

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
County of Boone } ea.

August Session of the July Adjourned

Term. 20 17


In the County Commission of said county, on the 1st day of August 20 17

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

Now on this day the County Commission of the County of Boone does hereby **deny** the request by Bassett Construction Company, Inc. to rezone from R-S (Single Family Residential) to R-M (Moderate Density Residential) on 1.39 acres, more or less, located at 7240 E Sunny Vale Dr., Columbia.

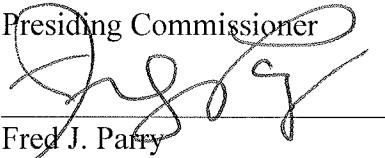
Done this 1st day of August, 2017.

ATTEST:



Art Auer
Interim Clerk of the County Commission



Daniel K. Atwill
Presiding Commissioner



Fred J. Parry
District I Commissioner



Janet M. Thompson
District II Commissioner

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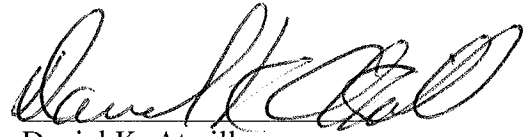
the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby **approve** the request by Bassett Construction Company, Inc. to rezone from R-S (Single Family Residential) to C-G (General Commercial) on 1.4 acres, more or less, located at 7800 E I-70 Dr. SE, Columbia.

Done this 1st day of August, 2017.

ATTEST:


Art Auer
Interim Clerk of the County Commission



Daniel K. Atwill
Presiding Commissioner



Fred J. Parry
District I Commissioner



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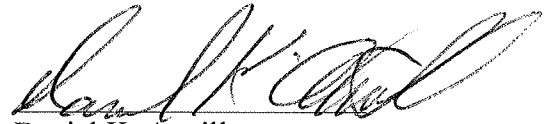
the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby **approve** the request by RRJK LLC to rezone from A-1 (Agriculture) to A-1P (Planned Agriculture) on 90 acres, more or less, located at 7601 N Rte. Z, Columbia.

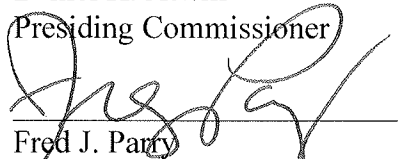
Done this 1st day of August, 2017.

ATTEST:

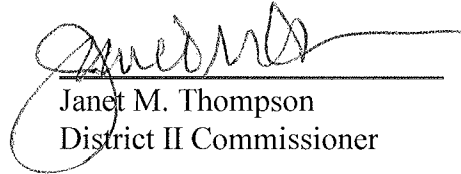
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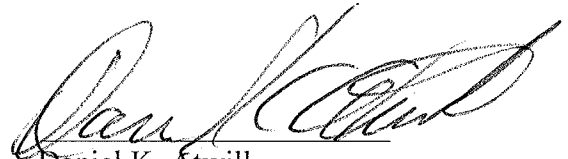
Now on this day the County Commission of the County of Boone does hereby **approve** a review plan for Reeves Development on 90 acres, more or less, located at 7601 N Rte. Z, Columbia.

Done this 1st day of August, 2017.

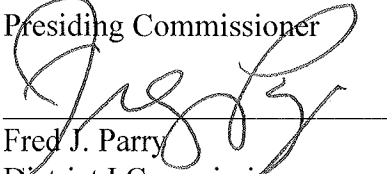
ATTEST:



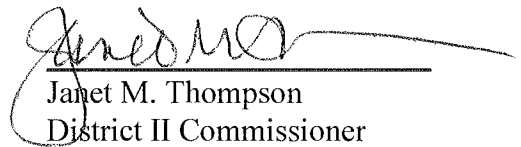
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County of Boone

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1st

day of August

20 17

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

Now on this day the County Commission of the County of Boone does hereby receive and accept the following subdivision plat and authorize the Presiding Commissioner to sign it:

Thompson. A-2. S7-T49N-R12W. Alice M. Thompson Irrevocable Trust, owner. Kevin M. Schweikert, surveyor.

Done this 1st day of August, 2017.

ATTEST:

Art Auer
Art Auer
Interim Clerk of the County Commission

Daniel K. Atwill

Daniel K. Atwill
Presiding Commissioner

Fred J. Parry

Fred J. Parry
District I Commissioner

Janel M. Thompson

Janel M. Thompson
District II Commissioner

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August Session of the July Adjourned

Term. 20 17

County of Boone

In the County Commission of said county, on the

1st

day of

August

20

17

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

Now on this day the County Commission of the County of Boone does hereby award bid 26-12JUN17 – Renovation of Judge’s Benches in 2W and 2E Courtrooms to Rhad Baker Construction, LLC of Fulton, MO.

Terms of the bid award are stipulated in the attached Contract Agreement. It is further ordered the Presiding Commissioner is hereby authorized to sign said Contract Agreement.

Done this 1st day of August, 2017

ATTEST:

Art Auer
Art Auer
Interim Clerk of the County Commission

Daniel K. Atwill
Daniel K. Atwill
Presiding Commissioner
Fred J. Parry
Fred J. Parry
District I Commissioner
Janet M. Thompson
Janet M. Thompson
District II Commissioner

341-2017

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: July 24, 2017
RE: Bid Award Recommendation: 26-12JUN17 – Renovation of Judge's Benches in 2W and 2E Courtrooms

Request for Bid 26-12JUN17 – Renovation of Judge's Benches in 2W and 2E Courtrooms closed on June 12, 2017. One bid was received. Court Administration recommends award to Rhad Baker Construction LLC of Fulton, Missouri for offering the lowest and best bid.

Total cost of contract is \$59,400 and will be paid from department 2850 – Administration of Justice, account 91100 – Furniture and Fixtures. \$20,000 was budgeted for this project. A Budget Amendment was processed for the difference.

cc: Bid File
Cindy Garrett, Court Administration

CONTRACT AGREEMENT

THIS AGREEMENT, made and entered into by and between the County of Boone through the Boone County Commission (hereinafter referred to as the Owner), and **Rhad Baker Construction LLC** (hereinafter referred to as the Contractor).

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

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

BID NUMBER 26-12JUN17
Renovation of Judge's Benches in 2W and 2E Courtrooms
BOONE COUNTY, MISSOURI

and agrees to perform all the work required by the contract as shown in the bid document.

Renovation of 2 West Courtroom	\$29,700.00
Renovation of 2 East Courtroom	\$29,700.00
TOTAL	\$59,400.00

Contractor agrees to begin project within 30 days after receipt of Purchase Order and Notice to Proceed. Contractor agrees to complete the project within 30 calendar days after start date. A construction start date will be established at the pre-construction meeting or the Notice to Proceed letter.

The following contract documents and any applicable Addenda are made a part hereof as fully as if set out herein: Change orders issued subsequent to this contract shall be subject to the terms and conditions of the agreement and **MUST** be in writing and pre-approved by the County.

- Instructions and General Conditions
- Introduction and General Information
- Scope of Services
- Contract Terms and Conditions for Awarded Contractor
- Proposal Submission Information
- Response / Pricing Page
- Bidder's Acknowledgment
- Debarment Certification
- Work Authorization Certification
- Statement of Bidder's Qualifications
- Standard Terms and Conditions
- Anti-Collusion Statement
- Signature and Identity of Bidder
- Insurance Requirements
- Affidavit of Compliance with OSHA
- Affidavit of Compliance with Prevailing Wage Law
- Annual Wage Order #23, dated 01/26/17

Performance Bond,
Labor & Material Payment Bond

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

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

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

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

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

The Contractor further agrees that it shall forfeit as a penalty to the County of Boone the sum of \$100.00 for each worker employed for each calendar day or portion thereof such worker is paid less than the stipulated rates set forth in the prevailing wage determination for the project for any work done under this contract by the Contractor or by any Subcontractor employed by the Contractor pursuant to the provisions of Section 290.250 RSMo. The Contractor further agrees that it will abide by all provisions of the prevailing wage law as set forth in Chapter 290 RSMo. and rules and regulations issued thereunder and that any penalties assessed may be withheld from sums due to the Contractor by the Owner.

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

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

AFFIDAVIT COMPLIANCE WITH THE PREVAILING WAGE LAW

Before me, the undersigned Notary Public, in and for the County of _____

State of _____, personally came and appeared (name and title)

_____ of the (name of company)

_____ (a corporation) (a partnership) (a proprietorship)

and after being duly sworn did depose and say that all provisions and requirements set out in Chapter 290 Sections 290.210 through and including 290.340, Missouri Revised Statutes, pertaining to the payment of wages to workmen employed on public works projects have been fully satisfied and there has been no exception to the full and complete compliance with said provisions and requirements and with Wage Determination NO. _____ issued by the Division of Labor Standards on the _____ day of _____, 20____, in carrying out the Contract and work in connection with

(name of project) _____ located at

(name of institution) _____ in _____ County,

Missouri and completed on the _____ day of _____, 20____.

Signature

Subscribed and sworn to me this _____ day of _____, 20____.

My commission expires _____, 20____.

Notary Public



6. Response/Pricing Page

In compliance with this Request for Proposal and subject to all the conditions thereof, the Offeror agrees to furnish the services/equipment/supplies requested and proposed and certifies he/she has read, understands, and agrees to all terms, conditions, and requirements of this proposal and is authorized to contract on behalf of the Offeror named below. (Note: This form must be signed. All signatures must be original).

Company Name: Rhad Baker Construction LLC

Address: 4851 CO Rd 219
Fulton MO 65251

Telephone: 573-489-6470 Fax: 573-642-3454

Federal Tax ID (or Social Security #): 20-4501223

Print Name: Rhad Baker Title: Managing Member

Signature: [Handwritten Signature] Date: 6/12/17

E-Mail Address: rhad-baker@yahoo.com

6.1. Pricing

<u>Item #</u>	<u>Description</u>	<u>Price</u>
6.1.1.	Renovation of 2 West Courtroom	\$ 29,700.00
6.1.2.	Renovation of 2 East Courtroom	\$ 29,700.00
6.1.3.	GRAND TOTAL (6.1.1. + 6.1.2.)	\$ 59,400.00

6.2. Project shall begin 30 calendar days after receipt of Purchase Order and Notice to Proceed.

6.3. Project shall be completed within 30 calendar days after start date.

6.4. List all Sub-Contractors that will be utilized on this project:

6.5. Describe warranty on equipment and labor (or attach description):

6.6. List any deviations to the required specifications/scope of work:

N/A

6.7. Provide a contact person who will be responsible for coordinating the efforts and personnel of all parties involved in the response, to include, but not be limited to, oral presentations and responses to request for clarification, if any. Provide the following:

Name: Rhad Baker
Organization: Rhad A. Baker Construction
Address: 4851 CO Rd 219 Fulton MD 65251
E-mail: rhad-baker@yanou.com
Phone Number: 513-489-6470
Fax: 513-642-3454

BIDDER'S ACKNOWLEDGMENT

(Complete and fill out all parts applicable, and strike out all parts not applicable.)

State of _____

County of _____

On this 12th day of June, 20 17

before me appeared PHAD BRAKER to me personally known, who, being by me first duly sworn, did say that he executed the foregoing Proposal with full knowledge and understanding of all its terms and provisions and of the plans and specifications; that the correct legal name and address of the Bidder (including those of all partners of joint ventures if fully and correctly set out above; that all statements made therein by or for the Bidder are true; and

(if a sole individual) acknowledged that he executed the same as his free act and deed.

(if a partnership or joint venture) acknowledged that his executed same, with written authority from, and as the free act and deed of, all said partners or joint ventures.

(if a corporation) that he is the

[Signature]

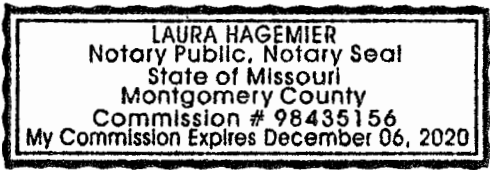
President or other agent

of _____; that the above Proposal was signed and sealed in behalf of said corporation by authority of its board of directors; and he acknowledged said proposal to be the free act and deed of said corporation.

Witness my hand and seal at Boone Co., 12th the day and year first above written.

(SEAL) Laura Hagemier Notary Public

My Commission expires Dec 06, 20 20.



WORK AUTHORIZATION CERTIFICATION
PURSUANT TO 285.530 RSMo
(FOR ALL BIDS IN EXCESS OF \$5,000.00)

County of _____)

State of _____)SS.

My name is Rhad Brake I am an authorized agent of Rhad A. Brake
Construction LLC (Bidder). This business is enrolled and participates in a federal work authorization program for all employees working in connection with services provided to the County. This business does not knowingly employ any person that is an unauthorized alien in connection with the services being provided. Documentation of participation in a federal work authorization program is attached hereto.

Furthermore, all subcontractors working on this contract shall affirmatively state in writing in their contracts that they are not in violation of Section 285.530.1 and shall not thereafter be in violation. Alternatively, a subcontractor may submit a sworn affidavit under penalty of perjury that all employees are lawfully present in the United States.

[Signature]

Affiant Date

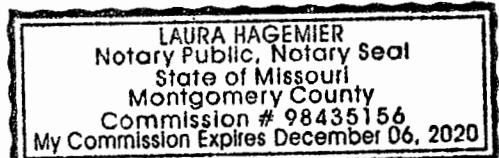
Rhad Brake

Printed Name

Subscribed and sworn to before me this 12th day of June, 2017.

[Signature]

Notary Public



Attach to this form the first and last page of the *E-Verify Memorandum of Understanding* that you completed when enrolling for proof of enrollment.



Company ID Number: 175717

Client Company ID Number: 742670

**THE E-VERIFY
MEMORANDUM OF UNDERSTANDING
FOR EMPLOYERS USING AN E-VERIFY EMPLOYER AGENT**

**ARTICLE I
PURPOSE AND AUTHORITY**

The parties to this agreement are the Department of Homeland Security (DHS), the Rhad A. Baker Construction LLC (Employer), and the E-Verify Employer Agent. The purpose of this agreement is to set forth terms and conditions which the Employer and the E-Verify Employer Agent will follow while participating in E-Verify.

E-Verify is a program that electronically confirms an employee's eligibility to work in the United States after completion of Form I-9, Employment Eligibility Verification (Form I-9). This Memorandum of Understanding (MOU) explains certain features of the E-Verify program and describes specific responsibilities of the Employer, the E-Verify Employer Agent, the Social Security Administration (SSA), and DHS.

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). The Federal Acquisition Regulation (FAR) Subpart 22.18, "Employment Eligibility Verification" and Executive Order 12989, as amended, provide authority for Federal contractors and subcontractors (Federal contractor) to use E-Verify to verify the employment eligibility of certain employees working on Federal contracts.

**ARTICLE II
RESPONSIBILITIES**

A. RESPONSIBILITIES OF THE EMPLOYER

1. The Employer agrees to display the following 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:
 - a. Notice of E-Verify Participation
 - b. Notice of Right to Work
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 about E-Verify. The Employer also agrees to keep such information current by providing updated information to SSA and DHS whenever the

Company ID Number: 175717

Client Company ID Number: 742670

Information Required for the E-Verify Program

Information relating to your Company:

Company Name	Rhad A. Baker Construction LLC
Company Facility Address	4851 Co. Rd. 219 Fulton, MO 65251
Company Alternate Address	
County or Parish	CALLAWAY
Employer Identification Number	204501223
North American Industry Classification Systems Code	238
Parent Company	
Number of Employees	10 to 19
Number of Sites Verified for	1


CERTIFICATION OF INDIVIDUAL BIDDER

Pursuant to Section 208.009 RSMo, any person applying for or receiving any grant, contract, loan, retirement, welfare, health benefit, post-secondary education, scholarship, disability benefit, housing benefit or food assistance who is over 18 must verify their lawful presence in the United States. Please indicate compliance below. Note: A parent or guardian applying for a public benefit on behalf of a child who is citizen or permanent resident need not comply.

- 1. I have provided a copy of documents showing citizenship or lawful presence in the United States. (Such proof may be a Missouri driver's license, U.S. passport, birth certificate, or immigration documents). Note: If the applicant is an alien, verification of lawful presence must occur prior to receiving a public benefit.

- 2. I do not have the above documents, but provide an affidavit (copy attached) which may allow for temporary 90 day qualification.

- 3. I have provided a completed application for a birth certificate pending in the State of _____. Qualification shall terminate upon receipt of the birth certificate or determination that a birth certificate does not exist because I am not a United States citizen.



Applicant

4/12/17
Date

RHAD BALK
Printed Name



SIGNATURE AND IDENTITY OF OFFEROR

The undersigned states that the correct LEGAL NAME and ADDRESS of (1) the individual Offeror, (2) each partner or joint venture (whether individuals or corporations, and whether doing business under fictitious name), or (3) the corporation (with the state in which it is incorporated) are shown below; that (if not signing with the intention of binding himself to become the responsible and sole Contractor) he is the agent of, and duly authorized in writing to sign for the Offeror or Offerors; and that he is signing and executing this (as indicated in the proper spaces below) as the proposal of a:

sole individual () partnership () joint venture
() corporation, incorporated under laws of the state of _____

Dated _____, 20____
Name of individual, all partners, or joint ventures:

Address of each:

Rhoad Baker

4851 Cord 219
Fulton MO 65251

doing business under the name of:

Address of principal place of business in Missouri:

Rhoad A. Baker Const. LLC
(If using a fictitious name, show this name above in addition to legal names.)

4851 Cord 219
Fulton MO 65251

(If a corporation - show its name above)

ATTEST:

(Secretary)

(Title)

NOTE: If the Bidder is doing business under a FICTITIOUS NAME, the Proposal shall be executed in the legal name of the individual, partners, joint ventures, or corporation, with the legal address shown, and the REGISTRATION OF FICTITIOUS NAME filed with the Secretary of State, as required by Section 417.200 to 417.230, RS Mo. shall be attached. If the Bidder is a CORPORATION NOT ORGANIZED UNDER THE LAWS OF MISSOURI, it shall procure a CERTIFICATE OF AUTHORITY TO DO BUSINESS IN MISSOURI, as required by Section 351.570 and following, RS Mo. A CERTIFIED COPY of such Registration of Fictitious Name or Certificate of Authority to do Business in Missouri shall be filed with the Engineer

STATEMENT OF OFFEROR'S QUALIFICATIONS

(File with Response Form)

1. Number of years in business: 14 If not under present firm name, list previous firm names and types of organizations.

2. Contracts on hand: (Complete the following schedule)

Item	Purchaser	Amount of Percent Contract Completed
------	-----------	--------------------------------------

<u>See attached</u>		
---------------------	--	--

3. General type of product sold and manufactured:

General Contractor

4. There has been no default in any contract completed or un-completed except as noted below:

(a) Number of contracts on which default was made: 0
(b) Description of defaulted contracts and reason therefore:

5. List banking references:

Callaway Bank, 642-3322, Rick Gohring

Current Contracts

Mexico Memorial Airport Hagen Brothers Field Expand Apron

Owner: City of Mexico

Contact Name: Brian Garkie, 314-436-5500

Contract Value: \$507,220.86

Expected Completion: July 2017

Gans Creek Concession Stand

Owner: City of Columbia

Contact name: Tony Lowrey, 573-514-2924

Contract Value: \$387,600.00

Expected completion: September 2017

Columbia Public Schools Underground Storage Tank Removal

Owner: Columbia Public Schools

Contact Name: Charlie Oestrich, 573-214-3760

% Completed: None, will begin after school is out for the year

Contract Value: \$63,000.00

Expected Completion: 6/30/17

Columbia Public Schools Casework

Owner: Columbia Public Schools

Contact Name: Charlie Oestrich, 573-214-3760

% Completed: None, will begin after school is out for the year

Contract Value: \$9,500.00

Expected Completion: 6/15/17

6. Upon request will you within 3 (three) days file a detailed confidential financial statement?

Yes No

Dated at _____

this 12th day of June, 20 17.

RHAD A. BOALCH Construction
Name of Organization(s)

By [Signature]
(Signature)

RHAD BOALCH
(Title of person signing)

ANTI-COLLUSION STATEMENT

STATE OF MISSOURI

COUNTY OF _____

Rhoad Baker, being first duly sworn, deposes and

says that he is Managing Member
(Title of Person Signing)

of Rhoad A. Baker Construction
(Name of Bidder)

that all statements made and facts set out in the proposal for the above project are true and correct; and the bidder (person, firm, association, or corporation making said bid) has not, either directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive bidding in connection with said bid or any contract which may result from its acceptance.

Affiant further certifies that bidder is not financially interested in, or financially affiliated with, any other bidder for the above project

By [Signature]

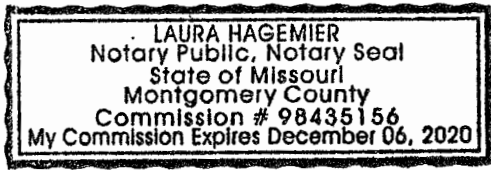
By _____

By _____

Sworn to before me this 12th day of June, 20 17

[Signature]
Notary Public

My Commission Expires 12/06/20



BID BOND

Travelers Casualty and Surety Company of America
Hartford, CT 06183

CONTRACTOR:

(Name, legal status and address)

Rhad A. Baker Construction, LLC
4851 County Road 219
Fulton, MO. 65251

OWNER:

(Name, legal status and address)

Boone County Purchasing
613 E Ash
Columbia MO 65201

SURETY:

(Name, legal status and principal place of business)

Travelers Casualty and Surety Company of America
One Tower Square
Hartford CT 06183

BOND AMOUNT: Five (5%) of the amount of bid

PROJECT:

(Name, location or address, and Project number, if any)

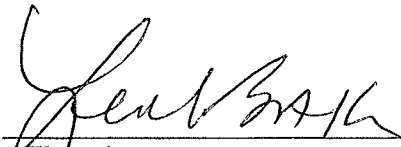
Renovate two judge's benches located in two separate courtrooms to provide the judges with more work space.

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

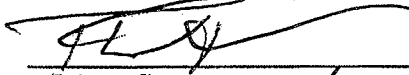
When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 12th day of June, 2017.



(Witness)

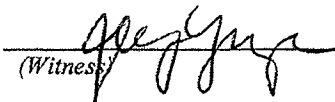
Rhad A. Baker Construction, LLC



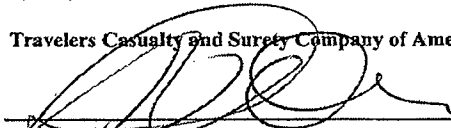
(Principal) (Seal)
Managing Member

(Title)

Travelers Casualty and Surety Company of America



(Witness)



(Surety) Katherine D. Morin Attorney in Fact (Seal)

(Title)



POWER OF ATTORNEY

Farmington Casualty Company
Fidelity and Guaranty Insurance Company
Fidelity and Guaranty Insurance Underwriters, Inc.
St. Paul Fire and Marine Insurance Company
St. Paul Guardian Insurance Company

St. Paul Mercury Insurance Company
Travelers Casualty and Surety Company
Travelers Casualty and Surety Company of America
United States Fidelity and Guaranty Company

Attorney-In Fact No. 229532

Certificate No. 007073273

KNOW ALL MEN BY THESE PRESENTS: That Farmington Casualty Company, St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company, Travelers Casualty and Surety Company of America, and United States Fidelity and Guaranty Company are corporations duly organized under the laws of the State of Connecticut, that Fidelity and Guaranty Insurance Company is a corporation duly organized under the laws of the State of Iowa, and that Fidelity and Guaranty Insurance Underwriters, Inc., is a corporation duly organized under the laws of the State of Wisconsin (herein collectively called the "Companies"), and that the Companies do hereby make, constitute and appoint

Katherine D. Morin, Phyllis Gillispie, and Jessica Paris

of the City of Fort Scott, State of Kansas, their true and lawful Attorney(s)-in-Fact, each in their separate capacity if more than one is named above, to sign, execute, seal and acknowledge any and all bonds, recognizances, conditional undertakings and other writings obligatory in the nature thereof on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

IN WITNESS WHEREOF, the Companies have caused this instrument to be signed and their corporate seals to be hereto affixed, this 14th day of December, 2016.

Farmington Casualty Company
Fidelity and Guaranty Insurance Company
Fidelity and Guaranty Insurance Underwriters, Inc.
St. Paul Fire and Marine Insurance Company
St. Paul Guardian Insurance Company

St. Paul Mercury Insurance Company
Travelers Casualty and Surety Company
Travelers Casualty and Surety Company of America
United States Fidelity and Guaranty Company



State of Connecticut
City of Hartford ss.

By: [Signature]
Robert L. Raney, Senior Vice President

On this the 14th day of December, 2016, before me personally appeared Robert L. Raney, who acknowledged himself to be the Senior Vice President of Farmington Casualty Company, Fidelity and Guaranty Insurance Company, Fidelity and Guaranty Insurance Underwriters, Inc., St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company, Travelers Casualty and Surety Company of America, and United States Fidelity and Guaranty Company, and that he, as such, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

In Witness Whereof, I hereunto set my hand and official seal.
My Commission expires the 30th day of June, 2021.



[Signature: Marie C. Tetreault]
Marie C. Tetreault, Notary Public

This Power of Attorney is granted under and by the authority of the following resolutions adopted by the Boards of Directors of Farmington Casualty Company, Fidelity and Guaranty Insurance Company, Fidelity and Guaranty Insurance Underwriters, Inc., St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company, Travelers Casualty and Surety Company of America, and United States Fidelity and Guaranty Company, which resolutions are now in full force and effect, reading as follows:

RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President, any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary may appoint Attorneys-in-Fact and Agents to act for and on behalf of the Company and may give such appointee such authority as his or her certificate of authority may prescribe to sign with the Company's name and seal with the Company's seal bonds, recognizances, contracts of indemnity, and other writings obligatory in the nature of a bond, recognizance, or conditional undertaking, and any of said officers or the Board of Directors at any time may remove any such appointee and revoke the power given him or her; and it is

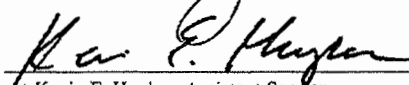
FURTHER RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President may delegate all or any part of the foregoing authority to one or more officers or employees of this Company, provided that each such delegation is in writing and a copy thereof is filed in the office of the Secretary; and it is

FURTHER RESOLVED, that any bond, recognizance, contract of indemnity, or writing obligatory in the nature of a bond, recognizance, or conditional undertaking shall be valid and binding upon the Company when (a) signed by the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary and duly attested and sealed with the Company's seal by a Secretary or Assistant Secretary; or (b) duly executed (under seal, if required) by one or more Attorneys-in-Fact and Agents pursuant to the power prescribed in his or her certificate or their certificates of authority or by one or more Company officers pursuant to a written delegation of authority; and it is

FURTHER RESOLVED, that the signature of each of the following officers: President, any Executive Vice President, any Senior Vice President, any Vice President, any Assistant Vice President, any Secretary, any Assistant Secretary, and the seal of the Company may be affixed by facsimile to any Power of Attorney or to any certificate relating thereto appointing Resident Vice Presidents, Resident Assistant Secretaries or Attorneys-in-Fact for purposes only of executing and attesting bonds and undertakings and other writings obligatory in the nature thereof, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be valid and binding upon the Company and any such power so executed and certified by such facsimile signature and facsimile seal shall be valid and binding on the Company in the future with respect to any bond or understanding to which it is attached.

I, Kevin E. Hughes, the undersigned, Assistant Secretary, of Farmington Casualty Company, Fidelity and Guaranty Insurance Company, Fidelity and Guaranty Insurance Underwriters, Inc., St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company, Travelers Casualty and Surety Company of America, and United States Fidelity and Guaranty Company do hereby certify that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which is in full force and effect and has not been revoked.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seals of said Companies this 15th day of June, 2017


Kevin E. Hughes, Assistant Secretary



To verify the authenticity of this Power of Attorney, call 1-800-421-3880 or contact us at www.travelersbond.com. Please refer to the Attorney-In-Fact number, the above-named individuals and the details of the bond to which the power is attached.



BOONE COUNTY, MISSOURI

Request for Proposal #: 26-12JUN17 – Renovations of Judge's Benches

ADDENDUM #1 - Issued June 1, 2017

This addendum is issued in accordance with 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 Forms.

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.

1. Attached is a drawing and pictures for information purpose. The walls on the drawing are just drawings, not measurements. It is just to show the layout.
2. If another time needs to be set for an additional walk-thru of the courtrooms, please contact Melinda Bobbitt at mbobbitt@boonecountymo.org. Walk-thrus can be scheduled from *:00 – 9:00 a.m. Monday through Friday.
3. Cabling will be pulled by Steel-Nett from a County term and supply contract and Tech Electronics will move the microphones.
4. REPLACE section 3.2.1. and 3.2.2. of the Request for Proposal with the following:

3.2.1

2 East Courtroom

Extend the bench area south of the judge to extend to the west wall, making it bookshelves. Move the clerk to the north side of the judge, adding counter space similar to what is currently on the south side. Make the south clerk area the witness area, rising the floor and decreasing the ledge/counter space to be 12 inches. Remove the existing south half wall of the new witness area. Move the court reporter ledge to the front (between reporter and attorneys) and extend the ledge by four inches. Leave the north side of the court reporter area open for egress, after removing the witness stand and risers.

3.2.2

2 West Courtroom

Extend the bench area south of the judge to extend to the east wall, making it bookshelves. Move the clerk to the north side of the judge, adding counter space similar to what is currently on the south side. Make the south clerk area the witness area, rising the floor and decreasing the

ledge/counter space to be 12 inches. Move the court reporter ledge to the front (between reporter and attorneys) and extend the ledge by four inches. Leave the north side of the court reporter area open for egress, after removing the witness stand and risers.

5. The County has been asked the following questions and is providing a response below:

a. Will all work be completed during evening and early morning hours?

Response: We can make arrangements for this; it is preferred.

b. Do you have specifications as to what the existing casework finish is and what it should be for any repair or replacement? Wood type, finish color, trim style, etc.

Response: No

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

BIDDER has examined **Addendum #1** to Request for Proposal #26-12JUN17 – Renovations of Judge's Benches, receipt of which is hereby acknowledged:

Company Name: Rhad A. Baker Construction LLC
Address: 4851 Co Rd 219, Fulton, MO 65251
Phone Number: 573-489-6470 Fax Number: 573-642-3454
E-mail: rhad_baker@yahoo.com
Authorized Representative Signature: [Signature] Date: 6/12/17
Authorized Representative Printed Name: Rhad Baker



BOONE COUNTY, MISSOURI

Request for Proposal #: 26-12JUN17 – Renovations of Judge's Benches

ADDENDUM #1 - Issued June 1, 2017

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3. Cabling will be pulled by Steel-Nett from a County term and supply contract and Tech Electronics will move the microphones.
4. REPLACE section 3.2.1. and 3.2.2. of the Request for Proposal with the following:

3.2.1

2 East Courtroom

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3.2.2

2 West Courtroom

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5. The County has been asked the following questions and is providing a response below:

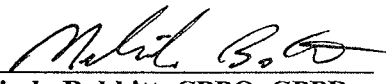
a. Will all work be completed during evening and early morning hours?

Response: We can make arrangements for this; it is preferred.

b. Do you have specifications as to what the existing casework finish is and what it should be for any repair or replacement? Wood type, finish color, trim style, etc.

Response: No

By:


Melinda Bobbitt, CPPO, CPPB
Director of Purchasing

BIDDER has examined **Addendum #1** to Request for Proposal #26-12JUN17 – *Renovations of Judge's Benches*, receipt of which is hereby acknowledged:

Company Name: _____

Address: _____

Phone Number: _____ Fax Number: _____

E-mail: _____

Authorized Representative Signature: _____ Date: _____

Authorized Representative Printed Name: _____

2 West Current

W = Witness
 JB = Judge's Bench
 CR = Court Reporter
 C = Clerk
 SW = Subjcting gate

Current Desk Measurements

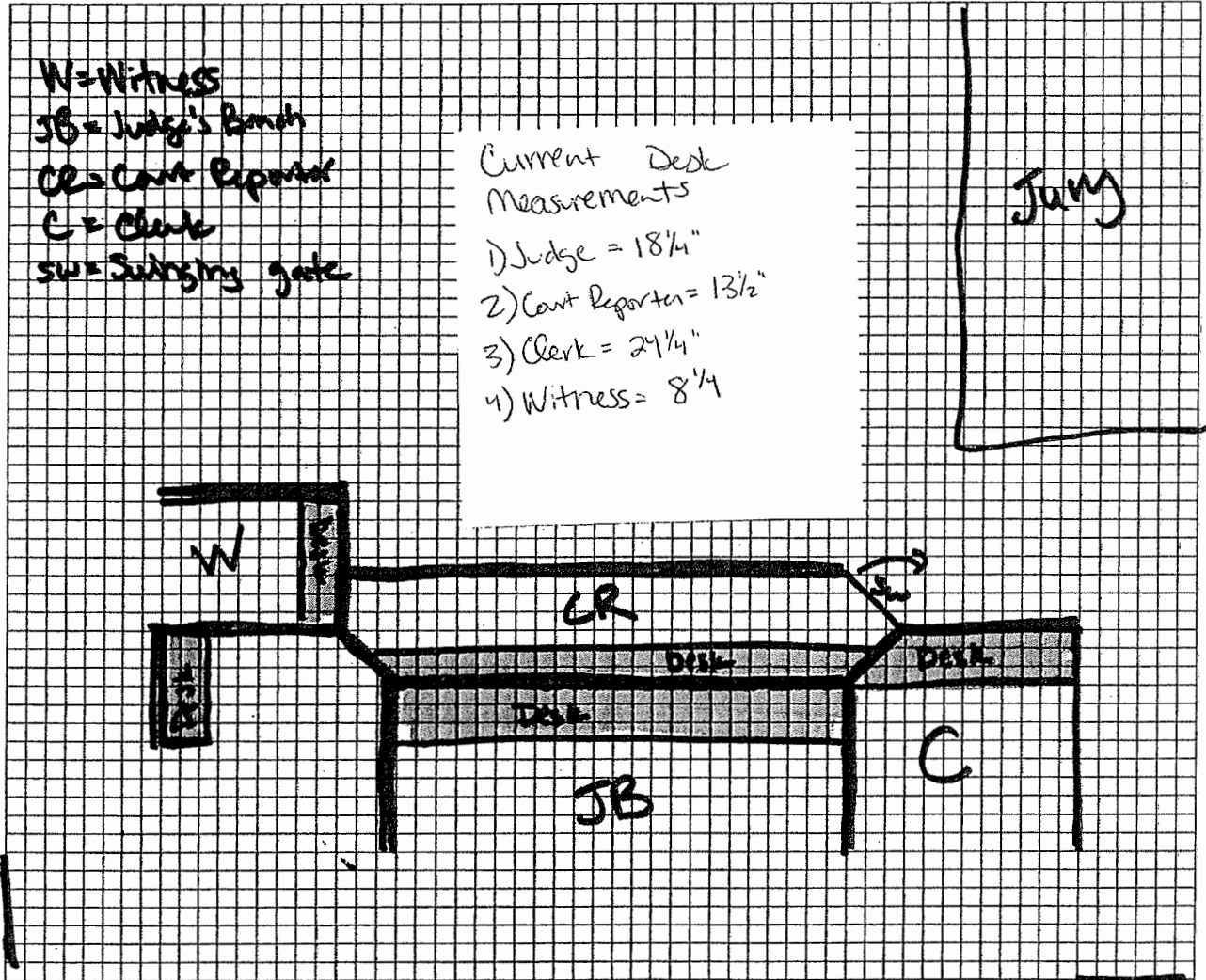
- 1) Judge = $18\frac{1}{4}"$
- 2) Court Reporter = $13\frac{1}{2}"$
- 3) Clerk = $24\frac{1}{4}"$
- 4) Witness = $8\frac{1}{4}"$

Jury

N

S

Door



2

Door

4

2W Proposal

W = witness
 JB = Judge's Bench
 CR = Court Reporter
 C = Clerk

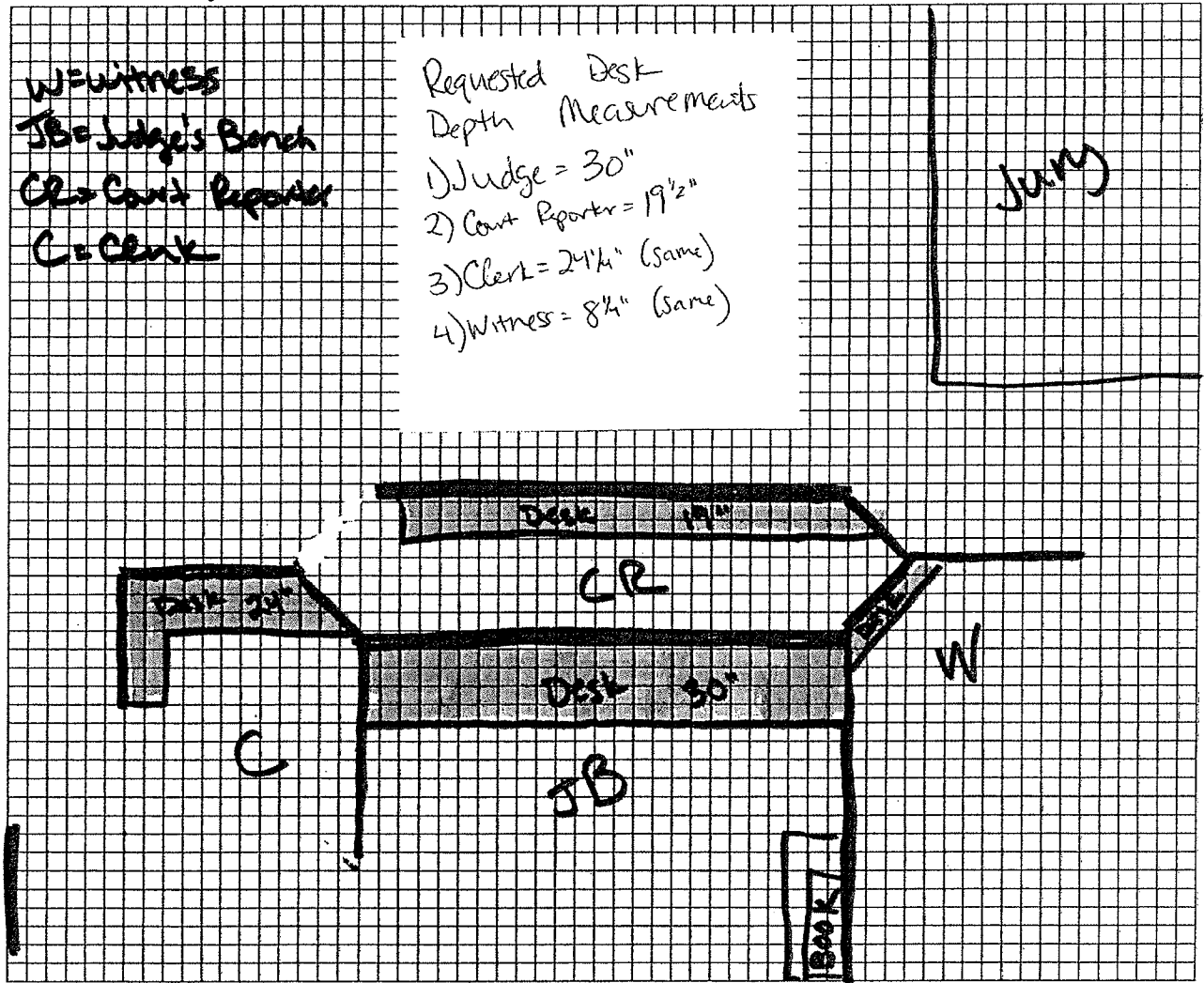
Requested Desk
 Depth Measurements

- 1) Judge = 30"
- 2) Court Reporter = 19 1/2"
- 3) Clerk = 24 1/4" (Same)
- 4) Witness = 8 1/4" (Same)

Jury

N

S



Door

Book

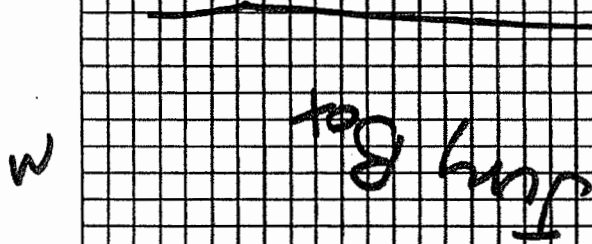
3

2E Current

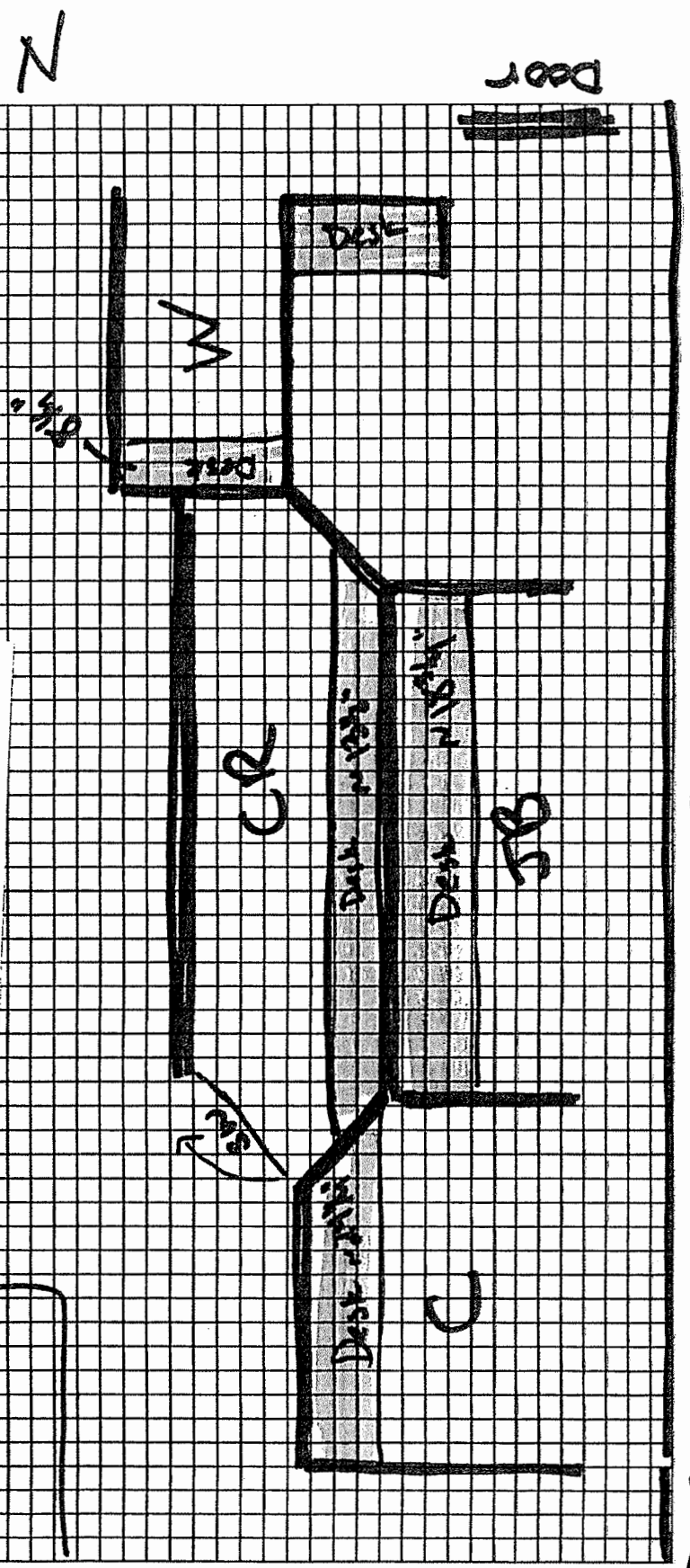
Current Desk-
Depth Measurements

- 1) Judge = $18\frac{3}{4}$ "
- 2) Court Reporter = $13\frac{1}{2}$ "
- 3) Clerk = $24\frac{1}{4}$ "
- 4) Witness = $8\frac{1}{4}$ "

W = Witness
 SB = Judge's Bench
 CR = Court Reporter
 C = Clerk
 SW = swinging gate



S



Door

TTT

Door

N

2E Proposal

W = witness

JB = Judge's Bench

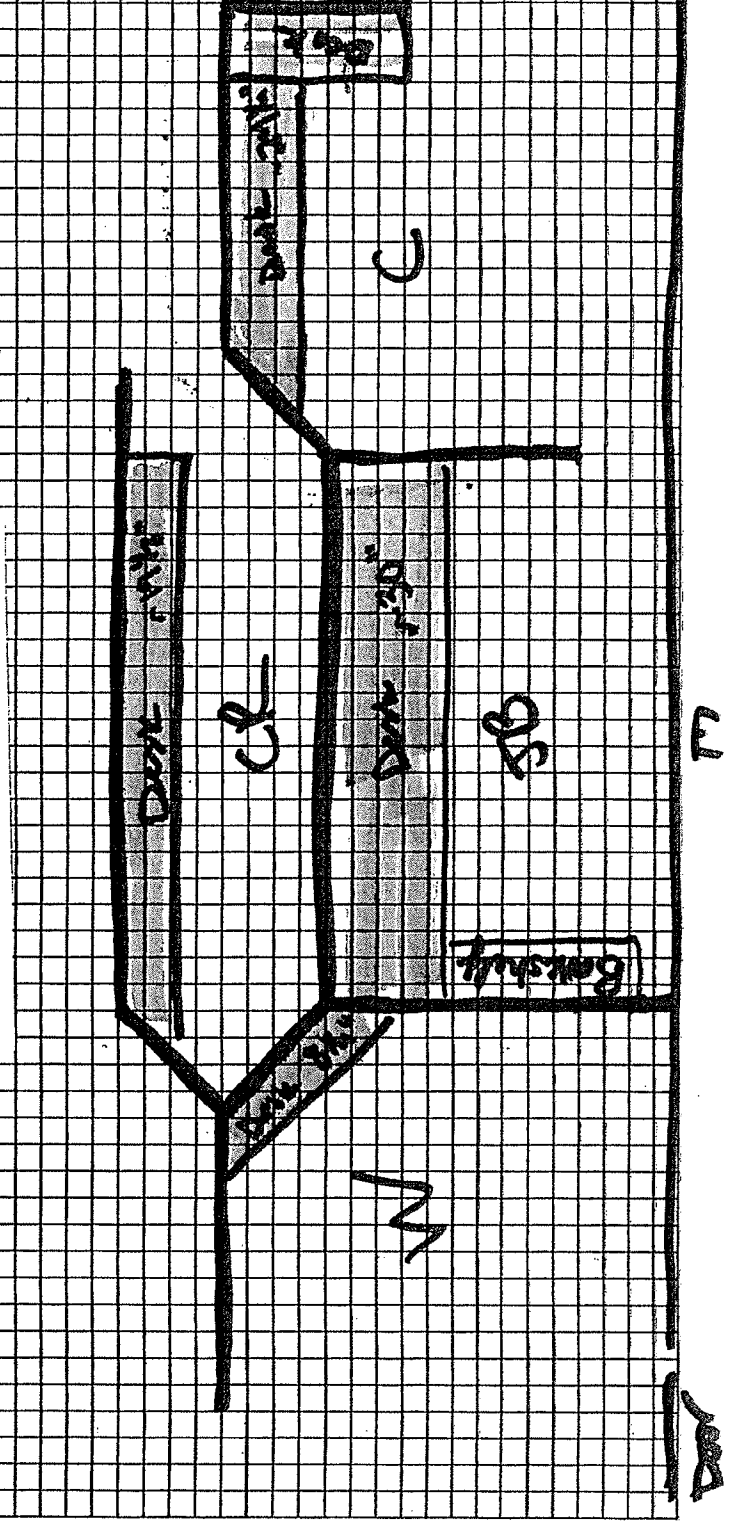
CR = CR Reporter

C = Clerk

Requested Desk
Depth Measurements

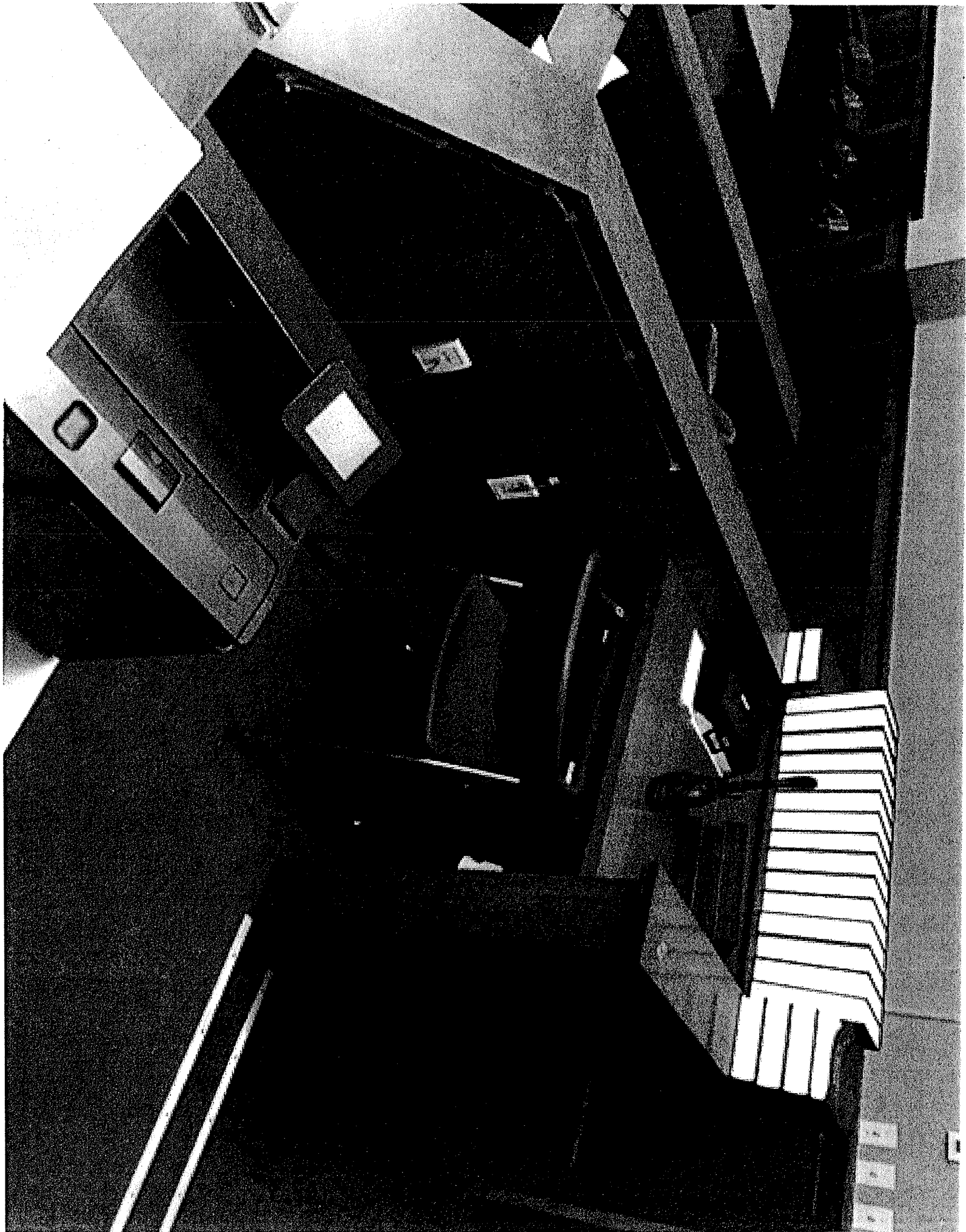
- 1) Judge = 30"
- 2) Court Reporter = 19 1/2"
- 3) Clerk = 24 1/4" (same)
- 4) Witness = 8 1/4" (same)

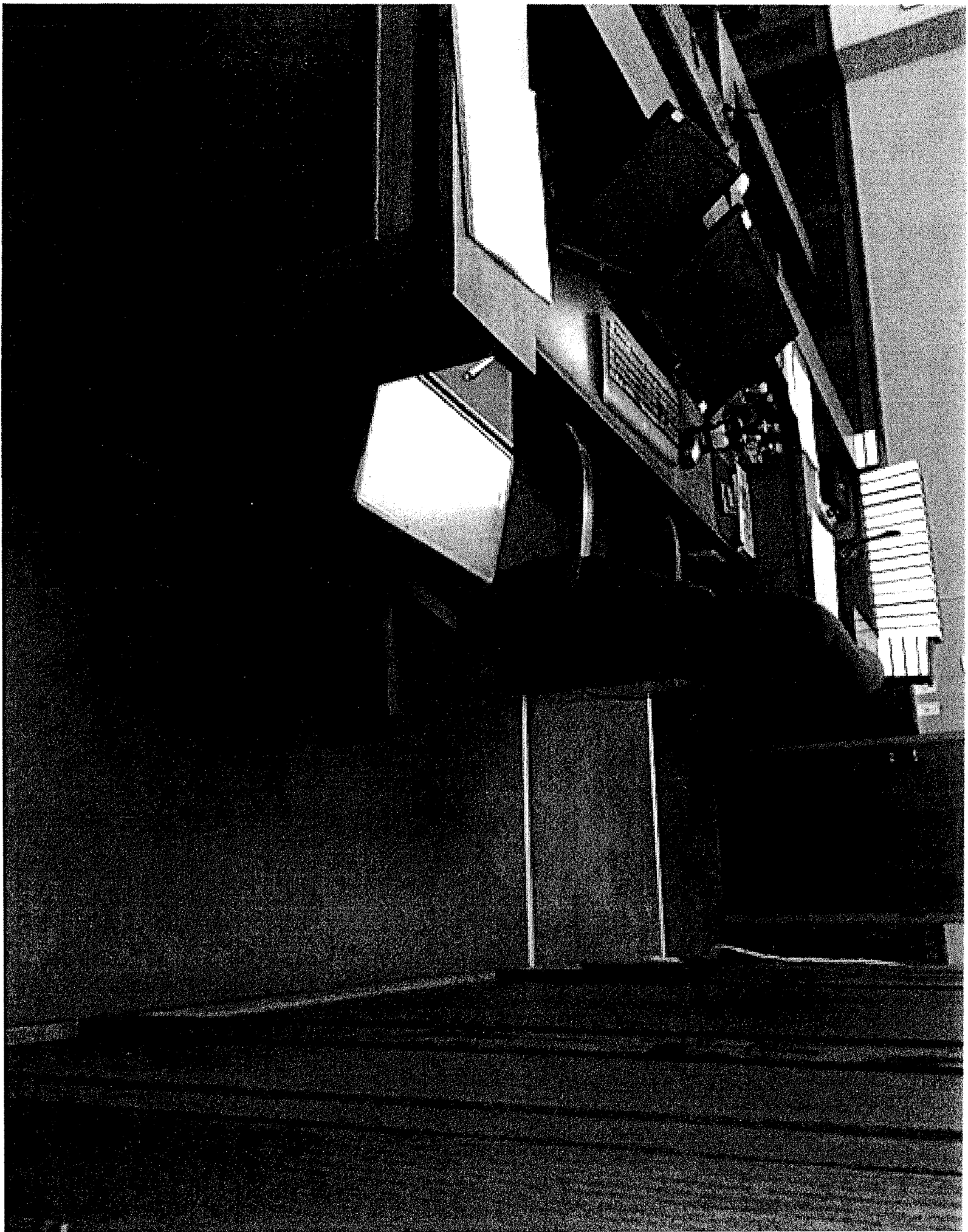
13 1/2"
17 1/2"

