by RSMo 610.021(1), to discuss legal actions, causes of action or litigation involving a public governmental body and any confidential or privileged communications between a public governmental body or its representatives and its attorneys.

Done this 18th day of February, 2016.

ATTEST:

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

Daniel K. Atwill  
Daniel K. Atwill  
Presiding Commissioner

Karen M. Miller  
Karen M. Miller  
District I Commissioner

Janet M. Thompson  
Janet M. Thompson  
District II Commissioner

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI }  
County of Boone } ea.

February Session of the January Adjourned

Term. 20 16

In the County Commission of said county, on the 18<sup>th</sup> day of February 20 16

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

Now on this day the County Commission of the County of Boone does hereby approve the attached Cooperative Agreement between Boone County and the Curators of the University of Missouri regarding the Show-Me-Games 2016.

The terms of the Agreement are stipulated in the attached Cooperative Agreement. It is further ordered the Presiding Commissioner is hereby authorized to sign said Agreement.

Done this 18th day of February, 2016.

ATTEST:

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

Daniel K. Atwill  
Daniel K. Atwill  
Presiding Commissioner

Karen M. Miller  
Karen M. Miller  
District I Commissioner

Janet M. Thompson  
Janet M. Thompson  
District II Commissioner



## COOPERATIVE AGREEMENT

THIS AGREEMENT made and entered in this 18 day of FEBRUARY, 2016, by and between Boone County, Missouri, a political subdivision of the State of Missouri, (herein County), and Curators of the University of Missouri, (herein University).

WHEREAS, County desires to engage in promotion of Boone County to support economic growth and development; and

WHEREAS, the University, in hosting the Show-Me Games within Boone County, Missouri, is providing an excellent opportunity to promote Boone County to the attendees of the games; and

WHEREAS, the Show-Me Games 2016 will provide a large, economic impact Boone County; and

WHEREAS, the parties are authorized to enter into cooperative agreements pursuant to the provisions of RSMo §70.220.

THEREFORE, in consideration of mutual agreements contained herein, the parties agree as follows:

1. For the purposes of promoting the economic growth and development of Boone County, Missouri, as well as the health and physical fitness of Boone County citizens, the county hereby agrees to pay the University the sum of Eighteen Thousand Dollars (\$18,000.00) in support of the Show-Me Games 2016.
2. In consideration of payment of the aforesaid sum, the University agrees to hold the 2016 Show-Me State Games within Boone County, Missouri, and to promote Boone County, Missouri, in accordance with the University's guidelines for "major" sponsors contributing Twenty Thousand Dollars for the sponsorship of the games.



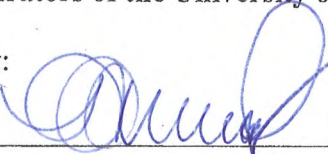
007781-MNSM-1600

BOONE CTY, MO

COOPERATIVE AGREEMENT

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be executed by their properly-authorized officials on the day and year first above written,

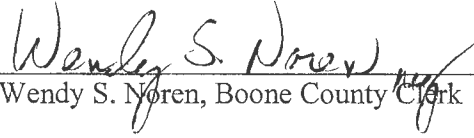
Curators of the University of Missouri Boone County, Missouri

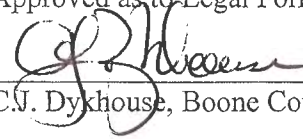
By:   
\_\_\_\_\_

By:   
Daniel K. Atwill, Presiding Commissioner

Printed Name: Lisa J. Wimmenauer  
Assoc. Director Business Svcs


Title: \_\_\_\_\_

ATTEST:  
  
Wendy S. Noren, Boone County Clerk

Approved as to Legal Form:  
  
C.J. Dykhouse, Boone County Counselor

**Auditor Certification:**  
I certify that this contract is within the purpose of the appropriation to which it is to be charged and there is an unencumbered balance of said appropriation sufficient to pay the costs arising from this contract.

June Pitchford by NA 2-17-16  
Auditor Date

APPROVED BY LEGAL  
VIA Email  
KCM 2/18/16  
DIVISION OF FINANCE  
MU  2/3/16