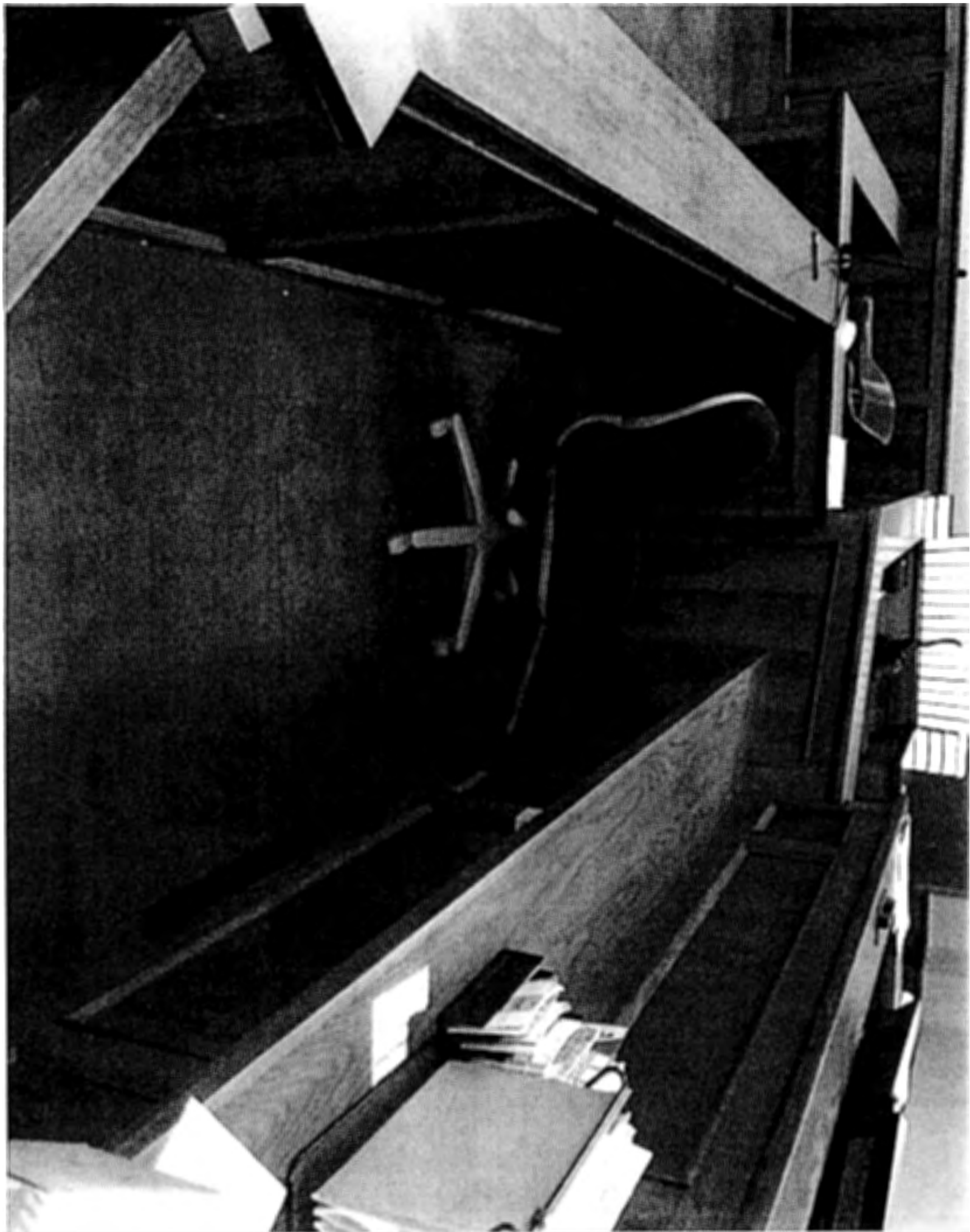


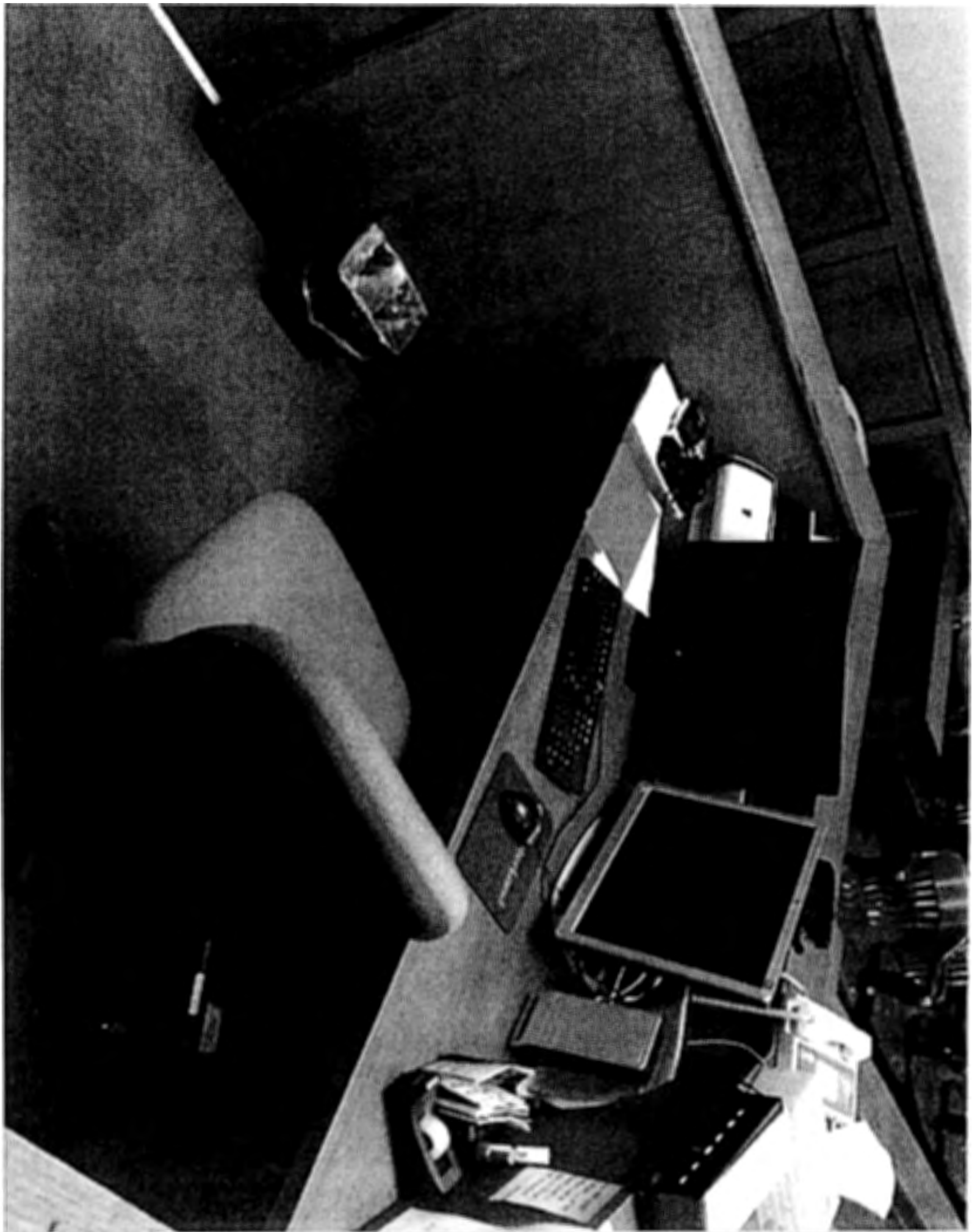


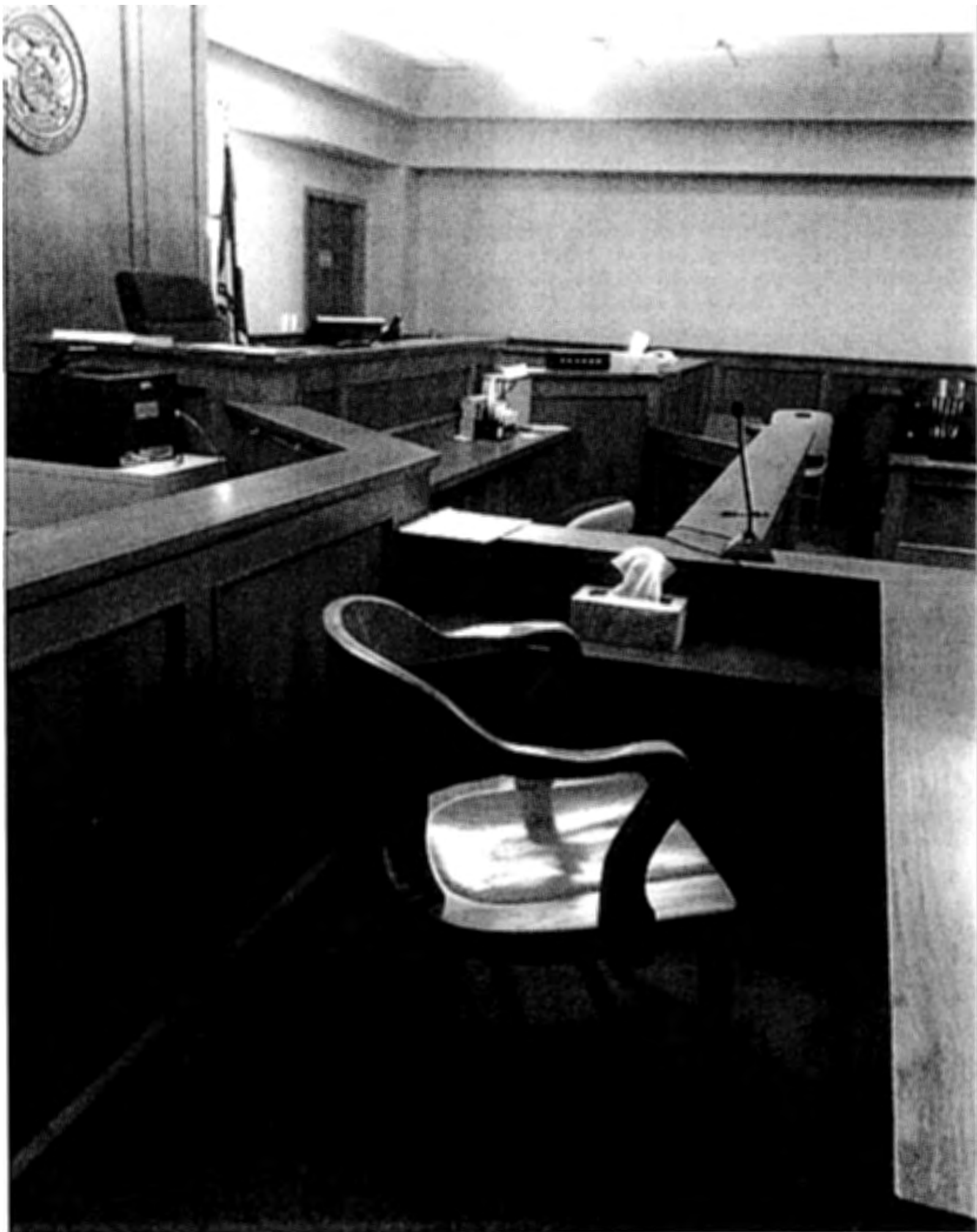












COUNTY OF BOONE - MISSOURI



REQUEST FOR PROPOSAL FOR RENOVATION OF JUDGE'S BENCHES IN 2 WEST AND 2 EAST COURTROOMS

RFP #26-12JUN17
Release Date: May 11, 2017

PRE-PROPOSAL CONFERENCE:
May 19, 2017
8:30 a.m. Central Time
Location: Boone County Courthouse
Courtroom 2 West
705 E. Walnut Street
Columbia, MO 65201

Submittal Deadline:
June 12, 2017
not later than 1:30 P.M. central time

Boone County Purchasing
613 E. Ash Street, Room 110
Columbia, Missouri 65201

Melinda Bobbitt, CPPO, CPPB, Director of Purchasing
Phone: (573) 886-4391 Fax: (573) 886-4390
E-mail: mbobbitt@boonecountymo.org



NOTICE OF REQUEST FOR PROPOSAL

Boone County is accepting Request for Proposals for the following:

PROPOSAL #:

Sealed proposals will be accepted until **1:30 p.m. on June 12, 2017**, in the Boone County Purchasing Office, Boone County Annex Building, 613 E. Ash Street, Room 110, Columbia, MO 65201.

A pre-proposal has been scheduled for **May 19, 2017**, at 8:30 A.M. at the Boone County Courthouse, Courtroom 2 West, 705 E. Walnut Street, Columbia, MO. A site visit of the courtrooms will occur. Offerors are **strongly encouraged** to attend this conference.

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.

Vendors may obtain further information on the Boone County Web Page at <http://www.showmeboone.com>.

Melinda Bobbitt, CPPO, CPPB
Director of Purchasing

Insertion: **May 14, 2017**
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 at the Boone County Purchasing office until the proposal closing date and time indicated herein for furnishing the County with services as detailed in the following request for proposal.
- a) **Proposal Closing:** All proposals shall be **delivered before 1:30 P.M., Central Time, on Monday, June 12, 2017**, to:
- Boone County Purchasing Department
Melinda Bobbitt, CPPO, CPPB
Director of Purchasing
613 E. Ash Street, Room 110
Columbia, Missouri 65201-4460
- b) The County will not accept any proposals received after 1:30 P.M. and will return such late proposals to the Offeror.
- c) Offerors must **submit one (1) original and seven (7) copies of the proposal (total of eight [8])**. Proposals will be opened publicly, but only names of Offerors will be read aloud. All proposal responses will be considered public information, and following contract execution or rejection of all proposal responses, all responses will become a part of public record and will be released to any person who requests it.
- d) Proposals must be submitted in a sealed envelope identified with the proposal number and date of closing. List the proposal number on the outside of the box or envelope and note "Response to Request for Proposal enclosed."
- e) If you do not care to submit a proposal, please return the *No Bid Response Page* and note your reason. No fax or electronic transmitted proposals will be accepted.
- f) If you have obtained this proposal 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 addenda if we do not have you on our Vendor list for this proposal. You may check our web site for addenda at www.showmeboone.com, then select "Purchasing", then "Current Bid Opportunities".



2. INTRODUCTION AND GENERAL INFORMATION

2.1. Introduction:

- 2.1.1 This document constitutes a request for sealed proposals as set forth herein for:
26-12JUN17 – Renovations of Judge’s Benches in 2 West and 2 East Courtrooms in the Boone Count Courthouse
- 2.1.2 Organization – This document, referred to as a Request for Proposal (RFP), is divided into the following parts:
- 1) Instructions and General Conditions
 - 2) Introduction and General Information
 - 3) Scope of Services
 - 4) Contract Terms and Conditions for Awarded Contractor
 - 5) Proposal Submission Information
 - 6) Response/Pricing Page
 - 7) Bidder’s Acknowledgment
 - 8) Instructions for Compliance with House Bill 1549
 - a. Work Authorization Certification
 - b. Individual Affidavit
 - c. Certification of Individual Bidder
 - 9) Signature and Identity of Offeror
 - 10) Debarment Certification
 - 11) Standard Terms and Conditions
 - 12) Statement of Offeror’s Qualifications
 - 13) Anti-Collusion Statement
 - 14) Affidavit Compliance with the Prevailing Wage Law (only returned from awarded Contractor at project completion)
 - 15) Affidavit of Compliance with OSHA (only returned by awarded Contractor at project completion)
 - 16) **Sample** Contract Agreement (only returned from awarded Contractor)
 - 17) “No Bid” Response Form
 - 18) Annual Wage Order #23, dated 01/26/17

2.2. Pre-Proposal Conference

- 2.2.1. To assist interested Offerors in preparing a thorough proposal, a pre-proposal conference has been scheduled for **May 19, 2017 at 8:30 a.m.** in 2 West conference room of the Boone County Courthouse, 705 E. Walnut Street, Columbia, Missouri 65201. **A site visit of the Courtrooms will follow.** The purpose of the meeting will be to address any questions or concerns regarding the proposal and for vendors to view the judge’s benches.
- 2.2.2. All potential Offerors are **strongly encouraged** to attend this conference in order to ask questions and provide comment on the Request for Proposal. **Attendance of a pre-**

proposal conference is mandatory to submit a response. Offerors should bring a copy of the RFP since it will be used as the agenda for the pre-proposal conference.

- 2.2.3. 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.

2.3. Guideline for Written Questions:

- 2.3.1 **All questions** regarding this Request for Proposal should be submitted in writing no later than **5:00 p.m., Tuesday, June 6, 2017**. 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 answered in writing, and such answers will be provided to all parties having obtained a Request for Proposal packet by the County by posting the addendum on the County Web site at www.showmeboone.com (Select Purchasing, then Current Bid Opportunities). Submit questions to:

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@boonecountymo.org

- 2.3.2. In the event that it becomes necessary to revise any part of this RFP, written addenda will be issued. Any addendum to this RFP is valid only if in writing and issued by the Boone County Purchasing Department. Verbal conversations or agreements with any officer, agent, or employee of the County which modify any terms or obligations of this RFP are invalid.

2.4. Owner's Tax Exemption Status

The Owner of this project, County of Boone, is a sales tax exempt entity. Because of this, construction materials purchased for and used on this project are eligible for exemption from Missouri sales tax. All bidders acknowledge and agree that its lump sum price to the County of Boone, excludes Missouri sales and use taxes and that the proposed contract sum does not include any Missouri sales taxes for which the County of Boone receives an exemption.

To enable the County of Boone to take advantage of its tax-exempt status, purchase of materials and equipment by the Contractor for its work on this project shall be made under and pursuant to the tax exempt purchase procedure authorized by Missouri Statutes. This procedure includes, among other requirements, the issuance of project exempt certificates to all Contractors who use those certificates to effect tax exempt purchases.

- 2.5. **Insurance Requirements:** The Contractor shall not commence work under this contract until they have obtained all insurance required under this paragraph and the Certificate of Insurance has been approved by the County, nor shall the Contractor allow any subcontractor to commence work on their subcontract until all similar insurance required of subcontractor has been so obtained and approved. 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. Insurance limits indicated below may be lowered at the discretion of the County.

- 2.5.1. **Employers Liability and Workers Compensation Insurance** - The Contractor shall take out and maintain during the life of this contract, **Employers Liability and Workers Compensation Insurance** for all of its employees employed at the site of work, and in case any work is sublet, the Contractor shall require the subcontractor similarly to provide Workers Compensation Insurance for all of the latter's employees unless such employees are covered by the protection afforded by the Contractor. Workers 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. In case any class of employees engaged in hazardous work under this Contract at the site of the work is not protected under the Workers Compensation Statute, the Contractor shall provide and shall cause each subcontractor to provide Employers Liability Insurance for the protection of their employees not otherwise protected.
- 2.5.2. **Commercial General Liability Insurance** - The Contractor shall take out and maintain during the life of this contract, such commercial general liability insurance as shall protect it and any subcontractor performing work covered by this contract, from claims for damages for personal & advertising injury, bodily 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 for any subcontractor or by anyone directly or indirectly employed by them. The amounts of insurance shall be not less than \$2,000,000.00 combined single limit for any one occurrence covering both bodily injury and property damage, including accidental death. If the Contract involves any underground/digging operations, the general liability certificate shall include X, C, and U (Explosion, Collapse, and Underground) coverage. If providing Commercial General Liability Insurance, then the Proof of Coverage of Insurance shall also be included.
- Contractor may satisfy the minimum liability limits required for Commercial General Liability or Business Auto Liability under an Umbrella or Excess Liability policy. There is no minimum per occurrence limit of liability under the umbrella or Excess Liability; however, the Annual Aggregate limit shall not be less than the highest "Each Occurrence" limit for either Commercial General Liability or Business Auto Liability. **Contractor agrees to include the County as an Additional Insured on the umbrella or Excess Liability, unless the Certificate of Insurance state the Umbrella or Excess Liability provides coverage on a "Follow-Form" basis.**
- 2.5.3. **Business 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; non-owned and both on and off the site of work.
- 2.5.4. **Subcontractors:** Contractor shall cause each Subcontractor to purchase and maintain insurance of the types and amounts specified herein. Limits of such coverage may be reduced only upon written agreement of County. Contractor shall provide to County copies of certificates of insurance evidencing coverage for each Subcontractor. Subcontractors' commercial general liability and business automobile liability insurance shall name County as Additional Insured and have the Waiver of Subrogation endorsements added.

2.5.5. **INDEMNITY AGREEMENT:** To the fullest extent permitted by law, Contractor shall indemnify, hold harmless and defend the County, its directors, officers, agents, and employees from and against all claims, damages, losses and expenses (including but not limited to attorney's fees) arising by reason of any act or failure to act, negligent or otherwise, of Contractor, of any subcontractor (meaning anyone, including but not limited to consultants having a contract with contractor or a subcontract for part of the services), of anyone directly or indirectly employed by contractor or by any subcontractor, or of anyone for whose acts the contractor or its subcontractor 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.

Nothing in these requirements shall be construed as a waiver of any governmental immunity of the County, its officials nor any of its employees in the course of their official duties.

Failure to maintain the required insurance in force may be cause for contract termination. In the event the Agency/Service fails to maintain and keep in force the required insurance or to obtain coverage from its subcontractors, the County shall have the right to cancel and terminate the contract without notice.

Certificate Holder address:

County of Boone, Missouri
C/O Purchasing Department
613 E. Ash Street
Columbia, MO 65201

2.6.1. **Criminal Background Check** - Boone County reserves the right to approve individuals who will be working on this project. Individual employees will be expected to execute appropriate releases to authorize criminal background checks. Any person who refuses to execute such a release or who does not successfully pass the criminal background check, in the sole judgment of Boone County, shall not be permitted to work on the project

2.7. **Billing and Payment:** All invoices must be submitted to **Boone County Court Administration** as outlined in paragraph 2.8. Payment will be made within 30 days after receipt of a correct and valid invoice following completion and acceptance of project. Purchase Order or contract number should appear on invoice.

2.8.1 **Designee:** Invoices to Boone County Court Administration, Attention Cindy Garrett, 705 E. Walnut, Columbia, MO 65201

2.9. **Proposed Solicitation/Award Schedule (these are approximate dates):**

2.11.1.	May 12, 2017	Release of RFP
2.11.2.	May 12, 2017	Advertisement of RFP
2.11.3.	May 19, 2017, 8:30 a.m.	Pre-Proposal Conference
2.11.3.	June 6, 2017, 5:00 p.m.	Deadline for submitting questions
2.11.4.	June 12, 2017, 1:30 p.m.	Proposal due date and time
2.11.5.	June 12 - 26, 2017	RFP Evaluation
2.11.6.	July 6, 2017	Contract Award
2.11.7.	On or about July 11, 2017	Notice to Proceed



3. SCOPE OF SERVICES

3.1. Overview with Scope of Service:

The 13th Judicial Circuit of Missouri serves Boone and Callaway Counties. This project is to renovate two (2) judge's benches located in two separate courtrooms to provide the judges with more work space.

3.2. Scope of Services:

Extend the desktop of the judge's bench by 12 inches, moving the entire bench out that amount of space towards the gallery for both 2 West and 2 East Courtrooms.

3.2.1. 2 East Courtroom

2 East - Remove the clerk bench from the north side and look to combine this area with the witness area. Allow for the witness to enter from the front, allowing a barrier between witness and judge for judge. Move court reporter ledge to front (between reporter and attorneys) versus back (between reporter and judge) and extend the depth of the ledge. Add an additional swinging gate entrance to the court reporter area.

3.2.2. 2 West Courtroom

2 West – Move the clerk to the north side of the judge, adding additional counter space similar to what is currently on the south side. The south side clerk area can be opened up to allow a court marshal to be in this area. Add a wall on the south side of judge (where book shelf is currently located) to close off area. Would prefer for this to be a book shelf to allow a place for the statute books. Consider removing jury box, but would still need seating for inmates.

Move court reporter ledge to front (between reporter and attorneys) versus back (between reporter and judge) and extend the depth of the ledge. Add an additional swinging gate entrance to the court reporter area.

3.3. Warranty and Guarantee:

Offerors shall submit with their proposal response a complete description of any and all warranties offered as part of the resulting contract. At a minimum, Offerors agree to the following:

Contractor warrants and guarantees to Owner that all work will be in accordance with the Contract Documents and will not be defective. All materials provided by Contractor shall be new material of high quality which shall give long life and reliable operation. The workmanship shall be of high quality in every detail. Prompt notice of all defects shall be given to Contractor. All defective work, whether or not in place, may be rejected, corrected, or accepted as follows:

3.4. Correction or Removal of Defective Work

If required by County Representative, Contractor shall promptly, as directed, either correct all defective Work, whether or not fabricated, installed or completed, or if the Work has been rejected by County Representative, remove it from the site and replace it with non-defective Work. Contractor shall bear all direct, indirect, and consequential costs of such correction or removal (including but not limited to fees and charges of engineers, architects, attorneys, and other professionals made necessary thereby).

3.4.1. One Year Correction Period

If within one year after the date of Substantial Completion or such longer period of time as may be prescribed by Laws or Regulations or by the terms of any applicable special guarantee required by the Contract Documents or by any specific provision of the Contract Documents, any Work is found to be defective, Contractor shall promptly, without cost to Owner and in accordance with Owner's written instructions, either correct such defective Work, or if it has been rejected by Owner, remove it from the site and replace it with non-defective Work. If Contractor does not promptly comply with the terms of such instructions, or in an emergency where delay would cause serious risk of loss or damage, Owner may have the defective Work removed and replaced and all direct, indirect, and consequential costs of removal and replacement (including but not limited to fees and charges of engineers, architects, attorneys, and other professionals) will be paid by the Contractor. In special circumstances where a particular item of equipment is placed in continuous service before Substantial Completion of all the Work, the correction period for that item may start to run from an earlier date if so provided in the Specifications or by Written Amendment.

3.5. Delivery and Installation: Firm renovation schedule is essential in the performance of the contract to be awarded hereunder. Offerors shall set forth in their proposal the number of days in which renovation will be fully complete in strict accordance with the specifications on the Response/Pricing Page. A timely renovation schedule shall be stated on the Response Page. Note: Contractor shall not begin work prior to scheduling with **Court Administration** and receipt of a purchase order.

3.6. Delivery Terms: FOB Destination with Inside Delivery to designated room. All deliveries shall be made FOB Destination with freight charges included and prepaid. The seller pays and bears the freight charges.

3.7. Prevailing Wage: PREVAILING WAGE RATES – The contract shall be based upon payment by the Contractor of wage rates not less than the prevailing hourly wage rate for each craft or classification of workers engaged on the work as determined by the Industrial Commission of Missouri on behalf of the Department of Labor and Industrial Relations. The Contractor shall comply with all requirements of the prevailing wage law of Missouri, Revised Statutes of Missouri, Sections 290.210 to 290.340 including the latest amendments thereto.

3.7.1. Current prevailing wage order #23 is to be used. The prevailing wage law does not prohibit payment of more than the prevailing rate of wages nor does it limit the hours of work which may be performed by any worker in any particular period of time. The current prevailing wage is available on our website at www.showmeboone.com/purchasing.

3.8. OSHA: Each Contractor and Subcontractor shall file with the County, upon completion of the project and prior to final payment thereof, an affidavit stating that he has fully complied with the provisions and requirements of the Prevailing Wage Law **and OSHA Training Requirements**.

3.8.1. OSHA PROGRAM REQUIREMENTS

The Contractor is familiar with the requirements of 292.675 RSMo. The Contractor shall provide a ten-hour Occupational Safety and Health Administration (OSHA) construction safety program for their on-site employees, subcontractors or others acting on behalf of Contractor on-site which meets the requirements of 292.675 RSMo.

3.8.2. The Contractor and each subcontractor shall keep accurate records of those employees who are working on-site and a record of each such employee's completion of the OSHA program.

3.8.3. The Contractor shall forfeit as a penalty to the County the sum of Two Thousand Five Hundred Dollars (\$2,500.00) plus One Hundred Dollars (\$100.00) for each employee employed by the Contractor or subcontractor, for each calendar day, or portion thereof, such employee is found to be employed in violation of 292.675 RSMo. Said amounts shall be withheld from all sums and amounts due under this provision when making payments to the Contractor.

3.9. Overhead Power Line Safety Act: The Contractor is aware of the provisions of the Overhead Power Line Safety Act, 319.075 to 319.090 RSMo, and agrees to comply with the provisions thereof. Contractor understands that it is their duty to notify any utility operating high voltage overhead lines and make appropriate arrangements with said utility if the performance of contract would cause any activity within ten feet of any high voltage overhead line. To the fullest extent permitted by law, Contractor shall indemnify, hold harmless and defend the County, its directors, officers, agents, and employees from and against all claims, damages, losses and expenses (including but not limited to attorney's fees) arising by reason of any act or failure to act, negligent or otherwise, of Contractor, of any subcontractor (meaning anyone, including but not limited to consultants having a contract with contractor or a subcontract for part of the services), of anyone directly or indirectly employed by contractor or by any subcontractor, or of anyone for whose acts the contractor or its subcontractor may be liable, in connection with any claims arising under the Overhead Power Line Safety Act. Contractor expressly waives any action for Contribution against the County on behalf of the Contractor, any subcontractor (meaning anyone, including but not limited to consultants having a contract with contractor or a subcontract for part of the services), anyone directly or indirectly employed by contractor or by any subcontractor, or of anyone for whose acts the contractor or its subcontractor may be liable, and agrees to provide a copy of this waiver to any party affected by this provision.

3.10. SALES/USE TAX EXEMPTION – County will provide the Contractor with a completed Missouri Project Exemption and Missouri Tax Exemption letter for Boone County, Missouri and the Contractor shall be responsible for furnishing the exemption certificate and tax exemption letter to all authorized sub-contractors and suppliers providing materials incorporated in the work. All invoices issued for purchases for such materials, supplies, and taxable rentals shall be in the name of Boone County and contain the project number assigned by Boone County for the contract awarded. It shall be the responsibility of the Contractor to ensure that no sales or use taxes are included in the invoices and that the County pays no sales/use taxes from which it is exempt. The Contractor shall be responsible for obtaining revised exemption certificates and revised expiration dates if the work extends beyond the estimated project completion date or a certificate expiration date. The Contractor shall also be responsible for retaining a copy of the project exemption certificate for a period of five years and for compliance with all other terms and conditions of section 144.062 RSMo. Not otherwise herein specified. The Contractor agrees not to use or permit others to use the project exemption certificate for taxable purchases of materials or rentals and supplies not directly incorporated into or used in the work to which it applies and agrees to indemnify and hold the County harmless from all losses, expenses and costs

including litigation expenses and attorney fees resulting from the unauthorized use of such project exemption certificates.

3.11. Subcontractors, Suppliers and Others

Contractor shall not employ any Subcontractor, Supplier, or other person or organization (including those acceptable to Owner and Engineer as indicated below), whether initially or as a substitute, against whom Owner or Engineer may have reasonable objection. Contractor shall not be required to employ any Subcontractor, Supplier, or other person or organization to furnish or perform any of the Work against whom the Contractor has a reasonable objection.

If the Owner requires identity of certain Subcontractor, Suppliers, or other persons or organizations (including those who are to furnish the principal items of material and equipment) to be submitted to Owner in advance of the specified date prior to the Effective Date of the Agreement for acceptance by Owner and Engineer and if Contractor has submitted a list thereof in accordance with the project Specifications, Owner's or Engineer's acceptance (either in writing or by failing to make written objection thereto by the date indicated for acceptance or objection in the bidding documents or the Contract Documents) of any such Subcontractor, Supplier, or other person or organization so identified may be revoked on the basis of reasonable objection after due investigation, in which case Contractor shall submit an acceptable substitute, the Contract Price will be increased by the difference in the cost occasioned by such substitution and an appropriate Change Order will be issued or Written Amendment signed. No acceptance by Owner or Engineer of any such Subcontractor, Supplier, or other person or organization shall constitute a waiver of any right of Owner or Engineer to reject defective Work.

- 3.12.** It is to be clearly understood that the Boone County Courthouse is a "Smoke Free Environment" and an "Alcohol Free Facility." As such, smoking and consumption of alcoholic beverages is PROHIBITED on this project. Any employees of any contractor or subcontractor who does not adhere to Boone County's policies which prohibit the use of tobacco and alcoholic beverages in their facilities will be escorted off the jobsite and may not return. The contractor or subcontractor who the employee is employed will be notified. Further violations could result in the termination of this Contract.
- 3.13.** All contractor employees will conduct themselves in a professional manner. Harassment of other construction personnel, owner personnel, or the general public will result in immediate and permanent removal from the project.
- 3.14. Discharge of Employees:** Owner reserves the right to require the removal from the site of the Work any employee of the Contractor or any subcontractor if, in the judgment of the Owner, such removal is necessary to protect the interest of the Owner, upon written notice from the Owner.
- 3.15. Accident Prevention:** Precaution shall be exercised at all times for the protection of persons (including employees) and property. The safety provisions of applicable laws, building and construction codes shall be observed. Machinery, equipment, and all hazards shall be guarded or eliminated in accordance with the safety provisions of the Manual of Accident Prevention in Construction, 8th Edition, 1999, published by the Associated General Contractors of America, to the extent that such provisions are not in contravention of applicable laws. Current standards of the Occupational Safety and Health Act shall be applied.
- 3.16.** All trash shall be removed from site by the Contractor. In the event a dispute arises among the Contractor and any others as to the responsibility for cleanup, the County Representative may cause the clean up to be done and allocate the costs among the parties responsible for keeping the

premises and surrounding area free of accumulation of waste or rubbish. The allocation made by the County Representative shall be binding on the Contractor.

- 3.17. If the Contractor should find it necessary to work hours other than 8:00 a.m. to 5:00 p.m. on Monday through Friday, the Contractor must notify the County Representative at least 24 hours prior to the start of that work beyond the established times. The request for these additional work hours is subject to approval by the County Representative.
- 3.18. Report all accidents regardless of how minor to County Representative. Provide detailed incident report for those requiring off site medical treatment.
- 3.19. Contractor to coordinate all applicable permit inspections as required for the activities included in this work package.
- 3.20. It is to be understood that the Courthouse will be in operation during the implementation. Contractor(s) are to provide a "sequencing plan" to insure that no disruption of existing service occurs. No cutover of new service will be allowed without prior consent of the County Representative.
- 3.21. Identification badges may be issued by the County to all contractor personnel. These badges must be worn at ALL times by contractor personnel to access the work areas and while on the premises.
- 3.22. The Courthouse may be accessed through the front door from 8:00 a.m. to 5:00 p.m. on the scheduled workday for contract personnel and their containers, equipment and tools. The Courthouse personnel may inspect all containers, equipment and tools that enter the Courthouse.



4. CONTRACT TERMS AND CONDITIONS

- 4.1. The successful Offeror shall be obligated to enter into a written contract with the County within 15 days of award on contract forms provided by the County. If Offeror desires to contract under their own written agreement, any such proposed agreement shall be submitted in blank with their response. County reserves the right to modify any proposed form agreement or withdraw its award to a successful Offeror if any proposed agreement contains terms and conditions inconsistent with its request or are unacceptable to county legal counsel.
- 4.2. Provisions for Termination: The contract may be terminated by the County for any of the following reasons or under any of the following circumstances.
 - 4.2.1. Due to a material breach of any term or condition of this agreement.
 - 4.2.2. If in the opinion of Boone County, deliveries of products / services are delayed or products / services delivered are not in conformity with the contract documents.
 - 4.2.3. If appropriations are not made available and budgeted for in any calendar year.
 - 4.2.4. Boone County 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 County.
- 4.3. In case of any default by the Contractor, the County may procure the product or service from other sources and hold the Contractor responsible for any damages incurred including, but not limited to, excess cost or handling charge. The County shall have the right to remove any Contractor who defaults on any contract with the County from all Bidders' lists.
- 4.4. The successful Contractor is prohibited from assigning, transferring, conveying, subletting, or otherwise disposing of this agreement or its rights, title or interest therein, or its power to execute such agreement to any other person, company or corporation without the prior consent and approval in writing by the County.
- 4.5. Offerors must clearly state in writing any restrictions or deviations from these specifications. In the absence of such statement, the County will assume that all items/services offered are in strict compliance with the technical and financial requirements, contract terms and conditions as described in these specifications. The proposal of the Contractor will be included as part of the final contract.
- 4.6. Award will be made by written notification from the Purchasing Director. This written notice shall be deemed to result in a binding contract which shall be governed by the laws of the State of Missouri as adopted and in force on the date of the agreement.
- 4.7. Contractor agrees to furnish services and to perform the project within the stated completion schedule, and in strict compliance with requirements stated in the RFP Document.

- 4.8. Contractor proposes and agrees to accept, as full compensation for furnished services, the price submitted in response to the RFP document. All related costs associated with providing the services specified shall be considered by both County and Contractor to be included within this quoted price. The county shall not pay, nor be liable for, any additional cost including, but not limited to taxes, insurance, interest, penalties, termination payments, attorney fees, liquidation damages, etc.
- 4.9. Contractor agrees that no modification of any provision contained in the contract shall be made, or construed to be made, unless such modification is mutually agreed to by both parties and incorporated in a written amendment to the contract approved by the Purchasing Director.
- 4.10. Contractor shall provide and install equipment that meets or exceeds the specifications contained in this RFP.
- 4.11. The Contractor must provide any additional equipment necessary, at no cost to the County, if the awarded equipment does not meet the specifications outlined in this document. The County shall determine whether the specifications are adequately met.
- 4.12. Attached Standard Terms and Conditions for Contracts shall apply to the contract award.
- 4.13. **Extra and/or Additional Work and Changes:** If any extra and/or additional work is to be done or any change in the plans and specifications is deemed necessary, the County may issue to the Contractor a written change order directing that such extra and/or additional work be done or that such change be made, and the Contract shall be modified accordingly. Compensation to the Contractor will be calculated as an addition to or deduction from the Contract price, based upon such written terms as may be established by the owner, either (a) by an acceptable lump sum proposal of the Contractor, (b) on a cost-plus limited basis not to exceed a specified limit, or (c) on basis of bid or mutually agreed upon unit prices. In the event that none of the foregoing methods are agreed upon with the Contractor, the County may perform the work with its own forces or under separate contract with another contractor.
- 4.14. **Patents:** The Contractor shall protect the County against suits for patent infringement on material, equipment, and methods used.
- 4.15. **Assignment of Contract:** No assignment by the Contractor of any principal construction contract or any part thereof or of the funds to be received thereunder by the Contractor, will be recognized unless such assignment has had the approval of the County and the Surety has been given due notice of such assignment in writing. In addition to the usual recitals in assignment contracts, the following language must be set forth:
- “It is agreed that the funds to be paid to the assignee under this assignment are subject to a prior lien for services rendered or materials supplied for the performance of the work called for in said Contract in favor of all persons, firms, or corporations rendering such services or supplying such materials.”
- 4.16. **Legal Requirements:** The Contractor shall do all work in such manner as to comply with all County ordinances, and laws of the County, State, and Nation as apply to the work herein outlined. The Contractor shall also obtain all necessary licenses and permits and keep necessary records as required.

4.17. Equal Opportunity: The County of Boone is an equal opportunity affirmative action employer, pursuant to federal and state law, and all Offerors submitting bids shall be considered to be EEO/AA employers in compliance with federal and state laws, unless otherwise stipulated by the bidders herein.

4.18. Domestic Purchasing Policy: Contractors are encouraged to select and use materials manufactured, assembled, or produced in the United States in the performance of this contract whenever the quality and price are comparable with other goods.

By submission of this bid, the vendor certifies that they are in compliance with section 34.353 and, if applicable, section 34.359 ("Missouri Domestic Products Procurement Act") of the Revised Statutes of Missouri, 1987.

4.19. If a contradiction in the contract documents occurs then the more expensive interpretation shall prevail and be inclusive in that respective contractor's proposal response.



5. PROPOSAL SUBMISSION INFORMATION

5.1. RESPONSE TO PROPOSAL

5.1.1. Submission of Proposals:

5.1.1.1. When submitting a proposal, Offerors should include the **original and seven (7) additional copies for a total of eight (8)**

a. Offerors shall submit the proposal to:

Boone County Purchasing Department
Attn: Melinda Bobbitt, CPPO, CPPB, Director of Purchasing
613 E. Ash Street, Room 110
Columbia, MO 65201

b. The proposals must be delivered no later than **1:30 p.m. on June 12, 2017**. Proposals will not be accepted after this date and time.

5.1.1.2. To facilitate the evaluation process, Offerors are encouraged to organize their proposal as described in section 5.1.4.

a. Each distinctive section should be titled with paragraph number and all material related to that category should be included therein.

b. The signed response page from the original RFP and all signed amendments should be placed at the beginning of the proposal response.

c. The Proposal must, at a minimum, address all mandatory and desired services, equipment, materials, etc. Responses will fully describe how the service will be performed and what hardware/software (if any) is required at the County to access the service.

5.1.1.3. Offerors are cautioned that it is the Offeror's sole responsibility to submit information related to the evaluation categories, and that the County is under no obligation to solicit such information if it is not included with the proposal. Offerors' 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.

5.1.1.4. 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. 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.

5.1.2. **Competitive Negotiation of Proposals:** Offerors are 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:

- 5.1.2.1. Negotiations may be conducted in person, in writing, or by telephone.
- 5.1.2.2. 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.
- 5.1.2.3. 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.
- 5.1.2.4. 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.

5.1.3. Evaluation and Award Process:

5.1.3.1. Boone County has selected an evaluation team to review responses and to make a formal recommendation for award to the County Commission. After determining a responsible Offeror and a responsive proposal through the determination that the proposal satisfies the mandatory requirements stated in the Request for Proposal, the evaluation team will use both objective analysis and subjective judgment in conducting a comparative assessment of the proposal in accordance with the evaluation criteria stated below:

- a. Method of Performance
- b. Experience/Expertise
- c. Cost

5.1.3.2. After an initial evaluation process, a question and answer interview may be conducted with the Offeror, if deemed necessary by the County at a designated Boone County location. Attendance cost shall be at the Offeror's expense. All arrangements and scheduling will be coordinated by the County.

5.1.4. Evaluation:

5.1.4.1. Experience and reliability of the Offeror's organization are considered subjectively in the evaluation process. Therefore, the Offerors advised to submit any information, which documents successful and reliable experience in past performances, especially those performances related to the requirements of this RFP.

- 5.1.4.2. Offerors should provide the following information related to previous and current services/contracts performed by the Offeror's organization (minimum of five references) and any proposed subcontractors for a renovation projects. At a minimum, the Offeror shall include:
- a. Name, address, and telephone number of client/contracting agency and a representative of that client/agency who may be contacted for verification of all information submitted;
 - b. Dates and locations of the renovation project; and
 - c. A brief, written description of the renovation project and services performed and requirements thereof.
- 5.1.4.3. Offerors should submit a copy of all licenses, certifications, accreditation, and/or permits, which may be required by state, federal, and/or local law, statute, or regulation in the course of conduct of the Offeror's business. If not submitted with the proposal, the County reserves the right to request and obtain a copy of any license or certification required to perform the defined services prior to contract award.
- 5.1.4.4. Where the words "shall" or "must" are used, they signify a required minimum function of system capacity that will heavily impact the Offeror's final response rating.
- 5.1.4.5. Where the words "should", "may" or "desired" are used, they signify that the feature or capacity is desirable but not mandatory; therefore, the specifications in question will possess minimal impact on the Offeror's final response rating.
- 5.1.4.6. The method by which the proposed method of performance is written in response to 3.2 – Scope of Services will be left to the discretion of the Offeror. However, Offerors should address each specific paragraph and subparagraph of the Specifications by paragraph and page number as an item for discussion. Immediately below these numbers, write descriptions of how, when, by whom, with what, to what degree, why, where, etc., the requirements will be satisfied.

5.1.5. Rejection / Withdrawal of Proposals Response:

Rejection of Proposals The County reserves the right, at its discretion, to reject any or all proposals or parts thereof. The County reserves the right to waive defects or informalities, to negotiate with Offeror's and to accept the proposal deemed to be in the best interest of the County.

Withdrawal of Proposals - Proposals may be withdrawn on written request from the Offeror at the address shown in the solicitation prior to the time of acceptance.

Negligence on the part of the Offeror in preparing the proposal confers no right of withdrawal after the time fixed for the acceptance of the proposals.

5.1.6. Validity of Proposal Response:

Offerors agree that proposals will remain firm for a period of ninety (90) calendar days after the date specified for the return of proposals.



6. Response/Pricing Page

In compliance with this Request for Proposal and subject to all the conditions thereof, the Offeror agrees to furnish the services/equipment/supplies requested and proposed and certifies he/she has read, understands, and agrees to all terms, conditions, and requirements of this proposal and is authorized to contract on behalf of the Offeror named below. (Note: This form must be signed. All signatures must be original).

Company Name: _____

Address: _____

Telephone: _____ Fax: _____

Federal Tax ID (or Social Security #): _____

Print Name: _____ Title: _____

Signature: _____ Date: _____

E-Mail Address: _____

6.1. **Pricing**

Item #	Description	Price
6.1.1.	Renovation of 2 West Courtroom	\$
6.1.2.	Renovation of 2 East Courtroom	\$
6.1.3.	GRAND TOTAL (6.1.1. + 6.1.2.)	\$

6.2. Project shall begin _____ calendar days after receipt of Purchase Order and Notice to Proceed.

6.3. Project shall be completed within _____ calendar days after start date.

6.4. List all Sub-Contractors that will be utilized on this project:

6.5. Describe warranty on equipment and labor (or attach description):

6.6. List any deviations to the required specifications/scope of work:

6.7. **Provide a contact person** who will be responsible for coordinating the efforts and personnel of all parties involved in the response, to include, but not be limited to, oral presentations and responses to request for clarification, if any. Provide the following:

Name:

Organization:

Address:

E-mail:

Phone Number:

Fax:

BIDDER'S ACKNOWLEDGMENT

(Complete and fill out all parts applicable, and strike out all parts not applicable.)

State of _____

County of _____

On this _____ day of _____, 20 _____

before me appeared _____ to me personally known, who, being by me first duly sworn, did say that he executed the foregoing Proposal with full knowledge and understanding of all its terms and provisions and of the plans and specifications; that the correct legal name and address of the Bidder (including those of all partners of joint ventures if fully and correctly set out above; that all statements made therein by or for the Bidder are true; and

(if a sole individual) acknowledged that he executed the same as his free act and deed.

(if a partnership or joint venture) acknowledged that his executed same, with written authority from, and as the free act and deed of, all said partners or joint ventures.

(if a corporation) that he is the _____
President or other agent

of _____; that the above Proposal was signed and sealed in behalf of said corporation by authority of its board of directors; and he acknowledged said proposal to be the free act and deed of said corporation.

Witness my hand and seal at _____, _____ the day and year first above written.

(SEAL) _____ Notary Public

My Commission expires _____, 20 _____.

INSTRUCTIONS FOR COMPLIANCE WITH HOUSE BILL 1549

INSTRUCTIONS FOR COMPLIANCE WITH HOUSE BILL 1549

House Bill 1549 addresses the Department of Homeland Security's and the Social Security Administration's E-Verify Program (Employment Eligibility Verification Program) that requires the County to verify "lawful presence" of individuals when we contract for work/service; verify that contractor has programs to verify lawful presence of their employees when contracts exceed \$5,000; and a requirement for OSHA safety training for public works projects.

The County is required to obtain certification that the bidder awarded the attached contract participates in a federal work authorization program. To obtain additional information on the Department of Homeland Security's E-Verify program, go to:

<http://www.uscis.gov/portal/site/uscis/menuitem.eb1d4c2a3e5b9ac89243c6a7543f6d1a/?vgnextoid=75bce2e261405110VgnVCM1000004718190aRCRD&vgnnextchannel=75bce2e261405110VgnVCM1000004718190aRCRD>

Please complete and return form *Work Authorization Certification Pursuant to 285.530 RSMo* if your contract amount is in excess of \$5,000. **Attach to this form the first and last page of the *E-Verify Memorandum of Understanding* that you completed when enrolling.**

AFFIDAVIT
(Only Required for Individual Bidder Certification Option #2)

State of Missouri)
)SS.
County of _____)

I, the undersigned, being at least eighteen years of age, swear upon my oath that I am either a United States citizen or am classified by the United States government as being lawfully admitted for permanent residence.

Date

Signature

Social Security Number
or Other Federal I.D. Number

Printed Name

On the date above written _____ appeared before me and swore that the facts contained in the foregoing affidavit are true according to his/her best knowledge, information and belief.

Notary Public

My Commission Expires:

CERTIFICATION OF INDIVIDUAL BIDDER

Pursuant to Section 208.009 RSMo, any person applying for or receiving any grant, contract, loan, retirement, welfare, health benefit, post-secondary education, scholarship, disability benefit, housing benefit or food assistance who is over 18 must verify their lawful presence in the United States. Please indicate compliance below. Note: A parent or guardian applying for a public benefit on behalf of a child who is citizen or permanent resident need not comply.

- _____ 1. I have provided a copy of documents showing citizenship or lawful presence in the United States. (Such proof may be a Missouri driver's license, U.S. passport, birth certificate, or immigration documents). Note: If the applicant is an alien, verification of lawful presence must occur prior to receiving a public benefit.

- _____ 2. I do not have the above documents, but provide an affidavit (copy attached) which may allow for temporary 90 day qualification.

- _____ 3. I have provided a completed application for a birth certificate pending in the State of _____. Qualification shall terminate upon receipt of the birth certificate or determination that a birth certificate does not exist because I am not a United States citizen.

Applicant

Date

Printed Name

SIGNATURE AND IDENTITY OF OFFEROR

The undersigned states that the correct LEGAL NAME and ADDRESS of (1) the individual Offeror, (2) each partner or joint venture (whether individuals or corporations, and whether doing business under fictitious name), or (3) the corporation (with the state in which it is incorporated) are shown below; that (if not signing with the intention of binding himself to become the responsible and sole Contractor) he is the agent of, and duly authorized in writing to sign for the Offeror or Offerors; and that he is signing and executing this (as indicated in the proper spaces below) as the proposal of a:

() sole individual () partnership () joint venture
 () corporation, incorporated under laws of the state of _____

Dated _____, 20

Name of individual, all partners, or joint ventures:

Address of each:

doing business under the name of:

Address of principal place of business in Missouri:

 (If using a fictitious name, show this name above in addition to legal names.)

 (If a corporation - show its name above)

ATTEST:

 (Secretary)

 (Title)

NOTE: If the Bidder is doing business under a FICTITIOUS NAME, the Proposal shall be executed in the legal name of the individual, partners, joint ventures, or corporation, with the legal address shown, and the REGISTRATION OF FICTITIOUS NAME filed with the Secretary of State, as required by Section 417.200 to 417.230, RS Mo. shall be attached. If the Bidder is a CORPORATION NOT ORGANIZED UNDER THE LAWS OF MISSOURI, it shall procure a CERTIFICATE OF AUTHORITY TO DO BUSINESS IN MISSOURI, as required by Section 351.570 and following, RS Mo. A CERTIFIED COPY of such Registration of Fictitious Name or Certificate of Authority to do Business in Missouri shall be filed with the Engineer

(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.

Name and Title of Authorized Representative

Signature

Date

STANDARD 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. Responses shall include all charges for packing, delivery, installation, etc., (unless otherwise specified) to the Boone County Department identified in the Request for Bid and/or Proposal.
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.
4. Bidders must use the bid forms provided for the purpose of submitting bids, must return the bid and bid sheets comprised in this bid, give the unit price, extended totals, and sign the bid. 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.
5. When products or materials of any particular producer or manufacturer are mentioned in our specifications, such products or materials are intended to be descriptive of type or quality and not restricted to those mentioned.
6. Do not include Federal Excise Tax or Sales and Use Taxes in bid process, as law exempts the County from them.
7. The delivery date shall be stated in definite terms, as it will be taken into consideration in awarding the bid.
8. 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.
9. In case of default by the Contractor, the County of Boone will procure the articles or services from other sources and hold the Bidder responsible for any excess cost occasioned thereby.
10. Failure to deliver as guaranteed may disqualify Bidder from future bidding.
11. Prices must be as stated in units of quantity specified, and must be firm. Bids qualified by escalator clauses may not be considered unless specified in the bid specifications.
12. No bid transmitted by fax machine or e-mail will be accepted.
13. 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.
14. 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 from other vendors.
15. 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.

16. In the event of a discrepancy between a unit price and an extended line item price, the unit price shall govern.
17. 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.
18. **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.
19. **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.

STATEMENT OF OFFEROR'S QUALIFICATIONS

(File with Response Form)

1. Number of years in business: _____ If not under present firm name, list previous firm names and types of organizations.

2. Contracts on hand: (Complete the following schedule)

Item	Purchaser	Amount of Percent Contract Completed
-------------	------------------	---

3. General type of product sold and manufactured:

4. There has been no default in any contract completed or un-completed except as noted below:

(a) Number of contracts on which default was made: _____

(b) Description of defaulted contracts and reason therefore:

5. List banking references:

6. Upon request will you within 3 (three) days file a detailed confidential financial statement?

Yes _____

No _____

Dated at _____

this _____ day of _____, 20 _____.

Name of Organization(s)

By _____
(Signature)

(Title of person signing)

ANTI-COLLUSION STATEMENT

STATE OF MISSOURI

COUNTY OF _____

_____, being first duly sworn, deposes and

says that he is _____
(Title of Person Signing)

of _____
(Name of Bidder)

that all statements made and facts set out in the proposal for the above project are true and correct; and the bidder (person, firm, association, or corporation making said bid) has not, either directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive bidding in connection with said bid or any contract which may result from its acceptance.

Affiant further certifies that bidder is not financially interested in, or financially affiliated with, any other bidder for the above project

By _____

By _____

By _____

Sworn to before me this _____ day of _____, 20 _____

Notary Public

My Commission Expires _____

AFFIDAVIT COMPLIANCE WITH THE PREVAILING WAGE LAW
(Return at Completion of Project)

Before me, the undersigned Notary Public, in and for the County of _____

State of _____, personally came and appeared (name and title)

_____ of the (name of company)

_____ (a corporation) (a partnership) (a proprietorship)

and after being duly sworn did depose and say that all provisions and requirements set out in Chapter 290 Sections 290.210 through and including 290.340, Missouri Revised Statutes, pertaining to the payment of wages to workmen employed on public works projects have been fully satisfied and there has been no exception to the full and complete compliance with said provisions and requirements and with Wage Determination NO. _____ issued by the Division of Labor Standards on the _____ day of _____, 20____, in carrying out the Contract and work in connection with

(name of project) _____ located at

(name of institution) _____ in _____ County,

Missouri and completed on the _____ day of _____, 20_____.

Signature

Subscribed and sworn to me this _____ day of _____, 20_____.

My commission expires _____, 20_____.

Notary Public



“No Bid” Response Form

Boone County Purchasing
613 E. Ash Street, Room 110
Columbia, MO 65201

Melinda Bobbitt, CPPO, CPPB, Director
(573) 886-4391 – Fax: (573) 886-4390

“NO BID RESPONSE FORM”

NOTE: COMPLETE AND RETURN THIS FORM ONLY IF YOU DO NOT WANT TO SUBMIT A PROPOSAL RESPONSE

If you do not wish to respond to this RFP request, but would like to remain on the Boone County vendor list for this service/commodity, please remove form and return to the Purchasing Department by mail or fax.

If you would like to FAX this “No Bid” Response Form to our office, the FAX number is (573) 886-4390.

RFP: 26-12JUN17 – Renovation of Judge’s Benches

Business Name: _____

Address: _____

Telephone: _____

Contact: _____

Date: _____

Reason(s) for Not Submitting Proposal Response :

1/26/17

Missouri Division of Labor Standards

WAGE AND HOUR SECTION



JEREMIAH W. (JAY) NIXON, Governor

Annual Wage Order No. 23

Section 010
BOONE COUNTY

In accordance with Section 290.262 RSMo 2000, within thirty (30) days after a certified copy of this Annual Wage Order has been filed with the Secretary of State as indicated below, any person who may be affected by this Annual Wage Order may object by filing an objection in triplicate with the Labor and Industrial Relations Commission, P.O. Box 599, Jefferson City, MO 65102-0599. Such objections must set forth in writing the specific grounds of objection. Each objection shall certify that a copy has been furnished to the Division of Labor Standards, P.O. Box 449, Jefferson City, MO 65102-0449 pursuant to 8 CSR 20-5.010(1). A certified copy of the Annual Wage Order has been filed with the Secretary of State of Missouri.

Original Signed by

John E. Lindsey, Director
Division of Labor Standards

This Is A True And Accurate Copy Which Was Filed With The Secretary of State: March 10, 2016

Last Date Objections May Be Filed: April 11, 2016

Prepared by Missouri Department of Labor and Industrial Relations

OCCUPATIONAL TITLE	** Date of Increase	*	Basic Hourly Rates	Over-Time Schedule	Holiday Schedule	Total Fringe Benefits
Asbestos Worker (H & F) Insulator	1/17		\$32.42	55	60	\$22.40
Boilermaker	7/16		\$35.93	57	7	\$28.33
Bricklayer and Stone Mason			\$29.26	59	7	\$16.91
Carpenter	6/16		\$25.16	60	15	\$16.10
Cement Mason			\$27.55	9	3	\$12.20
Communication Technician	6/16		\$31.80	28	7	\$12.90 + 13%
Electrician (Inside Wireman)	6/16		\$31.80	28	7	\$12.90 + 13%
Electrician (Outside-Line Construction/Lineman)	9/16		\$43.75	43	45	\$5.25 + 36%
Lineman Operator	9/16		\$37.73	43	45	\$5.25 + 36%
Groundman	9/16		\$29.11	43	45	\$5.25 + 36%
Elevator Constructor		a	\$46.04	26	54	\$31.645
Glazier	6/16		\$26.87	122	76	\$11.78
Ironworker	1/17		\$28.96	11	8	\$24.99
Laborer (Building):						
General			\$22.36	42	44	\$13.19
First Semi-Skilled			\$24.36	42	44	\$13.19
Second Semi-Skilled			\$23.36	42	44	\$13.19
Lather			USE CARPENTER RATE			
Linoleum Layer and Cutter	6/16		\$25.04	60	15	\$16.10
Marble Mason	1/17		\$22.08	124	74	\$12.86
Marble Finisher	1/17		\$14.29	124	74	\$9.09
Millwright	6/16		\$26.16	60	15	\$16.10
Operating Engineer						
Group I	6/16		\$28.86	86	66	\$24.98
Group II	6/16		\$28.86	86	66	\$24.98
Group III	6/16		\$27.61	86	66	\$24.98
Group III-A	6/16		\$28.86	86	66	\$24.98
Group IV	6/16		\$26.63	86	66	\$24.98
Group V	6/16		\$29.56	86	66	\$24.98
Painter	6/16		\$23.24	18	7	\$11.78
Pile Driver	6/16		\$26.16	60	15	\$16.10
Pipe Fitter	7/16	b	\$38.00	91	69	\$26.93
Plasterer			\$26.09	94	5	\$12.25
Plumber	7/16	b	\$38.00	91	69	\$26.93
Roofer \ Waterproofer			\$29.30	12	4	\$14.87
Sheet Metal Worker	7/16		\$31.34	40	23	\$17.04
Sprinkler Fitter - Fire Protection	7/16		\$33.49	33	19	\$19.45
Terrazzo Worker	1/17		\$29.31	124	74	\$14.56
Terrazzo Finisher	1/17		\$19.08	124	74	\$14.56
Tile Setter	1/17		\$22.08	124	74	\$12.86
Tile Finisher	1/17		\$14.29	124	74	\$9.09
Traffic Control Service Driver			\$26.415	22	55	\$9.045
Truck Driver-Teamster						
Group I			\$25.30	101	5	\$10.70
Group II			\$25.95	101	5	\$10.70
Group III			\$25.45	101	5	\$10.70
Group IV			\$25.95	101	5	\$10.70

Fringe Benefit Percentage is of the Basic Hourly Rate

**Annual Incremental Increase

**REPLACEMENT PAGE
BOONE COUNTY
BUILDING CONSTRUCTION - OVERTIME SCHEDULE**

FED: Minimum requirement per Fair Labor Standards Act means time and one-half (1 ½) shall be paid for all work in excess of forty (40) hours per work week.

NO. 9: Means the regular workday starting time of 8:00 a.m. (and resulting quitting time of 4:30 p.m.) may be moved forward to 6:00 a.m. or delayed one hour to 9:00 a.m. All work performed in excess of the regular work day and on Saturday shall be compensated at one and one-half (1½) times the regular pay. In the event time is lost during the work week due to weather conditions, the Employer may schedule work on the following Saturday at straight time. All work accomplished on Sunday and holidays shall be compensated for at double the regular rate of wages. The work week shall be Monday through Friday, except for midweek holidays.

NO. 11: Means eight (8) hours shall constitute a day's work, with the starting time to be established between 6:00 a.m. and 8:00 a.m. from Monday to Friday. Time and one-half (1½) shall be paid for first two (2) hours of overtime Monday through Friday and the first eight (8) hours on Saturday. All other overtime hours Monday through Saturday shall be paid at double (2) time rate. Double (2) time shall be paid for all time on Sunday and recognized holidays or the days observed in lieu of these holidays.

NO. 12: Means the work week shall commence on Monday at 12:01 a.m. and shall continue through the following Friday, inclusive of each week. All work performed by employees anywhere in excess of forty (40) hours in one (1) work week, shall be paid for at the rate of one and one-half (1½) times the regular hourly wage scale. All work performed within the regular working hours which shall consist of a ten (10) hour work day except in emergency situations. Overtime work and Saturday work shall be paid at one and one-half (1½) times the regular hourly rate. Work on recognized holidays and Sundays shall be paid at two (2) times the regular hourly rate.

NO. 18: Means the regular work day shall be eight (8) hours. Working hours are from six (6) hours before Noon (12:00) to six (6) hours after Noon (12:00). The regular work week shall be forty (40) hours, beginning between 6:00 a.m. and 12:00 Noon on Monday and ending between 1:00 p.m. and 6:00 p.m. on Friday. Saturday will be paid at time and one-half (1½). Sunday and Holidays shall be paid at double (2) time. Saturday can be a make-up day if the weather has forced a day off, but only in the week of the day being lost. Any time before six (6) hours before Noon or six (6) hours after Noon will be paid at time and one-half (1½).

NO. 22: Means a regular work week of forty (40) hours will start on Monday and end on Friday. The regular work day shall be either eight (8) or ten (10) hours. If a crew is prevented from working forty (40) hours Monday through Friday, or any part thereof by reason of inclement weather, Saturday or any part thereof may be worked as a make-up day at the straight time rate. Employees who are part of a regular crew on a make-up day, notwithstanding the fact that they may not have been employed the entire week, shall work Saturday at the straight time rate. A workday is to begin between 6:00 a.m. and 9:00 a.m. However, the project starting time may be advanced or delayed if mutually agreed to by the interest parties. For all time worked on recognized holidays, or days observed as such, double (2) time shall be paid.

NO. 26: Means that the regular working day shall consist of eight (8) hours worked between 6:00 a.m., and 5:00 p.m., five (5) days per week, Monday to Friday, inclusive. Hours of work at each jobsite shall be those established by the general contractor and worked by the majority of trades. (The above working hours may be changed by mutual agreement). Work performed on Construction Work on Saturdays, Sundays and before and after the regular working day on Monday to Friday, inclusive, shall be classified as overtime, and paid for at double (2) the rate of single time. The employer may establish hours worked on a jobsite for a four (4) ten (10) hour day work week at straight time pay for construction work; the regular working day shall consist of ten (10) hours worked consecutively, between 6:00 a.m. and 6:00 p.m., four (4) days per week, Monday to Thursday, inclusive. Any work performed on Friday, Saturday, Sunday and holidays, and before and after the regular working day on Monday to Thursday where a four (4) ten (10) hour day workweek has been established, will be paid at two times (2) the single time rate of pay. The rate of pay for all work performed on holidays shall be at two times (2) the single time rate of pay.

**REPLACEMENT PAGE
BOONE COUNTY
BUILDING CONSTRUCTION - OVERTIME SCHEDULE**

NO. 28: Means a regular workday shall consist of eight (8) hours between 7:00 a.m. and 5:30 p.m., with at least a thirty (30) minute period to be taken for lunch. Five (5) days a week, Monday through Friday inclusive, shall constitute a work week. The Employer has the option for a workday/workweek of four (4) ten (10) hour days (4-10's) provided:

- The project must be for a minimum of four (4) consecutive days.
- Starting time may be within one (1) hour either side of 8:00 a.m.
- Work week must begin on either a Monday or Tuesday: If a holiday falls within that week it shall be a consecutive work day. (Alternate: If a holiday falls in the middle of a week, then the regular eight (8) hour schedule may be implemented).
- Any time worked in excess of any ten (10) hour work day (in a 4-10 hour work week) shall be at the appropriate overtime rate.

All work outside of the regular working hours as provided, Monday through Saturday, shall be paid at one & one-half (1½) times the employee's regular rate of pay. All work performed from 12:00 a.m. Sunday through 8:00 a.m. Monday and recognized holidays shall be paid at double (2) the straight time hourly rate of pay. Should employees work in excess of twelve (12) consecutive hours they shall be paid double time (2X) for all time after twelve (12) hours. Shift work performed between the hours of 4:30 p.m. and 12:30 a.m. (second shift) shall receive eight (8) hours pay at the regular hourly rate of pay plus ten (10%) percent for seven and one-half (7½) hours work. Shift work performed between the hours of 12:30 a.m. and 8:00 a.m. (third shift) shall receive eight (8) hours pay at the regular hourly rate of pay plus fifteen (15%) percent for seven (7) hours work. A lunch period of thirty (30) minutes shall be allowed on each shift. All overtime work required after the completion of a regular shift shall be paid at one and one-half (1½) times the shift hourly rate.

NO. 33: Means the standard work day and week shall be eight (8) consecutive hours of work between the hours of 6:00 a.m. and 6:00 p.m., excluding the lunch period Monday through Friday, or shall conform to the practice on the job site. Four (4) days at ten (10) hours a day may be worked at straight time, Monday through Friday and need not be consecutive. All overtime, except for Sundays and holidays shall be at the rate of time and one-half (1½). Overtime worked on Sundays and holidays shall be at double (2) time.

NO. 40: Means the regular working week shall consist of five (5) consecutive (8) hour days' labor on the job beginning with Monday and ending with Friday of each week. Four (4) 10-hour days may constitute the regular work week. The regular working day shall consist of eight (8) hours labor on the job beginning as early as 6:00 a.m. and ending as late as 5:30 p.m. All full or part time labor performed during such hours shall be recognized as regular working hours and paid for at the regular hourly rate. All hours worked on Saturday and all hours worked in excess of eight (8) hours but not more than twelve (12) hours during the regular working week shall be paid for at time and one-half (1½) the regular hourly rate. All hours worked on Sundays and holidays and all hours worked in excess of twelve (12) hours during the regular working day shall be paid at two (2) times the regular hourly rate. In the event of rain, snow, cold or excessively windy weather on a regular working day, Saturday may be designated as a "make-up" day. Saturday may also be designated as a "make-up" day, for an employee who has missed a day of work for personal or other reasons. Pay for "make-up" days shall be at regular rates.

**REPLACEMENT PAGE
BOONE COUNTY
BUILDING CONSTRUCTION - OVERTIME SCHEDULE**

NO. 42: Means eight (8) hours between the hours of 8:00 a.m. and 4:30 p.m. shall constitute a work day. The starting time may be advanced one (1) or two (2) hours. Employees shall have a lunch period of thirty (30) minutes. The Employer may provide a lunch period of one (1) hour, and in that event, the workday shall commence at 8:00 a.m. and end at 5:00 p.m. The workweek shall commence at 8:00 a.m. on Monday and shall end at 4:30 p.m. on Friday (or 5:00 p.m. on Friday if the Employer grants a lunch period of one (1) hour), or as adjusted by starting time change as stated above. All work performed before 8:00 a.m. and after 4:30 p.m. (or 5:00 p.m. where one (1) hour lunch is granted for lunch) or as adjusted by starting time change as stated above or on Saturday, except as herein provided, shall be compensated at one and one-half (1½) times the regular hourly rate of pay for the work performed. All work performed on Sunday and on recognized holidays shall be compensated at double (2) the regular hourly rate of pay for the work performed. When working a five 8-hour day schedule and an Employer is prevented from working forty (40) hours, Monday through Friday, or any part thereof by reason of inclement weather (rain or mud), Saturday or any part thereof may be worked as a make-up day at the straight time rate. The Employer shall have the option of working five eight (8) hour days or four ten (10) hour days Monday through Friday. If an Employer elects to work five (5) eight (8) hour days during any work week, hours worked more than eight (8) per day or forty (40) hours per week shall be paid at time and one-half (1½) the hourly rate Monday through Friday. If an Employer elects to work four (4) ten (10) hour days in any week, work performed more than ten (10) hours per day or forty (40) hours per week shall be paid at time and one-half (1½) the hourly rate Monday through Friday. If an Employer is working ten (10) hour days and loses a day due to inclement weather, they may work ten (10) hours Friday at straight time. All hours worked over the forty (40) hours Monday through Friday will be paid at time and one-half (1½) overtime rate. Overtime shall be computed at half-hour intervals. Shift Work: Two (2) or three (3) shifts shall be permitted, provided such shifts are scheduled for a minimum of three (3) consecutive days. The second shift shall begin at 4:30 p.m. and end at 12:30 a.m. with one-half (1/2) hour for lunch between 7:30 p.m. and 9:00 p.m. and shall received eighty (8) hours' pay. The third shift shall begin at 12:30 a.m. and end at 8:00 a.m. with one-half (1/2) hour for lunch between 3:30 a.m. and 5:00 a.m. and shall received (8) hour's; pay. There shall be at least one (1) foreman on each shift on jobs where more than one shift is employed, provided that there are two (2) or more employees on second and on the third shifts. All shifts shall arrange to interchange working hours at the end of each week. When three shifts are used, the applicable rate must be paid from Saturday at 8:00 a.m. until the following Monday at 8:00 a.m. When three shifts are employed, the second and third shifts shall contain at least one-half (1/2) as many employees as the first shift.

NO. 43: Eight (8) hours shall constitute a work day between the hours of 7:00 a.m. and 4:30 p.m. Forty (40) hours within five (5) days, Monday through Friday inclusive, shall constitute the work week. Work performed in the 9th and 10th hour, Monday through Friday, shall be paid at time and one-half (1½) the regular straight time rate of pay. Contractor has the option to pay two (2) hours per day at the time and one-half (1½) the regular straight time rate of pay between the hours of 6:00 a.m. and 5:30 p.m., Monday through Friday. Work performed outside the regularly scheduled working hours and on Saturdays, Sundays and recognized legal holidays, or days celebrated as such, shall be paid for at the rate of double (2) time.

NO. 55: Means the regular work day shall be eight (8) hours between 6:00 a.m. and 4:30 p.m. The first two (2) hours of work performed in excess of the eight (8) hour work day, Monday through Friday, and the first ten (10) hours of work on Saturday, shall be paid at one & one-half (1½) times the straight time rate. All work performed on Sunday, observed holidays and in excess of ten (10) hours a day, Monday through Saturday, shall be paid at double (2) the straight time rate.

**REPLACEMENT PAGE
BOONE COUNTY
BUILDING CONSTRUCTION - OVERTIME SCHEDULE**

NO. 57: Means eight (8) hours per day shall constitute a day's work and forty (40) hours per week, Monday through Friday, shall constitute a week's work. The regular starting time shall be 8:00 a.m. If a second or third shift is used, the regular starting time of the second shift shall be 4:30 p.m. and the regular starting period for the third shift shall be 12:30 a.m. These times may be adjusted by the employer. The day shift shall work a regular eight (8) hours shift as outlined above. Employees working a second shift shall receive an additional \$0.25 above the regular hourly rate and perform seven and one-half (7½) hours work for eight (8) hours pay. Third shift employees shall be paid an additional \$0.50 above the regular hourly rate and work seven (7) hours for eight (8) hours pay. When circumstances warrant, the Employer may change the regular workweek to four (4) ten-hour days at the regular time rate of pay. All time worked before and after the established workday of eight (8) hours, Monday through Friday, and all time worked on Saturday shall be paid at the rate of time and one-half (1½) except in cases where work is part of an employee's regular Friday shift. All time worked on Sunday and recognized holidays shall be paid at the double (2) time rate of pay except in cases where work is part of an employee's previous day's shift. For all overtime hours worked \$27.04 of the fringe benefits portion of the prevailing wage shall be paid at the same overtime rate at which the cash portion of the prevailing wage is to be paid. The remaining \$1.29 of the fringe benefit portion of the prevailing wage may be paid at straight time.

NO. 59: Means that except as herein provided, eight (8) hours a day shall constitute a standard work day, and forty (40) hours per week shall constitute a week's work. All time worked outside of the standard eight (8) hour work day and on Saturday shall be classified as overtime and paid the rate of time and one-half (1½). All time worked on Sunday and holidays shall be classified as overtime and paid at the rate of double (2) time. The Employer has the option of working either five (5) eight hour days or four (4) ten hour days to constitute a normal forty (40) hour work week. When the four (4) ten-hour work week is in effect, the standard work day shall be consecutive ten (10) hour periods between the hours of 6:30 a.m. and 6:30 p.m. Forty (40) hours per week shall constitute a week's work, Monday through Thursday, inclusive. In the event the job is down for any reason beyond the Employer's control, then Friday and/or Saturday may, at the option of the Employer, be worked as a make-up day; straight time not to exceed ten (10) hours or forty (40) hours per week. When the five day eight (8) hour work week is in effect, forty (40) hours per week shall constitute a week's work, Monday through Friday, inclusive. In the event the job is down for any reason beyond the Employer's control, then Saturday may, at the option of the Employer, be worked as a make-up day; straight time not to exceed eight (8) hours or forty (40) hours per week. The regular starting time (and resulting quitting time) may be moved to 6:00 a.m. or delayed to 9:00 a.m. Make-up days shall not be utilized for days lost due to holidays.

NO. 60: Means the Employer shall have the option of working five 8-hour days or four 10-hour days Monday through Friday. If an Employer elects to work five 8-hour days during any work week, hours worked more than eight (8) per day or forty (40) per week shall be paid at time and one-half (1½) the hourly wage rate plus fringe benefits Monday through Friday. **SATURDAY MAKE-UP DAY:** If an Employer is prevented from working forty (40) hours, Monday through Friday, or any part thereof by reason of inclement weather (rain or mud), Saturday or any part thereof may be worked as a make-up day at the straight time rate. It is agreed by the parties that the make-up day is not to be used to make up time lost due to recognized holidays. If an Employer elects to work four 10-hour days, between the hours of 6:30 a.m. and 6:30 p.m. in any week, work performed more than ten (10) hours per day or forty (40) hours per week shall be paid at time and one half (1½) the hourly wage rate plus fringe benefits Monday through Friday. If an Employer is working 10-hour days and loses a day due to inclement weather, the Employer may work ten (10) hours on Friday at straight time. All hours worked over the forty (40) hours Monday through Friday will be paid at time and one-half (1½) the hourly wage rate plus fringe benefits. All Millwright work performed in excess of the regular work day and on Saturday shall be compensated for at time and one-half (1½) the regular Millwright hourly wage rate plus fringe benefits. The regular work day starting at 8:00 a.m. (and resulting quitting time of 4:30 p.m.) may be moved forward to 6:00 a.m. or delayed one (1) hour to 9:00 a.m. All work accomplished on Sundays and recognized holidays, or days observed as recognized holidays, shall be compensated for at double (2) the regular hourly rate of wages plus fringe benefits. NOTE: All overtime is computed on the hourly wage rate plus an amount equal to the fringe benefits.

**REPLACEMENT PAGE
BOONE COUNTY
BUILDING CONSTRUCTION - OVERTIME SCHEDULE**

NO. 86: The regular workday shall consist of eight (8) consecutive hours, exclusive of a thirty (30) minute lunch period, with pay at the straight time rate with all hours in excess of eight (8) hours in any one day to be paid at the applicable overtime rate at time and one-half (1½). The regular workday shall begin between the hours of 6:00 a.m. and 8:00 a.m. The Employer may have the option to schedule the work week from Monday through Thursday at ten (10) hours per day at the straight time rate of pay with all hours in excess of ten (10) hours in any one day to be paid at the applicable overtime rate at time and one-half (1½). If the Employer elects to work from Monday through Thursday and is stopped due to inclement weather, holiday or other conditions beyond the control of the Employer, they shall have the option to work Friday at the straight time rate of pay to complete the forty (40) hours for the workweek. All overtime work performed on Monday through Saturday shall be paid at time and one-half (1½) the hourly rate. Fringe benefits shall be paid at the one and one half the hourly rate. All work performed on Sundays and recognized holidays shall be paid at double (2) the hourly rate. Fringe benefits shall be paid at double the hourly rate. Shifts may be established when considered necessary by the Employer. Shift hours and rates will be as follows. If shifts are established, work on the First Shift will begin between 6:00 a.m. and 9:00 a.m. and consist of eight (8) hours of work plus one-half hour unpaid lunch. Hours worked during the first shift will be paid at the straight time rate of pay. The second shift shall start eight hours after the start of the first shift and consist of eight (8) hours of work plus one-half hour unpaid lunch. Work on the second shift will begin between 2:00 p.m. and 5:00 p.m. and be paid the straight time rate plus \$2.50 per hour. The third shift shall start eight hours after the start of the second shift and consist of eight (8) hours plus one-half hour unpaid lunch. Work on the third shift will begin between 10:00 p.m. and 1:00 a.m. and be paid the straight time rate plus \$3.50 per hour. The additional amounts that are to be paid are only applicable when working shifts. Shifts that begin on Saturday morning through those shifts which end on Sunday morning will be paid at time and one-half these rates. Shifts that begin on Sunday morning through those shifts which end on Monday morning will be paid at double time these rates.

NO. 91: Means eight (8) hours shall constitute a day's work commencing at 7:00 a.m. and ending at 3:30 p.m., allowing one-half (½) hour for lunch. The option exists for the Employer to use a flexible starting time between the hours of 6:00 a.m. and 9:00 a.m. The regular workweek shall consist of forty (40) hours of five (5) workdays, Monday through Friday. The workweek may consist of four (4) ten (10) hour days from Monday through Thursday, with Friday as a make-up day. If the make-up day is a holiday, the employee shall be paid at the double (2) time rate. The employees shall be paid time and one-half (1½) for work performed on Saturdays, before the regular starting time or after the regular quitting time or over eight (8) hours per work day (unless working a 10-hour work day, then time and one-half (1½) is paid for work performed over ten (10) hours a day) or over forty (40) hours per work week. Work performed on Sundays and recognized holidays shall be paid at the double (2) time rate of pay. **SHIFT WORK:** When it is necessary for the project to operate in shifts, there will be three (3) eight (8) hour shifts commencing at 8:00 a.m. Shift work must continue for a period of not less than three (3) consecutive work days, two (2) days which must be regular work days (Monday through Friday). In the event the second or third shift of any regular work day shall fall into a Saturday or a holiday, such extension into a Saturday or holiday shall be considered as part of the previous workday and employees shall be paid at the regular shift rate. The first day shift shall work a regular eight (8) hour day at regular rates. The second shift shall be eight (8) hours regular time pay plus \$2.50 per hour premium for eight (8) hours work. Third shift will be for eight (8) hours regular time pay plus \$3.00 per hour premium for eight (8) hours work.

NO. 94: Means eight (8) hours shall constitute a day's work between the hours of 8:00 a.m. and 5:00 p.m. The regular workday starting time of 8:00 a.m. (and resulting quitting time of 4:30 p.m.) may be moved forward to 6:00 a.m. or delayed one (1) hour to 9:00 a.m. All work performed in excess of the regular work day and on Saturday shall be compensated at one and one-half (1½) times the regular pay. In the event time is lost during the work week due to weather conditions, the Employer may schedule work on the following Saturday at straight time. All work accomplished on Sunday and holidays shall be compensated at double the regular rate of wages.

**REPLACEMENT PAGE
BOONE COUNTY
BUILDING CONSTRUCTION - OVERTIME SCHEDULE**

NO. 101: Means that except as provided below, eight (8) hours a day shall constitute a standard work day, and forty (40) hours per week shall constitute a week's work, which shall begin on Monday and end on Friday. All time worked outside of the standard work day and on Saturday shall be classified as overtime and paid the rate of time and one-half (1½) (except as herein provided). All time worked on Sunday and recognized holidays shall be classified as overtime and paid at the rate of double (2) time. The regular starting time of 8:00 a.m. (and resulting quitting time of 4:30 p.m.) may be moved forward to 6:00 a.m. or delayed one (1) hour to 9:00 a.m. The Employer has the option of working either five (5) eight-hour days or four (4) ten-hour days to constitute a normal forty (40) hour work week. When a four (4) ten-hour day work week is in effect, the standard work day shall be consecutive ten (10) hour periods between the hours of 6:30 a.m. and 6:30 p.m. Forty (40) hours per week shall constitute a week's work Monday through Thursday, inclusive. In the event the job is down for any reason beyond the Employer's control, then Friday and/or Saturday may, at the option of the Employer, be worked as a make-up day; straight time not to exceed ten (10) hours per day or forty (40) hours per week. Starting time will be designated by the employer. When the five (5) day eight (8) hour work week is in effect, forty (40) hours per week shall constitute a week's work, Monday through Friday, inclusive. In the event the job is down for any reason beyond the Employer's control, then Saturday may, at the option of the Employer, be worked as a make-up day; straight time not to exceed eight (8) hours per day or forty (40) hours per week. Make-up days shall not be utilized for days lost due to holidays.

NO. 122: Means the regular workday shall be (8) hours. The regular work week shall be forty (40) hours, beginning 6:00 a.m. on Monday and ending 6:00 p.m. on Friday. Saturday will be time and one-half (1½). Sunday and Holidays shall be double (2) time. Saturday can be a make-up day if weather has forced a day off.

NO. 124: Means eight (8) hours shall constitute a day's work on all classes of work between the hours of 6:00 a.m. and 5:30 p.m., Monday through Friday. The pay for time worked during these hours shall be at the regular wage rate. The regular workweek shall be Monday through Friday. Employment from 4:30 p.m. to 12:00 midnight, Monday through Friday, shall be paid for at one and one-half (1½) times the regular hourly rate. From 12:00 midnight until 8:00 a.m. on any day shall be paid for at twice the regular hourly rate. All time worked on Sundays and the recognized holidays shall be paid at the rate of double (2) time. It is understood that forty (40) hours shall constitute a regular workweek, (5-8's) Sunday Midnight through Friday Midnight, understanding anything over eight (8) hours is one and one-half (1½) times the hourly wage rate.

**BOONE COUNTY
HOLIDAY SCHEDULE – BUILDING CONSTRUCTION**

NO. 3: All work done on New Year's Day, Decoration Day, July 4th, Labor Day, Veteran's Day, Thanksgiving and Christmas shall be compensated at the double (2) time rate of pay. When any of these holidays fall on a Sunday, the following Monday shall be observed.

NO. 4: All work done on New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving and Christmas Day shall be paid at the double time rate of pay. If any of the above holidays fall on Sunday, Monday will be observed as the recognized holiday. If any of the above holidays fall on Saturday, Friday will be observed as the recognized holiday and holidays falling on Sunday will be observed on the following Monday.

NO. 5: All work that shall be done on New Year's Day, Memorial Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving Day, and Christmas Day shall be paid twice the amount of his or her regular hourly wage rate for each hour of fraction thereof worked on any such day .

NO. 7: The following days are assigned days and are recognized as holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving Day, and Christmas Day. If a holiday falls on a Sunday, it shall be observed on the following Monday. If a holiday falls on a Saturday, it shall be observed on the preceding Friday. No work shall be performed on Labor Day except in case of jeopardy to work under construction. This is applied to protect Labor Day. When a holiday falls during the normal workweek, Monday through Friday, it shall be counted as eight (8) hours toward the forty (40) hour week. However, no reimbursement for these eight (8) hours is to be paid to the workman unless worked. If workman are required to work the above enumerated holidays or days observed as such, or on Sunday, they shall receive double (2) the regular rate of pay for such work.

NO. 8: All work performed on New Year's Day, Memorial Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving Day, and Christmas Day, or the days observed in lieu of these holidays, shall be paid at the double time rate of pay.

NO. 15: All work accomplished on the recognized holidays of New Year's Day, Decoration Day (Memorial Day), Independence Day (Fourth of July), Labor Day, Veteran's Day, Thanksgiving Day and Christmas Day, or days observed as these named holidays, shall be compensated for at double (2) the regular hourly rate of wages plus fringe benefits. If a holiday falls on Saturday, it shall be observed on the preceding Friday. If a holiday falls on a Sunday, it shall be observed on the following Monday. No work shall be performed on Labor Day, Christmas Day, Decoration Day or Independence Day except to preserve life or property.

NO. 19: All work done on New Year's Day, Memorial Day, July 4th, Labor Day, Thanksgiving Day, and Christmas Day shall be paid at the double time rate of pay. The employee may take off Friday following Thanksgiving Day. However, the employee shall notify his or her Foreman, General Foreman or Superintendent on the Wednesday preceding Thanksgiving Day. When one of the above holidays falls on Sunday, the following Monday shall be considered a holiday and all work performed on either day shall be at the double (2) time rate. When one of the holidays falls on Saturday, the preceding Friday shall be considered a holiday and all work performed on either day shall be at the double (2) time rate.

NO. 23: All work done on New Year's Day, Memorial Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving Day, Christmas Day and Sundays shall be recognized holidays and shall be paid at the double time rate of pay. When a holiday falls on Sunday, the following Monday shall be considered a holiday. When a holiday falls on Saturday, Friday is recognized as a holiday.

NO. 44: All work done on New Year's Day, Decoration Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving Day, and Christmas Day shall be paid at the double time rate of pay. If a holiday falls on a Sunday, it shall be observed on the Monday following. If a holiday falls on a Saturday, it shall be observed on the preceding Friday. No work shall be performed on these days except in emergency to protect life or property. All work performed on these holidays shall be compensated at double the regular hourly rate for the work performed. Overtime shall be computed at half-hour intervals.

NO. 45: All work performed on New Year's Day, Memorial Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving Day, the day after Thanksgiving, the day before Christmas, and Christmas Day, shall be paid at the double time rate of pay.

**BOONE COUNTY
HOLIDAY SCHEDULE – BUILDING CONSTRUCTION**

NO. 54: All work performed on New Year's Day, Memorial Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving Day, the Friday after Thanksgiving Day, and Christmas Day shall be paid at the double (2) time rate of pay. When a holiday falls on Saturday, it shall be observed on Friday. When a holiday falls on Sunday, it shall be observed on Monday.

NO. 55: The following days are recognized as holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and Christmas Day. If a holiday falls on a Sunday, it shall be observed on the following Monday. No work shall be performed on Labor Day except in case of jeopardy to work under construction. This rule is applied to protect Labor Day. When a holiday falls during the normal work week, Monday through Friday, it shall be counted as eight (8) hours toward the forty (40) hour week; however, no reimbursement for this eight (8) hours is to be paid the workmen unless worked. An Employer working a four (4) day, ten (10) hour schedule may use Friday as a make up day when an observed holiday occurs during the work week. Employees have the option to work that make up day. If workmen are required to work the above enumerated holidays, or days observed as such, they shall receive double (2) the regular rate of pay for such work.

NO. 60: All work performed on New Year's Day, Armistice Day (Veteran's Day), Decoration Day (Memorial Day), Independence Day (Fourth of July), Thanksgiving Day and Christmas Day shall be paid at the double time rate of pay. No work shall be performed on Labor Day except when triple (3) time is paid. When a holiday falls on Saturday, Friday will be observed as the holiday. When a holiday falls on Sunday, the following Monday shall be observed as the holiday.

NO. 66: All work performed on Sundays and the following recognized holidays, or the days observed as such, of New Year's Day, Decoration Day, Fourth of July, Labor Day, Veteran's Day, Thanksgiving Day and Christmas Day, shall be paid at double (2) the hourly rate plus an amount equal to the hourly Total Indicated Fringe Benefits. Whenever any such holidays fall on a Sunday, the following Monday shall be observed as a holiday.

NO. 69: All work performed on New Year's Day, Memorial Day, July Fourth, Labor Day, Veteran's Day, Thanksgiving Day or Christmas Day shall be compensated at double (2) their straight-time hourly rate of pay. Friday after Thanksgiving and the day before Christmas are also holidays, however, if the employer chooses to work the normal work hours on these days, the employee will be paid at straight -time rate of pay. If a holiday falls on a Saturday, the holiday will be observed on Saturday; if a holiday falls on a Sunday, the holiday will be observed on the following Monday.

NO. 74: All work performed on New Year's Day, Memorial Day, Fourth of July, Labor Day, Veteran's Day, Thanksgiving Day and Christmas Day, shall be paid at double (2) time of the hourly rate of pay. In the event one of the above holiday's falls on Saturday, the holiday shall be celebrated on Saturday. If the holiday falls on Sunday, the holiday will be celebrated on Monday.

NO. 76: The following days are recognized as holidays: New Years Day, Memorial Day, Independence Day, Labor Day, Veterans Day, Thanksgiving Day, and Christmas. No work of any pretense shall be performed on Charismas Day or Independence Day. Any work performed on the other holidays shall be paid for at least two (2) times the regular rate of pay. If a holiday falls on a Sunday, the following Monday will be observed. If a holiday falls on a Saturday, the preceding Friday will be observed.

OCCUPATIONAL TITLE	* Date of Increase	Basic Hourly Rates	Over-Time Schedule	Holiday Schedule	Total Fringe Benefits
Carpenter	6/16	\$30.83	23	16	\$16.10
Electrician (Outside-Line Construction\Lineman)	9/16	\$43.75	9	12	\$5.25 + 36%
Lineman Operator	9/16	\$37.73	9	12	\$5.25 + 36%
Lineman - Tree Trimmer	1/17	\$24.53	32	31	\$9.98 + 3%
Groundman	9/16	\$29.11	9	12	\$5.25 + 36%
Groundman - Tree Trimmer	1/17	\$18.14	32	31	\$7.19 + 3%
Laborer					
General Laborer	6/16	\$27.96	2	4	\$13.17
Skilled Laborer	6/16	\$27.96	2	4	\$13.17
Millwright	6/16	\$30.83	23	16	\$16.10
Operating Engineer					
Group I	6/16	\$27.94	21	5	\$24.87
Group II	6/16	\$27.59	21	5	\$24.87
Group III	6/16	\$27.39	21	5	\$24.87
Group IV	6/16	\$23.74	21	5	\$24.87
Oiler-Driver	6/16	\$23.74	21	5	\$24.87
Pile Driver	6/16	\$30.83	23	16	\$16.10
Traffic Control Service Driver		\$26.415	28	27	\$9.045
Truck Driver-Teamster					
Group I	6/16	\$29.27	25	21	\$12.45
Group II	6/16	\$29.43	25	21	\$12.45
Group III	6/16	\$29.42	25	21	\$12.45
Group IV	6/16	\$29.54	25	21	\$12.45

Use Heavy Construction Rates on Highway and Heavy construction in accordance with the classifications of construction work established in 8 CSR 30-3.040(3).

Use Building Construction Rates on Building construction in accordance with the classifications of construction work established in 8 CSR 30-3.040(2).

If a worker is performing work on a heavy construction project within an occupational title that is not listed on the Heavy Construction Rate Sheet, use the rate for that occupational title as shown on the Building Construction Rate sheet.

**REPLACEMENT PAGE
BOONE COUNTY
OVERTIME SCHEDULE - HEAVY CONSTRUCTION**

FED: Minimum requirement per Fair Labor Standards Act means time and one-half (1 ½) shall be paid for all work in excess of forty (40) hours per work week.

NO. 2: Means a regular workweek shall be forty (40) hours and will start on Monday and end on Friday. The Employer shall have the option of working five 8-hour days or four 10-hour days Monday through Friday. If an Employer elects to work five 8-hour days during any workweek, hours worked more than eight (8) per day or 40 per week shall be paid at time and one-half the hourly rate Monday through Friday. If an Employer elects to work four 10-hour days in a week, work performed more than ten (10) hours per day or 40 hours per week shall be paid at time and one-half the hourly rate Monday through Friday. When working a five 8-hour day schedule and an Employer is prevented from working forty (40) hours Monday through Friday, or any part thereof, by reason of inclement weather, Saturday or any part thereof may be worked as a make-up day at the straight time rate. If an Employer is working a four 10-hour day schedule and loses a day due to inclement weather, he may work 10 hours Friday at straight time. All hours worked over the 40 hours Monday through Friday will be paid at 1 ½ overtime rate. A workday shift is to begin at the option of the Employer, between 6:00 a.m. and not later than 9:00 a.m. However, the project starting time may be advanced or delayed if required. If workmen are required to work the enumerated holidays or days observed as such or Sundays, they shall receive double (2) the regular rate of pay for such work. Overtime shall be computed at one-half (1/2) hour intervals. Shift: The Contractor may elect to work one, two or three shifts on any work. When operating on more than one shift, the shifts shall be known as the day shift, swing shift, and graveyard shift as such terms are recognized in the industry. When two shifts are worked on any operation, the shifts will consist of eight (8) or ten (10) hours exclusive of lunchtime. When three shifts are worked the first day or day shift will consist of eight (8) hours exclusive of lunchtime. The second or swing shift shall consist of seven and one-half (7 1/2) hours work for eight hours pay, exclusive of lunchtime, and the third or the graveyard shift shall consist of seven (7) hours work for eight (8) hours pay, exclusive of the lunchtime. All time in excess of normal shifts shall be considered overtime. Multiple shift (the two or three shift) operation will not be construed on the entire project if at anytime it is deemed advisable and necessary for the Employer to multiple shift a specific operation. However, no shift shall be started between midnight and six a.m. except the graveyard shift on a three-shift operation, or except in an unusual or emergency situation. If an Employer starts a shift between midnight and 6 a.m. except the graveyard shift on a three-shift operation, he shall reimburse all employees for the entire shift at the double time rate. Completion of the second shift on a two-shift operation or completion of the graveyard shift on a three-shift operation that carries over into Saturday morning, shall be at the straight time rate. Overtime shall be computed at ½ hour intervals.

NO. 9: Eight (8) hours shall constitute a work day between the hours of 7:00 a.m. and 4:30 p.m. Forty (40) hours within five (5) days, Monday through Friday inclusive, shall constitute the work week. Work performed in the 9th and 10th hour, Monday through Friday, shall be paid at time and one-half (1½) the regular straight time rate of pay. Contractor has the option to pay two (2) hours per day at the time and one-half (1½) the regular straight time rate of pay between the hours of 6:00 a.m. and 5:30 p.m., Monday through Friday. Worked performed in the first eight (8) hours on Saturday shall be paid at the rate of one and eight tenths (1.8) the regular straight time rate. Work performed outside these hours and on Sundays and recognized legal holidays, or days celebrated as such, shall be paid for at the rate of double (2) time.

NO. 21: Means the regular workday for which employees shall be compensated at straight time hourly rate of pay shall, unless otherwise provided for, begin at 8:00 a.m. and end at 4:30 p.m. However, the project starting time may be advanced or delayed at the discretion of the Employer. At the discretion of the Employer, when working a five (5) day eight (8) hour schedule, Saturday may be used for a make-up day. If an Employer is prohibited from working on a holiday, that employer may work the following Saturday at the straight time rate. However, the Employer may have the option to schedule his work from Monday through Thursday at ten (10) hours per day at the straight time rate of pay with all hours in excess of ten (10) hours in any one day to be paid at the applicable overtime rate. If the Employer elects to work from Monday through Thursday and is stopped due to circumstances beyond his control, he shall have the option to work Friday or Saturday at the straight time rate of pay to complete his forty (40) hours. If an Employer is prohibited from working on a holiday, that Employer may work the following Friday or Saturday at the straight time rate. Overtime will be at one and one-half (1½) times the regular rate. If workmen are required to work the enumerated holidays or days observed as such, or Sundays, they shall receive double (2) the regular rate of pay for such work.

**REPLACEMENT PAGE
BOONE COUNTY
OVERTIME SCHEDULE - HEAVY CONSTRUCTION**

NO. 23: Means the regular workweek shall start on Monday and end on Friday, except where the Employer elects to work Monday through Thursday, (10) hours per day. All work over ten (10) hours in a day or forty (40) hours in a week shall be at the overtime rate of one and one-half (1½) times the regular hourly rate. The regular workday shall be either eight (8) or ten (10) hours. If a job can't work forty (40) hours Monday through Friday because of inclement weather or other conditions beyond the control of the Employer, Friday or Saturday may be worked as a make-up day at straight time (if working 4-10's). Saturday may be worked as a make-up day at straight time (if working 5-8's). An Employer, who is working a four (4) ten (10) hour day work schedule may use Friday as a make-up day when a workday is lost due to a holiday. A workday is to begin at the option of the Employer but not later than 11:00 a.m. except when inclement weather, requirements of the owner or other conditions beyond the reasonable control of the Employer prevent work. Except as worked as a make-up day, time on Saturday shall be worked at one and one-half (1½) times the regular rate. Work performed on Sunday shall be paid at two (2) times the regular rate. Work performed on recognized holidays or days observed as such, shall also be paid at the double (2) time rate of pay. For all overtime hours worked during the week or on Saturday \$15.55 of the fringe benefits portion of the prevailing wage shall be paid at time and one-half (1½). For all overtime hours worked on Sundays or recognized holidays \$15.55 of the fringe benefits portion of the prevailing wage shall be paid double time. The remaining \$.55 of the fringe benefit portion of the prevailing wage shall be paid at straight time.

NO. 25: Means a regular work week of forty (40) hours, starting on Monday and ending on Friday. The regular work day shall be either eight (8) or ten (10) hours. If a crew is prevented from working forty (40) hours Monday through Friday, or any part thereof by reason of inclement weather, Saturday or any part thereof maybe worked as a make-up day at the straight time rate. Employees who are part of a regular crew on a make-up day, notwithstanding the fact that they may not have been employed the entire week, shall work Saturday at the straight time rate. A work day is to begin between 6:00 a.m. and 9:00 a.m. However, the project starting time maybe advanced or delayed if mutually agreed to by the interest parties. All hours worked on recognized holidays, or days observed as such, double (2) time shall be paid.

NO. 28: Means a regular work week of forty (40) hours will start on Monday and end on Friday. The regular work day shall be either eight (8) or ten (10) hours. If a crew is prevented from working forty (40) hours Monday through Friday, or any part thereof by reason of inclement weather, Saturday or any part thereof may be worked as a make-up day at the straight time rate. Employees who are part of a regular crew on a make-up day, notwithstanding the fact that they may not have been employed the entire week, shall work Saturday at the straight time rate. A workday is to begin between 6:00 a.m. and 9:00 a.m. However, the project starting time may be advanced or delayed if mutually agreed to by the interest parties. For all time worked on recognized holidays, or days observed as such, double (2) time shall be paid.

NO. 32: Means the overtime rate shall be time and one-half the regular rate for work over forty (40) hours per week. Sundays and Holidays shall be paid at double the straight time rate.

**BOONE COUNTY
HOLIDAY SCHEDULE – HEAVY CONSTRUCTION**

NO. 4: All work performed on New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Christmas Day, or observed as such, shall be paid at the double time rate of pay. When a Holiday falls on a Sunday, Monday shall be observed. No work shall be performed on Labor Day, except in case of jeopardy to life or property. This is applied to protect Labor Day.

NO. 5: The following days are recognized as holidays: New Year's Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving Day and Christmas Day. If a holiday falls on a Sunday, it shall be observed on the following Monday. If a holiday falls on a Saturday, it shall be observed on the preceding Friday. No work shall be performed on Labor Day except in case of jeopardy to work under construction. This rule is applied to protect Labor Day. When a holiday falls during the normal work week, Monday through Friday, it shall be counted as eight (8) hours toward a forty (40) hour week; however, no reimbursement for this eight (8) hours is to be paid the workman unless worked. If workmen are required to work the above recognized holidays or days observed as such, or Sundays, they shall receive double (2) the regular rate of pay for such work. The above shall apply to the four 10's Monday through Friday work week. The ten (10) hours shall be applied to the forty (40) hour work week.

NO. 12: All work performed on New Year's Day, Memorial Day, Fourth of July, Labor Day, Veteran's Day, Thanksgiving Day, Christmas Day, or days celebrated as such, shall be paid at the double time rate of pay. When one of the foregoing holidays falls on Sunday, it shall be celebrated on the following Monday. When one of the foregoing holidays falls on Saturday, it shall be celebrated on the Friday before the holiday.

NO. 16: The following days are recognized as holidays: New Year's Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving Day and Christmas Day. If a holiday falls on Sunday, it shall be observed on the following Monday. If a holiday falls on Saturday, it shall be observed on the preceding Friday. No work shall be performed on Labor Day except in case of jeopardy to work under construction. This rule is applied to protect Labor Day. When a holiday falls during the normal work week, Monday through Friday, it shall be counted as eight (8) hours toward the forty (40) hour week; however, no reimbursement for this eight (8) hours is to be paid to the worker unless worked. If workers are required to work the above recognized holidays or days observed as such, they shall receive double (2) the regular rate of pay for such work.

NO. 21: The following days are recognized as holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and Christmas Day. If a holiday falls on a Sunday, it shall be observed on the following Monday. No work shall be performed on Labor Day except in case of jeopardy to work under construction. This rule is applied to protect Labor Day. When a holiday falls during the normal work week, Monday through Friday, it shall be counted as eight (8) hours toward the forty (40) hour week; however, no reimbursement for this eight (8) hours is to be paid the workman unless worked. An Employer working a four (4) day, ten (10) hour schedule may use Friday as a make-up day when an observed holiday occurs during the work week. Employees have the option to work that make-up day. If workmen are required to work the above enumerated holidays, or days observed as such, they shall receive double (2) the regular rate of pay for such work.

NO. 27: The following days are recognized as holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and Christmas Day. If a holiday falls on a Sunday, it shall be observed on the following Monday. No work shall be performed on Labor Day except in case of jeopardy to work under construction. This rule is applied to protect Labor Day. When a holiday falls during the normal work week, Monday through Friday, it shall be counted as eight (8) hours toward the forty (40) hour week; however, no reimbursement for this eight (8) hours is to be paid the workmen unless worked. An Employer working a four (4) day, ten (10) hour schedule may use Friday as a make up day when an observed holiday occurs during the work week. Employees have the option to work that make up day. If workmen are required to work the above enumerated holidays, or days observed as such, they shall receive double (2) the regular rate of pay for such work.

NO. 31: All work performed on New Year's Day, Presidents' Day, Veterans' Day, Good Friday, Decoration Day, Fourth of July, Labor Day, Christmas Eve Day, Christmas Day, Thanksgiving Day and Day after Thanksgiving or days celebrated for the same.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

7/12/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Gallaher Insurance Group LLC PO Box 798 Mexico MO 65265-0798		CONTACT NAME: Timothy E. Wahl PHONE (A/C, No, Ext): (573) 581-8330 FAX (A/C, No): (573) 581-8372 E-MAIL ADDRESS: tim@gallaherinsurance.com	
INSURED Rhad A Baker Construction LLC 4851 County Rd 219 Fulton MO 65251		INSURER(S) AFFORDING COVERAGE INSURER A: Acuity NAIC # 14184 INSURER B: Missouri Employers Mutual 10191 INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** 17/18 Master Final **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X		X22248	7/22/2017	7/22/2018	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 250,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 3,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> 19 <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			X22248	7/22/2017	7/22/2018	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Uninsured motorist BI split limit \$ 100,000
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB DED RETENTION \$			X22248	7/22/2017	7/22/2018	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	MEM201143204	3/7/2017	3/7/2018	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Rhad A. Baker - Carpentry Commercial & Residential - County of Boone, Missouri is added as additional insured on the commercial general liability, excess follows form. 30 days notice of cancellation provided by endorsement (except for non-payment as state law gives 10 days notice).

CERTIFICATE HOLDER**CANCELLATION**

County of Boone, Missouri C/O Purchasing Department 613 E. Ash St Columbia, MO 65201	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE John Gallaher/WAHLTI
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PERFORMANCE BOND

KNOW ALL PERSONS BY THESE PRESENTS, that we,
Rhad A Baker Construction LLC

as Principal, hereinafter called Contractor, and Travelers Casualty and Surety Company of America

a Corporation, organized under the laws of the State of CT.
and authorized to transact business in the State of Missouri, as Surety, hereinafter called Surety,
are held and firmly bound unto the County of Boone, Missouri, as Oblige, hereinafter called
Owner, in the amount of Fifty Nine Thousand Four Hundred & no/100 (\$59,400.00) Dollars,
for the payment whereof Contractor and Surety bind themselves, their heirs, executors,
administrators, successors and assigns jointly and severally, firmly by these presents:

WHEREAS, Contractor has, by written agreement dated July 13, 2017 entered into a
Contract with Owner for:

**BID NUMBER 26-12JUN17
RENOVATION OF JUDGE'S BENCHES IN 2 WEST AND 2 EAST COURTROOMS
BOONE COUNTY, MISSOURI**

in accordance with the specifications and/or prepared by the County of Boone, which contract is
by reference made a part hereof, and is hereinafter referred to as the Contract.

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION is such that, if Contractor
shall promptly and faithfully perform said Contract, and shall faithfully perform the prevailing
hourly wages and comply with all prevailing wage requirements as provided by such Contract
and applicable prevailing wage laws, rules, and rates specified by regulation thereunder, then this
obligation shall be null and void; otherwise it shall remain in full force and effect.

The Surety hereby waives notice of any alteration or extension of time made by the Owner.

Whenever Contractor shall be, and declared by Owner to be, in default under the Contract, the
Owner having performed Owner's obligations thereunder, the Surety may promptly remedy the
default, or shall promptly:

- 1) Complete the Contract in accordance with its terms and conditions, or
- 2) Obtain a bid for submission to Owner for completing the Contract in accordance with its terms
and conditions, and upon determination by Owner and Surety of the lowest responsible bidder,
arrange for a Contract between such bidder and Owner, and make available as work progresses
(even though there should be a default of a succession of defaults under the Contract or Contracts
of completion arranged under this paragraph) sufficient fund to pay the cost of completion less
the balance of the Contract price, but not exceeding, including other costs and damages for which
the Surety may be liable hereunder, the amount set forth in the first paragraph hereof. The term
"balance of the Contract price", as used in this paragraph, shall mean the total amount payable by

Owner to Contractor under the Contract and any amendments thereto, less the amount properly paid by Owner to Contractor.

Any suit under this bond must be instituted before the expiration of two (2) years from the date on which final payment under the Contract falls due.

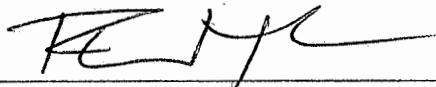
No right of action shall accrue on this bond to or for the use of any person or corporation other than the Owner named herein or the heirs, executors, administrators or successors of owner.

IN TESTIMONY WHEREOF, the Contractor has hereunto set his hand and the Surety has caused these presents to be executed in its name, and its corporate seal to be affixed by its Attorney-In-Fact at Columbia MO., on this 14th day of July, 2017.

Rhad A. Baker Construction, LLC

(Contractor)


(SEAL)

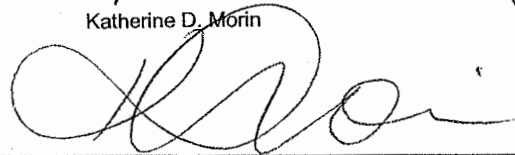
BY:  Rhad Baker

Travelers' Casualty and Surety Company of America

(Surety Company)

(SEAL)

BY:  (Attorney-In-Fact)
Katherine D. Morin

BY:  (Missouri Representative)
Katherine D. Morin

(Accompany this bond with Attorney-In-Fact's authority from the Surety Company certified to include the date of this bond.)

Surety Contact Name: Katherine D. Morin
Phone Number: 573-234-9161
Address: 1400 Forum Blvd. Suite 1C Box 415
Columbia MO 65203

LABOR AND MATERIAL PAYMENT BOND

Rhad A. Baker Construction LLC

KNOW ALL PERSONS BY THESE PRESENTS, that we, _____

_____ as Principal, hereinafter called Contractor, and
Travelers Casualty and Surety Company of America

_____ a corporation organized under the laws of the State of _____ CT.

and authorized to transact business in the State of Missouri, as Surety, hereinafter called Surety, are held and firmly bound unto the County of Boone, Missouri, as Obligee, hereinafter called Owner, for the use and benefit of claimants as herein below defined, in the amount of _____ Fifty Nine Thousand Four Hundred & no/100 _____ DOLLARS

(\$ 59,400.00), for the payment whereof Contractor and Surety bind themselves, their heirs, executors, administrators, successors, and assigns, jointly and severally, firmly by these presents:

WHEREAS, Contractor has by written agreement dated _____ July 13, 2017 entered into a contract with Owner for

**BID NUMBER 26-12JUN17
RENOVATION OF JUDGE'S BENCHES IN 2 WEST AND 2 EAST COURTROOMS
BOONE COUNTY, MISSOURI**

in accordance with specifications and/or plans prepared by the County of Boone which contract is by reference made a part hereof, and is hereinafter referred to as the Contract.

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION is such that the Contractor shall promptly make payments to all claimants as hereinafter defined, for all labor and material used or reasonably required for use in the performance of the Contract, then this obligation shall be void; otherwise, it shall remain in full force and effect, subject, however, to the following conditions.

- A. A claimant is defined as one having a direct contract with the Contractor or with a subcontractor of the Contractor for labor, material, or both, used or reasonably required for use in the performance of the Contract; labor and material being construed to include the part of water, gas, power, light, heat, oil, gasoline, telephone service, rental, or equipment directly applicable to the Contract.
- B. The above named Contractor and Surety hereby jointly and severally agree with the Owner that every claimant as herein defined, who has not been paid in full before the expiration of a period of ninety (90) days after the date on which the last of such claimant's work or labor was done or performed, or materials were furnished by such claimant, may sue on this bond for the use of such claimant, prosecute the suit to final judgment for such sum or sums as may be justly due claimant, and have execution thereon. The owner shall not be liable for the payment of any costs or expenses of any such suit.
- C. No suit or action shall be commenced hereunder by any claimant:

1. Unless claimant, other than one having a direct contact with the Contractor, shall have given written notice to any two of the following: the Contractor, the Owner, or the Surety above named, within ninety (90) days after such claimant did or performed the last of the work or labor, or furnished the last of the materials for which said claim is made, stating with substantial or furnished the last of the materials for which said claim is made, stating with substantial accuracy the amount claimed and the name of the party to whom the materials were furnished, or for whom the work or labor was done or performed. Such notice shall be served by mailing the same by registered mail or certified mail, postage prepaid, in an envelope addressed to the Contractor, Owner, or Surety, at any place where an office is regularly maintained for the transaction of business, or served in any manner in which legal process may be served in the state in which the aforesaid project is located, save that such service need not be made by a public officer.

 2. After the expiration of one (1) year following the date on which Contractor ceased work on said contract, it being understood, however, that if any limitation embodied in this bond is prohibited by any law controlling the construction hereof, such limitation shall be deemed to be amended so as to be equal to the minimum period of limitation permitted by such law.

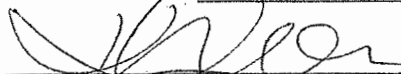
 3. Other than in a state court of competent jurisdiction in and for the county or other political subdivision of the state in which the project, or any part thereof, is situated or in the United States District Court for the district in which the project, or any part thereof, is situated, and not elsewhere.
- D. The amount of this bond shall be reduced by and to the extent of any payment or payments made in good faith hereunder, inclusive of the payment by Surety of Mechanic's Liens which may be filed on record against said improvement, whether or not claim for the amount of such lien be presented under or against this bond.

IN TESTIMONY WHEREOF, the Contractor has hereunto set their hand and the Surety caused these present to be executed in its name and its corporate seal to be affixed by its Attorney-In-Fact at Columbia MO on this 14th day of July 2017.

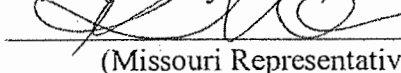
CONTRACTOR Rhad A. Baker Construction, LLC (SEAL)

BY: 

SURETY COMPANY Travelers Casualty and Surety Company of America

BY: 

(Attorney-In-Fact) Katherine D. Morin

BY: 
(Missouri Representative) Katherine D. Morin

(Accompany this bond with Attorney-In-Fact's authority from the Surety Company certified to include the date of this bond. Include Surety's address and contact name with phone number).



POWER OF ATTORNEY

Farmington Casualty Company
Fidelity and Guaranty Insurance Company
Fidelity and Guaranty Insurance Underwriters, Inc.
St. Paul Fire and Marine Insurance Company
St. Paul Guardian Insurance Company

St. Paul Mercury Insurance Company
Travelers Casualty and Surety Company
Travelers Casualty and Surety Company of America
United States Fidelity and Guaranty Company

Attorney-In Fact No. 229532

Certificate No. 007073288

KNOW ALL MEN BY THESE PRESENTS: That Farmington Casualty Company, St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company, Travelers Casualty and Surety Company of America, and United States Fidelity and Guaranty Company are corporations duly organized under the laws of the State of Connecticut, that Fidelity and Guaranty Insurance Company is a corporation duly organized under the laws of the State of Iowa, and that Fidelity and Guaranty Insurance Underwriters, Inc., is a corporation duly organized under the laws of the State of Wisconsin (herein collectively called the "Companies"), and that the Companies do hereby make, constitute and appoint

Katherine D. Morin, Phyllis Gillispie, and Jessica Paris

of the City of Fort Scott, State of Kansas, their true and lawful Attorney(s)-in-Fact, each in their separate capacity if more than one is named above, to sign, execute, seal and acknowledge any and all bonds, recognizances, conditional undertakings and other writings obligatory in the nature thereof on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

IN WITNESS WHEREOF, the Companies have caused this instrument to be signed and their corporate seals to be hereto affixed, this 14th day of December, 2016.

Farmington Casualty Company
Fidelity and Guaranty Insurance Company
Fidelity and Guaranty Insurance Underwriters, Inc.
St. Paul Fire and Marine Insurance Company
St. Paul Guardian Insurance Company

St. Paul Mercury Insurance Company
Travelers Casualty and Surety Company
Travelers Casualty and Surety Company of America
United States Fidelity and Guaranty Company



State of Connecticut
City of Hartford ss.

By: [Signature]
Robert L. Raney, Senior Vice President

On this the 14th day of December, 2016, before me personally appeared Robert L. Raney, who acknowledged himself to be the Senior Vice President of Farmington Casualty Company, Fidelity and Guaranty Insurance Company, Fidelity and Guaranty Insurance Underwriters, Inc., St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company, Travelers Casualty and Surety Company of America, and United States Fidelity and Guaranty Company, and that he, as such, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

In Witness Whereof, I hereunto set my hand and official seal.
My Commission expires the 30th day of June, 2021.



[Signature]
Marie C. Tetreault, Notary Public

CERTIFIED COPY OF ORDER

STATE OF MISSOURI

} ea.

August Session of the July Adjourned

Term. 20 17

County of Boone

In the County Commission of said county, on the

1st

day of August

20 17


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


Now on this day the County Commission of the County of Boone does hereby acknowledge the following budget amendment from the 13th Judicial Circuit Court to increase revenue and expenditures for the Domestic Relations Resolution Fund – Contact for Kids: A Safe Way Grant, effective for the period of 7/1/17 – 12/31/17.

Department	Account	Department Name	Account Name	Decrease \$	Increase \$
1243	3451	Judicial Grants	State Reimbursement-Grant		5,000
1243	71101	Judicial Grants	Professional Services		5,000
					10,000

Done this 1st day of August, 2017.

ATTEST:


 Art Auer
 Interim Clerk of the County Commission


 Daniel K. Atwill
 Presiding Commissioner


 Fred J. Parry
 District I Commissioner


 Janet M. Thompson
 District II Commissioner

1243 Judicial Grants & Contracts
 Domestic Relations Resolution Fund-Contact for Kids
 Calculations for Budget Amendment
 July 1, 2017 - December 31, 2017

	03451- State Reimbursement- Grant Program	71101- Professional Services
July - December 2017	<u>\$ 5,000.00</u>	<u>\$ 5,000.00</u>
2017 Budget Amendment Expenditure Amounts:	\$ 5,000.00	\$ 5,000.00
2017 Budget Amendment Revenue Amounts:	\$ 5,000.00	\$ 5,000.00

Grant Award:	
July - December 2017	\$5,000.00
Jan. - June 2018	\$5,000.00
Total Grant Award:	<u>\$10,000.00</u>



SUPREME COURT OF MISSOURI
OFFICE OF STATE COURTS ADMINISTRATOR

KATHYS LLOYD
STATE COURTS
ADMINISTRATOR

2112 Industrial Drive
P.O. Box 104480
Jefferson City, Missouri
65110

PHONE (573) 751-4377
FAX (573) 522-6152

June 28, 2017

The Honorable Kevin Crane
Thirteenth Judicial Circuit
705 East Walnut Street
Columbia, MO 65201

Dear Judge Crane:

I am pleased to inform you that the Family Court Committee has approved funds through the Domestic Relations Resolution Fund of your **Supervised Access and Exchange Program**. The amount awarded for your program is **\$10,000.00**. The funding year will be July 1, 2017, through June 30, 2018.

The Office of State Courts Administrator (OSCA) will be monitoring the expenditure of funds. If it appears you are not spending the awarded funds as proposed, the award may be reduced and made available to another court. However, if you are spending and find that you are in need of additional funds as the year ends, you may submit a request at any time prior to May 1, 2018. Included with this letter is an award data sheet outlining the terms of the award. Please review the terms to insure that you understand any restrictions concerning your award.

An electronic copy of a Certification of Compliance form will be sent shortly after July 1, 2017. This form **must** be used for reimbursement of program or project expenses. Please remember all invoices must first be paid by the county and then submitted to OSCA for reimbursement to the county treasurer. Reimbursement is for funds expended between July 1, 2017, and June 30, 2018, only.

The program or project contact person(s) will receive an email from Ashley Virgin with an electronic copy of a Quarterly Report. The form must be completed and returned **within 30 business days of the close of each quarter (October 28, January 30, and April 28)**. Instructions for completing the form will be included. A Final Report with evaluation results, will be due **within 30 days of the conclusion of the project (July 28)**, the fourth quarter's conclusion.

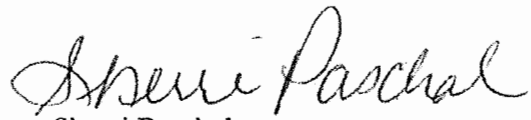
The following OSCA staff has been designated to assist you and your court staff with any additional information you may need related to this program:

The Honorable Kevin Crane
June 28, 2017
Page 2

- Ashley Virgin Program Administration/Quarterly & Final Report
- Shelly Peters Forms Fiscal Matters (invoicing/reimbursement)
- Russell Rottmann Contractual Matters

Congratulations on your award. Please feel free to contact Ashley at 573-522-6767 if we can assist you in any way with your program or project.

Sincerely,



Sherri Paschal
Director, Court Business Services Division

Attachment: Award Data sheet

cc: Angie Jaco
 Russell Rottmann

SP:rr



State of Missouri Office of State Courts Administrator Administrative Services Division	Issue Date	Award Amount
	July 5, 2017	\$ 10,000.00
	Contract Period	
	7/1/17 to 6/30/18	

Domestic Relations Resolution Fund Award

Program Description:
 The Family Court Committee of the Supreme Court of Missouri, through the Office of State Courts Administrator (OSCA), is awarding funding to Missouri Circuit Courts for the creation and implementation of domestic relations programs.

Contract Number	<input checked="" type="checkbox"/>	Original Contract
OSCA 18-002-06	<input type="checkbox"/>	Contract Amendment

Court/Recipient Information:	Project Director:	OSCA Program Contact:
The Honorable Kevin Crane Presiding Judge Thirteenth Judicial Circuit 705 East Walnut Street Columbia, Missouri 65201	Angie Jaco Deputy Juvenile Officer Thirteenth Judicial Circuit 705 East Walnut Street Columbia, Missouri 65201	Ashely Virgin 573-522-6766
		OSCA Fiscal Contact
		Shelly Peters 573-522-2751

Special Conditions of this award are attached: There are no special conditions of this award. Original RFP requirements only.

Funding for the Supervised Access and Exchange program.

Requested Funding: \$15,000.00 Approved Funding: \$10,000.00

Please Sign, Date and Return to:

Office of State Courts Administrator
 Attn: Contracts Unit
 P.O. Box 104480
 Jefferson City MO 65110
 Fax 573-522-1652 or e-mail to osca.contracts@courts.mo.gov

In witness thereof, the parties below hereby execute this agreement.

Appointing Authority Signature		OSCA Signature	
Printed Name	Date	Printed Name:	
Mary Epping	7/6/17	Earl Kraus	
Presiding Judge Signature		Title	
		Deputy State Courts Administrator	
Printed Name	Date	Date	
Kevin Crane	7/6/17	7/5/17	

**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 2017, the 13th Judicial Circuit, Family Court requested \$15,000 in funding to continue our Supervised Visitation program. The Court received \$10,000 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 them to pay a co-pay. Each non-custodial parent is allowed up to twelve hours of supervised visitation during the grant cycle.

During the current grant cycle from July 1 through January 31, sixteen families have been referred to the program as a result of their involvement in domestic relations cases. Of those sixteen cases, thirteen cases have received supervised visitation program services, two cases failed to correspond with the Great Circle representative to schedule meetings, and one case needed additional documentation prior to approval. Of the thirteen families which have received services during this grant period, eight of the families continue in the program; four families completed the program successfully; and one family had to close early, due to the non-custodial parent being incarcerated.

The 13th Circuit's Family Court supervised visitation and exchange program was established in July of 2009. The program's need has stayed steady, and we are on track to serve roughly the same number of families served during the 2016-2017 grant year; however, thus far, we have collected more than average in co-pays. That trend is not expected to continue. We are also on pace to provide services to at least twenty-three families, based on the number of families which have been provided services so far during this grant year.

As noted above, for fiscal year 2016-2017 we requested \$15,000 and were awarded \$10,000. Through January 2017, \$3,097 has been billed for supervised visitation, which is approximately one-third of the \$10,000 allocation. It should be noted that Great Circle has erroneously billed at the rate of \$56, when the actual agreed-upon rate is \$58. Great Circle will begin billing us the correct rate as of February 2017. Of the thirteen families which participated in the program during the current fiscal year, three families' fees were waived due to them being indigent. All other families paid co-pays ranging from \$8.00 to \$56.00 per unit. It should be noted that only one family paid \$56.00 per unit; one family paid \$25.00 per unit; all other families paid between \$8.00-\$12.00 per unit. There is \$6,903 in funding from the current grant period left for the remainder of this grant period.

The number of families served has increased since the inception of this program, but seems to have steadied in more recent years. In 2015-2016, twenty-two families were

served. Currently through January of 2017, the Court has served thirteen families with seventy-four direct service hours. It is anticipated that if the average number of families served during the first seven months of the 2016-2017 grant year stays on trend, that would equate to a total of twenty-three families served for the current fiscal year and a total of 276 direct service hours.

Quarter	Families Served	Hours
1	5	19.75
2	9	46
3*	12 (9 continuing, with more anticipated being referred)	55
4*	12	55
Total	23	276

*Estimates

If current trends persist, the Court should be able to cover the costs of supervised visits with the requested amount of \$10,000, 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 seven 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 13th Circuit to provide this service to families.

The following chart shows the expected budget spending plan for FY18, 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
23	12	\$58	\$16,008	\$15,000.00	\$1,008

As mentioned above, the total number of families projected to be served during this grant reporting period is twenty-three, 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 twelve hours of supervised visitation services and qualified for having no co-pay due to income levels, the maximum amount needed would be \$16,008 however the remaining \$1,008 needed would likely be

covered through co-pays. Currently \$3097 has been spent to provide supervised visitation services which has been less than historically collected due to the collection of co-pays. One participant was charged the maximum of \$56 based on his income, and one participant was charged \$25. Several families are still in the program, with six families having used five or fewer hours, thus far. Those families are anticipated to use the full twelve hours. Based on the number of families we anticipate serving in the last two quarters, we project that a minimum of \$6,200 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 seven years, demonstrating continued demand for and use of the program. We request \$15,000 in order to continue to support this program.

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 2016-2017 grant year, \$807 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 participant would be required to pay. This scale continues to provide for the fee to be waived if the participant's income is below poverty guidelines as provided by the U.S. Department of Health and Human Services. For families which 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 three 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 FY18

Thirteen families have received the benefit of the Supervised Visitation program from July 1, 2016 through January 31, 2017 in the 13th 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 collected by Great Circle have been positive. Participants learned new parenting strategies, and were able to establish or re-establish relationships with their children.

Regarding the need for the program, Family Court Judge Leslie Schneider stated, "The supervised visitation program has been an extraordinary asset to the children in high-conflict custody matters. The program providers do an excellent job in supervising and providing information to the Court. Many of the persons participating in the program are of low-income, and would have no ability to participate in supervised visitation without this program."

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 Orders of Protection, 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 helps many cases to be resolved more effectively.

**13th Judicial Circuit Award Data
Supervised Access and Exchange Program
“Contact for Kids: A Safe Way”**

1. Services can be provided only to family members where there is a domestic relations case filed in the court.
2. The amount of funding for your program or project for the fiscal year is \$10,000.00.

The breakdown of funding expenditure is as follows:

Funding Period	July 1, 2017 – June 30, 2018
Contractual Services	\$10,000.00
Total	\$10,000.00

3. If it appears that your court will not use all the funds awarded, the Family Court Committee may, in its discretion, reduce the amount of reimbursement funds to the court. OSCA shall manage funds for this program on a semi-annual basis. During each 6-month period, the award amount must be reduced either by expenditure or by OSCA retracting a percentage of the funding. The court must notify OSCA of any extenuating circumstances that would justify the retaining of funds prior to the end of the six-month period. This is necessary in order to track the fund balance so as to allow additional awards in the future.
4. If at any time the court is aware that a portion of the funds are not needed for the project or program, OSCA should be notified so that the excess funds can be made available for additional awards.

CERTIFIED COPY OF ORDER

STATE OF MISSOURI

} ea.

August Session of the July Adjourned

Term. 20 17

County of Boone

In the County Commission of said county, on the

1st

day of August

20 17

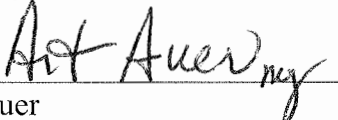
the following, among other proceedings, were had, viz:

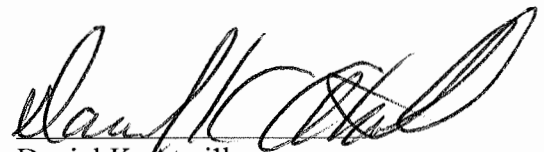
Now on this day the County Commission of the County of Boone does hereby acknowledge the following budget amendment from the Sheriff's Department to establish a budget for the County's portion of the Karpel interface project with the Columbia and MU Police Departments.

Department	Account	Department Name	Account Name	Decrease \$	Increase \$
2905	3528	LE/Judicial Info Sys-LEST	Reimbursement Personnel/Projects		4,000
2905	91302	LE/Judicial Info Sys-LEST	Computer Software		4,000
					8,000

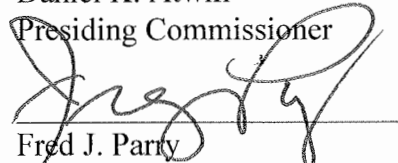
Done this 1st day of August, 2017.

ATTEST:

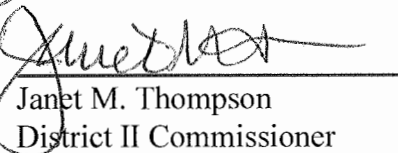

 Art Auer
 Interim Clerk of the County Commission



Daniel K. Atwill
 Presiding Commissioner



Fred J. Parry
 District I Commissioner



Janet M. Thompson
 District II Commissioner

BOONE COUNTY, MISSOURI REQUEST FOR BUDGET AMENDMENT RECEIVED

EFFECTIVE DATE

JUN 27 2017

FOR AUDITORS USE

BOONE COUNTY AUDITOR

(Use whole \$ amounts)
Transfer From Transfer To
Decrease Increase

Dept	Account	Fund/Dept Name	Account Name	Transfer From Decrease	Transfer To Increase
2905	3528	LE/Judicial Info Sys-LEST	Reimb Personnel/Projects		4,000
2905	91302	LE/Judicial Info Sys-LEST	Computer Software		4,000
				-	8,000

Describe the circumstances requiring this Budget Amendment. Please address any budgetary impact for the remainder of this year and subsequent years. (Use an attachment if necessary):

Establish budget for portion of Karpel interface project with Columbia Police Department & MU Police Dept.

KARPEL INTERFACE CPD & MUPD



Requesting Official

TO BE COMPLETED BY AUDITOR'S OFFICE

- A schedule of previously processed Budget Revisions/Amendments is attached
- A fund-solvency schedule is attached.
- Comments:

Agenda

Auditor's Office **DISTRICT I COMMISSIONER** **DISTRICT II COMMISSIONER**

BUDGET AMENDMENT PROCEDURES

- County Clerk schedules the Budget Amendment for a first reading on the commission agenda. A copy of the Budget Amendment and all attachments must be made available for public inspection and review for a period of at least 10 days commencing with the first reading of the Budget Amendment.
- At the first reading, the Commission sets the Public Hearing date (at least 10 days hence) and instructs the County Clerk to provide at least 5 days public notice of the Public Hearing. **NOTE: The 10-day period may not be waived.**
- The Budget Amendment may not be approved prior to the Public Hearing

**CONTRACT AMENDMENT NUMBER ONE
PURCHASE AGREEMENT FOR
C215036001 – PROSECUTING ATTORNEY CASE MANAGEMENT SYSTEM**

The Purchase Agreement dated July 5, 2016 made by and between Boone County, Missouri and Karpel Computer Systems for and in consideration of the performance of the respective obligations of the parties set forth herein, is amended as follows:


1. Add a software interface from Karpel (Prosecuting Attorney’s office software) to Superior RMS (RMS/JMS System at the Sheriff Department) per the attached scope of work at the following price:

Law Enforcement Interface	\$5,000
Annual Support Services for Law Enforcement Interface	\$1,000

2. Except as specifically amended hereunder, all other terms, conditions and provisions of the original agreement shall remain in full force and effect.

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

KARPEL COMPUTER SOLUTIONS

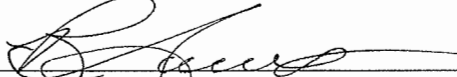
by 
title CEO

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.)

2905-91302 \$5,000; 2905-70050-\$1,000

Signature

Date

Appropriation Account

Matt Ziemianski
CEO
314-892-6300
mattz@karpel.com



Tony Morris
VP iNSIGHT
314-892-6300
tmorris@karpel.com

9717 Landmark Parkway Dr. • Suite 200 • St. Louis, MO 63127 • 314-892-6300

Boone County, MO

Custom Software Development

Network Services

IT Strategy & Planning

Project Management

Hardware Procurement

Prosecutor by Karpel Law Enforcement Interface

Matt Ziemianski
CEO
314-892-6300
mattz@karpel.com

Tony Morris
VP iNSIGHT
314-892-6300
tmorris@karpel.com

Custom Software Development

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9717 Landmark Parkway Dr. • Suite 200 • St. Louis, MO 63127 • 314-892-6300

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5.1 Project Investment.....	5
MASTER TERMS AND CONDITIONS.....	7

Matt Ziemianski
CEO
314-892-6300
mattz@karpel.com



9717 Landmark Parkway Dr. • Suite 200 • St. Louis, MO 63127 • 314-892-6300

Tony Morris
VP iNSIGHT
314-892-6300
tmorris@karpel.com

Custom Software Development
Network Services
IT Strategy & Planning
Project Management
Hardware Procurement

1 Confidentiality Statement

This agreement establishes a good faith relationship between Karpel Solutions and Boone County, MO for the purposes of reviewing this proposal. This document is the intellectual property of Karpel Solutions. The Boone County, MO agrees, to the extent allowed by the Missouri Sunshine Law, Chapter 610 of the Revised Statutes of Missouri ("The Sunshine Law") and the ordinances of the Boone County, MO, that the information contained within this proposal is proprietary information and that it shall not disclose, reproduce in any format, or use any of the terms, data, or any other material contained herein outside of Boone County, MO or for any other purposes other than to evaluate this proposal, except as required by law, including the Sunshine law, the ordinances of the Boone County, MO or court subpoena. This agreement does not limit Boone County, MO right to use information contained within this proposal if it is obtained from another source without restriction. Any subsequent revisions, addendums, or amendments to this document shall be covered under the terms of this confidentiality agreement by reference.

Matt Ziemianski
CEO
314-892-6300
mattz@karpel.com

Tony Morris
VP INSIGHT
314-892-6300
tmorris@karpel.com



9717 Landmark Parkway Dr. • Suite 200 • St. Louis, MO 63127 • 314-892-6300

2 Executive Overview

Thank you for the opportunity to present Boone County, MO with a solution meeting your needs.

3 Scope of Work

Task Description: This Law Enforcement interface will be between SunGuard and PbK. Three separate agencies will connect to SunGuard and they will in turn communicate with PbK via a single endpoint passing the data in Karpel's IEPD format. A success / failure response will be provided back to SunGuard.

1. Four-hour webinar. Project team is selected including Karpel Staff and Customer System Administrators. This meeting will discuss Karpel's standard IEPD Interface including definitions. Customization of the standard IEPD may increase contract costs (depending on complexity of the required enhancements).
2. Development and implementation of a law enforcement interface for the Boone County Missouri falls under standard development described as:

The development, implementation and testing of a law enforcement interface would follow the guidelines below to fall within the base interface cost.

- The creation and/or setup of a receiving law enforcement intake service that will receive data that conforms to the Karpel IEPD for PBK
- The standard interface will not include the development, implementation and testing of any client files or data that will be passed to the Karpel receiving law enforcement intake service. Anything that falls under the Non-standard scope of work will not be the responsibility of Karpel Solutions.
- The scope of the project will be limited to implementing the above-mentioned features only. Please let Karpel Solutions know if we have missed any feature that needs to be implemented prior to signing. Please acknowledge the fact that any feature not covered in this contract would be considered as a change request order.

4 Other Information

Any additional work requirements outside the scope of this proposal will be presented in the form of a change order and must be approved by client prior to

Custom Software Development

Network Services

IT Strategy & Planning

Project Management

Hardware Procurement

Matt Ziemianski
 CEO
 314-892-6300
 mattz@karpel.com



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start of such work. No additional charges will be incurred without prior written approval from client.

4.1 General Client Responsibilities

In order for the project to be completed on time and on budget, the Boone County Prosecutor's office will need to participate by providing:

1. Access to systems and equipment as required and mutually agreeable.
2. An authorized contact person to assist, if needed in the definition of the interface.

5 Investment Summary

Karpel Solutions will perform according to all descriptions, scopes, and specifications herein described, in consideration for payment as set forth below.

5.1 Project Investment

Interface Development	Qty.	Price	Total
Law Enforcement Interface	1	\$5,000	\$5,000
Total Software			\$5,000
Hosting Services	Qty.	Price	Total
Law Enforcement Interface Annual Support Services	1	\$1,000	\$1,000
Total Annual Support Services			\$1,000
Total Project cost (excluding taxes)			\$6,000

Payment Schedule:

Milestone	Payment
Completion of interface in production	100%

If more work will be necessary above the set criteria, requiring additional interfaces to be developed, Karpel will require approval from the client. These potential additions may require additional funding.

Custom Software Development
 Network Services
 IT Strategy & Planning
 Project Management
 Hardware Procurement

Matt Ziemianski
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Tony Morris
VP iNSIGHT
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tmorris@karpel.com

Custom Software Development
Network Services
IT Strategy & Planning
Project Management
Hardware Procurement



9717 Landmark Parkway Dr. • Suite 200 • St. Louis, MO 63127 • 314-892-6300

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed on the date first above written. This proposal is offered as an all-inclusive turnkey solution and, unless noted otherwise, pricing is based on acceptance of both services and licenses. Any changes to this solution may result in additional costs. If not accepted within thirty (30) days, Karpel Solutions reserves the right to withdraw this proposal. Should any adjustments to this proposal become necessary, Karpel Solutions will draw up and present a "Change Order" to Boone County, MO for review and approval. Anything talked about, but not written herein, is not a part of this offer. The management of Karpel Solutions reserves the right to make modifications to this offer. All orders and purchases are subject to the standard Terms and Conditions provided by Karpel Solutions (attached) and credit approval.

Boone County, MO

Karpel Solutions

Name



Name

Title

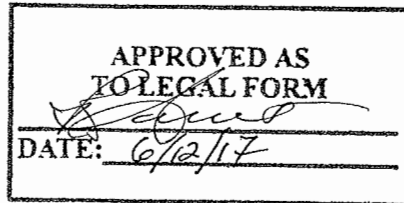
CEO

Title

Date

6/26/2017

Date



Matt Ziemianski
CEO
314-892-6300
mattz@karpel.com



Tony Morris
VP iNSIGHT
314-892-6300
tmorris@karpel.com

9717 Landmark Parkway Dr. • Suite 200 • St. Louis, MO 63127 • 314-892-6300

KARPEL COMPUTER SYSTEMS, INC. ("KCS")

MASTER TERMS AND CONDITIONS

General Terms

1. The proposal attached to these Master Terms and Conditions is tendered for acceptance in its entirety within thirty (30) days from the date of the proposal, after which it is to be considered null and void.
2. New commercial software releases or upgrades, or any hardware and/or software owned by or licensed to client, used in connection with KCS's services may have anomalies, performance or integration issues unknown to KCS which can impact the timely, successful implementation of information systems. KCS will inform the client promptly if this occurs and will attempt to analyze, correct and/or work around the anomalies or performance issues on a "best effort" basis. KCS is not responsible for any delay or inability to complete its services if such anomalies or performance issues occur. Client is responsible for payment for all of KCS's services at the rate stated in the proposal whether or not a successful solution is achieved.
3. Client is responsible for the application, operation and management of its information technology environment, including but not limited to: (a) purchasing, licensing and maintaining hardware and software; (b) following appropriate operating procedures; (c) following appropriate protective measures to safeguard the software and data from unauthorized duplication, modification, destruction or disclosure; (d) following adequate backup contingency plans; and (e) employing qualified personnel to obtain the desired results.
4. Client will reimburse KCS for materials purchased for the client's use. Materials may include computer hardware, software, hosting, facility leases, other services, telecommunications charges, freight, shipping, mailing, document reproduction and any other such costs incurred in performance of services for client. Upon mutual agreement, client will reimburse KCS for all out-of-town travel expenses, such as automobile/airline travel, hotel, meals, and cab fare. Billing for services rendered on-site on an as needed basis will include portal-to-portal time at a minimum of a one-quarter hour each way.
5. A statement for services rendered will be submitted by KCS monthly. The invoice is payable upon receipt. Terms are Net thirty (30) days. Interest shall be applied at the rate of one and one half percent (1.5%) per month on any amounts not received by KCS within the due date. KCS reserves the right to discontinue performing services for client in the event of nonpayment for services by client, and client agrees to reimburse KCS for reasonable collection expenses on delinquent accounts, including attorney's fees.
6. Client may terminate this Agreement at any time if KCS fails to perform under, or materially breaches, this Agreement by delivery of a written notice to KCS of its intent to terminate. KCS will have thirty (30) days from the receipt of such notice to correct the stated problem. If at the end of such thirty (30) day period, KCS has not corrected the stated problem to client's satisfaction, then client may terminate the Agreement. KCS may terminate the Agreement on thirty (30) days written notice.

Ownership of Intellectual Property

Contemporaneously with each payment by client, KCS hereby assigns to client any and all rights, title and interest, including without limitation copyrights, trade secrets and proprietary rights to the software, programs, systems, manuals, documentation and/or other deliverables developed or prepared specifically for client hereunder (the "Deliverables") and covered by such payment. However, the Deliverables may include data, modules, components, designs, utilities, subsets, objects, program listings, tools, models, methodologies, programs, systems, analysis frameworks, middleware and workflow, SQL stored procedures, user navigation controls, data entry features, data connections, configurations, specifications, printouts, documentation, documents, notes, flow charts, programming techniques and leading practices ("Technical Elements") owned or developed by KCS prior to, or independently from, its engagement hereunder and KCS retains all rights thereto. Accordingly, to the extent that any Technical Elements are integrated into any Deliverables, KCS hereby grants to client a perpetual, worldwide, royalty-free, non-exclusive license to use, copy and modify such Technical Elements as integrated into such Deliverables for its internal business use only. Conversely, client grants to KCS a perpetual, worldwide, paid-up license to use, sublicense, sell, copy and modify in the course of KCS's business any Technical Elements developed in connection with this Agreement, so long as KCS's use does not disclose confidential information or the identity of the client. In addition, KCS retains the right to use its general knowledge, experience and know-how even if developed or enhanced in the course of performing services.

Limited Warranties, Limitation of Liability, Indemnification

1. Limited Warranties for all Services provided by KCS. KCS warrants that the services to be performed by KCS will be performed in a professional manner by qualified personnel. KCS warrants that it has the requisite power and authority to enter into and perform its obligations under this Agreement. KCS warrants that the performance by KCS of any services described in the Agreement shall be in compliance with all applicable laws, rules and regulations.
2. THE EXPRESS WARRANTIES SET FORTH ABOVE are IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO ANY WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR

Custom Software Development
Network Services
IT Strategy & Planning
Project Management
Hardware Procurement

Matt Ziemianski
CEO
314-892-6300
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VP INSIGHT
314-892-6300
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9717 Landmark Parkway Dr. • Suite 200 • St. Louis, MO 63127 • 314-892-6300

PURPOSE. IN NO EVENT SHALL KCS BE LIABLE FOR ANY INCIDENTAL, CONSEQUENTIAL, INDIRECT, PUNITIVE or SPECIAL DAMAGES (including without limitation damage for loss of profits, business interruption, loss of information or data or other pecuniary loss or damage to computer hardware or software), EVEN IF KCS HAS BEEN ADVISED OF THE POTENTIAL FOR SUCH DAMAGES and regardless of whether a claim is made in contract, warranty, tort, or other theory or cause of action.

3. KCS makes no express or implied warranties as to the quality of third party software or as to KCS's ability to support such software on an on-going basis.
4. Because of the limited nature of KCS's engagement by client, KCS makes no express or implied warranties as to the quality of, or the ability of software developed by KCS to operate with, any hardware, software, systems and/or external data flows in place at client's facilities, including without limitation the ability of the foregoing to process data which represents or references different centuries (Y2K compliance).
5. Client hereby agrees to hold KCS (and its shareholders, directors, officers, successors, assigns and agents) harmless and indemnify each of them from and against, and client waives any claim for contribution or indemnity with respect to, any and all claims, damages, liabilities, expenses or costs (including reasonable attorneys' fees, expenses and interest) incurred by any of them in connection with or arising out of a claim made in connection with services provided under this Agreement which is not due to KCS's gross negligence.

KCS Employees

Client understands and agrees that KCS has spent substantial sums of money and invested large amounts of time in recruiting, supervising and training its employees. The parties also agree and understand that client has a unique opportunity to evaluate performance of, and potentially hire away, KCS employees. Both parties agree that such hiring away would substantially disrupt the essence of KCS's business and KCS's ability to provide its services for others, and that under the circumstances KCS cannot agree to such a hiring. The parties also acknowledge that there exists a non-competition provision in the agreements signed by each of KCS's employees. Therefore, client agrees that it shall not solicit for employment or hire any KCS employee during the term of the Agreement or for a period of 2 years after the completion/termination of the project.

Confidentiality

1. Neither party shall disclose or use any confidential or proprietary information of the other party. The foregoing obligations shall not apply to information which: (i) is or becomes known publicly through no fault of the receiving party; (ii) is learned by the receiving party from a third party entitled to disclose it; or (iii) is already known to the receiving party. This provision is not intended to limit or prevent Boone County's compliance with the Sunshine law or ordinances of Boone County, MO regarding access to public records.
2. So long as KCS does not violate the provisions of this section regarding confidentiality, the Agreement shall not preclude KCS from developing for itself, or for others, programs or materials which are similar to those produced as a result of services provided to client.
3. So long as KCS does not violate the provisions of this section regarding confidentiality, KCS shall have the right to demonstrate for other prospective clients any application developed by KCS under this Agreement and shall have the right to include information about any such application in marketing materials and presentations.

Miscellaneous

1. Client and KCS may communicate by electronic means, including but not limited to facsimile documents. Both parties agree that: a signature or an identification code ("USERID") contained in an electronic document is legally sufficient to verify the sender's identity and the document's authenticity; an electronic document that contains a signature or USERID is a signed writing; and that an electronic document, or any computer printout of it, is an original when maintained in the normal course of business.
2. If any portion of this Agreement is held to be void, invalid or otherwise unenforceable, in whole or in part, then the remaining portions of the Agreement shall remain in effect.
3. This Agreement constitutes the sole agreement between client and KCS with respect to the subject matter hereof. It may not be modified or assigned except by written agreement of client and KCS.

This Agreement shall be governed and construed in accordance with the laws of the State of Missouri, without regard to its conflict of laws provisions.

Custom Software Development

Network Services

IT Strategy & Planning

Project Management

Hardware Procurement

CERTIFIED COPY OF ORDER

STATE OF MISSOURI

} ea.

August Session of the July Adjourned

Term. 20 17

County of Boone

In the County Commission of said county, on the

1st

day of

August

20 17

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 2017/2018 Chemical Emergency Preparedness Fund grant application submitted by the Boone County Local Emergency Planning Committee and offered by the Missouri Emergency Response Committee (MERC).

It is furthered ordered the Presiding Commission is hereby authorized to sign said grant application.

Done this 1st day of August, 2017.

ATTEST:

Art Auer
Art Auer
Interim Clerk of the County Commission

Daniel K. Atwill
Daniel K. Atwill
Presiding Commissioner

Fred J. Parry
Fred J. Parry
District I Commissioner

Janet M. Thompson
Janet M. Thompson
District II Commissioner

Chemical Emergency Preparedness Fund

CEPF 2016/2017 LEPC/D Compliance Certification Package

Introduction and Overview

The Emergency Planning and Community Right-to-Know Act (EPCRA) established state emergency response commissions and local emergency planning committees (LEPCs). The State of Missouri established the Chemical Emergency Preparedness Fund (CEPF) to enable the Missouri Emergency Response Commission (MERC) and the LEPCs to carry out responsibilities as designated in state and federal statutes.

EPCRA Requirements

EPCRA requires that each local emergency planning committee/district (LEPC/D):

- Hold a public meeting at least annually;
- Provide annual public notice that indicates how the public may access the hazmat plan, Tier II forms filed within the jurisdiction, and hazmat incident information; and
- Maintain a hazardous materials emergency response plan (“hazmat plan”) that is reviewed, updated, and exercised annually.

Missouri Requirements

In order for a county LEPC/D to be officially recognized by the State of Missouri, and to receive that year’s CEPF, each county LEPC/D must submit the LEPC/D Compliance Certification Package to MERC.

A few important notes:

- The Presiding Commissioner of each county is charged with ensuring that the county operates as part of an LEPC/D; as such, the Presiding Commissioner **MUST** sign the LEPC/D Compliance Certification Package.
- The Presiding Commissioner of each county is charged with appointing members to the LEPC/D and submitting the proposed member list to MERC for approval; as such, the Presiding Commissioner **MUST** sign the LEPC/D Member List.
- If, at any point, you have questions about the LEPC/D Compliance Certification Package (how to fill it out, required documentation, etc.), contact the MERC office.

Thank you for your efforts and dedication to reducing chemical risks and making Missouri a safer place to live, visit, and work. We look forward to working with you again this year as we strive to provide stellar service and resources to help your LEPC/D be successful.

MAY 15, 2017

Submit completed CEPF Compliance Certification Packets by May 15, 2017, to:

MISSOURI EMERGENCY RESPONSE COMMISSION (MERC)

PO Box 3133, 2302 Militia Dr

Jefferson City, MO 65102

Expanded Checklist

For your convenience, the various sections of the CEPF Compliance Certification Package are outlined and summarized below. If you have additional questions about any portion of this package, please contact the MERC office.

PAGE	✓	SECTION & DESCRIPTION
1	✓	Cover Sheet/Certifications Ensure that all applicable signatures are present and that the form is filled out in entirety
Comment		
2	✓	LEPC/D Contact and Meeting Information Primary points of contact (include a minimum of 3 separate individuals) LEPC meeting schedule/rotation, location, and contact person
Comment		
3	✓	LEPC/D Activities Bylaws: include copy of most recent version (verify with MERC planner) Membership List: copy included MUST be signed by the Presiding Commissioner Hazmat Plan: include copy of current plan (verify with MERC planner) Flow Study: if available, include a copy (verify with MERC planner) Exercise: include copy of scenario/hot wash (verify with MERC planner) Public Notice: include copy of most recent publication Meeting Minutes: include copy from a meeting that occurred during this reporting period
Comment		
4	✓	Goals & Objectives SMART goals; measure completion of previous year's goals, set goals for the coming year
Comment		
5	✓	Proposed Budget Anticipated expenses for the coming year; outlines funds necessary to meet goals
Comment		
6	✓	Financial Report Documents income and expenses for the reporting period; receipts, contracts, and/or supporting documentation MUST be included and should be clearly labeled with the expense category used for calculations (e.g., "Admin," "Travel," etc.)
Comment		
7	✓	Travel Log Documents LEPC travel expenses (mileage, meals, registration, and lodging)
Comment		
8	✓	Inventory List all non-disposable inventory purchased with LEPC funds, including items surplussed during the reporting period
Comment		

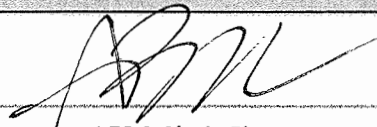
Cover Sheet

Submittal Date: July 27, 2017

LEPC/D Name:	
County Name(s):	Boone County
CEPF Certification Year:	2017-2018
Primary Contact Name:	Adam Burks, LEPC Chair
Primary Phone Number:	(573) 447-5964


Statement of certification that the application is true and correct to the best of our knowledge, that the county and LEPC/D intends to maintain/pursue compliance with applicable regulations, and agree to spend the CEPF money consistent with applicable laws.

Adam Burks



LEPC Chair Name (Typed)

LEPC Chair Signature

COUNTY	PRESIDING COMMISSIONER NAME	SIGNATURE
Boone County	Daniell Atwill, Presiding Commissioner	

The LEPC Presiding Commissioner must sign and for LEPC's, the Presiding Commissioner of each county must sign

Are any funds from this Packet being used as a match for any federal Grant? Yes No
 If yes please name the Grant _____

Payments will be sent from Missouri Emergency Response Commission to the County Government [RSMO Sec 292.604.1(b)]. Your LEPC will receive a letter advising of the amount.

MERC Use Only			
Payment Request Date:		Payment for Years:	
Payment Date:		Payment Amount:	
Check/Transaction Number:			
Signature MERC Executive Director			Date

LEPC/D Contact and Meeting Information

LEPC/D Name: Boone County LEPC					
LEPC Mailing Address			LEPC Street Address		
Mailing Address Line 1 2145 County Drive			Mailing Address Line 1 2145 County Drive		
City Columbia	State MO	Zip 65202	City Columbia	State MO	Zip 65202
Spill Notification Number		(573) 554-1000	Fax Number		(573) 554-
LEPC Website		https://www.showmeboone.com/OEM/PlanningPreparedness/hazmat.asp			
LEPC Social Media		@BooneCountyOEM; https://www.facebook.com/BooneCountyOEM/			
LEPC/D Meeting Information					
Contact Name & Phone		Adam Burks; LEPC Chair (573) 447-5964			
Meeting Schedule (Days/Times)		3rd Wednesdays in January, April, July & October at 1PM			
Location Name (Building/Agency)		Boone County Office of Emergency Management			
Street Address & City		2145 County Drive East, Columbia, MO 65202			

LEPC Coordinator

LEPC Chairperson

Name	Adam Burks	Name: Adam Burks
Affiliation	MidwayUSA	Affiliation: MidwayUSA
Email	aburks@midwayusa.com	Email: aburks@midwayusa.com
Phone	(573) 447-5964	Phone: (573) 447-5964
24 hr. Phone	(573) 424-9109	24 hr. phone: (573) 424-9109

LEPC Vice Chairperson

LEPC Secretary

Name	John Wulff	Name: Tom Hurley
Affiliation	City of Columbia	Affiliation Boone County Office of Emergency Management
Email	John.wulff@como.gov	Email Thurley@boonecountymo.org
Phone	(573) 441-5517	Phone (573) 554-7900
24 hr. Phone	(573) 268-2034	24hr Phone 573-268-0996

Presiding Commissioner

Emergency Management Director

Name	Dan Atwill	Name: Terry Cassil
Affiliation	Boone County Presiding Commissioner	Affiliation: Boone County Office of Emergency Mgmt.
Email	datwill@boonecountymo.org	Email: tcassil@boonecountymo.org
Phone	(573) 886-4305	Phone: (573) 554-7909
24hr Phone	(573) 554-1000 – ask to be paged	24hr Phone: (573) 554-1000 – asked to be paged

LEPC/D Documents and Activities

Contact the LEPC's assigned MERC planner to determine which documents need to be submitted with this package.

	Date	Reviewed	Updated	On File with MERC
Bylaws	09/22/2016	09/22/2016	09/22/2016	Attachment A
Member List	07/01/2017	07/01/2017	07/01/2017	Attachment B
Meeting Minutes	04/19/2017	04/19/2017	04/19/2017	Attachment C
Hazmat Plan	07/19/2017	07/19/2017	07/19/2017	Attachment D

Public Notice

Newspaper(s)	Columbia Daily Tribune (Attachment E)
Date(s) Run	Wednesday, April 26, 2017

Hazmat Exercise

Last Exercise Date: May 18, 2017	Exercise Type: Tabletop Exercise
Sponsor/ Lead Agency: Boone County Office of Emergency Management	
Documentation on file with MERC: Attachment F	
Scenario: This tabletop exercise began as a County Public Works Employee checking on the North satellite station on Highway 124 East near Highway 63 northbound. When the Public Works Employee arrived, he located the truck driver of the fuel transport company lying face down, unresponsive, in what appeared to be fuel from the transport tank. During the incident, a severe weather event occurred causing additional tasks that had to be completed to control the fuel runoff. This scenario required assistance from several different agencies. For additional information on this exercise, please see Attachment E.	
Next Exercise Date: Spring 2018	Exercise Type: Tabletop Exercise
Sponsor/ Lead Agency: Pending	
Documentation on file with MERC: N/A	
Scenario: N/A	

Hazmat Commodity Flow Study

Last Flow Study Date	May 2017	Copy sent to MERC?	Attachment D
Description/ Comment	Results of the HazMat flow study have been included in the HazMat Plan, which is included as Attachment D to this grant.		

Next Anticipated Flow Study Date October 2018

Description/ Comment

The HazMat Flow Study is planned for October 2018 and will expand to monitor traffic at the following locations. This flow study will be a visual study by members of the Boone County LEPC.

- Highway 63 at Discovery Parkway
- Highway 63 at Prathersville Road
- Interstate 70 at Route Z
- Interstate 70 at Highway 40

LEPC/D Status Survey

LEPC Name Boone County LEPC County Boone

Help us help you—MERC staff will use the information you provide on this page to identify and prioritize services and resources for your LEPC/D and those across the region, and we would like to share your success stories with others. Be as brief or as detailed as you have the time and inclination to be.

MERC Planner Resource Request	
What assistance, resources, or services do you need that we could provide? Rank your top 3, but check all that apply. Use the space below the checkboxes if there's something you need that's not on the list.	
<input type="checkbox"/> LEPC 101: Initial or Refresher <input type="checkbox"/> LEPC revitalization <input type="checkbox"/> Identifying, setting, & meeting goals and objectives <input type="checkbox"/> Finances: tracking, planning, and spending funds <input type="checkbox"/> Bylaws: develop, review, or update <input checked="" type="checkbox"/> Document processing, data management <input type="checkbox"/> Other request(s):	<input checked="" type="checkbox"/> Hazmat plan review, update, or conversion <input type="checkbox"/> Training needs assessment <input checked="" type="checkbox"/> Hazmat exercise: scenario & schedule <input checked="" type="checkbox"/> Hazard analysis: flow studies & facilities <input checked="" type="checkbox"/> Membership: review, identify, update, & manage <input type="checkbox"/> Accessing Tier II reports, handling info requests
<p>The Boone County LEPC would like to continue working with our planner, Brenda Gerlach, on these items marked above.</p>	
LEPC/D Success Stories and Strengths	
What was the biggest challenge your LEPC/D overcame this year? Or an accomplishment of which you are particularly proud? What do you consider to be your LEPC/D's greatest strengths or the top 2-3 factors that contribute to LEPC/D success? Tell us about your LEPC/D's unique qualities and activities. What best practice tips do you have to share with other Missouri LEPC/Ds?	
<p>The largest challenge we faced in this past grant cycle was attendance to LEPC quarterly meetings had been declining. In the past 12 months, we have observed attendance increase by almost double the attendees. We have contributed the larger meeting attendances to having a better e-mail notification list, which include all Tier II reporters and all public agencies that have a voting right as outlined in the Boone County LEPC By-Laws.</p> <p>The top factors that have continued to the Boone County LEPC success is the dedication and service of the elected board members. These members are spending countless hours making sure that processes have been documented, plans are updated, and trainings are successful. We have also had great support from the Boone County Treasurer's Office, who has assisted us in designing a great budget model that has been used for the grant application process and aligns with the county's budget processes. This provides the detail required to ensure funds are properly authorized and distributed for specific LECP events when funds are requested.</p> <p>As you have noticed in this year's grant application, we have provided the HazMat IQ program for the past few years. During an After Action Review following the past training offered this spring, it was discovered we have had over 100</p>	

Public Safety professionals take this course, however, the required portable equipment to use this program is missing from all initial response apparatus. Our main goal this year is to help ensure the public safety professionals have the proper equipment to utilize the training the State has provided to ensure the safety of our responders.

LEPC/D Challenges

What ongoing or upcoming challenges are facing the LEPC/D, and what impacts do they have? How long are these difficulties anticipated to last? What, if any, solutions are available and feasible? How does the LEPC/D plan on overcoming these obstacles? And of course, contact your MERC planner to see what assistance may be available.

Our main challenge we have identified this year have been listed as our first activity and goal in this year's grant application. Boone County has a newly re-designed and fully staffed Office of Emergency Management that was approved by the voters in 2013. This office has been functional for the past year and it is imperative that processes are established on how the Boone County LEPC will integrate with this office and ensure we are meeting the goals and objectives of both stakeholders. This will require coordination at all levels in the County Government to ensure this is a successful partnership.

LEPC/D 2017 Activities, Goals and Objectives

Based on the list of activities eligible for funding through CEPF (RSMO 292.606), describe the LEPC/D’s activities, goals and objectives with respect to the following: if you click on the “click here to enter text” below, it will become an expandable document. Please tell us about the LEPC activities and the Goal for that activity and how money will be spent on that activity (See attached funding Guidelines for further suggestions)

Activity and Goal Description
<p>Activity #1: Operating a Local Emergency Planning Committee and integration into the Boone County Office of Emergency Management</p>
<p>Goal(s): In 2013, the Boone County voters approved a county-wide tax increase to expand the Office of Emergency Management, the 911 Center, and a new operations center to house these agencies. This center is now functional and has been operating for the past year. As outlined by this tax initiative, the LEPC is now supported by the Office of Emergency Management. The following processes need to be created to ensure the successful operation of both agencies and to achieve each organizations mission and visions for the Citizens of Boone County.</p> <ul style="list-style-type: none"> • Determine how the LEPC and the Office of Emergency Management will integrate in our day-to-day operations. • Determine the structure of the Financial Management by outlining the integration within the Boone County Treasurer’s Office, Office of Emergency Management, LEPC Committee, and the Missouri Emergency Response Commission and how budgets will be created to ensure proper alignment with County spending policies. • Update and revise the Boone County LEPC By-Laws to capture this information. • Create an annual calendar to ensure key milestones are completed within the proper timeframes to ensure information is updated for annual grant cycle.
<p>Activity #2: Establish a systematic system for communication methods to the public and Tier II reporting facilities, to include public notifications of chemical releases</p>
<p>Goal(s): The Boone County LEPC does not have a systematic system in place to have a “one stop shop” to notify the public and Tier II reporters of information. This activity will create the following processes to achieve this goal:</p> <ul style="list-style-type: none"> • Establish a static e-mail system that will remain the same for the public to send information to. Currently today, we are using private e-mail systems of the current chair (usually a work-related email server) that changes every 2 years, or when there is a change in the LEPC Chair position. • Establish an electronic document storage retention system that contains document recovery and record retention rules. This would also include an audit trail to track when changes to documents are made. • Integrate public information to be available online through a link on the Office of Emergency Management’s website. • Integration of the Office of Emergency Managements public notification systems such as: RAVE Emergency Notification System, Smart 911 programs (Smart 911, Smart 911 Facilities, and Smart Prepared), Social Media Accounts. • Formalize annual notification process to use newsprint ads, letters to Tier II reporters, and social media sites.
<p>Activity #3: Begin a process to provide HazMat IQ Equipment to First Responders to support the State’s initiative on training Missouri’s First Responders in the HazMat IQ Program</p>
<p>Goal(s): The State of Missouri has continued a strong campaign over the past couple of years on training First Responders in the HazMat IQ program. The Boone County LEPC has provided several training opportunities and have trained over 100 First Responders in Boone County. As we have progressed with this program, we have identified the lack of equipment that is available to the First Responders to make this program work successfully by not having the required equipment. This activity will create the following processes to achieve this goal:</p> <ul style="list-style-type: none"> • Develop a two-year implementation program of portable SAFe HazMat IQ Equipment Kits to placed on initial response apparatus within the County of Boone. <ul style="list-style-type: none"> ○ Boone County Fire District will be outfitted in the first year

- City of Columbia, Southern Boone County Fire District, Centralia Fire District and Columbia Regional Airport will be outfitted in the second year
- We will continue to budget for at least one HazMat IQ training course through the use of CEPF grant funds and apply for additional HazMat IQ training courses through the HEMP grant process.
- Create an annual maintenance program to ensure kits are maintained and equipment is "ready" at all times.

Activity #4:

Continue to improve the ESF 10: Hazardous Materials Plan for Boone County

Goal(s):

The Boone County LEPC has been working on the ESF 10: Hazardous Materials Plan for the past 12 months to ensure it aligns with other Boone County Emergency Operations Plans (EOP) with all stakeholders. We will continue to improve this plan on an annual review basis to ensure all key items are captured (as outlined in the Hazardous Materials Plan Requirements). This activity will create the following processes to achieve this goal:

- Create and maintain a sub-committee that will review and maintain the ESF 10: Hazardous Materials Plan.
- Create a process to establish an annual traffic flow study and ensure the flow study data is updated in the ESF 10: Hazardous Materials Plan.
- Incorporate additional maps that include pre-determined evacuation distances based on the HazMat IQ program for Extremely Hazardous Facilities.
- Create a process to make this available through the electronic storage system so that it is available during emergencies.

Activity #5:

Review Tier II reports and compare to previous year reports to identify non-reporting facilities

Goal(s):

The Boone County LEPC has identified a need for a Community Outreach Program to work closer with reporting facilities, based on feedback received by the committee, on Tier II reporting requirements. This activity will create the following processes to achieve this goal:

- Create a sub-committee to review and monitor Tier II Reports. This subcommittee will begin working on the following objectives:
 - Review current year reports
 - Identify facilities that have reported in the past, but not the current year
 - Work on creating an outreach program to assist facilities on submitting Tier II Reports
 - Send communication through newsprint, letters and social media sites.
 - Encourage reporting facilities to utilize the Office of Emergency Managements public notification systems such as: RAVE Emergency Notification System, Smart 911 programs (Smart 911, Smart 911 Facilities, and Smart Prepared), Social Media accounts.

Activity #6:

Create a process on Conference/Training Events sponsored by the Boone County LEPC

Goal(s):

The Boone County LEPC has identified a gap on how the Committee determines what training and conferences are provided by the Boone County LEPC. This activity will create the following processes to achieve this goal:

- Create a subcommittee for Training Events
- Create a process on how the Committee determines what training and conference are hosted and sponsored by the Boone County LEPC
- Create a process on how Annual Table-Top Exercises are determined and conducted
- Create a process to require After Action Reviews for any conference or training event attended by members of the LEPC when LEPC funds are used.
- Determine a process when meals are provided for training events (usually to enhance attendance at training programs).
- Ensure that selected training programs are in alignment with identified risks listed in the ESF 10: Hazardous Materials Plan.

Proposed Budget 2017

The Budget should reflect all expenses reflecting the activities, goals & objectives and purchases planned for the coming year.

Budget Year Start Date	07/01/2017	Budget Year End Date	06/30/2018
Beginning Balance			\$ 32,619.26
Estimated Income			\$ 50,175.00
CEPF			\$ 50,000.00
Other (account interest)			\$ 175.00
Total Estimated Funds Available			\$ 50,175.00

Expense Category	Cost share amount	LEPC expense
Administrative		Total \$ 3,470.00
Contract Labor (NO full-time employees)		\$ 1,000.00
Postage		\$ 720.00
Printing		\$ 300.00
Phone/Fax/Internet		\$ 0.00
Office Supplies and Equipment		\$ 300.00
Computer/Electronic Equipment		\$ 300.00
Public Notice		\$ 450.00
LEPC meetings (publications, meals, ect)		\$ 400.00
Other		\$ 0.00
Projects		Total \$ 500.00
Hazmat Plan Distribution		\$ 0.00
Hazard Communication		\$ 0.00
Facility Review and ID		\$ 0.00
Hazmat Flow Study		\$ 500.00
Other		\$ 0.00
Training & Exercise		Total \$ 61,590.00
Course and Instructor Fees		\$ 26,000.00
Materials and Supplies		\$ 250.00
Equipment (attach list)		\$ 33,000.00
Other		\$ 2,340.00
Travel		Total \$ 8,627.00
Mileage, Meals, registration and Lodging		\$ 8,627.00
Other		Total \$ 0.00
(Specify)		\$ 0.00
Total Estimated Expenses		\$ 74,187.00
End Balance (Unallocated Funds)		\$ 8,432.36

**** Reference Attachment G for the Budget Worksheet For Additional Information ****



 LEPC Chair Signature

7/27/17

 Date

LEPC/D Inventory Log

Check the appropriate box below:

- The LEPC/D does not own equipment purchased with CEPF or HMEP funds (STOP HERE)
- The LEPC/D owns non-disposable, non-consumable equipment purchased with CEPF or HMEP funds (COMPLETE THIS FORM)
- During this reporting year, the LEPC/D surplussed non-disposable, non-consumable equipment purchased with CEPF or HMEP funds (COMPLETE THIS FORM)

Item	Brand	Model	Serial #	Location	In-Service Date	Surplus Date
RAELINK Communications	RAE		095-511162	BCFD HazMat 514	6/16/2004	7/1/2017
PRORAE Remote Basic	RAE		293-000308	BCFD HazMat 514	6/16/2004	7/1/2017
RAELINK Communications	RAE		095-511718	BCFD HazMat 514	7/2/2004	7/1/2017
RAPDEP 716NGPIN	Backboards			BCFD and Boone EMS	3/10/2005	7/1/2017
Triage Systems	Arizona			CFD-17, BCFD-19, BHC-4, UMHC-4	6/17/2005	7/1/2017
Laptop	Dell	Latitude D830	2GC3WD1	Columbia Fire HazMat Truck	11/10/2007	
Printer	Canon	Pixma LP90V	HFKA94219	Columbia Fire HazMat Truck	Unknown	

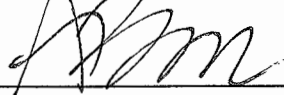
2016 LEPC/D Financial Report

Ensure that all receipts, contracts, and other documentation are attached, labeled with the appropriate category and check number.

Reporting Year Start Date	07/01/2016	Reporting Year End Date	06/30/2017
Beginning Balance			\$ 28,594.47
Total Income			
CEPF			\$ 7,857.24
Other			\$ 207.74
Total Funds Available			\$ 36,659.45

Expense Category	Cost-Share Amount	LEPC Amount
Administrative		Total:
Personnel (NO full-time employees)		
Postage		
Printing		
Phone/Fax/Internet		
Office Supplies and Equipment		
Computer/Electronic Equipment		
Public Notice		\$ 138.96
LEPC Meetings (publication, meals, ect)		
Other		
Projects		Total:
Hazmat Plan Distribution		
Hazard Communication		
Facility Review and ID		
Hazmat Flow Study		
Other		
Training & Exercise		Total:
Course and Instructor Fees		\$ 2,800.00
Materials and Supplies		
Equipment (attach list)		
Other		\$ 472.58
Travel		Total:
Mileage, Meals, Registration and Lodging	<i>(reported on previous years grant)</i>	\$ 733.67
Other		Total:
(Specify)		
Total Expenses		Total:
End Balance		Total: \$ 32,514.24

**** Reference Attachment H For All Expense Receipts ****



LEPC Chair Signature

7/27/17

Date

2016 Travel Log

Check the appropriate box below:

- No travel expenses were incurred; or travel expenses were incurred but not claimed (STOP HERE)
- Travel expenses were incurred and claimed (COMPLETE THIS FORM)

Mileage Reimbursement Rate: _____

Traveler	Date(s)	Destination & Purpose	Miles	Meals	Lodging	Registration	LEPC Share
Mark Jenkins Columbia Fire Department	06/17- 06/19, 2016	<p><i>This information was submitted with the previous grant cycle that was approved. We are including this information, as the expenses are represented on the 2016/2017 grant cycle and financial statements.</i></p> <p>International Hazardous Materials Response Team Conference located in Baltimore, MD</p> <p>SEE ATTACHED DOCUMENT OUTLINING ALL EXPENSES AND RECEIPTS</p>	\$1,145.01	\$147.40	\$523.23	\$1,815.64	
Travel Totals			\$1,145.01	\$147.40	\$523.23	\$1,815.64	

Budget, Amended for 2016

This page is for making changes to the Previous 2016 Budget

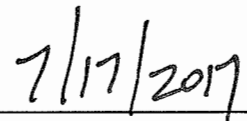
Budget Year Start Date	Budget Year End Date
Beginning Balance	
Estimated Income	
CEPF	
Other	
Total Estimated Funds Available	

Expense Category	Purposed Budgeted Amount	Amended Amount
Administrative		Total:
Personnel (NO full-time employees)		
Postage		
Printing		
Phone/Fax/Internet		
Office Supplies and Equipment		
Computer/Electronic Equipment		
Public Notice		
LEPC Meetings (publications, meals, ect)		
Other		
Projects		Total:
Hazmat Plan Distribution		
Hazard Communication		
Facility Review and ID		
Hazmat Flow Study		
Other		
Training & Exercise		Total:
Course and Instructor Fees		
Materials and Supplies		
Equipment (attach list)		
Other		
Travel		Total:
Mileage, Meals, Registration and Lodging		
Other		Total:
(Specify)		
Total Amended Budget Expenses		
End Balance (Unallocated Funds)		

****There were no budget amendments for this grant reporting period.**



LEPC Chair Signature



Date

Completed LEPC/D 2016 Activities, Goals and Objectives

LEPC Name Boone County LEPC County Boone

Based on the list of activities and Goals listed from 2016 tell us what was accomplished by using CEPF funds (RSMO 292.606)

Activity and Goal Description
<p>Activity: contingency planning for chemical releases</p> <p>Goal(s): Continue working on Annex H and converting into ESF 10 format. <i>We now have resources within the Boone County Office of Emergency Management that will be able to assist the LEPC with updating and maintaining our documentation. We will be working on updating our current plan and making sure the plan aligns with all the other Emergency Plans for the County.</i></p> <p>Status: Completed. The document has been updated and complies with all required sections of required by law.</p>
<p>Activity: exercising, evaluating, and distributing plans</p> <p>Goal(s): Conduct a functional drill with more than 1 agency, expanding from our tabletop exercises <i>Working through the Boone County Office of Emergency Management for a functional exercise that will involve all key agencies that would respond to an incident within the County.</i></p> <p>Status: Completed. A successful table-top with multiple agencies was completed in April 2017.</p>
<p>Activity: providing training related to chemical emergency preparedness and prevention of chemical accidents</p> <p>Goal(s): Conduct more frequent HazMat courses for public and private sectors <i>Secure funding to offer more classes that are geared towards the chemicals stored and consumed within our jurisdiction. This includes additional HAZWOPER training programs throughout 2016-2017. The classes that were offered in 2015-2016 were a huge success and well received by our members.</i></p> <p>Status: Not Completed. Due to funding issues in the past grant cycle, the only training programs that were provided were funded by the HEMP grant. This year's grant includes a goal to outline how trainings will be offered and what processes we will use going forward to ensure they are in alignment with the identified risks listed in the ESF 10: Hazardous Materials Plan.</p>
<p>Activity: identifying facilities required to report</p> <p>Goal(s): Create a master list of all facilities reporting Tier II to identify missing reports <i>Creating an outreach program to train facilities on reporting requirements, as we receive questions and inquires each year on who is responsible for making the reports as well as completing them online. This will include 2 notices (sent by mail) sent to each reporting facility in 2017 to inform them up our updated contact information.</i></p> <p>Status: Completed. We have created a revised e-mail notification list that includes all Tier II reporting facilities and all public service agencies that maintain voting rights as outlined in the Boone County LEPC By-Laws. This has resulted in a larger participation at our quarterly meetings and increased participation with Tier II reporting facilities. We will continue to grow this activity with an additional goal for the next grant cycle.</p>
<p>Activity: processing the information submitted by facilities and making it available to the public</p> <p>Goal(s): Create a master list of all facilities reporting Tier II to identify missing reports <i>This goal will go in line with the activity listed above. Once all Tier II's have been complied into a useable format, we will make this public on the Boone County Office of Emergency Management's website.</i></p> <p>Status: In Process. An additional activity has been created to complete this work in the next grant cycle.</p>
<p>Activity: receiving and handling emergency notifications of chemical releases</p>

<p>Goal(s): Continue to monitor our dispatching capabilities of Hazardous Materials Incidents</p> <p><i>This process already exists within our county and is communicated through the Boone County Joint Communications office. Notifications are sent to the proper agency and dispatched per our pre-established protocols.</i></p> <p>Status: In Process. An additional activity has been created to incorporate the mass notification systems with the LEPC and this work in the next grant cycle.</p>
<p>Activity: operating a local emergency planning committee</p>
<p>Goal(s): Continue to expand and encourage more participation with reporting facilities and government agencies.</p> <p><i>Continue to create a master list of contacts and reach out to these facilities to encourage participation with the LEPC.</i></p> <p>Status: Completed. We have created a revised e-mail notification list that includes all Tier II reporting facilities and all public service agencies that maintain voting rights as outlined in the Boone County LEPC By-Laws. This has resulted in a larger participation at our quarterly meetings and increased participation with Tier II reporting facilities. We will continue to grow this activity with an additional goal for the next grant cycle.</p>
<p>Activity: providing public notice of chemical preparedness activities</p>
<p>Goal(s): Expand posting to websites and social media</p> <p><i>We post annually in the local newspaper, however, we need to work on processes to expand this to social media outlets.</i></p> <p>Status: In Process. An additional activity has been created to incorporate the mass notification systems with the LEPC and this work in the next grant cycle.</p>
<p>Activity: Conduct updated flow study</p>
<p>Goal(s): Create a process, purchase equipment, and conduct a flow study using high speed camera systems</p> <p><i>See Attachment F of this grant application for additional details.</i></p> <p>Status: Completed. A flow study was completed in May 2017 and incorporated into the updated ESF10: Hazardous Materials Plan</p>

LEPC/D Membership List

This page can be used as a guide for those LEPCs that already have digital member lists and as a tool for the LEPCs without digital member lists.

The LEPC Membership List must be signed by the Presiding Commissioner and for LEPCs each Presiding commissioner must sign.

**Boone County LEPC Membership List has been
attached to this grant as**

Attachment B



BOONE COUNTY LOCAL EMERGENCY PLANNING COMMITTEE

Last Revision: 7/20/2016

BYLAWS

Article I. SCOPE

Section 1.01 NAME OF THE COMMITTEE

The name of the committee shall be the "Boone County Local Emergency Planning Committee" (Boone County LEPC).

Section 1.02 LEGAL STATUS AND AUTHORITY

The Boone County LEPC shall operate under the legal authority of the provisions of Public Law 99-499: Superfund Amendments and Reauthorization Act (SARA Title III), Emergency Planning and Community Right-to-Know Act (EPCRA) of 1986, 42 U.S.C. 11001 et. seq. under the auspices of the Boone County Commission as a governmental entity pursuant to and in strict accordance with all applicable laws, regulations, guidelines and ordinances.

Section 1.03 MISSION

The primary mission of the Boone County LEPC is to be an effective community network for planning for emergency management of incidents involving spills and/or releases of hazardous materials. In accordance with its tasking, the Committee:

1. Develops, trains, exercises, and revises as necessary a comprehensive emergency response plan for hazardous materials emergencies within Boone County.
2. Evaluates the need for resources to develop, implement, and exercise the plan.
3. As appropriate, recommends resources and the means for providing additional resources.
4. Provides for public participation and information, including, but not limited to public inquires on the regulated materials and industry and the Boone County LEPC's activities.
5. Establishes and recommends procedures for receiving reports from the regulated community.

Section 1.04 MAILING ADDRESS AND TELEPHONE NUMBER:

The official mailing address and telephone number of the committee for the planning effort shall be:
Boone County Local Emergency Planning Committee
2145 County Drive
Columbia, MO 65202
(573) 874-7400

Article II. MEMBERSHIP

Section 2.01 TERM OF MEMBERSHIP

All members shall serve a two (2) year term from the date of appointment by the Boone County LEPC and may be reappointed for successive terms. Polling of the membership concerning tenure and review of appointments shall take place during the first meeting of the Boone County LEPC calendar year.

Section 2.02 MEMBERS

As required by Public Law 99-499: Superfund Amendments and Reauthorization Act (SARA Title III), Emergency Planning and Community Right-to-Know Act (EPCRA) of 1986, 42 U.S.C. 11001, the members of the Committee shall consist of twenty-six (26) voting members, two (2) representatives from each of the following disciplines:

1. Elected State and Local Officials
2. Law Enforcement
3. Emergency Management (Civil Defense)
4. Fire Service (Firefighting)
5. Emergency Medical (First Aid)
6. Public Health



BOONE COUNTY LOCAL EMERGENCY PLANNING COMMITTEE

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BYLAWS

7. Local Environmental
8. Hospital
9. Transportation
10. Media (Broadcast and Print Media)
11. Community Groups
12. Owners and Operators of Facilities Subject to the Requirements of this chapter.
13. At large members (up to 6 members)

All members must be approved and appointed by the Boone County LEPC. The Secretary will submit a current members list to the State of Missouri Emergency Response Commission (MERC) office annually with the grant funding request.

Section 2.03 ATTENDANCE AT MEETINGS.

All members, including at large members, are required to attend at least fifty percent (50%) of all meetings of the committee held in any twelve (12) month period unless excused for cause by the Chairperson. A Committee Member will be excused from a meeting for good cause upon notification to the Chairperson or Vice Chairperson.

Section 2.04 VOTING

Each discipline represented at the meeting shall have one (1) vote to cast on any motions or actions before the committee. Representation can be in the form of:

1. Physical attendance and/or voice/video conference which allow for active dialog and discussion of the voting topic.
2. This method does not allow proxy voting.

The At Large discipline will have the opportunity to cast one (1) vote.

Section 2.05 FILLING VACANCIES AND ADDING NEW MEMBERS

Should vacancies occur on the Committee, they may be filled by persons recommended to the Boone County LEPC for approval and then forwarded to the MERC. Vacancies, which occur on the Committee, do not have to be filled unless, because of the vacancy, the Committee will no longer meet any relevant local, state or federal requirements. Should it be deemed necessary to add new members to the Committee, the procedure shall be the same as for filling vacancies.

Article III. OFFICERS

Section 3.01 OFFICERS

The Committee shall elect from its members a Chairperson, a Vice Chairperson and a Secretary. The officers shall be elected at the first regular meeting of each calendar year at which a quorum is present, and shall serve for a term of two (2) years.

1. The Chairperson will be elected at the first meeting on even numbered years and,
2. The Vice Chairperson will be elected at the first meeting on odd numbered years, and
3. The Secretary will be elected at the first meeting on even numbered years.

In the event of an officer's resignation prior to the end of the officer's term, a new officer shall be elected at the next meeting of the Committee at which a quorum is present, and shall serve out the remainder of the resigning officer's term.



BOONE COUNTY LOCAL EMERGENCY PLANNING COMMITTEE

Last Revision: 7/20/2016

BYLAWS

Section 3.02 CHAIRPERSON

The Chairperson shall preside at all meetings of the Committee, be responsible for preserving order and decorum, and submit recommendations and information as he or she may consider proper concerning the business, affairs and policies of the Committee. Except as otherwise authorized by these bylaws or by resolution, the authority to sign all official documents of the Committee shall reside with the Chairperson. The Chairperson shall establish or authorize the Vice Chairperson to establish any fees collected by the Committee. The Chairperson shall also ensure that an agenda of each Committee meeting is sent to all members of the Committee.

Section 3.03 VICE-CHAIRPERSON

The Vice-Chairperson shall preside at all meetings when the Chairperson is not present. Except as otherwise authorized by these bylaws or by resolution, the authority to sign all official documents of the Committee shall reside with the Chairperson. The Vice Chairperson will collect any fees by the Committee.

Section 3.04 SECRETARY

The Secretary shall establish a mailing list of all members, record or transcribe the minutes of all Boone County LEPC meetings, and send out notices. Except as otherwise authorized by these bylaws or by resolution, the authority to sign all official documents of the Committee shall reside with the Chairperson. The Secretary shall also ensure that an agenda of each Boone County LEPC meeting is provided to the members prior to each meeting.

Article IV. MEETINGS

Section 4.01 MEETINGS

Scheduled meetings of the Boone County LEPC shall meet on a quarterly basis per calendar year. The Chairperson has the authority to call a special meeting, if required.

Section 4.02 AGENDA FOR COMMITTEE MEETINGS.

An Agenda of each Committee Meeting shall be provided to each Committee Member prior to each Committee Meeting, except as otherwise authorized by these bylaws, to eliminate this requirement. Should this requirement be eliminated, it can be reinstated by a vote of the Committee in accordance with Article VI, Section 6.01. The Agenda for the next meeting shall be provided to each person or entity whose name and address are found on the mailing list of Committee Members to whom notice is required. The mailing list to which notice is required shall be maintained for the Committee and updated as needed by the Secretary.

Section 4.03 MEETING TYPES

1. SCHEDULED MEETINGS.

- a) Regular meetings of the Committee shall be held quarterly and shall be scheduled by the Chairperson. A written notice of the meeting may also be mailed or delivered with the agenda for the meeting. The news media shall be informed of meeting date, times, and locations. A written notice of the meeting and an agenda shall be provided at least seven (7) days in advance of the meeting to all Committee Members by either email, mailing or delivering a written notice to the address provided by the member to the Committee.

2. SPECIAL MEETINGS.



BOONE COUNTY LOCAL EMERGENCY PLANNING COMMITTEE

Last Revision: 7/20/2016

BYLAWS

- b) The Chairperson of the Committee may, when it is deemed expedient, and shall, upon written request of at least two (2) members of the Committee call a special meeting of the Committee for the purpose of transacting any business of the Committee. The purpose of the meeting shall be set forth in the call of the meeting and the call of the meeting may be mailed or delivered to each Committee Member at least five (5) business days prior to such meeting. At the special meeting no business shall be considered other than as designated in the call, however, if a quorum of the members of the Committee are present at a special meeting, any item of business may be transacted if the members of the Committee present vote unanimously to transact said business. A special meeting shall be held within thirty (30) days following a Level III incident in Boone County, and the agenda shall include a review of said incident.

Section 4.04 ORDER OF BUSINESS

At meetings of the Committee the following shall be the order of business:

1. Roll Call
2. Approval of minutes of the previous meeting
3. Communications and/or Treasurers Report
4. Reports of Subcommittees
5. Comments/presentations by members of the public
6. Old Business
7. New Business
8. Announcements
9. Adjournment

Section 4.05 MANNER OF CONDUCTING BUSINESS

No standard rules of procedure shall be required unless adopted by the Committee in accordance with Article VI, Section 6.01. The meeting shall be conducted with order and decorum. The Committee shall follow the procedure determined appropriate by the Chairperson of the Committee which may include the following:

1. No person shall speak unless first recognized by the chairperson.
 - a) Debate on a matter shall be closed by a motion and second to bring the matter to a vote.
 - b) Any member of the Committee may make or second a motion.

Section 4.06 SUMMARIES OF COMMITTEE MEETINGS

Accurate and reflective summaries of all of the meetings of the Committee shall be taken and maintained by the Secretary. Summaries shall include, but not limited to:

1. A record of all votes of the Committee,
2. A record of attendance at Committee Meetings and,
3. A summary of Committee discussions.

The summaries of each meeting shall be distributed to each Committee Member at least fifteen (15) days prior to the next meeting.

Section 4.07 QUORUM

The Powers of the Committee shall be vested in the Committee. Thirty percent (30%) of the total disciplines shall constitute a quorum for the purpose of opening a Committee Meeting. At a meeting action may be taken pursuant to an affirmative vote of the majority of all those present, unless a majority of those present is less than the number required for a quorum.

1. A minimum of thirty percent (30%) of all discipline must vote affirmative for action to be taken.



BOONE COUNTY LOCAL EMERGENCY PLANNING COMMITTEE

Last Revision: 7/20/2016

BYLAWS

Section 4.08 MANNER OF VOTING

The voting on all questions coming before the Committee shall be a "yea" or "nay", or by a show of hands, unless action is taken for a roll call vote on a particular matter. If a roll call is approved, the "yeas" and "nays" shall be recorded in the minutes of such meeting.

Section 4.09 PARTICIPATION BY MEMBERS OF THE PUBLIC

Members of the public are encouraged to attend all regularly scheduled or special meetings. An opportunity will be provided at each meeting for members of the public to address the Committee on matters related to local hazardous material or other emergency preparedness. A member of the public who desired to address the Committee may mail a written notice of intent to appear to the chairperson at the address found in Article I, Section 1.04, and then sign in with the Vice Chairperson at the time and place of the meeting before the meeting begins. Members of the public who appear at the meeting and wish to address the Committee will be allowed to do so without prior written notice of intent to appear, however, they will be required to wait until after any members of the public who have provided written notice have spoken. Members of the public are also encouraged to provide written opinions and information to the Committee at the address found in Article I, Section 1.04. Members of the public include, but are not limited to, citizens, industry representatives, expert witnesses and government entity representatives.

1. Time Limit: Open comments by the public will be limited to five (5) minutes.

Article V. ADMINISTRATION

Section 5.01 ANNUAL BUDGET

An annual budget shall be adopted and approved by the Committee.

Section 5.02 MONIES AND APPROPRIATIONS

The Boone County Commission may receive and disburse public and private funds for the purpose of implementing the Emergency Planning and Community Right-To-Know Act of 1986, and other local, state or federal legislation pertaining to emergency planning, in the plan service area of Boone County. Such monies shall be deposited and managed in accordance with standard procedures of the Office of Emergency Preparedness of Boone County and the Office of the Treasurer of Boone County, established by ordinance by the Boone County Commission.

1. The annual budget is to be approved by the Boone County Commission.
2. Expenses can be made with approval by the Committee as long as all expenses are within the original budgeted items.
 - a) Any item(s) outside the budget will require prior authorization from the Boone County Commission AND
 - b) Item(s) will require budget change request that will need to be submitted to the MERC office.
3. Periodic financial reports will be made to the Committee as required by law or requested by the Committee or Committee Chairperson.
4. Travel expenses will be made in accordance with the Boone County Government Policies.

Section 5.03 FEES

Reasonable fees may be collected for information provided or services rendered by the Committee. The fees collected shall be as established or recommended by local, state or federal law, regulation, guideline or ordinance. In the absence of a recommended or required fee, the fee shall be determined by the Emergency Management Director and the Boone County LEPC Chair based on the cost of provided service or data.



BOONE COUNTY LOCAL EMERGENCY PLANNING COMMITTEE

Last Revision: 7/20/2016

BYLAWS

Section 5.04 ANNUAL NOTICIATIONS

The Emergency Planning and Community Right-to- Know Act of 1986 requires each Local Emergency Planning Committee (LEPC) to publish information annually to inform the public of the availability of information concerning emergency response plans, chemical lists, inventory forms, toxic release forms and follow-up emergency notices with regard to hazardous chemicals in the community. This Public Notice is pursuant to 42 USC §11044.

This annual notice will be published in the local newspaper each year, during the month of March, following the submission of the Tier II reports for Boone County. The contact listed for this posting will be the Boone County LEPC Chairperson. The Secretary will be responsible for making this publication.

Article VI. AMENDMENTS

Section 6.01 AMENDMENTS TO BYLAWS

The bylaws of the Committee may be amended by an affirmative vote of three fourths (3/4) of voting members present, if quorum is achieved. No vote shall be taken to amend the bylaws until the proposed amendment has been reduced to writing and distributed with the agenda for the meeting at which the amendment is to be voted on.

Section 6.02 FILING OF BYLAWS AND AMENDMENTS

A copy of the bylaws and any amendments to the bylaws shall be provided to the parent organization, the Boone County Commission, and are subject to the acceptance and approval of that body. The Boone County Commission may provide copies to any public entity or private citizen upon request and any required fee.

Amended By-Laws Adopted by the Boone County Local Emergency Preparedness Committee, this 22th day of September 2016.

Adam Burks
Boone County LEPC Chairperson

John Wulff
Boone County LEPC Vice Chairperson

Dan Atwill
Presiding Commissioner

Karen Miller
Commissioner

Janet Thompson
Commissioner

2017 BOONE COUNTY LEADERSHIP MEMBERSHIP ROSTER

Presiding Commissioner Signature: _____



Date: 7/27/2017

FIRST NAME	LAST NAME	ASSOCIATION	POSITION	ADDRESS	CITY	ZIP	OFFICE PHONE	E-MAIL
Sherrie	Asbury	State Farm Insurance Company	Loss Prevention Specialist	4700 S Providence Road	Columbia	65217	573-499-2594	sherrie.asbury.beas@statefarm.com
Dan	Atwill	Boone County Government	Commissioner	801 E Walnut	Columbia	65201	573-886-4306	datwill@boonecountymo.org
Rachel	Bacon	City of Columbia Community Development	AICP Planner	701 E Broadway	Columbia	65201	573-817-5006	
Roger	Ballew	Public Water District Number 9		391 N Rangeline Road	Columbia	65201	573-474-9521	rballew@pwsd9.com
Tracy	Barth	MFA Oil		1 Ray Young Drive	Columbia	65201	573-442-0171	tbarth@mfaoil.com
Leslie	Bell	Magellan Pipe Line Company-Columbia		13424 West 98th Street	Shawnee Mission	66215	913-310-7714	leslie.bell@magellanlp.com
Charles	Bone	3M Company		5400 Paris Road	Columbia	65202	573-886-1427	cbone@mmm.com
Eric	Brown	Quaker Oats		4501 Paris Road	Columbia	65202	573-474-5309	eric.brown@pepsico.com
John	Bullard	Southern Boone County Fire District	Fire Chief					jbullard@sbcfd.org
Adam	Burks	Midway USA	Safety & Facilities Manager	5875 W Van Horn Tavern Road	Columbia	65203	573-424-9109	aburks@midwayusa.com
Ken	Burton	City of Columbia	Police Chief	600 W Walnut Street	Columbia	65201	573-874-7404	jill.Schlude@como.gov
Susan	Calderon	UM Schurz PCS (ID2015805)		20 Independence Blvd, MC: 4149	Warren	7059	908-626-6230	susan.calderon@verizonwireless.com
Janis	Campbell	State Farm Insurance Company	Loss Prevention Specialist	4700 S Providence Road	Columbia	65217	573-499-2131	janis.g.campbell.a96b@statefarm.com
Dwayne	Carey	Boone County Sheriff Department	Sherriff	2121 County Drive	Columbia	65202	573-875-1111	dcarey@boonecountymo.org
Marc	Carr	Boone Hospital Center Ambulance Service		1600 E Broadway	Columbia	65201	573-815-3877	mgc4408@bic.org
Terry	Cassil	Boone County Government	Emergency Management Director					tcassil@boonecountymo.org
Leah	Christian	City of Columbia	Transportation Planner	701 E Broadway	Columbia	65203	573-874-5110	leah.christian@como.gov
Tony	Coleman	Stephens College		1200 E Broadway	Columbia	65201	573-876-7202	
Kathy	Cowan-Smith	Otscon		50 N Rangeline Road	Columbia	65201	573-474-7066	k.cowan-smith@otscon.com
Josh	Creamer	Boone County Fire Protection District	Assistant Chief	2201 I-70 Drive NW	Columbia	65202	573-447-5000	jcreamer@bcfdmo.com

2017 BOONE COUNTY LEPC MEMBERSHIP ROSTER

FIRST NAME	LAST NAME	ASSOCIATION	POSITION	ADDRESS	CITY	ZIP	OFFICE PHONE	E-MAIL
Sherry	Creel	Public Water District Number 10		22601 N. March Rd	Centralia	65240	573-682-4545	pwd10@yahoo.com
Timothy	Crosby							Timothy.crosby@hg.dhs.gov
Lynn	Dally	McLarty CMFO, LLC		PO Box 1078	Columbia	65205	573-445-4149	ldally@machens.com
Teom	Darrough	Boone County Government	Treasurer	801 E Walnut	Columbia	65202	573-886-4365	TDarrough@boonecountymo.org
Dan	Davis	ABC Labs		4780 Discovery Drive	Columbia	65201	573-777-6245	david@d eaglabs.com
Kurt	Doolady	Boone County Fire Protection District	Captain	2201 I-70 Drive NW	Columbia	65202	573-447-5000	kdoolady@bcfdmo.com
Larry	Dudgeon	City of Centralia	Police Chief	114 S Rollins Street	Centralia	65240		ldudgeon@centraliapd.org
Greg	Edington	Boone County Public Works	Director	5551 S Tom Bass Road	Columbia	65201	573-449-8515	gedington@boonecountymo.org
Rebecca	Estes	City of Columbia						rlestes@gocolumbiamo.com
Eric	Evans	University of Missouri	Emergency Management Director	#8 Research Park Development Building	Columbia	65211	573-882-0931	evanses@missouri.edu
Ed	Fisher	City of Columbia	Water & Light	6851 West Route K	Columbia	65203	573-445-3517	james.fisher@como.gov
John	Funderburk	Southern Star Central Gas Pipeline			Columbia		316-250-5319	
Jim	Gast	Rock Bridge Memorial State Park [DNR]		5901 S Hwy 163	Columbia	65203	573-449-7402	rockbridgememorialstatepark@dnr.mo.gov
Randy	Gay	Boone Hospital Center		1600 E. Broadway	Columbia	65201	573-815-3706	rgay@bjc.org
Brenda	Gerlach	State Emergency Management Agency	Coordinator	1201 State Road O	Fulton	65251	573-644-3728	Brenda.gerlach@sema.dps.mo.gov
Dave	Gibson	University Hospital Emergency Medical Services	EMS Supervisor	1 Hospital Drive	Columbia	65212	573-303-1429	gibsond@health.missouri.edu
Tony	Gier	I-70 Eagle Stop		301 E 8th Street	Eldon	65026	573-392-6150	tonv@gieroilco.com
Sherril	Gladney	Boone County Office of Emergency Management	Planner	2145 County Drive	Columbia	65202	573-554-7911	sgladney@boonecountymo.org
Bobby	Guill	Macadoodles		1107 Locust Dr	Columbia	65201	479-721-9777	bobby@columbiamacadoodles.com
Jay	Hamner	University of Missouri Healthcare Ambulance Service		1 Hospital Drive	Columbia	65212	573-303-1429	hamnerj@health.missouri.edu
Matt	Harline	City of Centralia	City Administrator	114 S Rollins Street	Centralia	65240	573-682-2139	cityadmin@centraliamo.org

2017 BOONE COUNTY LEPC MEMBERSHIP ROSTER

FIRST NAME	LAST NAME	ASSOCIATION	POSITION	ADDRESS	CITY	ZIP	OFFICE PHONE	E-MAIL
Ronnie	Hensley	Southern Star Central Pipeline-Boone County		P.O. Box 20010	Owensboro	42304	270-852-4658	ronnie.c.hensley@sscgp.com
Karen	Hogan	State Farm Insurance Company		4700 S Providence Road	Columbia	65217	573-499-2131	karen.hogan.linz@statefarm.com
Todd	Houts	University of Missouri						houtst@missouri.edu
Randy	Huck	University of Missouri Healthcare		1 Hospital Drive	Columbia	65212	573-882-8783	huckr@health.missouri.edu
Matt	Hudson	Columbia Fire Department	Assistant Chief	201 Orr Street	Columbia	65201	660-672-9828	matt.hudson@como.gov
Tom	Hurley	Boone County Government	Deputy Director OEM	2145 County Drice	Columbia	65201	573-554-7900	thurley@booneCountyMo.org
Jason	Jackson	Hawkins Water Treatment Group		1400 E Boone Industrial Blvd	Columbia	65202	573-886-9500	jason.jackson@hawkinsinc.com
Christian	Johanningmeier	Columbia Waste & Light/Colt RR		310 E Walnut	Columbia	65202	573-874-7325	CJJ@GoColumbiaMO.com
Sarah	Jones	Missouri State Parks, DNR	Rockbridge State Park Superintendent	5901 S Highway 163	Columbia	65203	573-449-7402	saraj.jones@dnr.mo.gov
Misty	Kennaley	Quaker Oats		4501 Paris Road	Columbia	65202	573-474-5309	misty_kennaley@Quakeroats.com
	Kinkhrost	Department of Natural Resources	State On-Scene Coordinator	PO Box 176	Jefferson City	65102	573-644-3218	Donald.KinkhorstIII@dnr.mo.gov
Marc	Kirkpatrick	Columbia/Boone County Emergency Management		17 North 7th Street	Columbia	65205	573-874-7400	mdkirkpa@GoColumbiaMO.com
Roxanne	Lambert	Gates Corporation		301S LeMone Industrial Blvd	Columbia	65201	573-817-8278	Roxanne.Lambert@gates.com
Bob	Leonard	Consolidated Water Supply #2		1500 N 7th Street	Columbia	65201	573-449-8723	bleonard@consh2o.org
Brian	Lloyd	Battenfeld Technologies						blloyd@btibrands.com
Uriah	Mach	Boone County Commissioners Office						umach@boonecountymmo.org
Alan	Mahoney	MFA Agri Business		6510 Birch Street	Hallsville	65255	573-449-0009	amahoney@mfa-inc.com
Dean	Martin	Kraft Foods		4600 Waco Road	Columbia	65202	573-814-4511	Dean.Martin@kraftheinzcompany.com
Mike	Matthes	City of Columbia	City Manager	701 E Broadway, 5th Floor	Columbia	65205	573-442-8828	
James	McGrath	3M Company		5400 Paris Road	Columbia	65202	573-886-1427	jlmcgrath@mmm.com
Roger	Mertensmeyer	Southern Boone County Fire District		208 South Henry Clay Blvd	Ashland	65010	573-657-2370	rwmert@gmail.com

2017 BOONE COUNTY LEPC MEMBERSHIP ROSTER

FIRST NAME	LAST NAME	ASSOCIATION	POSITION	ADDRESS	CITY	ZIP	OFFICE PHONE	E-MAIL
Steven	Mitchell	Panhandle Eastern Pipe Line Co., LP		7500 College Blvd., Suite 300	Overland Park	66210	913-906-1560	steven.mitchell@energytransfer.com
Owenetta	Murry	Boone County Government	County Commission Secretary					omurray@boonecountymo.org
Scott	Olsen	Boone County Fire Protection District	Fire Chief	2201 I-70 Drive NW	Columbia	65202	573-447-5000	solsen@bcfdmo.com
Rutul	Patel	Steve-O's		4600 Paris Road	Columbia	65202	573-814-1870	midwaylg@yahoo.com
Utsav	Patel	Midway Little General		6751 W Hwy 40	Columbia	65202	573-823-4643	midwaylg@yahoo.com
Christian	Pearman	University of Missouri						PearmanC@missouri.edu
Doug	Perry	Perry Towing, Inc		601 West Blvd N	Columbia	65203	573-442-4616	dougoerrytowing@gmail.com
Michael	Perry	AT&T - MO0501		308 S. Akard Street, Room 1708	Dallas	75202	214-464-2626	mp0873@att.com
James	Polacek	The Home Depot Store #3001		160 Chapel Road, Suite 201	Manchester	6042	860-645-1084	tierlladministrator@arcadis-us.com
Kevin	Prenger	Prenger's Extreme Mart		403 South Missouri	Macon	63552	660-385-6602	kevinprenger@cvalley.net
Sarah	Rainy	Columbia/Boone County Health Department		1005 W Worley Street	Columbia	65201	573-874-7346	ser@GoColumbiaMO.com
Jill	Reams-Widder	Casey's General Store #1021		PO Box 3004	Ankeny	50021	515-965-6238	jill.reams-widder@caseys.com
Tom	Reddin	Boone County Sheriff Department	Deputy Chief	2121 County Drive	Columbia	65202	573-875-1111	TReddin@boonecountymo.org
Misti	Reynolds	Boone County Fire Protection District		2201 I-70 Drive NW	Columbia	65202	573-447-5000	mreynolds@bcfdmo.com
Marvin	Rodgers	Centralia Fire Department						cityfire@CENTRALIAMO.ORG
Brenden	Rose	FedEx Freight, Inc-COU		2200 Forward Drive,DC:2219	Harrison	72601	870-365-4087	brenden.rose@fedex.com
Denny	Rusch	City of Centralia	Fire Chief	208 W Sneed	Centralia	65240		dennyrusch@hotmail.com
Bret	Sawyer	Harry S Truman Memorial Veterans Hospital		800 Hospital Drive	Columbia	65201	573-814-6297	bret.sawyer@va.gov
William	Schaumleffel	Department of VA / Truman VA Hospital	Emergency Management Manager	800 Hospital Drive	Columbia	65201	573-814-6000 ext. 52594	william.schaumleffel@va.gov
Elise	Schoonmaker	Hubbell		210 N Allen Street	Centralia	65240	573-682-5521	eschoonmaker@hubbell.com
Rick	Schulte	3M Company		5400 Paris Road	Columbia	65202	573-886-1427	rschulte@mmm.com

2017 BOONE COUNTY LEPC MEMBERSHIP ROSTER

FIRST NAME	LAST NAME	ASSOCIATION	POSITION	ADDRESS	CITY	ZIP	OFFICE PHONE	E-MAIL
Carrie	Schulte	State Farm Insurance Company	Loss Prevention Specialist	4700 S Providence Road	Columbia	65240	573-499-2700	carrie.schultz.qgsi@statefarm.com
Jeff	Sexten	XPO Logistics Freight, Inc-XCU		2211 Old Earhart Rd, STE 100	Ann Arbor	48105	734-757-1657	jeff.sexten@xpo.com
Randy	Sharbono	Schwan's Home Service, Inc-114340		115 West College Drive	Marshall	56258	507-537-8551	randy.sharbono@schwans.com
Mitch	Skov	City of Columbia						mms@gocolumbiamo.com
Tim	Springer	Boone Electric Cooperative		1413 Rangeline	Columbia	65201	573-449-4181	tspringer@booneelectric.com
Kathy	Spry	Lindsey Rentals and Sales, Inc		2505 Oakmeadows	Columbia	65202	573-489-9898	
Daryn	Stark	University of Missouri						starkdl@health.missouri.edu
Paul	Stoner	Mid-Mo. P&DF		11450 S Airport Rd	Columbia	65299	573-874-6538	paul.l.stoner@usps.gov
Laura	Thompson	Quick Trip Store #661		4705 S 129th E Ave	Tulsa	74134	918-615-7658	lthompso@quiktrip.com
Bruce	Tiejema	Dana Light Axle Products, LLC		6938 Elm Valley Drive	Kalamazoo	49009	616-745-8672	bruce.tiejema@dana.com
Darrick	Turner	MO DNR - Environmental Emergency Response		PO Box 176	Jefferson City	65102	573-644-3227	
Aaron	Vollrath	Capital Railroad Contracting Inc.		8500 E. Trade Center Dr.	Columbia	65201	573-474-388	capital@centurylink.net
Jacob	Waller	University of Missouri						WallerJM@health.missouri.edu
Doug	Westhoff	Boone County Fire Protection District	Assistant Chief	2201 I-70 Drive NW	Columbia	65202	573-447-5000	dwesthoff@bcfdmo.com
John	White	Columbia Public Schools		1104 N Providence Road	Columbia	65203	573-214-3013	jowhite@cpsk12.org
Kevin	Wighns	City of Columbia	Water & Light	6851 West Route K	Columbia	65203	660-591-6049	Kevin.wiggins@como.gov
Joseph	Willems	Coca - Cola Refreshments		2701 Maguire Blvd	Columbia	65201	636-443-6229	jwillems@coca-cola.com
Gary	Wisner	American Air Filter		2100 Nelwood Drive	Columbia	65202	573-514-6203	gwisner@aafintl.com
Jordan	Wright	Boone County Office of Emergency Management	Mitigation & Recovery Specialist	2145 County Drive	Columbia	65201	573-886-7228	jwright@boonecountymmo.org
John	Wulff	City of Columbia Water and Light		701 E Broadway	Columbia	65201	573-441-5517	john.wulff@como.gov
Thad	Yonke	Boone County Planning & Building Inspection		801 E Walnut	Columbia	65201	573-886-4337	tyonke@boonecountymmo.org

2017 BOONE COUNTY LEPC MEMBERSHIP ROSTER

FIRST NAME	LAST NAME	ASSOCIATION	POSITION	ADDRESS	CITY	ZIP	OFFICE PHONE	E-MAIL
Jeff	Ziegler	Midwest Petroleum		6760 Southwest Ave	St. Louis	63143	314-347-5550 x505	jeff@midwestpetro.com
		Columbia Energy Center		4902 Peabody Road	Columbia	65202	573-874-2731	jlgerke@gocolumbiamo.com
		Columbia Missourian						
		Columbia Tribune						
		KMIZ News						news@kmiz.com
		KOMU News						news@komu.com
		KRCG News						news@krcg.com
		Les Bourgeois Winery		12790 Old Hwy 40	Boonville	65233	660-882-6697	mthoele@gyrgas.com



Boone County Local Emergency Planning Committee LEPC Meeting Agenda

Boone County Fire District Headquarters
2201 I-70 Drive, NW
Columbia, MO 65202
Wednesday, July 20, 2016
1:30 p.m.

1. **Welcome & Introductions** 1330 – 1335
2. **Approval of Minutes** 1335 – 1340
3. **Communications & Treasurer’s Report**..... 1340 – 1345
4. **Subcommittee Reports**..... 1335 – 1400
 - a. LEPC By-Law (Final vote))
5. **Public Commits** 1400 – 1415
 - a. Presentation by Southern Starr
6. **Old Business**..... 1415 – 1430
 - a. 2016 HazMat Conference Attendee’s
 - b. 2016 CEPF Grant Work
 - c. HEMP Funds for Flow Study
 - d. Annual Exercise Planning
 - e. Update Annex H - HAZARDOUS MATERIALS
7. **New Business** 1430 – 1515
 - a. HAZWOPER & Refresher Course (3Rd or 4th QTR)
 - b. LEPC Training Subcommittee
8. **Announcements** 1515 – 1530
9. **Adjourn** 1530

Next Meeting: *Oct 19, 2016 at 1330*
 Boone County Office of Emergency Management
 2145 County Drive East, Columbia, MO 65202

**Boone County
Local Emergency Planning Committee
Meeting Minutes
July 20, 2016**

The Boone County Local Emergency Planning Committee met at 1:30 p.m. on July 20, 2016 at the Boone County Fire District Headquarters. The attendees were: Adam Burks, MidwayUSA, LEPC Chair; Jack Crawford, MU EHS, LEPC Secretary; Tom Darrough, Boone County Government; Sherrie Asbury, State Farm; Janis Campbell, State Farm; Rebecca Estes, Columbia/Boone County Public Health and Human Services; Brenda Gerlach, SEMA Region F Coordinator; Sherril Gladney, Boone County OEM; Katy Harlan; Hubbell Power Systems; Matt Hudson, Columbia Fire Department; Tom Hurly, Boone Co. Emergency Management; Roxanne Lambert, Gates Corp; Elise Shoonemaker, Hubbell Power Systems; Gary Tolle, Southern Star Central Gas Pipeline; Dan Kinkorst, MODNR EER; Tom Wainscott, Hubbell Power Systems; and John Wulff, City of Columbia Water & Light.

John Wulff called the meeting to order. Introductions were made.

John Wulff called for the approval of the April 20, 2016 minutes. Roxanne Lambert moved to accept the minutes. Matt Hudson seconded. The motion passed.

Tom Darrough discussed the treasurer's report. Tom discussed that there were some errors in the budget carried forward from before his time. He offered that it might be better for LEPC to review the entire actual budget in excel format as it had more detail and was a more accurate reflection of what is going on. It was decided that the budget in the new format should be sent out before next meeting.

The revised by-laws were presented to the LEPC members via email prior to this meeting and Jack asked if members were ready to vote on the updated bylaws. The members present all agreed the revised bylaws should be accepted. John Wulff made a motion for the LEPC to vote on accepting the new bylaws. Tom Darrough 1st and Roxanne 2nd with all other members present in agreement and vote passed to accept bylaws with no additional notes or discussions.

Mr. Gary Tolle from Southern Star Central Gas Pipeline Company then took the floor to provide the LEPC with a presentation on the Southern Star Pipeline and their Emergency Plan and recommend actions for first responders in response to a gas pipeline rupture and or fires/explosions. He also showed maps and pipeline layout coordinates and where they are in respect to the county and City of Columbia.

Old Business

2016 HazMat Conference

It was presented that the Hazmat Conference attendee felt that his attendance of the Baltimore Washington Hazmat Conference was value added.

2016 CEPF Grant Work

It was discussed that there was some work still to be done on the CEPF grant application as there were additional changes per the MERC. Brenda Gerlach spoke of Kermit's retirement and that Paul Kirchoff was now the lead for the MERC. Brenda also spoke that she would be doing her best to help out not only Boone Counties LEPC but those in region F as with the changes at the MERC there will be several services that will now be combined with the current staff at the MERC.

HEMP Funds for Flow Study

Adam Burks indicated that he would be applying for funding from this grant to help out with a flow study for Boone County and he was looking to get better equipment e.g. faster cameras and video devices to assist with our flow study and that equipment would be shared with other LEPCs'

Annual Exercise Planning

Several scenarios were discussed for an annual exercise. Adam Burks indicated that the Southern Star presentation would satisfy this year's commitment to have an exercise. Jack Crawford discussed options for a Radiological Exercise in 2017 with radiological training options provided to the LEPC early in April or May of 2017 prior to the drill if members were interested

Update Annex H - HAZARDOUS MATERIALS

Jack Crawford mentioned that the Annex H had been reviewed by Adam Burks and John Wulff and also resented to the LEPC membership back in April via email following the April meeting. But it was discussed that the Office of Emergency Management would be a better organization to complete the final review and provide any updates add needed to the plan. Sherril Gladney from the OEM indicated that she would be looking at it in near future and get back to the LEPC on it at a later meeting

New Business

Jack Crawford indicated that he had contacted Emergency Operational Services to host another Hazwoper Refresher later in the year as the voting per email supported an amendment to the budget to pay for the course which would be around \$2,800 dollars for a one day Hazwoper Refresher. The location of the training would likely be at the OEM and it was suggested the date would be Friday October 21st assuming minimal attendance was determined via email response from interested LEPC members that Jack would be working on post this meeting.

It was also suggested that the LEPC form a Training Subcommittee to assist with future drill planning and exercise offerings. Interested parties were invited to stay after this meeting to discuss the matter further.

The next LEPC meeting will be on October 19, 2016 at 1:30 p.m. at Boone County Office of Emergency Management, 2145 County Drive East, Columbia, MO 65202

With no other business for the LEPC, the meeting was adjourned.

Respectfully Submitted

Adam Burks



TOM DARROUGH
BOONE COUNTY TREASURER

LEPC Statement of Revenues & Expenses
(07/01/15 through 6/30/16)

<u>DATE</u>	<u>RECEIVED FROM</u>	<u>CEPF AMOUNT</u>
7/1/2015	Beginning Balance	\$ 32,436.02
10/7/2015	State of Missouri - FY'15 Grant Rec'd	\$ 7,960.12
8/31/2015	Interest (Jul'15 - Sept'15)	\$ 61.46
1/31/2016	Interest (Oct'15 - Jan'16)	\$ 99.49

TOTAL TO DATE: \$ 40,557.09

<u>DATE</u>	<u>EXPENSE</u>	<u>CEPF AMOUNT</u>
3/11/2016	Columbia Daily Tribune	\$ 138.96
4/4/2016	UMC fee for Study	\$ 900.00

TOTAL TO DATE: \$ 1,038.96

Remaining Fund Balance \$ 39,518.13

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WWW.SHOWMEBOONE.COM/TREASURER

4/15/2016



Boone County Local Emergency Planning Committee LEPC Meeting Agenda

Boone County Office of Emergency Management
2145 County Drive
Columbia, MO 65202
Wednesday, October 19, 2016 @ 1300

1. Welcome & Introductions	1300 – 1305
2. Approval of Minutes	1305 – 1310
3. Communications & Treasurer’s Report	1310 – 1320
4. Subcommittee Reports.....	1320 – 1330
a. Training	
i. Annual Exercise Planning	
5. Public Comments	1330 – 1340
6. Old Business.....	1340 – 1400
a. 2016 CEPF Grant Application	
b. LEPC By-Laws Approval	
c. Annex H – Hazardous Materials	
d. Hazwoper Refresher Course: October 21 st	
7. New Business	1400 – 1420
a. Resignation of Jack Crawford, LEPC Secretary (<i>will conduct election for this vacancy</i>)	
b. HMEP Grant Application, Due November 15 th	
c. 2017 Meeting Calendar	
8. Announcements	1420 – 1425
9. Adjourn	1430

Next Meeting: *January 18, 2017 at 1300*
 Boone County Office of Emergency Management
 2145 County Drive East, Columbia, MO 65202

**Boone County
Local Emergency Planning Committee
Meeting Minutes
October 19, 2016**

The Boone County Local Emergency Planning Committee met at 1:00 p.m. on October 19, 2016 at the Boone County Office Emergency Management. The attendees were: Adam Burks, MidwayUSA, LEPC Chair; David Gibson, University of Missouri Ambulance Service; John Wulff, Columbia Water and Light, LEPC Vice Chair; Sherril Gladney, Boone County OEM; Tom Hurly, Boone County OEM; Sherrie Asbury, State Farm; Janice Campbell, State Farm; Tom Darrough, Boone County Treasurer; Rebecca Estes, City of Columbia Health Dept; Brenda Gerlach, Department of Public Safety; Matt Harline, City of Centralia; and Roxanne Lambert, Gates Corp.

Adam Burks called the meeting to order. Introductions were made.

Adam called for the approval of the July 20 2016 minutes. Roxanne Lambert moved to accept the minutes. Matt Harline seconded. The motion passed.

Adam Burks and Tom Darrough, Boone County Treasurer, presented the treasurer's report from July 2016 to current. Adam explained the observation traffic flow study fee from UMC and the LEPC plans going forward for the purchase of a high speed video camera and software costing \$30K. Adam went on to explain that LEPC's across the state are facing the same situation concerning and understanding what hazardous chemicals pass through their counties and at what frequencies. It will be our responsibility to develop procedures and complete the study within 12 months. We will submit the results to the state and if it works as we hope, the state would move forward funding for additional equipment for other LEPC's in Missouri. The study would involve taking 8.0 hour samples from major roadways.

Tom had a few questions concerning the ownership, insurance, and physical location of the equipment when it is not in use. Adam explained that insurance against damage is included in the purchase price; however we have not discussed coverage in the case of theft. The location of the equipment when it is not in use will be the Boone County OEM; however technically the state would be the owner of the equipment.

Adam shared the usual types of expenses that occur throughout the year. Both Adam and Tom are working on a new budget format that shows both the LEPC and State funding cycles. Adam called for the approval of the budget. Matt Harline made the motion and Roxanne Lambert seconded the approval of the treasurer's report.

We need to form a subcommittee to find the exercise location and develop a scenario. Adam Burks shared the reasoning behind our efforts to support and develop annual exercise planning. Adam asked for a volunteer to lead this subcommittee and we did not have any takers. Adam explained that he has updated our contact list based upon Tier 2 reports that have been submitted. The funding the LEPC receives comes from the fees submitted by the Tier 2 reports. The training subcommittee can use the Tier 2 reports to help in the developing of the annual exercise. A question was asked about accreditation for the classes. Adam explained that Hazmat IQ classes are excellent and he will follow-up with accreditation associated with them.

We did not have any public comments to report or discuss.

Old Business

The 2016 CEPF grant application was approved by the Boone County Commission. The application process has changed and requires much more effort to get completed. Tom and Adam presented it and were asked several questions after they had a chance to thoroughly review it.

A brief discussion about the LEPC Bylaws that were previously approved took place concerning what is needed for a quorum. Matt Harline suggested that we reach out to NSF to help balance our membership groups.

Annex H for hazardous materials was turned in, but still needs work to make it more accurate. Sherril Gladney provided handouts (ESF 10 Hazardous Materials, Listing of Additions needed for ESF 10, and an Auditors Checklist). This plan needs to be updated by the end of the year.

The Hazwoper Refresher course 10/21/16 will take place at the Boone County Emergency Management Office. Food will be provided for this LEPC sponsored training event.

New Business

Jack Crawford has resigned his position as Secretary of the Boone County LEPC. Jack has taken a new position at the Callaway Nuclear plant, outside of Boone County. The position opening was posted by asking for nominations from the existing membership. Two nominations were made, but were rejected.

Adam Burks and Terry Cassil are working on getting a LEPC website developed for our documents.

Adam shared the HMEP Grant Application for training courses is only available to the public safety sector.

Adam has been receiving DNR reports for releases that are taking place in Boone County and he reviewed a few of them with group.

Adam will work on the 2017 quarterly training calendar and send it out. He asked that we move the meeting to 1:00 pm and the group agreed. The meeting will be located at the Boone County Office of Emergency Management facility.

Announcements - None

A tour of the facility was offered by Tom Hurly and ½ of the membership in attendance participated.

A motion to adjourn the meeting was made by Tom and seconded by Matt.

Respectfully Submitted

John Wulff



TOM DARROUGH
BOONE COUNTY TREASURER

LEPC Statement of Revenues & Expenses
(07/01/15 through 6/30/16)

<u>DATE</u>	<u>RECEIVED FROM</u>	<u>CEPF AMOUNT</u>
7/1/2015	Beginning Balance	\$ 32,436.02
10/7/2015	State of Missouri - FY'15 Grant Rec'd	\$ 7,960.12
8/31/2015	Interest (Jul'15 - Sept'15)	\$ 61.46
1/31/2016	Interest (Oct'15 - Jan'16)	\$ 99.49
4/30/2016	Interest (Feb'16 - Apr'16)	\$ 79.40
6/30/2016	Interest (May'16 - Jun'16)	\$ 78.91
TOTAL TO DATE:		<u>\$ 40,715.40</u>

<u>DATE</u>	<u>EXPENSE</u>	<u>CEPF AMOUNT</u>
3/11/2016	Columbia Daily Tribune	\$ 138.96
4/4/2016	UMC fee for Study	\$ 900.00
5/25/2016	Emergency Operational Solutions	\$ 10,000.00
6/28/2016	Pcard Exp Allocation	\$ 1,081.97
TOTAL TO DATE:		<u>\$ 12,120.93</u>

Remaining Fund Balance **\$ 28,594.47**

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10/17/2016



Boone County Local Emergency Planning Committee LEPC Meeting Agenda

Boone County Office of Emergency Management
2145 County Drive
Columbia, MO 65202
Wednesday, January 18, 2017 @ 1300

1. **Welcome & Introductions** 1300 – 1305
2. **Approval of Minutes** 1305 – 1310
3. **Communications & Treasurer’s Report** 1310 – 1320
 - a. Review the Emergency Response Notifications received from DNR
4. **Subcommittee Reports**..... 1320 – 1330
 - a. Training
 - i. Annual Exercise Planning (still need someone to take the lead)
5. **Public Comments** 1330 – 1340
6. **Old Business**..... 1340 – 1400
 - a. 2016 CEPF Grant Application
 - b. HMEP Grant Application
 - c. Annex H – Hazardous Materials (create sub-committee)
 - d. LEPC Secretary Election (postponed from October 2016 meeting)
 - e. 2017 Meeting Calendar
 - i. Wednesday, July 19, 2017 @ 1300
 - ii. Wednesday, October 18, 2017 @ 1300
7. **New Business** 1400 – 1420
 - a. Tier II Reporting
 - b. 2017 Budget
 - c. 2017 Training Schedule
 - i. HazMat IQ
 - ii. HazOper Course (Full and Refresher)
8. **Announcements** 1420 – 1425
9. **Adjourn** 1430

Next Meeting:

Wednesday, April 19, 2017 @ 1300

Boone County Office of Emergency Management

2145 County Drive East, Columbia, MO 65202

**Boone County
Local Emergency Planning Committee
Meeting Minutes
January 18, 2017**

The Boone County Local Emergency Planning Committee met at 1:00 p.m. on January 18, 2017 at the Boone County Office Emergency Management. The attendees were: Adam Burks, MidwayUSA, LEPC Chair; John Wulff, Columbia Water and Light, LEPC Vice Chair; Sherril Gladney, Boone County OEM; Jordan Wright, Boone County OEM; William Schaumleffel, VA Emergency Manager; Eric Brown, Quaker/Pepsi Co.; Misty Kennaley, Quaker/Pepsi Co.; John Bullard, Southern Boone County Fire District; Kathy Cowan-Smith, Otsccon; Eric Evans, UMC Director Emergency Management; Greg Edington, Director Boone County Public Works; Brenda Gerlach, SEMA Coordinator; Elizabeth Thompson, Boone County OEM; Tom Hurly, Boone County Deputy Director OEM; Doug Westhoff, Assistant Chief Boone County Fire, Sherrie Asbury, State Farm; Janice Campbell, State Farm; Sarah Jones, MODNR Rock Bridge Park; Matt Harline, City of Centralia; and Terry Cassil, Boone County Director of OEM.

Adam Burks called the meeting to order 13:09. Introductions were made, and it was noted that we had many new attendees. Adam has developed a comprehensive contact list for all the current members of the LEPC.

Adam Burks called for the approval of the October 19, 2016 minutes. Doug Westhoff moved to accept the minutes. John Wulff seconded. The motion passed.

Communications and Treasurers Report

Adam Burks presented the treasurer's report from October 19, 2016 to current. Adam explained the observation traffic flow study equipment and plans for the purchase of a high speed video camera and software costing \$17K. Adam went on to explain that many changes at the MERC are underway with key personnel. Paul at the MERC is very excited for the LEPC's across the state that are facing the same situation, understanding what hazardous chemicals pass through their counties and at what frequencies. These LEPC's will be able to borrow our new equipment. It will be our responsibility to develop operating procedures and properly securing the equipment.

The LEPC gets regular spill response updates that have taken place in Boone County. Adam reviewed the ones he has received:

- 10/20/16 B-Line Snack Shop had soil contamination from a fuel tank
- 10/25/16 Flat Branch creek was reported to be running green/black in color along with a fish kill
- 10/28/16 FedEx truck ran into the Olive Garden restaurant with saddle tank leak
- 11/13/16 Airport deicer spill cleanup
- 11/27/16 Break Time on Hwy 63 tank cleanup
- 11/28/16 NSF derailment in Centralia had a sorghum spill
- 12/12/16 Green water reported at the bus loop
- 12/13/16 Tractor trailer wreck and resulting fuel spill
- 1/9/17 Boone Electric Corporative had a 100 gallon oil spill from a transformer
- 1/10/17 Fuel leak on a saddle tank

Subcommittee Reports

We discussed the need to have some volunteers work together on a training subcommittee. The new membership will include Eric Evans, UMC Environmental Management; Greg Edington, Director Boone County Public Works; and Elizabeth Thompson, OEM. Terry Cassil said that his OEM team will help facilitate annual training events but will not direct the training subcommittee. The location of the annual training exercise was discussed and Hubbell in Centralia was mentioned during the October meeting as a potential scenario. Hubbell would need to get approvals from their corporate office, and we need to get moving on the planning and completion of this annual requirement by the end of June 2017. The Boone County Public Works site was selected for our annual training exercise and Doug Westhoff made the motion to accept the location and Sara Jones seconded the motion. The subcommittee will meet separately to plan out the exercise.

Annex H – (Hazardous Materials) needs to be reviewed and updated very soon. A subcommittee was established after a motion was made by Matt Harline that was seconded by Kathy Cowan-Smith. The members will be Sherril Gladney , Adam Burks, Bill Schaumleffel, Kathy Cowan-Smith, and Matt Harline.

Public Comments

None

Old Business

A brief discussion took place about the LEPC Bylaws and our groups that are represented for the voting population.

Adam, Terry, and Doug discussed the differences between the 2016 CEPF grant application and the HMEP grant application. CEPF funds can include private businesses in support of their hazardous chemical spill risk reduction efforts. This grant has been edited several times; however we expect to hear something back from the MERC later this week. No update to report on the HMEP grant.

The position of the Boone County LEPC secretary was not decided during the Oct. 2016 meeting. Jack Crawford has resigned his position as Secretary of the Boone County LEPC. Jack has taken a new position at the Callaway Nuclear plant, outside of Boone County. The position opening was posted by asking for nominations from the existing membership. Terry Cassil nominated Tom Hurley Deputy Director OEM for the remainder of Jack's term which expires next year. The vote was unanimous for Tom Hurley.

Future Quarterly Meeting Dates for 2017 will be held at the Boone County Office of Emergency Management:

Wednesday, April 19, 2017 @ 13:00

Wednesday, July 19, 2017 @ 13:00

Wednesday, October 18, 2017 @ 13:00

New Business

The MERC fiscal year runs July – June, and the Boone County budget cycle runs October to September.

Tier 2 season is upon us.

Adam explained that we have spent \$4K and have \$28K left over. We can expect \$6K to \$8K in funds going forward. The MERC does not like us to have that much cash not being utilized.

We may want to consider radiological training since we have a new facility being built in Discovery Park.

The SEMA Conference has been moved to August if we have members that want to attend let Adam know.

The question was asked about moving from MSDS ---> SDS, which is still up in the air; however it was expected to be completed last year. This will affect fixed facilities as well as EM personnel.

Announcements - None

A tour of the facility was offered by Tom Hurly and ½ of the membership in attendance participated.

A motion to adjourn the meeting was made by Sara and seconded by John.

Respectfully Submitted

John Wulff



TOM DARROUGH
BOONE COUNTY TREASURER

LEPC Statement of Revenues & Expenses
(07/01/16 through 12/31/16)

<u>DATE</u>	<u>RECEIVED FROM</u>	<u>CEPF AMOUNT</u>
7/1/2016	Beginning Balance	\$ 28,594.47
7/31/2016	Interest (Jul'16)	\$ 52.41
8/31/2016	Interest (Aug'16)	\$ 29.15
9/30/2016	Interest (Sep'16)	\$ 22.63
10/31/2016	Interest (Oct'16)	\$ 18.19
11/30/2017	Interest (Nov16)	\$ 8.88
TOTAL TO DATE:		\$ 28,725.73

<u>DATE</u>	<u>EXPENSE</u>	<u>CEPF AMOUNT</u>
7/21/2016	Travel expense - Mark Jenkins	\$ 733.67
11/8/2017	Travel expense - Adam Burks	\$ 472.58
11/22/2017	Seminars - Emergency Operations Solutions	\$ 2,800.00
TOTAL TO DATE:		\$ 4,006.25

Remaining Fund Balance \$ 24,719.48

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1/10/2017



Boone County Local Emergency Planning Committee (LEPC) Meeting Agenda – Wednesday April 19, 2017

*Boone County Office of Emergency Management
2145 County Drive | Columbia, MO 65202*

1. Call Meeting To Order 1300
2. Welcome & Introductions 1300 – 1305
3. Approval of Minutes 1305 – 1310
4. Communications & Treasurer’s Report 1310 – 1315
 - a. Review the Emergency Response Notifications received from DNR
5. Treasurer’s Report 1315 – 1320
 - a. Review and approve presented Treasurer’s report
6. Subcommittee Reports..... 1320 – 1330
 - a. Training Sub Committee
 - i. Annual Tabletop Exercise Planning
 - b. Hazardous Materials Annex Sub-Committee
 - i. Updates to the Hazardous Materials Annex for annual review by the state.
7. Public Comments 1330 – 1340
8. Old Business..... 1340 – 1400
 - a. 2016 CEPF Grant Application (update)
 - b. 2016 Tier II Reports
9. New Business 1400 – 1420
 - a. 2017-2018 CEPF Grant Cycle
 - i. Create Sub-Committee to work on CEPF Grant
 - ii. Training Requests for 2017-2018
 - b. HazMat IQ Course Friday, May 12
 - c. Annual HazMat Flow Study
 - d. G Suite Account for Boone County LEPC
 - e. Review and approve public posting
10. Announcements 1420 – 1425
11. Adjourn..... 1430

Next Meeting: **Wednesday, July 19, 2017 @ 1300**
*Boone County Office of Emergency Management
2145 County Drive East, Columbia, MO 65202*

**Boone County
Local Emergency Planning Committee
Meeting Minutes
April 19, 2017**

1. Chairman Burks called the meeting to order at 1:03.
2. Members, visitors, and other attendees introduced themselves.
3. Mr. Hurley made a motion to accept the minutes from the previous meeting as presented, a second was provided by Mr. Hudson, the motion passed unanimously.
4. Mr. Burks reviewed recent communications from the State of Missouri, these included five incidents that did require mitigation by emergency resources.
5. Mr. Darrough provided the updated Treasures Report as of April 1, 2017
 - i. Mr. Burks advised grant funds totaling just over \$7,800 would be released by the state of Missouri in the next six weeks. These funds will be reflected in the Treasures Report once Boone County accept them.
 - ii. Mr. Westhoff made a motion to accept the Treasures Report. Ms. Jones, motion passed unanimously.
6. Subcommittee Reports:
 - a. Ms. Thompson provided an update on the upcoming LEPC exercise scheduled for May 18 at Boone County Public Works from 0900-1100 hours. Ms. Thompson provided information regarding the core capabilities to be included in the exercise and Mr. Burks will forward information regarding the exercise to members of the committee. Mr. Burks also asked that those planning on attending sign up at least one week prior to the event.
 - b. Mr. Burks gave an overview of Annex H (Hazardous Materials) update and advised there would be a subcommittee meeting in the coming weeks, prior to submitting it to the State for review. Mr. Westhoff requested additional information from Ms. Gerlach with regards to what was expected in the document in an effort to meet the standards in place by the State; Ms. Gerlach advised there were nine specific standards and each had to be meet in its entirety. Ms. Gladney stated she had updated as much as possible, however gaps do exist and subject matter experts would need to review the document for accuracy. Mr. Westhoff asked if feedback could be provided by email, to which Ms. Gladney responded yes; however, as Mr. Burks pointed out this had ben unsuccessful in the past.
7. The City of Columbia Water and Light will be sponsoring a renewable energy conference next week, all are invited to attend.
8. Old Business:
 - a. Mr. Burks went over the CEPF Grant Cycle. Discussion on the topic included the funding source and how that impacted the LEPC operations, training, and supplies. Mr. Darrough asked how funds were utilized in the event an applicant did not apply or use the funds that had been allocated for them. Ms. Gerlach advised she thought funds could be utilized from past years if they existed but she would need to verify this with the state. Ms. Gerlach will share he findings with Mr. Burks upon receiving a response from the state.
 - i. Mr. Darrough and Mr. Westhoff volunteered to be the CEPF Grant Subcommittee, Mr. Burks will follow up with them and share any findings or outcomes with the LEPC as a whole
 - ii. Mr. Burks discussed the history of the CEPF Grant, including its use to provide HazMat IQ training and HAZWAPER locally. Also, the State of Missouri Emergency Management Conference had an approved track that allowed for

**Boone County
Local Emergency Planning Committee
Meeting Minutes
April 19, 2017**

CEPF funds to be utilized; 49 CFR shipping was also an approved course for the utilization of CEPF funds.

- b. HazMat IQ is being offered through the LEPC on May 12. As of today, there are 22 signed up for the training, illustrating that it will occur locally. Mr. Burks stated he would like to provide snacks, drinks and lunch for the those attending using CEPF (not HEMP) funds. Mr. Westhoff made a motion not to exceed the GSA maximum per attendee and instructor to provide snacks, drinks and lunch, Mr. Wolff seconded the motion, motion passed unanimously.
- c. Mr. Burks covered the historic denial of applications submitted and stated the current flow-study requirements mandated it be done no later than June 30, 2017. Mr. Burks suggested the LEPC provide members to conduct a flow-study locally. Mr. Westhoff provided feedback on previous flow-studies that had been completed and their outcomes, discussion focused on where it was stated a flow-study was required resided, however it was ultimately determined the LEPC should conduct their own in the coming weeks. Mr. Westhoff provided a motion to conduct a flow-study using LEPC members on a date and time to be determined at or near Midway USA, motion was provided a second by Ms. Lambert. Motion passed unanimously.
- d. Mr. Burks stated that buying G Suite for email, records retention, phone and video conferencing and a static email address would cost \$200.00 per year. Discussion focused on comparing the use of G Suite to the use of a Boone County email address. Identified issues included mainly access to County email by non-County employees. Motion made and withdrawn by Mr. Darrough to create a G Suite account. Motion by Mr. Hurley, second by Mr. Darrough to table the discussion and follow up with Mr. Burks and Mr. Westoff with more information.
- e. Motion by Ms. Lambert to approve \$138.96 for public notice, second by Mr. Pearman., motion passed unanimously.

9. Motion to adjourn made by Mr. Darrough, second by Ms. Jones meeting adjourned at 2:25.

Respectfully submitted,

Tom Hurley



TOM DARROUGH
BOONE COUNTY TREASURER

LEPC Statement of Revenues & Expenses
(07/01/16 through 03/31/17)

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9/30/2016	Interest (Sep'16)	\$ 22.63
10/31/2016	Interest (Oct'16)	\$ 18.19
11/30/2016	Interest (Nov'16)	\$ 8.88
12/31/2016	Interest (Dec'16)	\$ 16.44
1/31/2017	Interest (Jan'17)	\$ 5.55
2/28/2017	Interest (Feb'17)	\$ 20.55
TOTAL TO DATE:		\$ <u>28,768.27</u>

<u>DATE</u>	<u>EXPENSE</u>	<u>CEPF AMOUNT</u>
7/21/2016	Travel expense - Mark Jenkins	\$ 733.67
11/8/2016	Travel expense - Adam Burks	\$ 472.58
11/22/2016	Seminars - Emergency Operations Solutions	\$ 2,800.00
TOTAL TO DATE:		\$ <u>4,006.25</u>
Remaining Fund Balance		\$ <u>24,762.02</u>

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4/11/2017

ESF 10: HAZARDOUS MATERIALS EMERGENCY PLAN

The Missouri State Emergency Response Commission (MERC) and the Boone County Local Emergency Planning Committee (LEPC) adopt this plan to provide for the protection of the public located within Boone County in the event of a hazardous substance emergency.

This Hazardous Materials Emergency Plan (HMEP) is authorized and regulated under the Emergency Planning and Community Right-to-Know Act (EPCRA) of 1986, which requires local and state governments to plan for hazardous materials emergencies. Missouri State Statutes 292.600-292.625 and subsequent state code of regulations 11CSR10-11.210-250 also require emergency planning by communities for hazardous materials emergencies. Other supporting legislation exists in the Clean Water Act, the Clean Air Act section 112 R, the National Contingency Plan, and Disaster Relief Programs.

Participating agencies with responsibilities in this ESF:

PRIMARY AGENCIES:

- Boone County Local Emergency Planning Committee (LEPC)
- Boone County Fire Protection District (BCFPD)
- Centralia Fire Department
- Columbia Fire Department (CFD)
- Columbia Regional Airport Public Safety
- Southern Boone County Fire District (SBCFPD)

SUPPORT AGENCIES:

- Ashland City Administrator
- Ashland Police Department (APD)
- Boone County Commission
- Boone County Joint Communications (BCJC)
- Boone County Office of Emergency Management (BCOEM)
- Boone County Public Works (BCPW)
- Boone County Sheriff's Department (BCSD)
- Boone Hospital Emergency Medical Services (BHCEMS)
- Centralia City Administrator
- Centralia Police Department
- City of Columbia - City Manager
- Columbia/Boone County Department of Public Health and Human Services (CBCDPHHS)
- Columbia Police Department (CPD)
- Columbia Public Works
- Hallsville City Administrator
- Hallsville Police Department (HPD)
- Missouri Department of Health and Senior Services (DHSS)
- Missouri Department of Natural Resources (DNR)
- Missouri Dept. of Transportation (MODOT)
- Missouri State Highway Patrol (MSHP)
- State Emergency Management Agency (SEMA)
- Sturgeon City Administrator
- Sturgeon Police Department (SPD)
- University Hospital Emergency Medical Services

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PURPOSE

The HMEP has been prepared by the LEPC to meet both Federal and State statutory planning requirements and to provide for enhanced preparedness to respond to incidents involving hazardous chemicals.

The primary purpose of this plan is to define the framework and coordination to efficiently respond to hazardous materials emergencies within Boone County to protect lives, property and the environment.

This plan has been specifically designed to serve as an annex to the Local Emergency Operations Plan (LEOP) and supplement that document. In that regard, this plan is consistent with existing authorities, planning assumptions, systems and procedures.

OBJECTIVES

The objectives of the Boone County Hazardous Materials Emergency Plan are to:

- Describe courses of action that will minimize hazards to life and reduce adverse impacts upon the environment from the release of a hazardous material.
- Document the methodology to provide a coordinated effort by local agencies, mutual aid assets, state and federal resources, and private industry in response to a hazardous materials emergency.
- Identify emergency response organizations, equipment and other resources that can be utilized during a hazardous materials incident.
- Provide a mechanism to integrate community and facility response procedures.

SITUATION

Boone County is located midway between St Louis and Kansas City along Interstate 70. Land area, 685.43 square miles; elevation 758 feet above sea level. The central area of Boone County is comprised of the City of Columbia which constitutes 53.1 square miles, with a population density of 1898 people per square mile. The remaining land resides in the county which is also home to the municipalities of Ashland, Centralia, Hallsville, Harrisburg, Hartsburg, Huntsdale, McBaine, Pierpont, Rocheport, and Sturgeon. Boone County is surrounded by Randolph County to the north, Audrain on the northeast, Callaway on the east, Cole on the south, Moniteau and Cooper on the southwest, and Howard on the west.

Transportation Routes:

- Two (2) major highways – I-70 (east-west) and Highway 63 (north-south) - traverse through Boone County and are common routes for the transportation of hazardous substances.
- There are three (3) railroads running through the county - the Columbia Terminal, and Norfolk Southern and Kansas City Southern Railroad companies which serve the northern portion of the county. The northern railroads may transport cars containing hazardous or extremely hazardous substances.
- There is one (1) commercially navigable river in the county - the Missouri River.
- One (1) airport - Columbia Regional Airport - serves Boone County and Central Missouri.

Pipelines:

There are three (3) natural gas lines and one (1) major petroleum pipeline that run through Boone County. In addition, there is a network of pipelines that carry natural gas and other materials throughout the county.

Facilities:

There are many fixed facilities in Boone County that use, produce and/or store hazardous materials. There are a small number of facilities in Boone County that use or store extremely hazardous substances (EHS). These lists are found in Appendices 1-3. The University of Missouri operates a nuclear-powered research reactor that stores nuclear waste.

Population:

- Boone County total -174,974
- Ashland - 3,865
- Centralia - 4,194
- Columbia - 119,108
- Hallsville – 1551
- Harrisburg – 275
- Hartsburg – 104
- Huntsdale – 31
- McBaine – 10
- Pierpont - 77
- Rocheport – 249
- Sturgeon – 907

(Source: U.S. Census Bureau, July 1, 2015 estimates)

The LEPC, the local fire departments and the MERC receive Tier II reports from facilities that have hazardous substances as required by EPCRA, Section 302 (c). Review of these Tier II reports indicate that several chemical hazards exist in Boone County.

The community has appointed a Community Emergency Coordinator which, by default is the current LEPC chairperson. The coordinator's name and contact information will be on file with SEMA and the Boone County Office of Emergency Management.

Depending upon the magnitude of an incident, this plan or portions of it will be implemented to coordinate actions, conserve resources, and expedite mitigation of the incident.

ASSUMPTIONS

Hazardous materials incidents of varying degrees of severity will occur within the Boone County jurisdiction, and may occur with little to no warning. Such an incident can occur at a fixed facility, on public or private property, on a transportation route or any combination of the above.

Boone County is home to numerous long term and residential care facilities, group homes, and independent supported living sites, as well as several hospitals. Evacuation of these facilities in response to a hazardous materials incident would present some challenges.

Protective actions for the general population may include in-place sheltering and/or evacuation. Many of the residents in the risk area will evacuate to private homes or shelters of their own choosing.

ROLES AND RESPONSIBILITIES

The following task assignments relate to hazardous materials emergency management. Additional assignments, responsibilities and authorities are outlined in the Basic Plan of the Boone County Emergency Operations Plan. Every incident begins and ends under the control of the local authority having jurisdiction.

PUBLIC SAFETY AND GOVERNMENTAL AGENCIES

Local Emergency Planning Committee

The LEPC was formed in accordance with the Missouri Emergency Planning and Community Right-to-Know Act of 1987. The LEPC is responsible for developing and maintaining the County Hazardous Materials Plan. A list of LEPC members is given in Appendix 9 to this plan. The LEPC will perform the following functions:

- Establish rules by which the LEPC will function.
- Hold scheduled meetings to establish short- and long-range plans regarding the county's Hazardous Emergency Preparedness Program.
- Compile the annual Hazardous Materials Inventory for Boone County based on Tier II reporting.
- Develop and maintain this hazardous materials response plan that provides for timely, effective response by the public and private sector.
- Outline methods and schedules for training and exercises on hazardous materials in coordination with local government officials, schools and available private participants.
- Serve as the point of contact for Community Right-to-Know activities.
- Keep the public notified of all LEPC activities and distribution requirements of the emergency response plan.
- Designate an information officer to receive and process information requests on emergency response plans.

Emergency Management

Coordinate support of a large or long term incident by:

- Facilitating requests for resources including mutual aid, and regional, state and federal assistance
- Coordinating reimbursement activities in the event of a disaster declaration
- Coordination of a Joint Information Center and release of information to stakeholders and the media
- Maintaining this plan as an annex to the Boone County Emergency Operations Plan

Municipal and County Elected Officials

- Appoint a representative to manage hazardous materials systems, and to report all hazardous materials incidents to the LEPC and other agencies as required by state and federal laws.
- Set policy and adopt budgets to allow administrators with the technical skills and authority to be responsible for incident management in the event of a hazardous materials incident.
- Advise responsible officials to ensure that the best measures will be taken to protect the public, property and the environment.

Municipal and County Attorneys

- Act as legal advisor on items related to public health and safety.
- Assist in resolution of legal problems that may arise due to Title III implementation or specific hazardous materials release incidents.
- Initiate legal action against responsible parties for the release of hazardous substances that violate state and/or federal regulations.

Municipal and County Clerks

- Maintain an accurate and responsive data bank for all virtual information arising from a hazardous materials release incident in/or affecting their jurisdiction.

Boone County Joint Communications

- In conjunction with Incident Command and the EOC, provides timely, reliable and effective warning and emergency information to the public in the event of a hazardous material emergency.
- Public warning, emergency notification, evacuation and shelter in place information can be found in the Basic Plan and ESF-1, ESF-2, and ESF-3 of the Boone County Emergency Operations Plan. Sample alert messages can also be found in the appendices to ESF-3 and in Appendix 13 of this plan.

Fire Departments

- Determine the hazard level of the incident, and direct response operations.
- Establish site security areas and hazard exclusion zones within the hazardous sector(s).
- Determine the nature of the hazardous substance.

- Based on estimates of likely harm, select appropriate options for managing the mitigation effort.

Incident Commander

The Incident Commander directs overall operations including, but not limited to:

- Establishment of an on-scene Command Post.
- Hazard assessment, selection of mitigation concepts and methods, and resolution of conflicts.
- Dissemination of hazard and warning information to both responders and the public.
- Recommendation of evacuation actions in coordination with all agencies involved and discussion with the appropriate officials to assure proper warning, transportation, shelter and care for the evacuees.
- Determining when the emergency has been effectively mitigated and the scene may be turned over to the responsible party or their representative, Missouri DNR, Federal EPA and/or other government agency.
- Conducting a post-incident analysis and critique with input solicited from all involved agencies. Copies of all post-incident reports shall be submitted to the LEPC within 30 days of incident stabilization for review, debriefs, plan modifications and future use in training and exercise programs.

Health and Medical Coordinator

- Coordinate procedures for temporary storage of stabilized hazardous materials and manage legal disposal.
- Provide personnel safety information to the Incident Commander, and if necessary, serve as the site safety officer.
- Provide an environmental analysis of the situation and recommend property, epidemiological and toxicological solutions to deal with the public health issues involved with hazardous materials incidents. In non-fire incidents, the health department representative may serve as an assistant to the Incident Commander.
- Monitor response personnel and public exposures to chemical, biological, and radiological agents.
- Manage the distribution and use of health resources. Allocate medical supplies in short supply.
- In the event emergency shelters are used, provide assistance to the American Red Cross and Salvation Army.

Emergency Medical Services

- Provide triage, treatment and transport of casualties resulting from the incident.
- Provide a liaison between medical personnel and the Incident Commander.
- Liaise with area hospitals regarding nature of the hazardous substances involved, and procedures for decontamination, handling and care of victims.
- Provide medical force protection for response personnel.

- Medical facility and EMS provider information can be found in ESF-8 of the EOP, as well as in the EOP Contact and Resource Guide.

State and Federal Support

Assistance in hazardous material removal and disposal oversight, technical considerations and funding may be obtained through the Missouri Department of Natural Resources and the U.S. Environmental Protection Agency.

Access to state resources for support during an incident/accident is through the Incident Commander and the EOC, if activated. DNR and/or SEMA will coordinate the provision of state containment resources. The responding state agency will determine if federal assistance is required, and request those resources as needed.

Planning, training and on-site assistance are available through the following state and federal agencies:

- Missouri Emergency Response Commission (MERC)
- Missouri Division of Fire Safety
- State Emergency Management Agency (SEMA)
- Missouri Department of Natural Resources (MDNR)
- Federal Emergency Management Agency (FEMA)
- U.S. Environmental Protection Agency (EPA)
- National Response Center (NRC)
- Missouri Department of Transportation (MoDOT)
- U.S. Nuclear Regulatory Commission (U.S. NRC)
-

PRIVATE SECTOR

The fixed-facility, transporter, or manufacturer responsible for a spill of a hazardous material is liable for the spill, and is responsible for the cleanup, removal and disposal of contamination. Notification to state and federal agencies is also the responsibility of the spiller.

Fixed Facilities

- Designate Hazardous Materials Coordinator responsible for assisting in the preparation of this plan and for the preparation of compatible onsite contingency plans and SOGs. The EPCRA Section 302(c) facilities in each community have designated a Facility Emergency Coordinator (FEC) to act as liaison to the Community Emergency coordinator (CEC) in a hazardous materials emergency.
- Notify Boone County Joint Communications in the event of Hazardous Materials Incidents. Provide appropriate information to complete the Chemical Emergency Notification Report (Appendix 6). Also, provide safe route of entry into site for emergency response personnel.
- Provide technical support as requested in the development of off-site risk assessments and contingency planning.
- Provide support to the Incident Commander at the Command Post during an incident.

- Provide personnel, technical expertise and equipment support; and participate in hazardous materials exercises and other training activities.
- Initiate notification of a hazardous substance incident, and provide information to the appropriate officials/agencies as specified in the Superfund Amendments and Reauthorization Act of 1986 (SARA).

Pipeline Industry

- Responsible for a plan that outlines the general actions and establishes the policies to be followed in the event of a hazardous substance release incident.
- The company's Hazardous Materials Coordinator will contact each site and direct the company's mitigation activities and support off-site efforts during any hazardous substance release emergency.
- Provide technical guidance, personnel and hardware to support the comprehensive training and exercise program directed by the LEPC.

Rail and Highway Carriers

- Notify Boone County Joint Communications in the event of a hazardous materials incident. Provide appropriate information to complete the Chemical Emergency Notification Report (Appendix 6). Also, provide safe route of entry into designated staging areas for emergency response personnel.
- Develop a hazardous substance incident emergency response plan.
- Maintain a response capability in the event of a hazardous materials incident involving their stock.
- Provide technical assistance, personnel and resources to the Incident Commander to mitigate incidents involving their stock or property.
- Provide proper identification of all hazardous materials being transported.
- Provide technical expertise, personnel and hardware to support the training and exercise program of the LEPC.
- Provide a list of major hazardous materials commodities shipped and periodically update that list.

CONCEPT OF OPERATIONS

The protection of the health and welfare of the residents of Boone County must be managed at the local level. There are resources in Boone County for respond to hazardous materials incidents. Depending upon the magnitude of the incident, assistance may be provided from adjoining localities, mutual aid agreements, area and/or regional hazmat teams, the private sector, and state and federal government.

Any or all of the participating agencies/organizations identified in this plan may be called upon in response to a hazardous material incident. Each agency/organization has the responsibility to develop and maintain Standard Operational Guidelines (SOGs) for task assignments as specified in this plan and elsewhere in the Boone County Emergency Operations Plan.

In accordance with OSHA regulation 29CFR 1910.120 and EPA regulation 40CFR 311, all hazardous materials emergency responses will be managed utilizing the NIMS Incident Command System. Multi-agency or multi-jurisdictional events will be under the command and control of a Unified Command.

NOTIFICATION AND ALERTING

Timely, informative and accurate notification of a hazardous material emergency is critical for effective emergency response operations.

Emergency response operations begin at the level of the facility with internal protocols and procedures. The facility should call 911 as soon as it is ascertained that a true emergency exists. The Boone County Joint Communications Center receives the 911 call, and characterizes the call utilizing the automated Priority Dispatch ProQA software. The appropriate personnel and apparatus are dispatched per standard operating procedure, and provided with information via radio regarding substance, release status, injuries, etc. The computer automated dispatch (CAD) software sends automated messages to pre-determined authorities by phone, text and email. Dispatch personnel will also contact any other agencies/persons as requested by the IC. BCJC sends out text, email and phone notifications to the public utilizing the RAVE alert system, and media and social media are utilized as appropriate to disseminate public notifications.

Section 304 of EPCRA requires the immediate notification of the community emergency coordinator and the state coordinating agency when a release of an extremely hazardous substance or hazardous chemical in an amount above the Reportable Quantity (RQ) occurs. Boone County response organizations must also immediately notify the Missouri Dept. of Natural Resources of any hazardous materials emergency that meets Level 2 or Level 3 criteria. Besides local notifications, federal guidelines require that the National Response Center (NRC) also be notified.

Specific information required in the notification includes substance name, method of release, health effects, medical attention and protective actions taken. The Chemical Emergency Notification Report (Appendix 6) should be used to gather the information needed for these notifications:

- Local 24-hour contact - Boone County Joint Communications Dispatch Center - 911.
- Missouri Dept. of Natural Resources State 24-hour contact: 573-634-2436
- National Response Center: 800-424-8802

More Emergency Assistance Contact information can be found in Appendix 8 of this plan.

RESPONSE AND HAZARD IDENTIFICATION

A release or threatened release of hazardous material can result in serious and quickly escalating threats to the public. The first information regarding a release is typically obtained via a 911 call to the Boone County Joint Communications (BCJC). BCJC personnel process hazardous materials emergency 911 calls utilizing the Fire Priority Dispatch protocol developed by the National Academies of Emergency Dispatch (NAED) and approved by the BCJC Committee. Based on the jurisdictional location and nature of the emergency, fire and EMS units are dispatched to the scene to perform hazard analysis, victim rescue and treatment, and mitigation of the hazard.

The response agencies of Boone County are considering adopting the standard of response following the tenets of HazMatIQ; these tenets, and the accompanying toolkit, can increase the level of operational proficiency at the engine company level utilizing standard PPE and HazMatIQ methodologies. This response standard can then be augmented as necessary with response from a Type I local or regional hazmat team.

Upon arrival on the scene of a hazardous materials emergency, the ranking fire officer, or his/her designee, with local jurisdiction and authority will act as Incident Commander. The Incident Commander should declare a response level according to the Response Level Criteria listed below:

Level 1 – Controlled Emergency Condition

- Incident that can be controlled by the primary first response agencies of a local jurisdiction
- Single jurisdiction and limited agency involvement
- Does not require evacuation, except for the structure or affected facility
- Confined geographic area
- No immediate threat to life, health or property
- EOC likely not activated

Level 2 – Limited Emergency

- Potential threat to life, health or property
- Expanded geographic scope
- Limited evacuation of nearby residents or facilities
- Involvement of one or more jurisdictions
- Limited participation of mutual aid from agencies that do not routinely respond to emergency incidents in the area
- Specialist or technical team is called to the scene
- Combined emergency operation such as firefighting and evacuation, or containment and emergency medical care
- EOC may be partially staffed

Level 3 – Full Emergency Condition

- Serious hazard or severe threat to life, health and property
- Large geographic impact

- Major community evacuation
- Multi-jurisdictional involvement
- State and federal involvement
- Specialists and technical teams deployed
- Extensive resource management and allocation
- Multiple operational periods
- EOC likely to be fully staffed

Determination of the scope of the hazard involves identifying the material involved and its potential impact and containment status. Technical analysis by qualified and approved specialists may be required to determine existing hazards, the anticipated course of the incident and any cascading hazards.

Resources to assist with analysis include local hazmat teams, mutual aid hazardous materials regional resources, and state and federal resources. The Missouri National Guard also houses a Civil Support Team whose capabilities include sampling and identification of substances, and who may be called by local jurisdictions to augment the Incident Commander's capability for recognizing and identifying a potentially hazardous substance.

State assistance should be requested through the Missouri Department of Natural Resources or SEMA. Federal assistance will be requested by the responding state agency.

Assessment priorities should include:

- Identifying the material involved
- Determining its hazard potential
- Measuring the magnitude of release of material into the environment and potential population affected
- Assessing health impact of the release on emergency workers, the public and environmental resources

The Hazardous Materials Release Form (Appendix 7) may be used to collect this information. Other sources of information that may be used include:

- North American Emergency Response Guidebook (Orange Book)
- NIOSH Pocket Guide to Chemical Hazards
- National Fire Protection Association (NFPA) Handbooks
- USCG Chemical Hazards Response Information System (CHRIS) Manual
- CHEMTREC 800-424-9300
- Material Safety Data Sheets (MSDS) which are filed with the local fire department, LEPC, and MERC
- Hazard simulation models i.e. Computer Aided Management of Emergency Operations (CAMEO) and/or others
- EPA Chemical Profiles (for Extremely Hazardous Substances)
- Wireless Information System for Emergency Responders (WISER)
- Chemical industries or laboratories nearby
- Farm and related industry

- Institutions of higher learning
- Private consultants
- Local and/or state contractors

Meteorology may be significant and should be factored into the assessment. Wind direction, wind speed, precipitation and potential changes in the forecast must be considered to identify at risk areas and populations, and evacuation needs.

PROTECTIVE ACTIONS

Emergency responders will be tasked with determining protective actions needed in order to protect the public. State and federal resources will generally supplement and complement on-going local protective action activities. Protective actions typically involve one or more of the following:

- Isolation of the area to prevent exposure to the hazardous material or its effects.
- Sheltering-in-place inside structures to reduce exposure to the hazardous material in the air. This option may be suitable for releases of short duration.
- Evacuation from the hazardous area. Evacuation is addressed in depth in ESF-1 of the EOP.

Collateral activities, depending on the scope and length of the incident, related to the population protection process may include sheltering and mass care. The American Red Cross is the primary agency for operating shelters. Detailed sheltering and mass care information can be found in ESF-6 of the EOP.

HAZARD ANALYSIS

FACILITY PROFILES

Facilities with reportable quantities of hazardous substances are required to provide information concerning these substances. A complete profile of all facilities that have reported hazardous substance inventories in compliance with EPCRA, Sections 302 & 312 (c) is maintained by the LEPC Chairperson as well as the Missouri Emergency Response Commission.

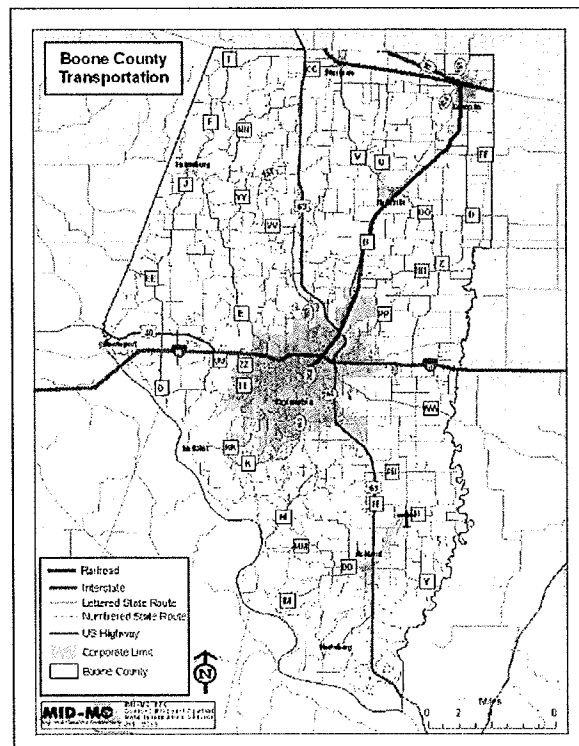
Information contained in these Facility Profiles is found in the Tier II reports filed by each facility and forwarded to the Boone County LEPC. The listing of facilities can be found in Appendix 1 of this plan.

A hazard analysis is updated annually after the deadline for submission of Tier II reports and includes the facility name, address and hazardous substances reported. The hazardous materials threat analysis is also included in the Boone County Hazard Mitigation Plan.

TRANSPORTATION ROUTES

Most hazardous materials transported by highways are petroleum-based products such as gasoline and heating fuels, though other classes of hazardous materials are not precluded from entering and leaving Boone County by road or rail. Major highway routes used to transport hazardous materials through Boone County include Interstate 70, US Highways 40 and 63, and State Highways 763 and 22.

A traffic flow study funded by the LEPC was performed in 2005, and provided results that the LEPC found insubstantial. These results can be found in Appendix 4 of this plans. A more comprehensive study will be performed in August of 2017.



TRAINING

Section 303 (c) (8) of EPCRA, OSHA 29CFR 1910.120 (HAZWOPER) and EPA 40CFR 311 require that those responsible for implementing hazardous materials emergency plans be provided training opportunities that enhance local emergency response capabilities. Employees who participate, or are expected to participate, in emergency response shall be NIMS compliant, and shall be given training in accordance with NFPA Standards 47 and/or OSHA regulations (29 CFR 1910.120) for hazmat awareness, operations, technician, specialist and IC levels.

Individuals who teach hazmat training subjects shall have satisfactorily completed a course for presenting the subject matter, such as those offered by the U.S. Fire Academy, FEMA's Emergency Management Institute, the U.S. EPA, the Missouri Division of Fire Safety, or the Missouri State Emergency Management Agency; or they shall have the training and/or academic credentials and instructional experience necessary to demonstrate competent instructional skills and a good command of the subject matter of the courses they are to teach.

The Boone County LEPC will work in conjunction with the Missouri Emergency Response Commission and community leaders to evaluate the hazardous materials training development needs of local emergency personnel. The LEPC will coordinate local training initiatives to ensure consistency with the Hazardous Materials Plans and will maximize training resources available from all levels of government and the private sector.

Information on training can be obtained by contacting the Missouri Emergency Response Commission at 573-526-9241 or 800-780-1014, the State Emergency Management Agency at www.sema.org/training, or the Boone County LEPC Chairperson.

EXERCISES

Section 303 (c) (9) of EPCRA places a requirement on local jurisdictions to establish "methods and schedules for exercising the emergency plan". The Boone County LEPC recognizes the need for integrated exercise programs that will ensure community response agencies and facilities successfully perform their emergency roles and functions in accordance with the Hazardous Materials Emergency Plan.

Boone County LEPC has established a training subcommittee that meets quarterly to plan and coordinate yearly exercises. Exercise planning incorporates local, regional and state public safety agencies and governmental agencies, as well as private industry, hospitals, universities and colleges, and public schools. Planning and execution of exercises and after action reports follows Homeland Security Exercise and Evaluation Program (HSEEP) guidance and reporting.

An exercise of this plan will be held annually. The LEPC training subcommittee will identify opportunities for, and coordinate, yearly exercises to train potential users of the plan, test the components of the plan, and identify gaps in preparedness, response and mitigation activities.

Recognizing that exercises are intended to build on one another, each one becoming more complex and comprehensive, the intent of the Boone County LEPC is to maintain a progressive exercise program. Basic orientations to the plan lead up to tabletop exercises to practice emergency operations leadership, coordination and decision making processes in a no fault, no consequence environment. Tabletop scenarios are followed by functional exercises to perform specific components of the plan under simulated emergency conditions. The entire hazardous materials emergency response system is then evaluated by a full-scale exercise.

A real response situation may be counted in lieu of an exercise as long as an after-action evaluation is performed and those lessons learned are updated in the plan.

After action evaluation of exercises are used to reveal gaps and weaknesses in preparedness, response and mitigation, and to strengthen response management, coordination and operations. Corrective actions are then taken to improve and refine public safety capabilities.

Record of exercises and After Action Reports are maintained by the LEPC and Boone County Office of Emergency Management. Appendix 10 of this plan contains information regarding scheduled exercises and training.

EMERGENCY RESOURCES

Availability of the appropriate emergency resources is imperative for an effective response to a hazardous materials emergency. Resources may be obtained via standard response by Boone County emergency services agencies, from governmental agencies, the private sector, by prewritten and/or emergency contracts, and by utilizing mutual aid. Contacts for hazardous materials response resources are found in the EOP Contact and Resource Guide which is updated on a continual basis. Equipment lists are located in Appendix 11 of this plan.

PLAN DEVELOPMENT AND MAINTENANCE

The LEPC developed this Hazardous Materials Response Plan with assistance from the MERC, the SEMA, and the Boone County Office of Emergency Management.

The plan will be updated as necessary, but not less than annually. The LEPC chairperson will coordinate the review and update of the plan. Departments, agencies and facilities that maintain appendices and/or procedures that are a part of this plan shall review annually that portion of the plan pertaining to their function.

Updating of the plan will be preceded by a review of its contents and/or an exercise of the plan. Execution of the plan in response to an actual event will be considered as an exercise, and will require an after-action report to be submitted to the LEPC chairperson.

Those items which are subject to frequent change and which shall be reviewed annually for possible updating include, but are not limited to:

- Community and facility notification and alerting lists, including identity and phone numbers of response personnel.
- Facilities subject to the provisions of EPCRA, Section 302(c), and the name of the Facility Emergency Coordinator (FEC).
- Facility Hazard Analysis and maps.
- Transportation routes for hazardous materials, including pipelines and railroads.
- Inventories of critical equipment, supplies, and other resources.
- Facility and community-specific functions and procedures.

Names, facility and contact information are located in separate documents maintained by - and housed with - the LEPC, the local fire response agencies, the Boone County Office of Emergency Management, and Boone County Public Safety Joint Communications. This information is available to responders and other pertinent stakeholders.

Inventories and agency SOPs and SOGs will be maintained by the individual response agencies.

The chair of the LEPC shall maintain a list of plan holders and ensure changes are sent to all plan holders. Comments, corrections or suggestions on any aspect of this plan should be forwarded to the LEPC Chair (Consult the EOP Contact and Resource Guide for current chairperson contact information).

POLICIES, AUTHORITIES, AND REFERENCES

Section 303 (c) (8) of EPCRA, OSHA 29CFR 1910.120 (HAZWOPER) and EPA 40CFR 311

40 CFR Parts 355 and 370 – 2008 Emergency Planning and Community Right-to-Know Act (EPCRA)

SARA Title III – Superfund Amendments and Reauthorization Act of 1986

This HMEP is authorized and regulated under the Emergency Planning and Community Right-to-Know Act (EPCRA) of 1986, which requires local and state governments to plan for hazardous materials emergencies. Missouri State Statutes 292.600-292.625 and subsequent state code of regulations 11CSR10-11.210-250 require emergency planning by communities for hazardous materials emergencies. Other supporting legislation exists in the Clean Water Act, the Clean Air Act section 112 R, the National Contingency Plan, and Disaster Relief Programs.

APPENDICES

APPENDIX 1 - TIER II REPORTING FACILITIES

APPENDIX 2 - FACILITY EMERGENCY COORDINATORS

APPENDIX 3 - EHS FACILITY CHEMICALS

APPENDIX 4 - 2005 TRAFFIC FLOW STUDY

APPENDIX 5 - PIPELINE MAPS

APPENDIX 6 - CHEMICAL EMERGENCY NOTIFICATION REPORT

APPENDIX 7 - HAZARDOUS MATERIALS RELEASE FORM

APPENDIX 8 - EMERGENCY ASSISTANCE CONTACTS

APPENDIX 9 - LOCAL EMERGENCY PLANNING COMMITTEE MEMBERS

APPENDIX 10 - TRAINING AND EXERCISE SCHEDULE

APPENDIX 12 - HAZARD MAPS

APPENDIX 11 - EQUIPMENT AND RESOURCES

APPENDIX 13 - MEDIA STATEMENT

ESF-10 APPENDIX 1 - TIER II REPORTING FACILITIES

** INDICATES FACILITIES WITH EHS

ID	Facility Name	Street Address	City
1	Casey's General Store #1004	1011 El Chaparral	Columbia
2	Casey's General Store #1021	500 E Broadway	Ashland
3	Praxair Distribution, Inc	1804 Burlington Street	Columbia
4	Casey's General Store #1064	102 S Ogden	Sturgeon
5	Casey's General Store #1073	103 Route 00	Hallsville
6	Panhandle Eastern Pipe Line Co., LP	Boone County	Na
7**	Panhandle Eastern Pipeline - Centralia Station	16151 N. Route Z	Centralia
8	Casey's General Store #1387	208 W Hwy 22	Centralia
9	Boone County Public Works	5551 Tom Bass Rd.	Columbia
10	Casey's General Store #1620	2520 Range Line Street	Columbia
11	Otscon, Inc.	50 N. Rangeline Road	Columbia
12	Boone Quarries-East	3101 Creasy Springs Road	Columbia
13	Boone Quarries-North	6791 N. Hwy. VV	Columbia
14**	Boone Quarries-West	2510 North Stadium Blvd.	Columbia
15**	Centurylink - Columbia East Co	5104 Mexico Gravel Road	Columbia
16**	Centurylink - Columbia West Co	20 N. Fairview Road	Columbia
17	Centurylink - Columbia Ice Chalet Co	3412 Ponderosa Street	Columbia
18**	Centurylink - Columbia Belvue Co	4326 Southview Dr.	Columbia
19**	Centurylink - Columbia Rock Bridge Co	3600 Monterey Dr..	Columbia
20**	Centurylink - Columbia Boone Docs Co	121 Albany Dr..	Columbia
21**	Centurylink - Columbia Sunrise Hut	7720 East Sunny Vale Dr.	Columbia
22**	Centurylink - Columbia Highland Co	1001 S. Hampton Dr.	Columbia
23	Centurylink - Columbia Meadowbrook Co	3808 Waco Road	Columbia
24**	Centurylink - Columbia Limerick Co	1909 Chapel Hill Road	Columbia

ID	Facility Name	Street Address	City
26**	Centurylink - Columbia Co	625 E. Cherry St.	Columbia
27	Casey's General Store #2070	3009 Paris Road	Columbia
28	Casey's General Store #2171	3905 Clark Lane	Columbia
29**	Wiese USA	7710 Interstate 70 Dr. SE	Columbia
30**	At&T - Moa233	7201 Henderson Road	Columbia
31**	At&T Mok320	7351 ABC Lane	Columbia
32	XPO Logistics Freight, Inc.-XCU	4400 Chateau Rd..	Columbia
33	Mo Dept. Of Transportation	4201 Parris Road	Columbia
34**	At&T - Mo0501	13575 West Hwy 40	Rocheport
35	Boone Electric Cooperative	1413 Range Line St.	Columbia
36	Ryder Transportation Services #0555a	3216 Lemone Industrial Dr.	Columbia
37	Capital Quarries Co., Inc. (Highway 63 Quarry)	23400 Hwy 63	Hartsburg
38	Break Time (300100)	901 Hwy 63 N (Conley Rd.)	Columbia
39	Break Time (300300)	1416 Old Hwy 63 South	Columbia
40	Break Time (301200)	117 Highway 22 West	Centralia
41	Break Time (301600)	2205 North Stadium	Columbia
42	Break Time (301900)	301 Nebraska	Columbia
43	Break Time (302100)	2402 Paris Road	Columbia
44	Break Time (302400)	4 Business Loop 70w	Columbia
45	Break Time (302500)	1410 Forum Blvd	Columbia
46	Break Time (302800)	110a East Nifong	Columbia
47	Break Time (309200)	101 S. Henry Clay Blvd	Ashland
48	Break Time (311200)	6050 Hwy Ab East	Columbia
49	Break Time (311400)	2709 E. Broadway Suite 300	Columbia
50	Break Time (311500)	1000 Smiley Lane	Columbia
51	Break Time (312200)	4105 Vawter School Road	Columbia

ID	Facility Name	Street Address	City
52	Break Time (313800)	3200 East Stadium Blvd.	Columbia
53	Break Time (316000)	1406 Grindstone Parkway	Columbia
54	Centralia Pc (10064)	803 North Hwy 151	Centralia
55	Columbia BP-Pc-LP (10051)	2507 N. Stadium Blvd	Columbia
56	Columbia BP-Pc (10051)	1214 Eugenia Street	Columbia
57	Columbia Pc / Columbia Ready Mix (10051)	2600-C North Stadium Blvd	Columbia
58	Joe Machens Ford (10051)	1911 West Worley	Columbia
59	Joe Machens Rental Center (10051)	1908 West Worley	Columbia
60	Joe Machens Toyota (10051)	1180 Vandiver Drive	Columbia
61	Well #1	19505 Drew Rd.	Centralia
62	Well #2	10206 Jay Jay	Centralia
63	Well #3	22601 March Rd.	Centralia
64	Well #4	20785 Drew Rd.	Centralia
65	American Airlines - Ae Cou Columbia	11300 S. Airport Drive	Columbia
66	Hy-Vee Gas	501 E. Nifong	Columbia
67**	The Home Depot Store #3001	3215 Clark Lane	Columbia
68**	Sam's Club #8163	101 Conley Road	Columbia
69	Clb Depot	5900 North Tower Dr.	Columbia
70	Joe Machens Mercedes (10051)	1710 I-70 Drive SW	Columbia
71	Safety-Kleen Systems, Inc.	2400 Big Bear Ct.	Columbia
72	Joe Machens BMW (10051)	1900 I-70 Drive SW	Columbia
73**	MFA Agri Service	202 North Jefferson	Centralia
74**	MFA West Liquid Plant	22501 N March Road	Centralia
75	Hy-Vee Gas	3120 W. Broadway	Columbia
76	Southern Star Central Pipeline- Boone County	P.O. Box 20010	Owensboro
77	Mclarty CMFO, LLC DbA Joe Machens Ford Lincoln	1908 W. Worley	Columbia

ID	Facility Name	Street Address	City
78	Mclarty CMFO,LLC Db a Joe Machens Ford Lincoln	1911 W. Worley	Columbia
79**	State Farm Insurance-Columbia Operations Center	4700 S Providence Rd.	Columbia
80	Pierpont Store	7650 S Highway 163	Columbia
81	Southern Star Central Pipeline (Columbia Station)	5401 South Ben Williams Road	Columbia
82	Perry Towing, Inc.	601 West Blvd. N	Columbia
83**	Old 63 (Id:1768689)	3104 Old Hwy 63 South	Columbia
84**	Um Schurz Pcs (Id: 2015805)	920 S. College Ave	Columbia
85**	Air Park Well # 5	391 N Rangeline Road	Columbia
86**	Exline Well # 7	11020 E I-70 Dr. Ne	Columbia
87**	Harg Well # 3	2001 Olivet Road	Columbia
88**	Murry Well # 4	8230 N State Road Z	Columbia
89**	Gates Power Transmissions Materials Center	3015 Lemone Industrial Blvd.	Columbia
90**	Kraft Heinz Company	4600 Waco Road	Columbia
91	Boone County Public Works Hallsville	780 E Hwy 124	Hallsville
92	Jm Eagle	6500 N Brown Station Rd.	Columbia
93	Schwan's Home Service, Inc -114340	5751 East Highway 163	Columbia
94**	Lowe's Of Columbia, Mo (#0008)	201 Conley Road N.	Columbia
95	Capital Railroad Contracting, Inc.	8500 E. Trade Center Dr..	Columbia
96	Magellan Pipe Line Company - Columbia	5531 Highway 63 South	Columbia
97	Magellan Pipe Line Company	Boone County	Na
98**	Matheson - Columbia	3109 Paris Rd..	Columbia
99**	Us Cellular- Columbia Mtso	1804 Vandiver Drive	Columbia
100**	Level 3 Communications - Clmamosg - Columbia	3201 Falling Leaf Ct.	Columbia
101	MU - Women's and Children's Hospital	404 Keene St.	Columbia
102	MU - Bradford Farm	4968 Rangeline Rd.	Columbia
103	MU - Mizzou North	115 Bus. Loop 70 W.	Columbia

ID	Facility Name	Street Address	City
104	MU - South Farm	3600 New Haven Road	Columbia
105**	MU - University of Missouri Campus (Contiguous)	8 Research Park Development Bldg	Columbia
106**	Centralia Water Plant	1191 E. Booth St.	Centralia
107	Ferrellgas	3901 Waco Rd.	Columbia
108	Trugreen #5611	5651 East Highway 163	Columbia
109**	Battenfeld Technologies, Inc.	2501 Lemone Industrial Blvd	Columbia
110	Ballenger Propane, Inc.	11101 Judy School Rd.	Columbia
111	Ballenger Propane, Inc	5000 N Route Z	Columbia
112	Piasa Motor Fuels, LLC -Alcohol Plant	Highway 62 South	Columbia
113	Mid- Mo. P&Df	11450 South Airport Rd.	Columbia
114**	Dana Light Axle Products, LLC	2400 Lemone Industrial Blvd.	Columbia
115	United Parcel Service	2501 Vandiver	Columbia
116**	Hawkins Wtg - Columbia	1400 East Boone Industrial Blvd	Columbia
117	Advanced Turf Solutions, Columbia	4105 White Tiger Drive	Columbia
118	Centralia Eagle Stop	204 West Highway 22	Centralia
119	I-70 Eagle Stop	1704 N Providence	Columbia
120	Ups Freight	3301 Paris Road	Columbia
121**	3m Company - Columbia	5400 Route B	Columbia
122	Airport Well	7070 E Route H	Columbia
123	Bethel Well	5220 S Bethel Church Road	Columbia
124	Botner Well	255 W Botner Road	Columbia
125	Dripping Springs Well	1090 W Dripping Springs Road	Columbia
126	Gillespie Well	6800 Gillespie Bridge Road	Columbia
127	Harmon Well	13330 S Pearman Road	Ashland
128	Koch Well	8275 W Hwy 40	Columbia
129	Liberty Well	4550 E Liberty Lane	Hartsburg

ID	Facility Name	Street Address	City
130	Mcturnan Well	1800 E Gans Road	Columbia
131	Route E Well	5475 N Murry Lane	Columbia
132	Sapp Well	5301 Scott Boulevard	Columbia
133	South Well	5200 E Dee Woods Road	Ashland
134	Trimble Well	4832a E Meadowlark Lane	Columbia
135**	Harry S. Truman Memorial Veterans Hospital	800 Hospital Drive	Columbia
136	Quiktrip Store #661	3211 Clark Lane	Columbia
137**	Midway Arms Inc	5875 W Van Horn Tavern Road	Columbia
138**	Honeywell-Rheochem	6400 N. Brown Station Road	Columbia
139**	American Air Filter	2100 Nelwood Drive	Columbia
140	Watlow Electric Manufacturing Company	2101 Pennsylvania Dr.	Columbia
141**	American Air Filter	2510 Vandiver Drive	Columbia
142	Macadoodles	455 E Green Meadows Dr.	Columbia
143	Fastlane #54 Hinton	520 East Hinton	Columbia
144	Fastlane #55 Paris Road	2116 Paris Road	Columbia
145	Fastlane #56 West Blvd.	1013 West Blvd N.	Columbia
146	Fastlane #57 HH	7701 North Roanoke	Columbia
147	Fastlane #58 Ashland	602 East Broadway	Ashland
148**	Columbia; Coca-Cola Refreshments	2701 Maguire Blvd	Columbia
149	Mid-Missouri Limestone, Inc. - Riggs Quarry	1801 West Williams Road	Sturgeon
150	MPC #85	101 E. Nifong	Columbia
151	MPC #91	2712 Paris Road	Columbia
152	MPC #93	1412 Rangeline	Columbia
153	MPC #94	126 S. Providence	Columbia
154**	Quaker Manufacturing, LLC	4501 N. Paris Rd..	Columbia
155	Crown Power & Equipment-Columbia	1881 Prathersville Rd.	Columbia

ID	Facility Name	Street Address	City
156	Central Missouri Aviation, Inc.-Bulk	11050 S. Airport Road	Columbia
157	Prenger's Extreme Mart	327 East Singleton Street	Centralia
158	Prenger Foods	409 North Route B	Hallsville
159**	Hubbell Power Systems- Allen Street Complex	210 N. Allen St.	Centralia
160	Harrisburg Elementary School	221 South Harris	Harrisburg
161	Harrisburg High School	801 South Harris	Harrisburg
162	Midway Little General	6751 W Hwy 40	Columbia
163	Steve-O's	4600 Paris Road	Columbia
164	Tiger Stop	3500 Clark Lane	Columbia
165**	Hubbell Power Systems - East St./Plastics	1100 East Switzler St	Centralia
166**	Columbia Energy Center	4902 Peabody Road	Columbia
167	Columbia Municipal Power Plant	1501 Business Loop 70 East	Columbia
168**	Advantage Metals Recycling, LLC	705 N Proctor Dr.	Columbia
169	Hubbell Power Systems - Wilson St	303 N. Fullenwider St	Centralia
170	Fedex Freight, Inc - Cou	5501 Paris Road	Columbia
171**	Columbia Wtp	6851 West Route K	Columbia
172	Bee Line Snack Shop #7-Gulf	21340 Mt Pleasant Rd & Hwy 63	Hartsburg
173	Beeline#11 Gulf	530 E Broadway	Ashland
174**	Schneider Electric	4800 Paris Road	Columbia
175	H Town Market	241 Sexton	Harrisburg
176	Spring Mart	500 E. Dripping Springs Rd.	Columbia
177	Ultra Mart #1	3101 South Providence	Columbia
178	Petro Mart #41	5612 St. Charles Rd.	Columbia
179	Petro Mart #42	1004 Stadium Blvd	Columbia
180	Petro Mart #43	500 North College Ave	Columbia
181	Petro Mart #44	3300 Falling Leaf Lane	Columbia

ID	Facility Name	Street Address	City
182	Petro Mart #46	2200 West Ash, Ste 101	Columbia
183	Petro Mart #48	3850 N. Rangeline	Columbia
184	Petro Mart #49	5481 E. St. Charles Rd.	Columbia
185	Lindsey Rentals and Sales, Inc.	708 W. Sexton Rd.	Columbia
186	Cooper's Landing	11505 Smith Hatchery Road S	Columbia
187	Boone Hospital Center	1600 E Broadway	Columbia
188**	Public Water Dist No 4	14530 Rt U	Hallsville
189**	Public Water Dist No 4 Well #2	15800 N. Wright Rd.	Hallsville
190**	Public Water Dist No 4 Well #4	9145 N Brown Station Rd.	Columbia

ESF-10 APPENDIX 2 – FACILITY EMERGENCY COORDINATORS

ID	Facility Name	Emergency Coordinator
1	Casey's General Store #1004	Jill Reams-Widder
2	Casey's General Store #1021	Jill Reams-Widder
3	Praxair Distribution, Inc	Nick Clark
4	Casey's General Store #1064	Jill Reams-Widder
5	Casey's General Store #1073	Jill Reams-Widder
6	Panhandle Eastern Pipe Line Co., LP	Steven Mitchell
7	Panhandle Eastern Pipeline - Centralia Station	Steve Mitchell
8	Casey's General Store #1387	Jill Reams-Widder
9	Boone County Public Works	Greg Edington
10	Casey's General Store #1620	Jill Reams-Widder
11	Otscon, Inc.	Kathy Cowan-Smith, Mba
12	Boone Quarries-East	Alan Barnes
13	Boone Quarries-North	Alan Barnes
14	Boone Quarries-West	Alan Barnes
15	CenturyLink - Columbia East CO	David Burk
16	CenturyLink - Columbia West CO	David Burk
17	CenturyLink - Columbia Ice Chalet CO	David Burk
18	CenturyLink - Columbia Belvue CO	David Burk
19	CenturyLink - Columbia Rock Bridge CO	David Burk
20	CenturyLink - Columbia Boone Docs CO	David Burk
21	CenturyLink - Columbia Sunrise Hut	David Burk
22	CenturyLink - Columbia Highland CO	David Burk
23	CenturyLink - Columbia Meadowbrook CO	David Burk
24	CenturyLink - Columbia Limmerick CO	David Burk
25	CenturyLink - Columbia Lightcore CO	David Burk
26	CenturyLink - Columbia CO	David Burk

ID	Facility Name	Emergency Coordinator
27	Casey's General Store #2070	Jill Reams-Widder
28	Casey's General Store #2171	Jill Reams-Widder
29	Wiese USA	John Nelson
30	AT&T - MOA233	Mark Fleck
31	AT&T MOK320	Mark Fleck
32	XPO Logistics Freight, Inc.-XCU	Dave Jones
33	MO Dept of Transportation	Richard Skelton
34	AT&T - MO0501	John Nelson
35	Boone Electric Cooperative	Jim Goodnight
36	Ryder Transportation Services #0555A	Ryder Fuel Services
37	Capital Quarries Co., Inc. (Highway 63 Quarry)	
38	Break Time (300100)	Tracy Barth
39	Break Time (300300)	Tracy Barth
40	Break Time (301200)	Tracy Barth
41	Break Time (301600)	Tracy Barth
42	Break Time (301900)	Tracy Barth
43	Break Time (302100)	Tracy Barth
44	Break Time (302400)	Tracy Barth
45	Break Time (302500)	Tracy Barth
46	Break Time (302800)	Tracy Barth
47	Break Time (309200)	Tracy Barth
48	Break Time (311200)	Tracy Barth
49	Break Time (311400)	Tracy Barth
50	Break Time (311500)	Tracy Barth
51	Break Time (312200)	Tracy Barth
52	Break Time (313800)	Tracy Barth
53	Break Time (316000)	Tracy Barth

ID	Facility Name	Emergency Coordinator
54	Centralia PC (10064)	Tracy Barth
55	Columbia BP-PC-LP (10051)	Tracy Barth
56	Columbia BP-PC (10051)	Tracy Barth
57	Columbia PC / Columbia Ready Mix (10051)	Tracy Barth
58	Joe Machens Ford (10051)	Tracy Barth
59	Joe Machens Rental Center (10051)	Tracy Barth
60	Joe Machens Toyota (10051)	Tracy Barth
61	WELL #1	Rusty Richardson
62	WELL #2	Rusty Richardson
63	WELL #3	Rusty Richardson
64	WELL #4	Rusty Richardson
65	American Airlines - AE COU Columbia	Daniel Bradshaw
66	Hy-Vee Gas	Matt Off
67	The Home Depot Store #3001	James Polacek
68	Sam's Club #8163	Matthew Reaves
69	CLB Depot	Chemtrec
70	Joe Machens Mercedes (10051)	Tracy Barth
71	Safety-Kleen Systems, Inc.	Curtis Dewitt
72	Joe Machens BMW (10051)	Tracy Barth
73	MFA Agri Service	Jim Gesling
74	MFA West Liquid Plant	Jim Gesling
75	Hy-Vee Gas	Tom Klucking
76	Southern Star Central Pipeline- Boone County	William Trent
77	McLarty CMFO, LLC dba Joe Machens Ford Lincoln	Terry Sells
78	McLarty CMFO, LLC dba Joe Machens Ford Lincoln	Terry Sells
79	State Farm Insurance-Columbia Operations Center	Sherrie Asbury

ID	Facility Name	Emergency Coordinator
80	Pierpont Store	Eddie John
81	Southern Star Central Pipeline (Columbia Station)	William Trent
82	Perry Towing, Inc.	Doug Perry
83	Old 63 (ID:1768689)	Todd P. Preston
84	UM Schurz PCS (ID: 2015805)	Todd P. Preston
85	Air Park Well # 5	Roger Ballew
86	Exline Well # 7	Roger Ballew
87	Harg Well # 3	Roger Ballew
88	Murry Well # 4	Roger Ballew
89	Gates Power Transmissions Materials Center	Tim Albers
90	Kraft Heinz Company	Christopher Cornwall
91	Boone County Public Works Hallsville	Greg Edington
92	JM Eagle	Charlie Mackey
93	Schwan's Home Service, Inc -114340	Tim Birk
94	Lowe's Of Columbia, MO (#0008)	Varies by Shift
95	Capital Railroad Contracting, Inc.	Aaron Vollrath
96	Magellan Pipe Line Company - Columbia	Tim Powers
97	Magellan Pipe Line Company	Na
98	Matheson - Columbia	Melinda Hurley-Patterson
99	US Cellular- Columbia MTSO	24 Hr Network Ops Center
100	Level 3 Communications - CLMAMOSG - Columbia	Payton Michael
101	MU - Women's and Children's Hospital	Chris Pearman
102	MU - Bradford Farm	Andrew Biggs
103	MU - Mizzou North	Chris Pearman
104	MU - South Farm	Don Schindler
105	MU - University of Missouri Campus (Contiguous)	Chris Pearman

ID	Facility Name	Emergency Coordinator
106	Centralia Water Plant	Mike Forsee
107	Ferrellgas	Brad Beneke
108	Trugreen #5611	Trugreen Lp--Gary Burry
109	Battenfeld Technologies, Inc.	Brian Lloyd
110	Ballenger Propane, Inc.	Gary Ballenger
111	Ballenger Propane, Inc	Gary Ballenger
112	Piasa Motor Fuels, LLC -Alcohol Plant	Dave Bone
113	Mid- Mo. P&DF	Robert Vandiver
114	Dana Light Axle Products, LLC	Steve Barton
115	United Parcel Service	Jake Green
116	Hawkins WTG - Columbia	Jason Jackson
117	Advanced Turf Solutions, Columbia	Cj Coy
118	Centralia Eagle Stop	Tony Gier
119	I-70 Eagle Stop	Ruth Ann Dobson
120	UPS Freight	Jason Crawford
121	3M Company - Columbia	Charles Bone
122	Airport Well	Bob Leonard
123	Bethel Well	Bob Leonard
124	Botner Well	Bob Leonard
125	Dripping Springs Well	Bob Leonard
126	Gillespie Well	Bob Leonard
127	Harmon Well	Bob Leonard
128	Koch Well	Bob Leonard
129	Liberty Well	Bob Leonard
130	McTurnan Well	Bob Leonard
131	Route E Well	Bob Leonard

ID	Facility Name	Emergency Coordinator
132	Sapp Well	Bob Leonard
133	South Well	Bob Leonard
134	Trimble Well	Bob Leonard
135	Harry S. Truman Memorial Veterans Hospital	Schaumleffel, William B.
136	QuikTrip Store #661	John Snyder
137	Midway Arms Inc	Adam Burks
138	Honeywell-Rheochem	Zachary Taylor
139	American Air Filter	Gary Wisner
140	Watlow Electric Manufacturing Company	Rebecca Howard
141	American Air Filter	Gary Wisner
142	Macadoodles	Bobby Guill
143	FastLane #54 Hinton	Wayne Baker
144	FastLane #55 Paris Road	Wayne Baker
145	FastLane #56 West Blvd.	Wayne Baker
146	FastLane #57 HH	Wayne Baker
147	FastLane #58 Ashland	Wayne Baker
148	Columbia; Coca-Cola Refreshments	Joseph Willems
149	Mid-Missouri Limestone, Inc. - Riggs Quarry	K. Douglas Mertens
150	MPC #85	Jeff Ziegler
151	MPC #91	Jeff Ziegler
152	MPC #93	Jeff Ziegler
153	MPC #94	Jeff Ziegler
154	Quaker Manufacturing, LLC	Ray Patterson
155	Crown Power & Equipment-Columbia	Harold Chapman
156	Central Missouri Aviation, Inc.-Bulk	Central Mo Aviation, Inc.
157	Prenger's Extreme Mart	Kevin Prenger

ID	Facility Name	Emergency Coordinator
158	Prenger Foods	Prenger Properties
159	Hubbell Power Systems- Allen Street Complex	Elise Schoonmaker
160	Harrisburg Elementary School	Lynn Proctor
161	Harrisburg High School	Lynn Proctor
162	Midway Little General	Utsav Patel
163	Steve-O's	Rutul Patel
164	Tiger Stop	Utsav Patel
165	Hubbell Power Systems - East St./Plastics	Elise Schoonmaker
166	Columbia Energy Center	Control Room
167	Columbia Municipal Power Plant	Control Room
168	Advantage Metals Recycling, LLC	Billy Hendren
169	Hubbell Power Systems - Wilson St	Elise Schoonmaker
170	FedEx Freight, Inc - COU	Mike Barr
171	Columbia WTP	Kevin Wiggins
172	Bee Line Snack Shop #7-GULF	Gary Bemboom
173	Beeline #11 Gulf	Gary Bemboom
174	Schneider Electric	Estil Poff
175	H Town Market	Josh Spry
176	Spring Mart	Tom Kolb
177	Ultra Mart #1	Mike Petel
178	Petro Mart #41	Grant Eble
179	Petro Mart #42	Grant Eble
180	Petro Mart #43	Grant Eble
181	Petro Mart #44	Grant Eble
182	Petro Mart #46	Grant Eble
183	Petro Mart #48	Grant Eble

ID	Facility Name	Emergency Coordinator
184	Petro Mart #49	Grant Eble
185	Lindsey Rentals and Sales, Inc.	Kyle Spry
186	Cooper's Landing	Mike Cooper
187	Boone Hospital Center	Randy Gay
188	Public Water Dist NO 4	Kenneth Wise
189	Public Water Dist NO 4 Well #2	Kenneth Wise
190	Public Water Dist NO 4 Well #4	Kenntn Wise
191	Public Water Dist NO 4 Well #5	Kenneth Wise
192	Public Water Dist NO 4 Well #6	Kenneth Wise
193	Mutrux Automotive LLC	Ross C. Mutrux
194	All Weather Propane	Mikal Thornhill
195	Ashland Plant 4	James Ruston
196	Central Concrete Co.	James Ruston

ESF-10 APPENDIX 3 - EHS FACILITY CHEMICALS

Facility ID	EHS Name	Facility Name	Facility Street	Facility City
7		Panhandle Eastern Pipeline - Centralia Station	16151 N. Route Z	Centralia
14		Boone Quarries-West	2510 North Stadium Blvd.	Columbia
15	Sulfuric Acid	CenturyLink - Columbia East CO	5104 Mexico Gravel Road	Columbia
16	Sulfuric acid	CenturyLink - Columbia West CO	20 N. Fairview Road	Columbia
18	Sulfuric Acid	CenturyLink - Columbia Belvue CO	4326 Southview Drive	Columbia
19	Sulfuric Acid	CenturyLink - Columbia Rock Bridge CO	3600 Monterey Dr.	Columbia
20	Sulfuric Acid	CenturyLink - Columbia Boone Docs CO	121 Albany Dr.	Columbia
21	Sulfuric Acid	CenturyLink - Columbia Sunrise Hut	7720 East Sunny Vale Drive	Columbia
22	Sulfuric acid	CenturyLink - Columbia Highland CO	1001 S. Hampton Dr.	Columbia
24	Sulfuric Acid	CenturyLink - Columbia Limmerick CO	1909 Chapel Hill Road	Columbia
25	Sulfuric Acid	CenturyLink - Columbia Lightcore CO	SE Corner I-70 and US-63	Columbia
26	Sulfuric acid	CenturyLink - Columbia CO	625 E. Cherry St.	Columbia
29	Sulfuric Acid	Wiese USA	7710 Interstate 70 Dr. SE	Columbia
30	Sulfuric Acid	AT&T - MOA233	7201 Henderson Rd.	Columbia
31	Sulfuric Acid	AT&T MOK320	7351 ABC Lane	Columbia
34	Sulfuric Acid	AT&T - MO0501	13575 West Hwy 40	Rocheport
67	Sulfuric Acid	The Home Depot Store #3001	3215 Clark Ln.	Columbia
68	Sulfuric Acid	Sam's Club #8163	101 Conley Rd.	Columbia
73	Paraquat Dichloride	MFA Agri Service	202 North Jefferson	Centralia
74	Ammonia	MFA West Liquid Plant	22501 N March Road	Centralia
79	Sulfuric Acid	State Farm Insurance-Columbia Ops Center	4700 S Providence Rd	Columbia
83	Sulfuric Acid	Old 63 (ID:1768689)	3104 Old Hwy 63 South	Columbia
84	Sulfuric acid	UM SCHURZ PCS (ID: 2015805)	920 S. College Ave	Columbia
85	Chlorine	Air Park Well # 5	391 N Rangeline Road	Columbia

Facility ID	EHS Name	Facility Name	Facility Street	Facility City
86	Chlorine	Exline Well # 7	11020 E I-70 Dr. NE	Columbia
87	Chlorine	Harg Well # 3	2001 Olivet Road	Columbia
88	Chlorine	Murry Well # 4	8230 N State Road Z	Columbia
89	Formaldehyde	Gates Power Transmissions Materials Center	3015 Lemone Industrial Blvd.	Columbia
89	Sulfuric Acid	Gates Power Transmissions Materials Center	3015 Lemone Industrial Blvd.	Columbia
90	Sulfuric Acid	Kraft Heinz Company	4600 Waco Road	Columbia
90	Ammonia	Kraft Heinz Company	4600 Waco Road	Columbia
94	Sulfuric Acid	Lowe's of Columbia, MO (#0008)	201 Conley Rd.	Columbia
98	Ammonia, Anhydrous	Matheson - Columbia	3109 Paris Rd.	Columbia
99	Sulfuric Acid	US Cellular- Columbia MTSO	1804 Vandiver Drive	Columbia
100	Sulfuric Acid	Level 3 Communications - CLMAMOSG - Columbia	3201 Falling Leaf Ct.	Columbia
105		MU - University of Missouri Campus (Contiguous)	8 Research Park Development Building	Columbia
106	Chlorine	Centralia Water Plant	1191 E. Booth St.	Centralia
109	Sulfuric Acid	Battenfeld Technologies, Inc.	2501 Lemone Industrial Blvd	Columbia
114	Sulfuric Acid	Dana Light Axle Products, LLC	2400 Lemone Industrial Blvd.	Columbia
116	Chlorine	Hawkins WTG - Columbia	1400 East Boone Industrial Blvd	Columbia
116	Sulfur Dioxide	Hawkins WTG - Columbia	1400 East Boone Industrial Blvd	Columbia
116	Hydrogen Chloride	Hawkins WTG - Columbia	1400 East Boone Industrial Blvd	Columbia
116	Sulfuric Acid	Hawkins WTG - Columbia	1400 East Boone Industrial Blvd	Columbia
121	Sulfuric Acid	3M Company - Columbia	5400 Route B	Columbia
121	Potassium Cyanide	3M Company - Columbia	5400 Route B	Columbia
135	Sulfuric Acid	Harry S. Truman Memorial Veterans Hospital	800 Hospital Drive	Columbia

Facility ID	EHS Name	Facility Name	Facility Street	Facility City
137	Sulfuric Acid	Midway Arms Inc	5875 W Van Horn Tavern Road	Columbia
138	Sulfuric Acid	Honeywell-Rheochem	6400 N. Brown Station Road	Columbia
139	Sulfuric acid	American Air Filter	2100 Nelwood drive	Columbia
141	Sulfuric acid	American Air Filter	2510 Vandiver Drive	Columbia
148	Sulfuric Acid	Columbia; Coca-Cola Refreshments	2701 Maguire Blvd	Columbia
154		Quaker Manufacturing, LLC	4501 N. Paris Rd.	Columbia
159	Sulfuric acid	Hubbell Power Systems- Allen Street Complex	210 N. Allen St.	Centralia
165	Sulfuric Acid	Hubbell Power Systems - East St./Plastics	1100 East Switzler St	Centralia
166	Sulfuric Acid	Columbia Energy Center	4902 Peabody Road	Columbia
168	Sulfuric Acid	Advantage Metals Recycling, LLC	705 N Proctor Dr.	Columbia
171	Chlorine	Columbia WTP	6851 West Route K	Columbia
174	Sulfuric Acid	Schneider Electric	4800 Paris Road	Columbia
188		Public Water Dist NO 4	14530 Rt. U	Hallsville
189	Chlorine	Public Water Dist NO 4 Well #2	15800 N. Wright Rd	Hallsville
190	Chlorine	Public Water Dist NO 4 Well #4	9145 N Brown Station Rd	Columbia
191	Chlorine	Public Water Dist NO 4 Well #5	10900 N Rt. B	Hallsville
192	Chlorine	Public Water Dist NO 4 Well #6	4170 E Ketterer Rd	Columbia

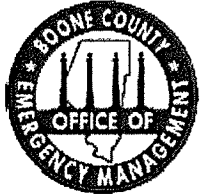
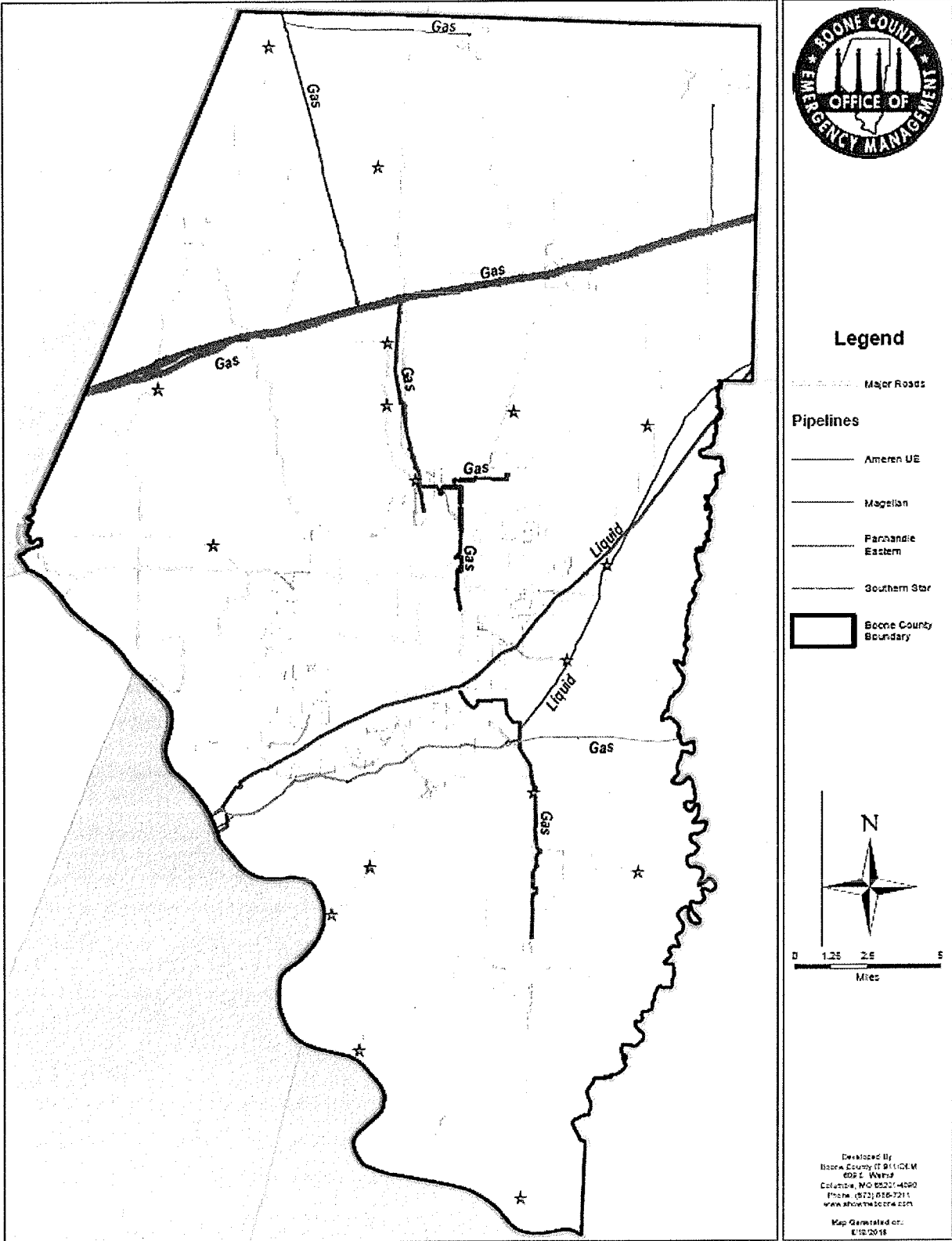
ESF-10 APPENDIX 4 – 2005 TRAFFIC FLOW STUDY

Most hazardous chemicals transported by highways are petroleum-based products such as gasoline and heating fuels. Major routes used to transport hazardous materials through Boone County include Interstate 70 and Highway 63.

This sample was obtained by a visual inspection of vehicles traveling east and westbound on I70 at the 121 mile marker in the spring of 2017. Another more in-depth Traffic Flow Study is scheduled for late 2017/early 21018.

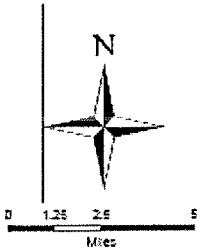
CLASSIFICATION	0800-0900	0900-1000	1000-1100	1100-1200	TOTAL
1.4	0	0	0	1	1
5.1	1	0	0	0	1
5.2	1	0	0	0	1
1005 (Ammonia)	0	2	1	0	3
1075 (Propane)	1	0	1	0	2
1160 (Dimethylamine)	0	0	1	0	1
1203 (Gasoline)	6	4	3	3	16
1287 (Rubber Solution)	0	0	1	0	1
1790 (Hydrogen Fluoride)	0	0	0	1	1
1897 (Tetrachloroethylene)	0	0	1	0	1
1963 (Helium)	0	0	0	1	1
1987 (Denatured Alcohol)	0	1	1	0	2
1993 (Fuel)	2	1	1	0	4
2018 (Chloroanilines, Solid)	0	0	0	1	1
2187 (Carbon Dioxide)	0	1	0	0	1
3082 (Other Regulated Substances)	0	0	1	0	1
3145 (Formaldehyde)	0	0	0	1	1
3250 (Polyamines, Solid)	0	0	1	0	1
Class 1	0	0	1	0	1
Class 2	4	0	7	3	14
Class 3	3	1	3	4	11
Class 4	1	0	0	1	2
Class 5	0	0	0	1	1
Class 8	6	2	4	2	14
Class 9	1	0	1	1	3
Corrosive	2	0	2	4	8
Dangerous	1	3	4	3	11
Flammable Gas	1	1	0	0	2
Non-Flammable Gas	2	0	0	0	2
# VEHICLES	32	16	34	27	109

ESF-10 APPENDIX 5 - PIPELINE MAPS



Legend

- Major Roads
- Pipelines**
 - Ameren UE
 - Magellan
 - Foothill Eastern
 - Southern Star
- Boone County Boundary



Developed by
Boone County 911/CEM
635 E. Walnut
Columbia, MO 65201-4090
Phone: (573) 856-7211
www.afhowtmsocem.com
Map Generated on:
8/10/2018

ESF-10 APPENDIX 6 - CHEMICAL EMERGENCY NOTIFICATION REPORT

Date: _____ Time: _____ Rec'd by: _____

Caller Name: _____ Representing: _____

Call-back Number: _____ Emergency contact _____

Material(s) Released: _____ EHS: Yes / No

Amount Released: _____ 1bs/gals Potential release: _____

Date of Release: _____ Time: _____ Duration: ____ hr. ____ min

Release medium: Air ____ Water ____ Soil ____ Sewer ____ Drains ____

Location: City or County _____

Facility: (name) _____

(address) _____

Health Risks: _____

Precautions (Public Safety Concerns): _____

Incident Type: Fire ____ Gas Vapor ____ Spill ____ Explosion ____ Other _____

Type of Container: Truck ____ R.R. Car ____ Drum ____ Other _____

4-Digit I.D. No. _____ Placard/Label info _____

Weather Conditions _____ Wind Direction _____ Temp. _____ F/C

Agencies notified:

Local Fire Yes ____ No ____ Time ____

Local Emergency Management Director Yes ____ No ____ Time ____

MO Dept. of Natural Resources (573) 634-2436 Yes ____ No ____ Time ____

National Response Center (800) 424-8802 Yes ____ No ____ Time ____

CHEMTREC (800) 424-8802 Yes ____ No ____ Time ____

Other Yes ____ No ____ Time ____

Remarks (i.e. fatalities) _____

ESF-10 APPENDIX 7 - HAZARDOUS MATERIALS RELEASE FORM

Locally Dial 9-1-1 - NRC Dial 1-800-424-8802

Missouri Department of Natural Resources 573-634-2436

Caller Name: _____ Call Date/Time: _____

Affiliation: _____ Telephone: _____

Material Released: _____ EHS:DOT# / CAS #: _____

Amount Released: _____ Gals/Lbs.: _____

Date of Release: _____ Time: _____ Duration: _____

Release Medium: Air _____ Water _____ Land _____

Include height and direction of plume, and describe terrain _____

Weather Conditions: _____

(Wind Direction, MPH, Temperature, etc.)

Location of Release: _____

(Address – Street, Building #, City, County, etc.)

Facility Name: _____

Address: _____

Facility Emergency Contact: _____

(Name)

(Address)

Incident Description: _____

(Color, odor, solid, liquid, gas)

Nearby Populations: _____

Other Hazardous Materials Nearby: _____

Additional Notifications Made:

Local Fire Department Yes / No Date/Time:

Community Emergency Coordinator Yes / No Date/Time:

Missouri Dept. of Natural Resources (DNR) Yes / No Date/Time:

Federal National Response Center Yes / No Date/Time:

Number of Dead / Injured: _____

Dead / Injured taken to: _____

Action Taken: _____

Form Completed by: _____

(Print Name and Title)

(Signature)

ESF-10 APPENDIX 8 - EMERGENCY ASSISTANCE CONTACTS

FEDERAL AGENCIES	TELEPHONE	LOCATION
Department of Transportation	202-366-4000	Washington, D.C.
Environmental Protection Agency Reg VII	913-281-0991	Kansas City, KS
Federal Emergency Management Agency	816 283-7063	Kansas City, MO
National Response Center	800-424-8802	Washington, D.C.
Occupational Safety and Health Administration	800-321-6742 816-483-9531	Kansas City, MO
U.S. Coast Guard	504-589-6225	St. Louis, MO
National Weather Service	800-852-7497	St. Louis, MO
Agency for Toxic Substances & Disease Control	404-639-0615	Atlanta, GA
Center for Disease Control	404-633-5313	Atlanta, GA
U.S. Army Operations Center	703-697-0218	Washington, D.C.
Defense Logistics Agency	800-851-8061	Washington, D.C.
Department of Energy	202-586-5000	Washington, D.C.
U.S. Bureau of Explosives	202-835-9500	Washington, D.C.
U.S. Nuclear Regulatory Commission	800-368-5642	Washington, D.C.

STATE AGENCIES	TELEPHONE	LOCATION
Department of Natural Resources	573-634-2436	Jefferson City, MO
MO Radiological Emergency Team (MoRET)	573-751-2748	Jefferson City, MO
Missouri Department of Transportation	888-275-6636	Jefferson City, MO
Department of Agriculture	573-751-4211	Jefferson City, MO
State Emergency Management	573-751-2748	Jefferson City, MO
Missouri Division of Fire Safety	573 751-2930	Jefferson City, MO
Dept. of Health and Senior Services	573-751-4674	Jefferson City, MO
Missouri Highway Patrol	573-751-3313	Jefferson City, MO
Emergency Response Commission	573-690-6372	Jefferson City, MO

NATIONAL ORGANIZATIONS	TELEPHONE
CHEMTREC/CHLOREP	800-424-9300
American Association of Railroads (AAR)	202-639-2222
National Agricultural Chemical Association	513-961-4300

HOSPITALS	TELEPHONE
University Hospital	573-882-4141
Boone Hospital	573-815-8000
Women's and Children's Hospital	573-874-0600
Harry S. Truman Veteran's Administration	573-814-6000

COMMUNITY AGENCIES	TELEPHONE	LOCATION
Railroads:		
Colt	573-875-2555	Columbia
Kansas City Southern	877-527-9464	Centralia
Norfolk Southern	888-425-2202	Centralia
National Weather Service	800-852-7497	St. Louis
Poison Control	800-222-1222	St. Louis
Red Cross	573-445-9411	Columbia
Columbia Water & Light	573-875-2555	Columbia
Boone Electric Cooperative	800-225-8143	Columbia

ESF-10 APPENDIX 9 - LEPC MEMBERS

POSITION	DEPARTMENT / AGENCY	Business Phone *Refer to Boone County EOP Contact & Resource Guide for confidential contact information
Chief Executives	Boone County Presiding Commissioner Columbia City Manager	573-886-4305 573-874-7214
Fire Officials	Boone County Fire Protection District Centralia Fire Department Columbia Fire Department. Southern Boone County Fire Protection District	573-447-5000 573-682-2131 573-874-7391 573-657-2370
Emergency Management Director	Boone County Office of Emergency Management	573-554-7900
Emergency Medical Services	Boone Hospital Center-Ambulance Service University Ambulance Service Staff for Life Helicopter Service	573-815-3501 or 911 573-882-4400 or 911 800-325-5400 or 911
Health Officer	Boone County Dept. of Public Health and Human Services	573-874-7355
Police Departments	Ashland Police Department Boone County Sheriff's Department Centralia Police Department Columbia Police Department Hallsville Police Department University of Mo Police Department Sturgeon Police Department	573-657-9062 573-875-1111 573-682-5182 573-874-7404 573-696-3838 573-882-7201 573-687-3300
Public Works Department	Boone County Public Works City of Columbia Public Works Columbia Water & Light Ameren UE Boone Electric Cooperative	573-449-8515 573-874-7250 573-874-7325 800-552-7583 573-449-4181
Public Information	Agency PIO/Joint Information Center	

Other LEPC Members include (in no specific order):

3M Company	KRCG News
ABC Labs	Les Bourgeois Winery
American Air Filter	Lindsey Rentals and Sales, Inc
AT&T – MO0501	Macadoodles
Battenfield Technologies	Magellan Pipeline
Capital Railroad Contracting, Inc.	McLarty CMFO, LLC
Casey's General Store #1201	MFA Agri Business
Coca-Cola Refreshments	MFA Oil
Columbia Energy Center	Mid-Mo. P&DF
Columbia Missourian	Midway Little General
Columbia Public Schools	Midway USA
Columbia Tribune	Midwest Petroleum
Consolidated Water Supply #2	Otscon
Dana Light Axle Products, LLC	Panhandle Eastern Pipe Line Co., LP
FedEx Freight, Inc – COU	Perry Towing, Inc
Gates Corporation	Prenger's Extreme Mart
Hawkins Water Treatment Group	Quaker Oats
Hubbell	Steve-O's
I-70 Eagle Stop	The Home Depot Store #3001
KMIZ News	UM Schurz PCS {ID2015805}
KOMU News	XPO Logistics Freight, Inc-XCU
Kraft Foods	

ESF-10 APPENDIX 10 - TRAINING AND EXERCISE SCHEDULE

Training Programs Sponsored by the LEPC

Each year, the LEPC makes requests to offer the training programs listed below in the annual Chemical Emergency Preparedness Fund (CEPF) grant to offer the classes below. The LEPC also makes additional requests for training through the Hazardous Materials Emergency Preparedness (HEMP) training grant to help supplement free training offerings for public safety members.

- Hazmat IQ
- Hazwoper
- Hazmat Victim Decontamination
- Hazmat Refresher
- Hazmat Ops
- SEMA conference

Exercise Schedule of Events

This list contains scheduled exercise events that have LEPC members as participants:

- Boone County Office of Emergency Management EOC Activation Workshop Tabletop Exercise – 5/11/2017 at Boone County Emergency Communications Center, 2145 E. County Dr. in Columbia
- Local Emergency Planning Committee Tabletop Exercise – 05/18/2017 at Boone County Public Works, 5551 S. Tom Bass Rd in Columbia
- Boone County Office of Emergency Management EOC Activation Functional Exercise – 6/22/2017 at Boone County Emergency Communications Center, 2145 E. County Dr. in Columbia
- Functional Exercise Fall of 2017
- FEMA EMI Integrated Emergency Management Course - November 2017
- Full Scale Exercise 2018

SEMA Training

Further available training is provided by the State Emergency Management Agency at no cost to Boone County hazardous materials planners and responders, as well as to surrounding agencies who may be called to assist a Boone County jurisdiction in a mutual aid capacity. Registration and further information on the offerings below can be found at:

<http://training.dps.mo.gov/sematraining.nsf/TrainingSchedule?OpenForm>

SEMA TRAINING SCHEDULE

5/13/2017	5/13/2017	Chemical Suicide: Information for Emergency Responders POST approved Sponsor: MERC Time: 12:00 -4:00pm	Worth County Fire Protection Dist. Grant City
5/23/2017	5/25/2017	Hazmat Incident Response: Awareness POST approved Sponsor: MERC Time: 5/23 6-10 PM 5/25 6-10 PM	Moberly Area Community College - Moberly Moberly
5/23/2017	5/23/2017	MC 306 Rollover POST approved Sponsor: MERC	Osage Beach Fire Station #2 Osage Beach
5/25/2017	5/25/2017	Hazmat Incident Response: Awareness POST approved Sponsor: MERC Time: 8-5	Police Department Training Room Rolla
5/25/2017	5/25/2017	Hazmat IQ Training POST approved Sponsor: MERC Time: 8:30-5:30	St. Louis Fire Academy St. Louis
6/3/2017	6/3/2017	Handling Propane Gas Emergencies POST approved Sponsor: MERC Time: 1:00 pm - 4:00 pm and 5:00 pm - 11:00 pm	Southern Webster County FPD Seymour
6/3/2017	6/3/2017	MC 306 Rollover POST approved Sponsor: MERC	Butler Fire Station Butler
6/3/2017	6/3/2017	Hazmat Incident Response: Awareness POST approved Sponsor: MERC Time: 8:00-5:00	Carrollton Fire Dept. Carrollton
6/4/2017	6/4/2017	Hazmat Incident Response: Awareness POST approved Sponsor: MERC Time: 8-5	Missouri Army National Guard Columbia
6/5/2017	6/7/2017	Hazmat Incident Response: Operations POST approved Sponsor: MERC Time: June 5; 8-5 June 6: 8-5 June 7: 8-5	Missouri Army National Guard Columbia
6/5/2017	6/5/2017	MC 306 Rollover POST approved Sponsor: MERC	Kansas City Fire Academy Kansas City
6/6/2017	6/6/2017	MC 306 Rollover POST approved Sponsor: MERC	Kansas City Fire Academy Kansas City

6/7/2017	6/7/2017	MC 306 Rollover POST approved Sponsor: MERC	Kansas City Fire Academy Kansas City
6/9/2017	6/17/2017	Hazmat Incident Response: Operations POST approved Sponsor: MERC Time: 6/9 6pm-10pm, 6/10 8am-5pm, 6/16 6pm-10pm, 6/17 8am-5pm	Region H Hazmat St. Joseph
6/10/2017	6/10/2017	Hazmat Incident Response: Awareness POST approved Sponsor: MERC	Daviess County Library Gallatin
6/12/2017	6/12/2017	MC 306 Rollover POST approved Sponsor: MERC Time: 8-5	Three Rivers College Sikeston
6/16/2017	6/16/2017	Railroad Emergency Response and Hazmat Awareness POST approved Sponsor: MERC Time: 8-12	West County EMS & Fire Training Center Manchester
6/19/2017	6/19/2017	Hazmat Incident Response: Awareness POST approved Sponsor: MERC Time: 8-5	Camp Crowder
6/20/2017	6/22/2017	Hazmat Incident Response: Operations POST approved Sponsor: MERC Time: 8-5	Camp Crowder
6/24/2017	6/24/2017	Hazmat Incident Response: Awareness POST approved Sponsor: MERC Time: 8-5	Dent County Fire Protection District Salem
7/15/2017	7/15/2017	Hazmat Incident Response: Awareness POST approved Sponsor: MERC Time: 8-5	Warsaw/Lincoln Ambulance District Station #1 Warsaw
7/21/2017	7/23/2017	Hazmat Incident Response: Operations POST approved Sponsor: MERC Time: 7/21 6p-10p 7/22 8a-6p 7/23 8a-6p	Dent County Fire Protection District Salem
7/22/2017	7/22/2017	Hazmat IQ Training POST approved Sponsor: MERC Time: 8:30-5:30	Daviess County Library Gallatin
8/5/2017	8/5/2017	Ignitable Liquids Ethanol Blended Fuels Sponsor: MERC	Saline County Ambulance District #3 Marshall

8/12/2017	8/12/2017	MC 306 Rollover POST approved Sponsor: MERC	342 US Hwy 61 New Madrid
8/19/2017	8/19/2017	MC 306 Rollover POST approved Sponsor: MERC	1400 Ward Street Caruthersville
8/26/2017	8/26/2017	Ignitable Liquids Ethanol Blended Fuels Time: 8-5 Sponsor: MERC	Stockton Fire Station Stockton
9/6/2017	9/6/2017	Anhydrous Ammonia Awareness POST approved Sponsor: MERC Time: 6:00 pm to 10:00 pm	Dade County EOC Greenfield
9/8/2017	9/8/2017	Ignitable Liquids and Class B Foams POST approved Sponsor: MERC	Springfield Fire Dept. Training Annex Springfield
9/9/2017	9/9/2017	Ignitable Liquids Ethanol Blended Fuels Sponsor: MERC	Lebanon Fire Dept. Lebanon
9/9/2017	9/9/2017	Chemical Suicide: Information for Emergency Responders POST approved Sponsor: MERC Time: 9 am - 1 pm	Saline County Ambulance District #3 Marshall
9/16/2017	9/16/2017	Hazmat IQ Training POST approved Sponsor: MERC Time: 8:30am-5:30pm	City of Bolivar Public Safety Center Bolivar
9/20/2017	9/21/2017	Medical Management of CBRNE Events POST approved Sponsor: SEMA	Freeman Health Business Center Joplin
9/23/2017	9/23/2017	Ignitable Liquids Ethanol Blended Fuels Sponsor: MERC	Church of the Nazarene Kingston

ESF-10 APPENDIX 11 - EQUIPMENT AND RESOURCES

Public Safety Resources:

Boone County Fire Protection District

BCCFD maintains a FEMA Type I Hazardous Materials Team with the following training, capabilities and equipment:

- Field testing for known or suspected WMDs, and chemical and biological hazards
- Air monitoring
- Advanced detection and monitoring including WMD and biological hazards
- Sampling for known and unknown industrial chemicals – both liquid and solid – utilizing standard evidence collection protocols
- Radiation monitoring and detection
- Establishment of exclusion zones after contamination spread
- Ability to conduct environmental and personal surveys.
- All team members equipped with accumulative self-reading instruments (dosimeters). Includes alpha, beta, gamma detection
- Military (MA) test paper
- Multi-gas meter, ammonia meter and chlorine meter
- Ludlum instruments for radiation measurement (State issued)
- UltraRadiac pagers for radiation monitoring
- Regionally interoperable AreaRAEs
- K paper
- Chemical protective clothing (CPC) – protection from flash fire, and WMD capable
- Intervention equipment for absorption, diking and damming; liquid and vapor leak intervention; WMD and chemical/biological hazard confinement
- Class B foam quantities – 10 gallons per tanker (Columbia and Airport)
- Digital imaging documentation
- Mass Decon capabilities with enough equipment to do multiple sites
- Redress garments 5,000.

Columbia Fire Department

CFD maintains a FEMA Type I Hazardous Materials Team with the following capabilities:

- All CFD personnel are trained to the minimum level of hazmat operations – including the ability to dam, divert, dilute, and establish a decontamination line. All personnel have IFSAC and MO Division of Fire Safety (DFS) certifications; many possess the newest Hazmat Technician IFSAC certification issued by DFS.
- Staffing level of 8-10 HazMat Technicians on each shift for a total of 24 hazmat technicians.
- Training program ensures that members meet and or exceed the NFPA 472 standards for each member's respective position. Refresher training exceeds the hours required by DFS for a hazmat technician. All CFD personnel train a minimum of 5 times a year meeting the requirements for Hazmat Operations.
- Responders operate within the NIMS at any CBRNE WMD Event in accordance with NFPA 472.
- Monitoring and detection of hazardous materials
- Identification of unknown and known hazards and chemicals
- Emergency response to virtually all types of hazmat releases including industrial and residential hazardous materials events.
- Risk assessment techniques and selection proper personal protective equipment. (PPE). PPE in Levels A, B, C, D is available for personnel use.
- Air monitoring of small and large scale incidents.
 - 4 wireless regionally interoperable AreaRAE monitors with Guardian GPS indicating software
 - 4 wireless hand held RAE meters with photo ionization detectors to detect volatile organic compounds
 - Each front line apparatus has a four-gas monitor to monitor air quality for oxygen, carbon monoxide, hydrogen sulfide and lower explosive limits.
- Chemical and biological response for nerve agents and biologics i.e. anthrax, botulism, plague
- Identification of a hazmat material and ability to neutralize it. Numerous containers of AMPHO Mag remain stocked to neutralize chemicals.
- Radiation monitoring utilizing CANBERRA radiation meters/dosimeters, and two new models of LUDLUM radiation meters
- Identifying unknown substances using Ramen spectroscopy technology with HazMatID, and Ahura equipment
- Identifying unknown materials using M8 paper, oxidizer paper, fluorine paper, and pH paper.
- Hazardous Materials Public Safety Samples
- Technical decontamination for personnel and small numbers of general population. Includes a system to treat non-ambulatory patients.
- Mass decontamination utilizing a SEMA provided trailer with inflatable tents; also using large scale military tents.
- A dedicated hazmat truck designed to be used as a mobile command post and for performing research.
- The ability to respond to chlorine leaks using a 150 lb. cylinder repair kit (an A Kit) carried on the hazmat truck. Interoperable with Boone County Fire Protection District's "B kit" for one ton chlorine cylinders, and "C" kit for railroad cars, which can be requested through mutual aid. Draeger chlorometric tubes also stocked to check for chlorine and WMD agents.

Columbia Regional Airport Public Safety

Airport Public Safety responders are trained to Hazmat Awareness level, and have capabilities to contain small fuel spills with PIG absorbent socks, PIG Mats, and oil away. Incidents beyond that scope would be handled by the Columbia Fire Hazmat Team. Airport Public Safety has no further hazmat capabilities beyond what is listed above and deploying foam. Two aircraft rescue firefighting (ARFF) vehicles each have 200 gallons of 3% AFFF Foam, with approximately 500 gallons of foam in reserve. Airport Public Safety personnel will respond with one of the ARFF Trucks if requested for mutual aid.

Southern Boone Fire Protection District

SBCFPD maintains hazardous materials awareness capabilities only, with some equipment for damming and diking operations. For hazardous materials events requiring a higher level of capability and/or more resources, SBCFPD will request mutual aid assistance from Columbia Fire Department, Boone County Fire Protection District or Columbia Regional Airport Public Safety.

Private Industry Resources:

AT&T

AT&T has 2 trained personnel that primarily work in the Boone CO area. Each employee is trained (on the potentially pertinent topics of concern) as identified below.

- AT&T Emergency Preparedness Training – yearly
- Environmental Overview – every 3 years
- Hazardous Mat & Waste Mgmt_NON CAL – every 3 years
- Battery Safety Awareness Training – every 5 years
- Personal Protective Equipment 1 – every 5 years
- Haz Com for Chemical Users LSO – every 5 years
- EH&S Orientation for New Employees-US – one time
- Materials of Trade & Other Exceptions - every 3 years

Emergency equipment includes

- Fuel spill kits - at each site
- Battery spill kits – at each site
- (PPE) Personal Protective Equipment – at each site

The spill kits vary but for the most part the kits include

- Absorbent Pads
- Neutralizing Agent (For Batteries)
- Clean up kit such as Dust pan, Broom, or shovel, HazMat storage bags
- PPE – Apron, Face mask, rubber gloves, possibly rubber boots

Each building has a fuel and battery spill kit.

AT&T is trained to deal with small spills (Incidental or Minimal) and would engage an outside vendor through the 1-800-KNOWEHS hotline for Large Spills.

Beeline

Hazard: gasoline; 2 locations – spill kits

Central Missouri Aviation, Inc.

Hazard: Aviation fuels. Flight line service techs have extensive training in spill and fire response, spill kits and/or pads are located on the refueling equipment and strategically located around the facilities. An SPCC on file with additional direction and Airport Public Safety is located on airport for major spills.

CenturyLink

Hazard: battery acid - 60% water and 40% sulfuric acid mixture in large telecommunications batteries. Battery spill cleanup kits at each location which consist of neutralization materials, absorbent pads and pillows, and PPE for employee using the kit.

CenturyLink maintains a 24x7x365 emergency line for all company facilities. In the unlikely event a battery leaks, employees call this emergency line to report a spill and hazardous materials contractors are contacted immediately to respond to any leak/spill.

Employees are instructed to use spill kit to contain any leak/spill and to contact the emergency line to report. Training is very basic and any cleanup is handled by hazardous materials contractor.

Consolidated Public Water Supply

Hazard: 150 lb. chlorine gas cylinders stored at 13 well sites in Boone County.

1 Type A chlorine repair kit for 150 lb. gas cylinders located at each well site and at the district office at 1500 N 7th St. One Dreager 60-minute SCBA, and one Life-Air 30-minute SCBA also located at the District office.

Would rely on the fire department HAZMAT team to respond to a major chlorine gas leak.

Gates Corporation

Hazard: 37% Formaldehyde Solution. At maximum, one 55-gallon drum in use, and one 55-gallon drum in storage.

PPE - chemical suits, boots, gloves, and full face respirators for PPE.

Response resources- absorbents from spill kits and formaldehyde solidifier.

Personnel - 10 maintenance techs spread over 3 shifts that would respond to an issue with the system using the formaldehyde solution.

The Hubbell Power Systems

Hazard: Both sites have Sulfuric Acid that exceeds the threshold for an Extremely Hazardous Substance. Below is a list of equipment maintained at the site along with a list of response capabilities coordinated with outside parties:

Equipment:

Numerous Fire Extinguishers

1 - Acid Spill Kit

2 - Acid Neutralizing Spill Response Kits

1 - Universal Spill Kits

Numerous bags of Floor Dry

Plastic 55-gal Drums for spill cleanup

Plastic 95-gal Overpack drums

Communications and alarm system

24-hour security patrol

Response Capabilities:

11 HAZWOPER trained employees on staff

Centralia Fire Dept.

Centralia Police Dept.

Boone County Office of Emergency Management

Boone County Hazardous Material Response Team /Boone County Fire Protection District

KraftHeinz

30 Hazmat technicians

Spill response kits

SCBAs

Ammonia Detectors

4 gas and 5 gas monitors

Air purifying respirators

Level3 Communications

Hazard: sulfuric battery acid at all sites. The batteries are Valve Regulated Lead Acid Batteries which are in gel form.

Each site has a battery neutralization kit with PPE and an eye wash station; also spill materials - pads, booms and, in some instances, dry sweep. In the event the spill is too large to be handled internally, HazMat One (1-800-229-5252) is contracted as a National Emergency Response Vendor. Level3 technicians have basic environmental hazmat training, but few have official HAZWOPER training. Training is done internally through a course developed on the business' intranet, and is assigned to new hires and every other year or two after that. In some areas, training may be assigned annually as it covers multiple subjects.

MFA Inc.

Hazards: liquids and anhydrous ammonia; Small excavation equipment on site that can be used to dike and berm releases. In addition, facilities have spill supplies. The company would rely on the emergency response agencies for a catastrophic release of anhydrous ammonia.

Midwest Petroleum

Hazard: gasoline

Automatic Tank Gauges – ATG Veeder Root TLS-350

These test the product lines daily for any possible leaks and notifies by alarm if leak is detected followed by shutting down product flow. Monthly reports are printed out and kept for records.

Also tests product tanks (USTs) daily and notifies by alarm if a leak is detected. These reports are printed and kept for records monthly.

Onsite Spill Kits

- Plastic bucket
- Shock retardant shovel
- Wooden broom
- Latex gloves
- Caution tape
- Absorbent pads
- Booms

Emergency Contacts for large scale releases

In the event that a large-scale release is detected, C Operators (33 total) at each location will shut off power to all fueling/gasoline dispensers via E-Stop (emergency stop button). They will then contact their A/B Operators informing them of the emergency release.

A/B Operators

- Kyle Greenwell (District Manager)
- Erik Ilgenfritz (Director of Maintenance and Repair)

Emergency Clean Up Companies Used

Neumayer Equip. Co. (Jeff City Office)
5060 Arsenal St
St Louis 63139
T 314-772-4501
T 800-843-4563

Landmark Environmental
119 First Capitol
St. Charles, MO 63301
636-443-0008

Superior Equipment Company
24-hour line: 314 644 5040
Office: 314 644 6000
7525 Sussex Ave
Maplewood, MO 63143

Antea Group
150 St. Peters Centre BLVD; Suite C
St. Peters, MO 63376
1-800-477-7411

NuCO2

Hazard: Carbon Dioxide Refrigerated Liquid. The tank is outside. If there is a release, the Hazardous Material will dissipate into the atmosphere. No collection, containment, or cleanup is possible. Once the CO2 has dissipated, there is no danger.

Schneider Electric

Hazard: Battery acid and lead
Battery spill cleanup kits and fire extinguishers.

Verizon Wireless

The 5 EPCRA reportable cell sites located in Boone County have stationary batteries used for emergency backup in the case of a power failure. Sulfuric Acid is in the electrolyte mixture inside the batteries. The batteries remain on site for 10, 15, or 20 years until being replaced with newer models. In the case a spill, emergency procedures are in place for the technicians to call an emergency hotline number and request professional cleanup. The facilities also have spill response kits. Clean Harbors and Veolia are the professional cleanup agencies used by Verizon.

Wiese USA, Inc.

Hazard: Battery acid contained in powered industrial equipment and small batteries, and new and used oil and antifreeze.

All branch-based Team Members are required to review the Emergency Spill Containment Plan on an annual basis. No other formal training is provided.

Business & After-Hours Response

John Nelson	Branch Manager	Home 573-445-3203	*SCC Coordinator
Alan Dyer	Service Technician	Home 573-564-3437	
John Pratt	Sales Manager	Home 573-445-9724	

Business Hours Response Only

Ed Francis	Service Coordinator
Jeremy Sutton	Parts Analyst

Available Spill Containment Materials

Materials are located in the bay by the overhead door in the center of the building.
Both spill kits are on the shelf on the right when standing in the doorway, facing the shop.
Additional oil spill materials can be found in the Oil/Storage Room and the Parts Department.

Battery Handling PPE

Located in used battery storage area in center overhead door bay

Rubber apron	Chemical-resistant, gauntlet length rubber gloves
Face shield	Goggles
Lifting strap	

Acid Spill Kit

2 gal neutralizer & absorbent	2 pr hazmat boot covers
8 oz neutralizer & degreaser	1 dust pan with whisk broom
2 pr chemical resistant goggles	2 disposable bags with ties
2 acid resistant aprons	20 ft barrier tape
2 pr PVC gloves	

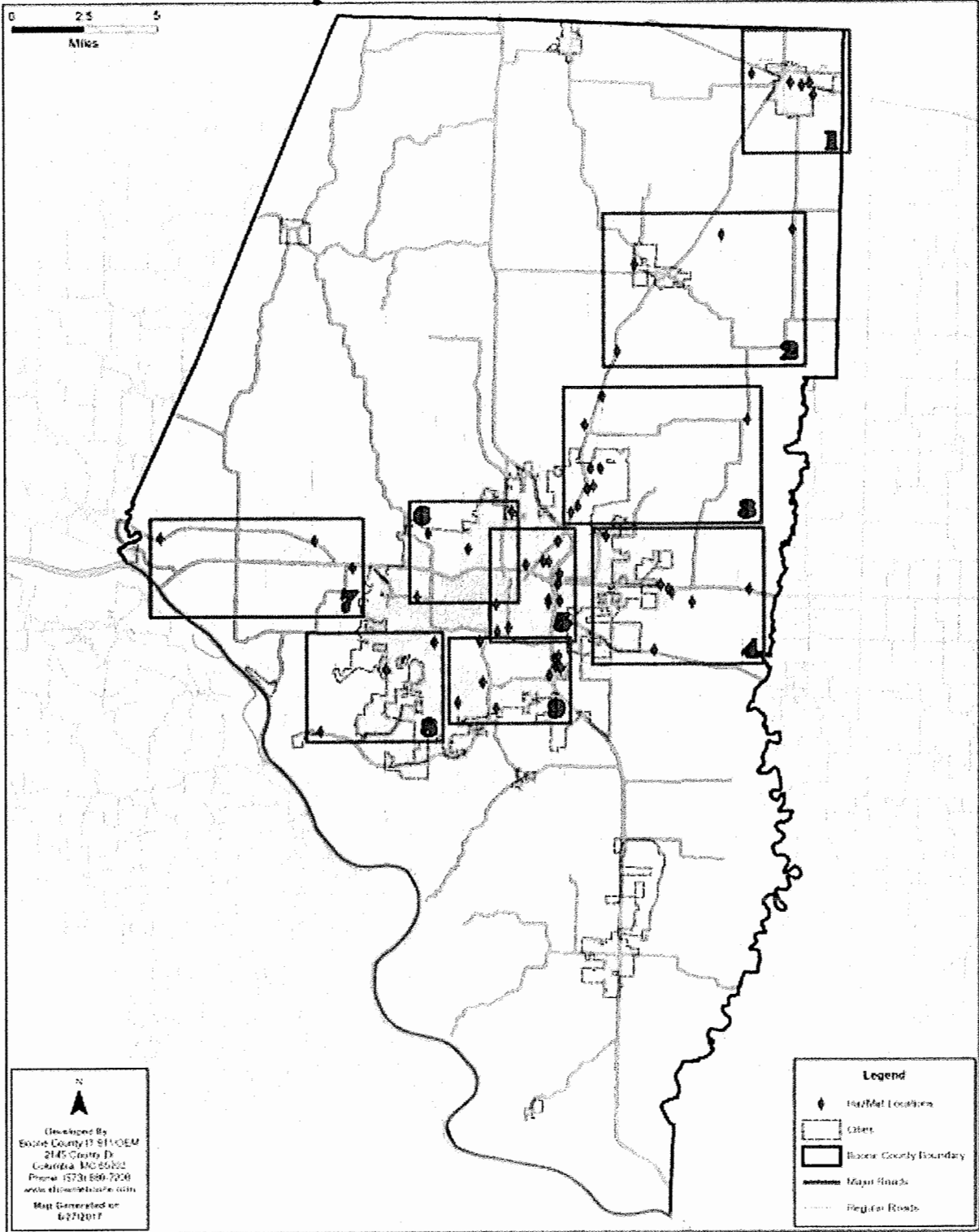
Oil Spill Kit

Oil dry absorbent	Pump
Hoses	Sorbent socks

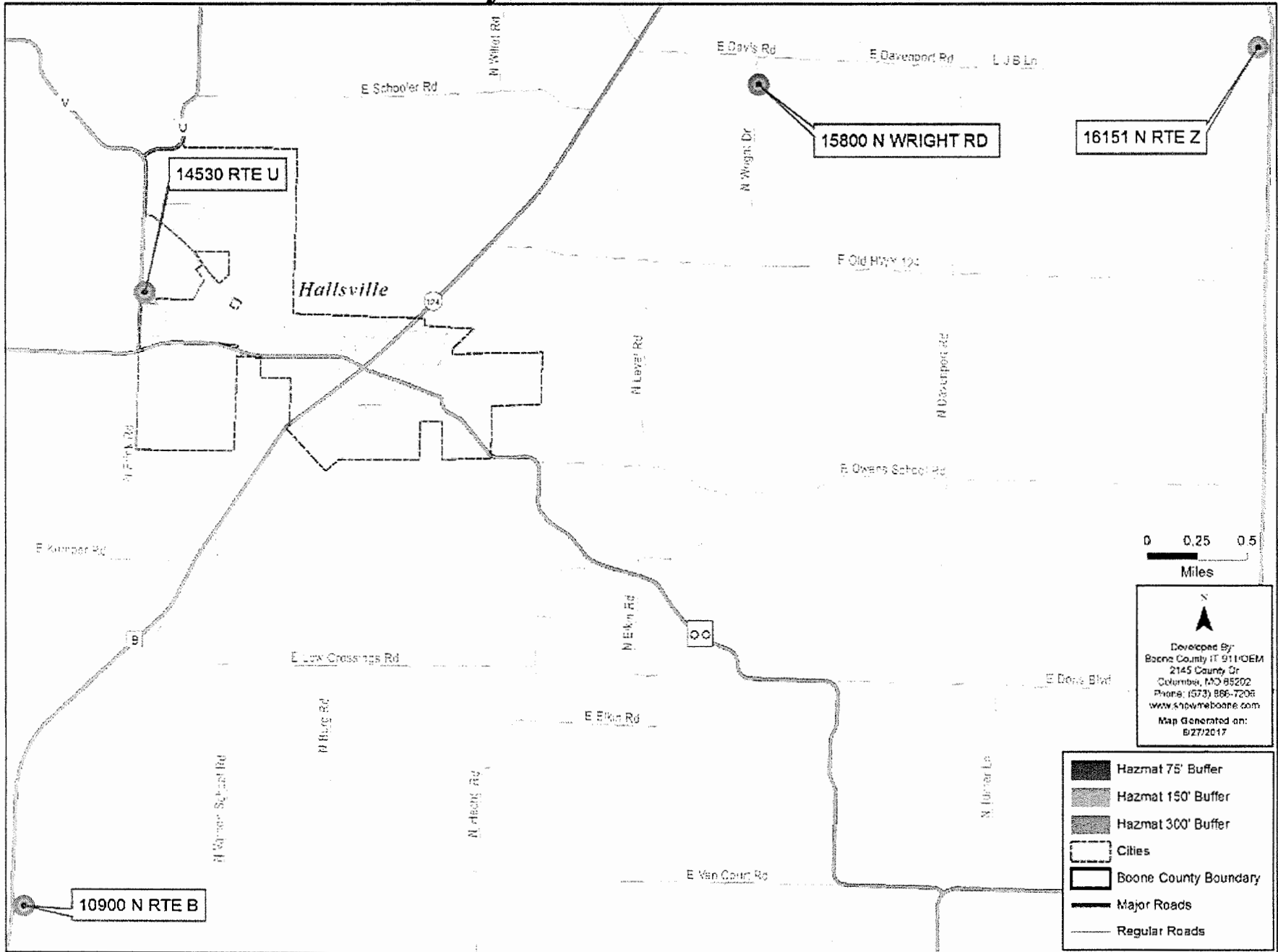
Additional Oil Spill Equipment

Oil dry absorbent – Shop, location varies
Sorbent socks – Parts Department

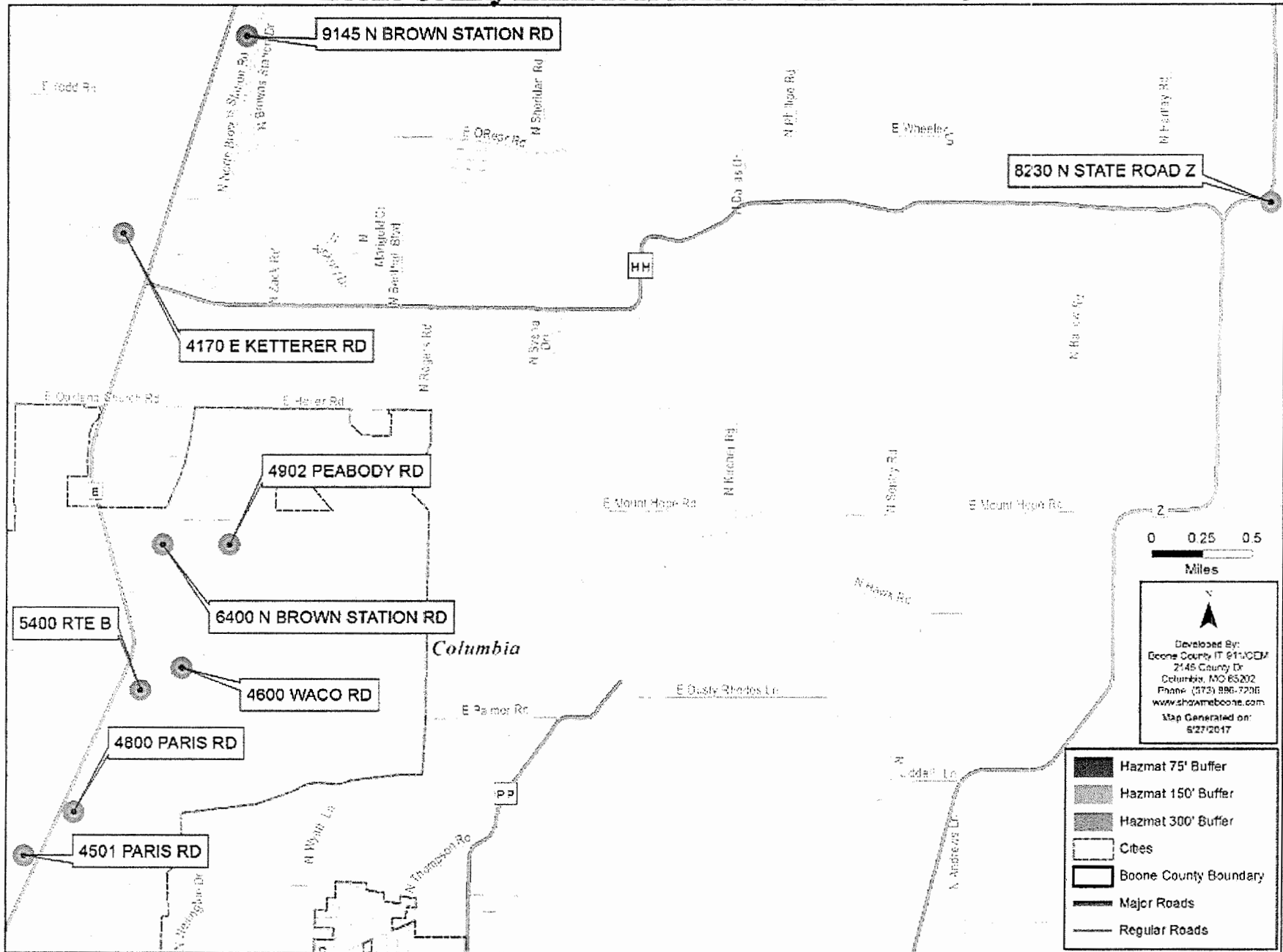
Boone County Hazardous Materials Locations



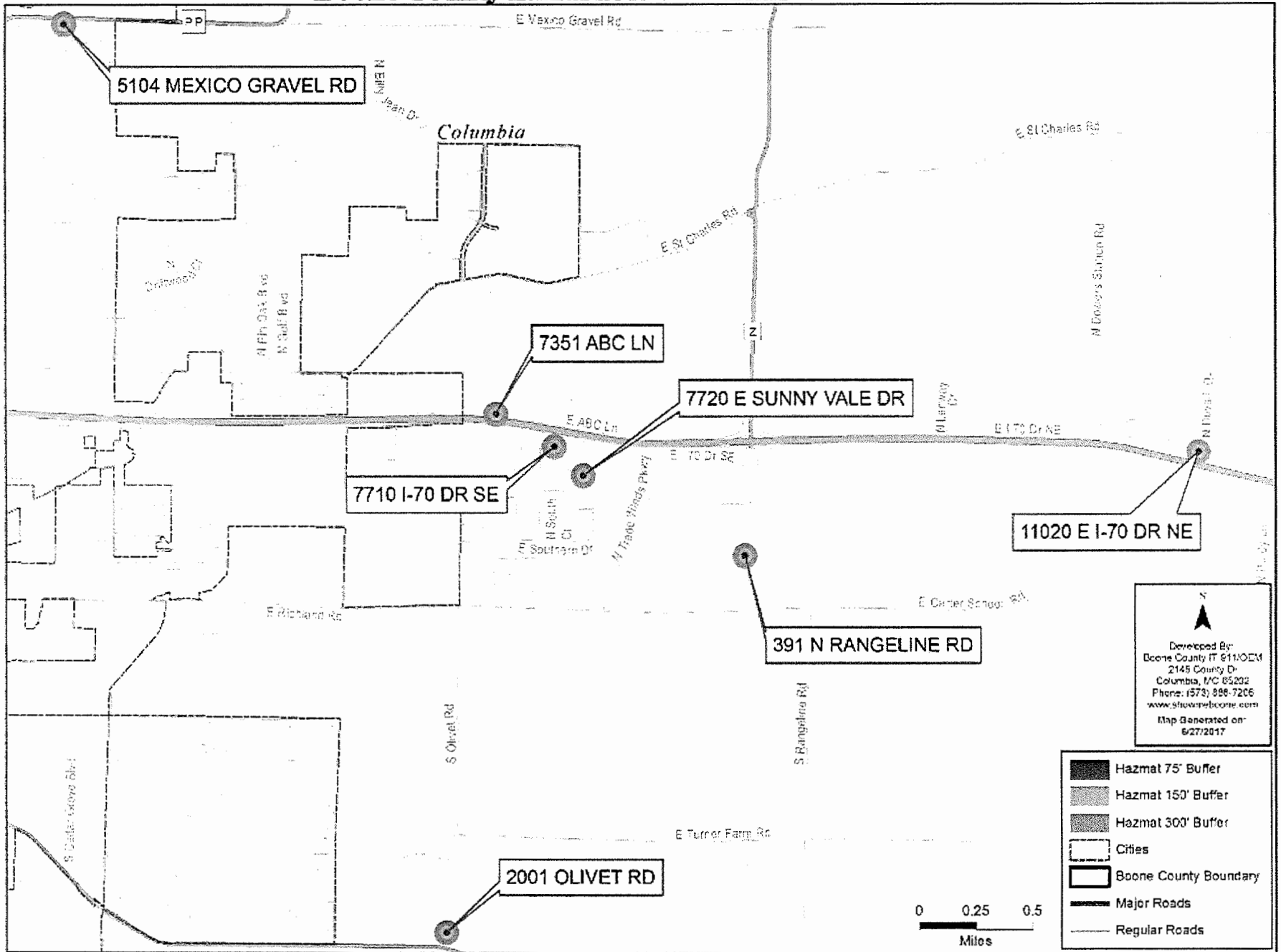
Boone County Hazardous Materials Locations - 2



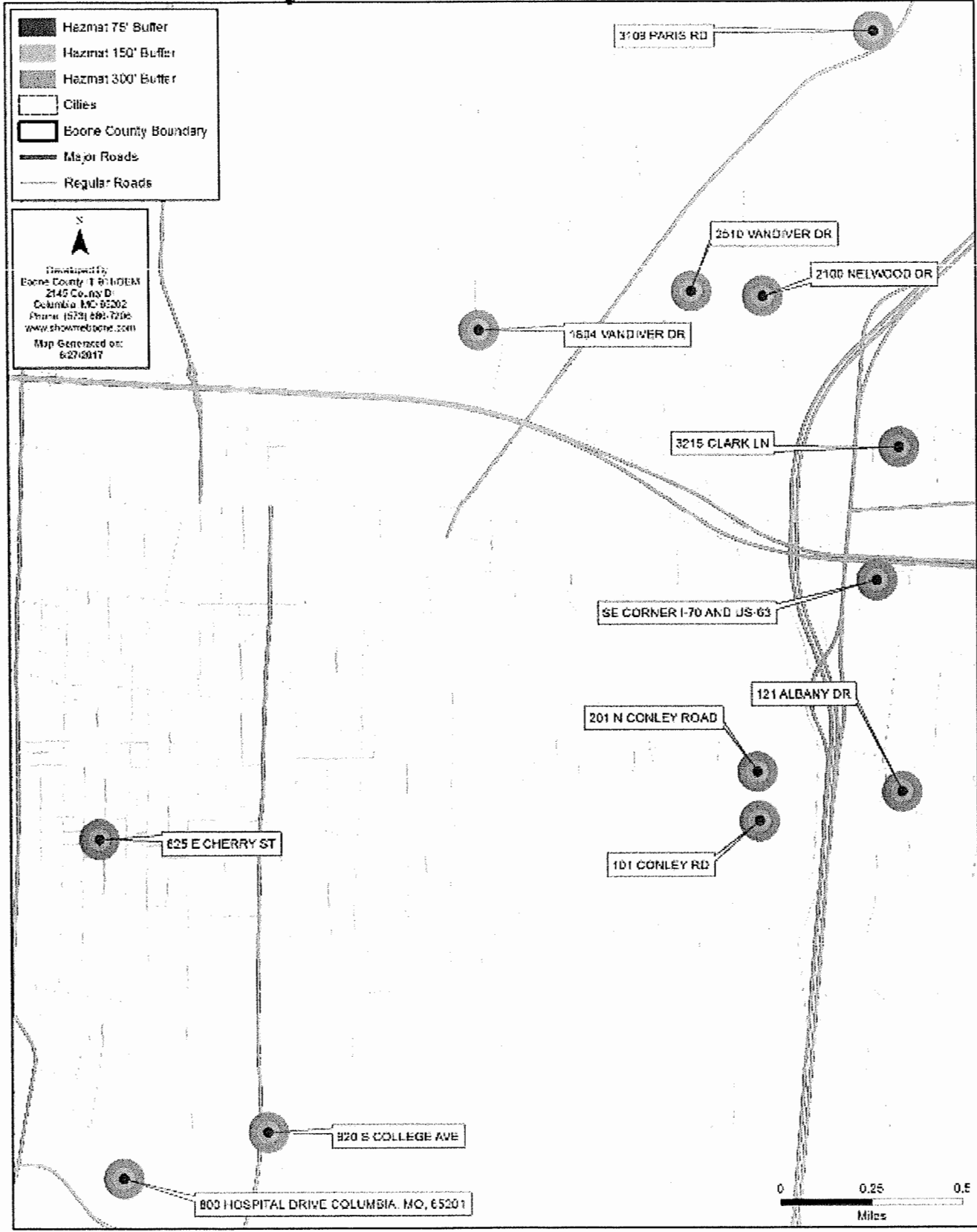
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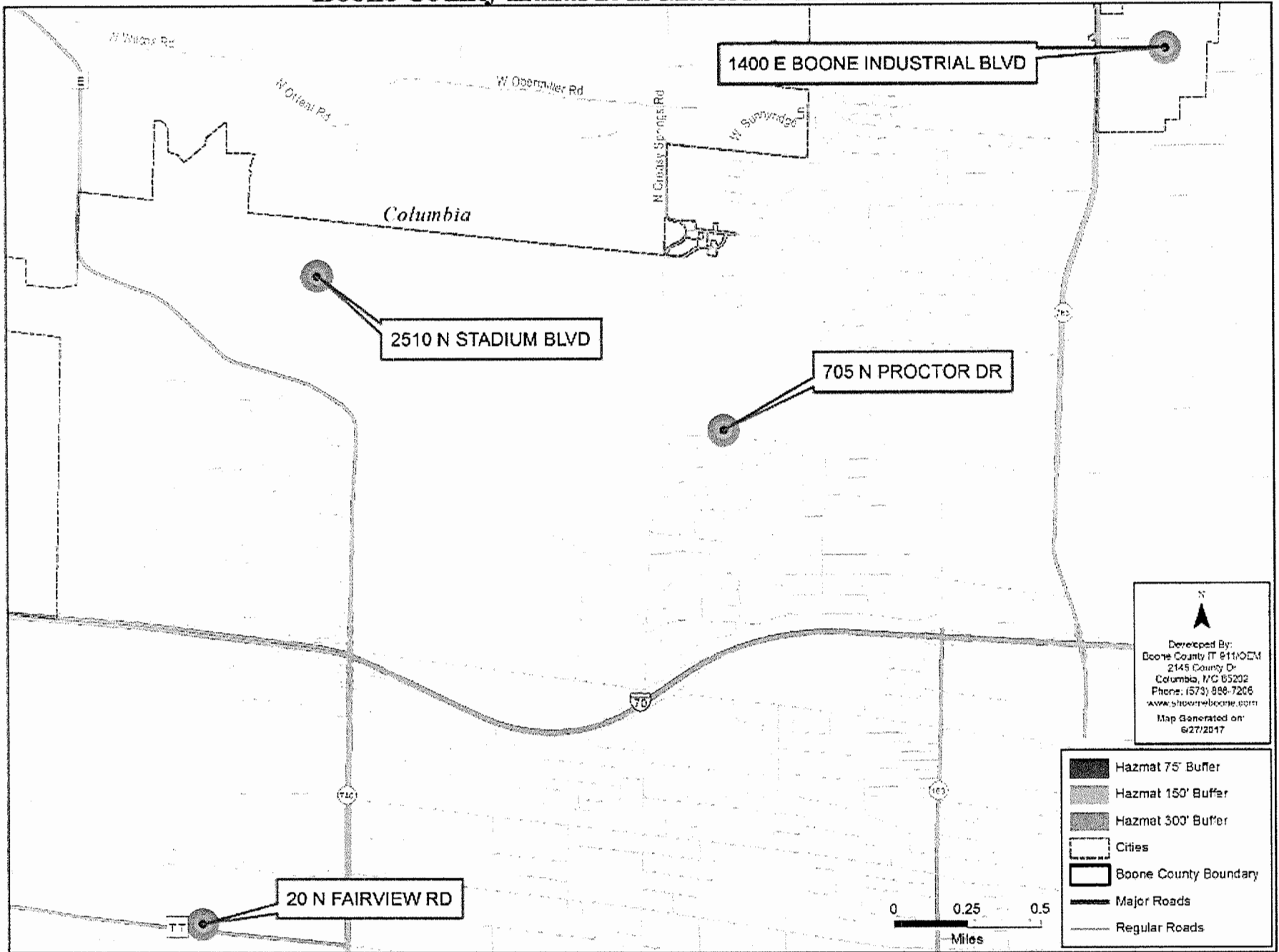
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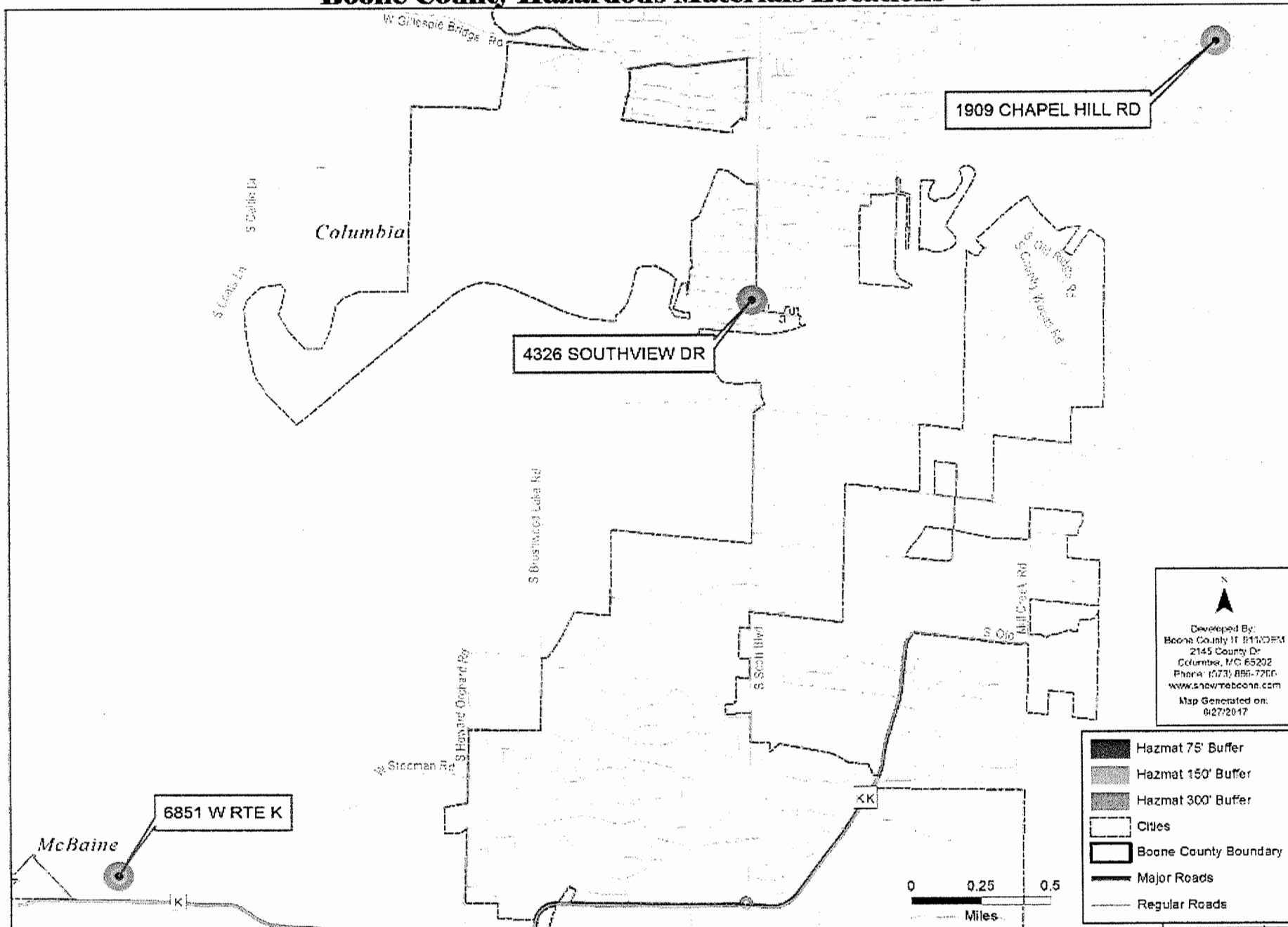
Boone County Hazardous Materials Locations - 5



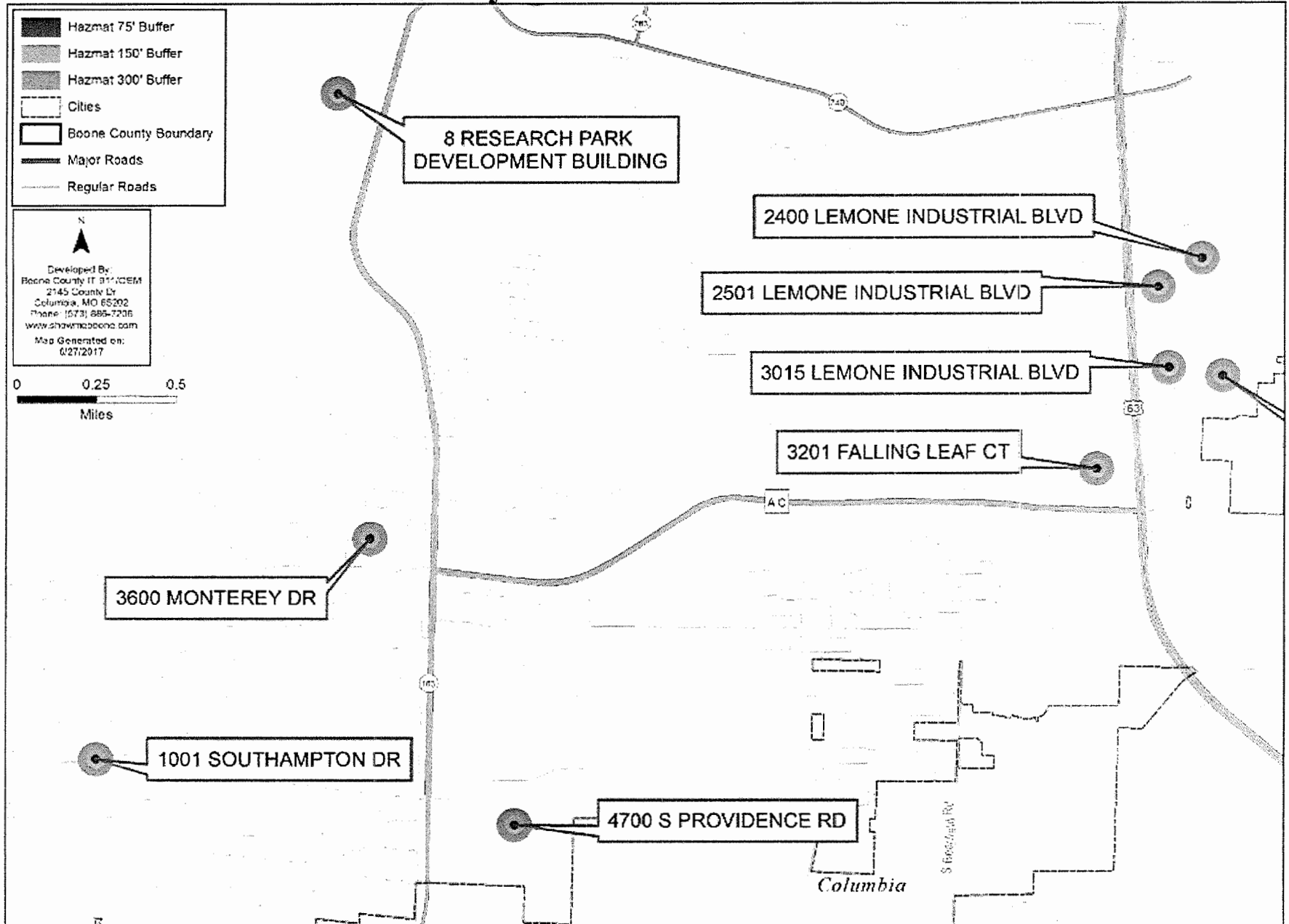
Boone County Hazardous Materials Locations - 6



Boone County Hazardous Materials Locations - 8



Boone County Hazardous Materials Locations - 9



ESF-10 APPENDIX 13 - MEDIA STATEMENT

SUMMARY STATEMENT FOR MEDIA

HAZARDOUS MATERIALS INCIDENT

(To be adapted according to the situation)

At approximately ____ am/pm today, a spill/release of a potentially hazardous substance was reported to this office by (a private citizen, city employee, etc. (Police/Fire)) units were immediately dispatched to cordon off the area and direct traffic. The material was later determined to be (describe), a (hazardous/harmless) (chemical, gas, substance, material) which, upon contact, may produce symptoms of _____.

Precautionary evacuation of the (immediate/X-block) area surrounding the spill was (requested/required) by (agency).

Approximately (number) persons were evacuated.

Clean-up crews from (agency/company) were dispatched to the scene and normal traffic had resumed by (time), at which time residents were allowed to return to their homes.

There were no injuries reported -OR- _____ persons, including (fire/police) personnel, were treated at area hospitals for _____ and (all/number) were later released. Those remaining in the hospital are in _____ condition.

Response agencies involved were _____.

Judge Powell appointed to Missouri Supreme Court

The Associated Press

JEFFERSON CITY — Jackson County Circuit Judge W. Brent Powell was appointed Tuesday to the Missouri Supreme Court, marking the first high-profile judicial selection by new Republican Gov. Eric Greitens.

Powell will replace former Judge Richard Tetteleman, who died in November at his home in St. Louis.

Powell, a 46-year-old Kansas City resident, was appointed by former Republican Gov. Matt Blunt as a Jackson County judge in 2008. He previously spent seven years as an assistant U.S. attorney in Kansas City and also worked as an assistant Platte County prosecutor.

Greitens said Powell has established himself as "an outstanding jurist."

"He has received high marks for being humble, fair-minded and of the highest integrity," Greitens said in a written statement accompanying his announcement. "I am confident Judge Powell will be committed to strengthening and improving our court system and guarding the rule of law as a judge on our state's highest court."

Powell's wife, Beth Phillips, was appointed as a U.S. district judge in 2011 by Democratic President Barack Obama after serving as U.S. attorney in Kansas City. His sister-in-law, Jennifer Phillips, was appointed to the Jackson County Circuit Court in 2014 by former Democratic Gov. Jay Nixon after serving as an assistant county prosecutor. Powell's father, his father-in-law, an uncle and several cousins also have been



Powell

attorneys. "Coming from a clan of lawyers, this is a very special day for me and my family,"

Phillips said Tuesday in a written statement. "As I step into this new role, I hope to model the humility and judicial temperament exhibited by the late Judge Richard Tetteleman who was known for his kindness and congeniality."

Unlike at the federal level, Missouri Supreme Court appointees are not subject to Senate confirmation. Instead, Powell will face a retention vote for a 12-year term during the 2018 general election.

Powell's appointment could shift the court a little to the right. Though Missouri appeals judges don't run as

"He has received high marks for being humble, fair-minded and of the highest integrity. I am confident Judge Powell will be committed to strengthening and improving our court system and guarding the rule of law as a judge on our state's highest court."

Republican Gov. Eric Greitens

Democrats or Republicans, Tetteleman had been appointed by former Democratic Gov. Bob Holden and typically aligned along liberal lines.

Powell's addition will mean three of the state's seven Supreme Court judges were appointed by Republican governors.

In Missouri, a special commission screens Supreme Court applicants and recommends three to the governor. The other two candidates had Democratic ties. State Western District Court of Appeals Judge Lisa Hardwick

has served as a Democrat on the Jackson County Legislature, and attorney Benjamin Lipman has donated to Democratic candidates, though not in recent elections.

Powell earned a political science degree in 1992 from William Jewell College in Liberty. He spent his high school and college summers coaching a swim team and teaching swim classes, and during his last year in college worked with children at a juvenile detention center in Clay County.

He did constituent services for former Republican U.S. Sen. Kit Bond before starting at the University of Missouri-Columbia School of Law. He graduated in 1996. In one of Powell's most high-profile rulings as a judge, he said a state law allowing students to transfer from floundering schools violated Missouri's Hancock Amendment, which bars unfunded mandates. He ruled in 2012 that the number of students transferring from Kansas City to nearby suburban districts would put financial strain on some of those schools. The ruling was overturned by the Supreme Court in 2013.

Voters last November retained Powell for an additional six-year circuit judge's term. Here he received 67.5 percent of the vote, a fairly typical amount for Jackson County judges on the ballot last year.

Missouri Senate votes to up funding for public K-12 schools

The Associated Press

JEFFERSON CITY — Missouri public K-12 schools appear set to get roughly \$48 million more in basic aid next fiscal year after state senators voted Tuesday to bump up funding enough to meet targets called for under state law.

Because House members also passed a spending proposal that would meet funding goals, the money for schools likely will be locked into the final budget due to Gov. Eric Greitens by May 5.

The measure passed 10-14. All nine Senate Democrats joined 10 Republicans in voting for the amendment by Farmington Republican Sen. Gary Romine for higher funding.

Senate Minority Leader Gina Walsh in a statement praised the move, though she noted lawmakers last year redefined adequate K-12 school funding so the state can spend hundreds of millions of dollars less but still

meet the target for fully funding schools.

"Even though the current formula falls short of the previous standard, there was still a very real threat that it would go unfunded again this year," the Bellefontaine Neighbors Democrat said in a statement. "Fortunately, a bipartisan coalition of Senators came together to put aside partisan politics and put the people of Missouri first."

Republicans were divided on whether to give the extra money to schools while facing a budget crunch, some raising concerns that doing so will mean cuts elsewhere.

Revenues have been growing this year, but not by as much as needed to fully fund the current budget. Declining corporate tax revenues are part of the reason.

Cassville Republican Sen. David Sater was among those who voted against increasing school funding by that much next fiscal year.

"Our backs are kind of up

against the wall," Sater said during debate on the Senate floor. "I wish that we could fully fund everything that is essential to our citizens, but we can't."

Programs that face potential cuts include nursing care and in-home care for people with disabilities, which the Republican governor initially recommended slashing in order to make up for budget holes. He later backtracked.

Another proposal that's gained traction in the Republican-led General Assembly would raise revenues by ending a tax break for low-income seniors and disabled renters. The bill to do so has stalled in the Senate, but supporters could try again to pass it before the legislative session ends May 12.

Senate Appropriations Committee Chairman Dan Brown also warned that the proposed bump in K-12 funding could trigger mandatory spending on early childhood education programs.

Should the death chamber be silent?

By Kelly P. Kissel

The Associated Press

VARNER, Ark. — The nation's first death execution in 16 years raised a new issue involving transparency and the death penalty: Should witnesses be allowed to hear what goes on in the death chamber?

A lawyer who watched Monday's executions in Arkansas said he saw an inmate open his mouth several times when it should have been still, prompting another lawyer to claim in a court filing that Jack Jones was gulping for air after being given a sedative, the first component of a lethal injection. Other witnesses did not see it the same way. An open microphone could have settled the question.

When the two convicted murderers were put to death, the 20 or so witnesses heard only what Department of Correction Director Wendy Kelley wanted them to hear. A spokesman for the Arkansas prison system, Solomon Graves, said he inherited a policy that limits what can be heard from the death chamber. The standard protocol has been to turn off a microphone inside the 18-by-12-foot chamber after an inmate's last statement and turn it on again for the official pronouncement of death.

"There is no legitimate reason to turn off the sound," said Robert Dunham, executive director of the Death Penalty Information Center, which opposes capital punishment. "If you're going to have public oversight and the witnesses are going to be able to do their jobs to determine whether the execution was carried out in a competent manner, if there's something unanticipated that happens,

the way you tell is by what people say."

Because the microphone was off during Monday's first execution, witnesses disagreed on whether Jack Jones was struggling for air after being given 500 milligrams of midazolam. A lawyer who believed he saw Jones moving his mouth testified in a late-night court hearing Monday on whether a stay should be given to Marcel Williams, the second inmate killed Monday night, to avoid inflicting a "torturous" death. A judge rejected his plea.

Williams, who weighed 400 pounds, probably needed a second 500 milligram dose of midazolam. An attendant could be seen mouthing the words "I'm not sure" after checking Williams' consciousness five minutes into the night's second execution. Arkansas' protocol requires that the inmate receive a second dose of midazolam if the first does not render him sufficiently unconscious.

Texas, which has executed the most prisoners since the U.S. Supreme Court reauthorized the death penalty in 1976, does not shut off the audio in the death chamber.

At Huntsville, Texas, in the 1980s, there was no glass wall separating the witnesses from the condemned, though at times it was difficult to hear if the prisoner mumbled or spoke softly.

Plegiss was put up after an intravenous line popped out and began to spurt toward witnesses during a December 1988 execution, but it's been a given that the witnesses should see and hear what is happening.

microphone. Kelly Glessendanner sang "Amazing Grace" from the gurney in Georgia in a voice loud enough for witnesses to listen.

Other prisoners have moved their lips as if they were speaking or praying. In Florida's death chamber, an air conditioner runs so loudly that it's difficult to hear noises with the microphone off. An inmate in Alabama could be heard coughing for 13 minutes in his December execution, even without a microphone.

An Associated Press witness in Arizona and Ohio said they could hear inmates breathe heavily, snore or snort during lengthy executions, and a lawyer at Joseph Wood's execution in Arizona in 2014 said the inmate could be heard particularly when a microphone was on during periodic updates.

"The gasping and gulping sounded like a freight train," said Dale Baich, an assistant federal public defender who witnessed the execution.

Oklahoma left its microphone open until the execution of Clayton Lockett, who struggled against his restraints before dying. The state now turns off the mic after an inmate's final statement.

Secrecy runs throughout Arkansas' capital punishment system, with strict rules to protect the identity of prison staff members, drug suppliers and others.

Legislators adopted those rules out of fear that those who take part in lethal injections could be subject to personal or financial risks. They also wanted to safeguard the identity of drug suppliers to ease the state's ability to obtain components of the lethal injection.

PUBLIC NOTICE

The Emergency Planning and Community Right-to-Know Act of 1986 requires the Local Emergency Planning Committee (LEPC) to publish information annually to inform the public of the availability of information concerning emergency response plans, chemical lists, inventory forms, toxic release forms and follow-up emergency notices with regard to hazardous chemicals in the community. Public Notice Pursuant to 42 USC §11044.

Citizens residing in Boone County can request information pertaining to hazardous materials at the Boone County Office of Emergency, located at 2145 County Drive, Columbia, Missouri between the hours of 8 a.m. and 5 p.m., Monday through Friday. Please contact Mr. Adam Burks, LEPC Chairperson, at 573-554-7900 for further information.

FARMERS MARKET

Boone County Farmers Market

VISIT US at the **other MARKET**

Convenient CLOSE Parking

SATURDAYS 8am - 12pm

Columbia Mall Parking Lot (by Sears)

www.boonecountymarket.com

AT COLUMBIA MALL

Dillard's

Cardmember Preview Shopping Day!

Wednesday, April 26

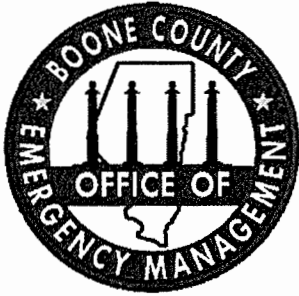
Use your Dillard's Credit Card on Wednesday's purchases and

take an extra **30%** off

entire stock

...of all permanently reduced merchandise throughout the store.

Don't have a Dillard's Credit Card? Apply to take advantage of the Dillard's Cardmember Preview Shopping Day. Receive a 10% Off All-Day Welcome Shopping Pass in your 1st statement when you spend \$100 on your Dillard's Card the day you open your account. Maximum discount \$100. Offer good only when using your Dillard's Credit Card.



EMERGENCY OPERATIONS CENTER (EOC) FUNCTIONAL EXERCISE

Boone County Office of Emergency Management is hosting an Emergency Operations Center (EOC) Functional Exercise with all stakeholders and agency partners.

The Emergency Operations Center (EOC) Functional Exercise is an operations-based exercise that will provide participants with the opportunity to perform and/or simulate roles, procedures, and responsibilities in the context of incident management. This exercise will build upon, and put into action, the Boone County EOC Activation procedures, processes, expectations, tools, and technology as reviewed in the EOC Activation Workshop Series. This exercise will bring community partners together to evaluate established activation procedures in the new Boone County Emergency Operations Center.

This exercise is scheduled for June 22, 2017 from 10:00am – 2:00pm at the Boone County Emergency Communications Center in the EOC. There will be a working lunch provided to all participants.

Date: June 22, 2017

Time: 10:00am – 2:00pm. (Check-in/Registration will open at 9:30 a.m.)

Location: Emergency Communications Center
Emergency Operations Center (EOC)
2145 County Dr.
Columbia, MO 65202

Registration: <https://www.surveymonkey.com/r/27LNLW5>

For questions or more information, please contact, Elizabeth Thompson at 573-554-7910
or ETHompson@boonecountymo.org



Local Emergency Planning Committee (LEPC) Tabletop Exercise

After-Action Report/Improvement Plan

May 18, 2017

EXERCISE OVERVIEW

Exercise Name	Local Emergency Planning Committee (LEPC) 2017 Tabletop Exercise
Exercise Dates	May 18, 2017
Scope	This exercise is a tabletop exercise planned for 9:00 am to 11:00am at Boone County Public Works, 5551 S. Tom Bass Rd. Columbia, MO. Exercise play is limited to discussion as pertaining to the parameters outlined in this document.
Mission Area(s)	Response
Core Capabilities	<ul style="list-style-type: none">• Operational Coordination• WMD and Hazardous Materials Response and Decontamination• Situational Assessment• Emergency Public Safety and Security Response• Emergency Information and Warning
Objectives	<p>Objective 1: Demonstrate the ability to direct, coordinate, and control emergency activities using the Incident Command System (ICS).</p> <p>Objective 2: Ensure responders have protective clothing and equipment, can conduct rescue operations appropriate to the scope of the hazardous materials incident, and mitigate the effects of hazardous materials, including decontamination when necessary.</p> <p>Objective 3: Demonstrate the ability to alert, mobilize, and activate personnel for emergency response and maintain operations until the situation is brought under control.</p> <p>Objective 4: Identify and implement appropriate actions to protect emergency workers and the public.</p> <p>Objective 5: Coordinate and disseminate timely and accurate information to the media and the public.</p>
Threat or Hazard	Hazardous Material
Scenario	There has been a hazardous material spill at the Boone County Public Works north storage facility in Columbia, MO.
Sponsor	Boone County Office of Emergency Management in conjunction with the Boone County Local Emergency Planning Committee (LEPC).
Participating Organizations	Refer to Appendix B.
Point of Contact	Elizabeth Thompson Training and Exercise Specialist Boone County Office of Emergency Management ETHompson@boonecountymo.org 573-554-7910

EXERCISE SUMMARY

The Local Emergency Planning Committee (LEPC) Tabletop Exercise was conducted on May 18, 2017 at Boone County Public Works, 5551 S. Tom Bass Rd. Columbia, Missouri. The exercise focused on the response of local agencies and organizations to a hazardous materials spill scenario, specifically, a diesel fuel spill at Boone County Public Works Hallsville Facility, located at 780 E. Highway 124. This facility is a storage facility only, and is unstaffed most of the day. Agencies represented included; Boone County Fire Protection District, Boone County Local Emergency Planning Committee, Boone County Office of Emergency Management, Boone County Sheriff's Department, Southern Boone County Fire Protection, Columbia Fire Department, Columbia Police Department, Columbia/Boone County Public Health & Health Services, University of Missouri Environmental Health & Safety, Battenfeld Technologies, Kraft Foods, and Watlow Electric.

There were 19 individuals from the above agencies and organizations who attended the exercise. This included; one lead facilitator, five controller/evaluators, one exercise staff, one exercise observer, and 11 exercise players. The exercise was a multimedia facilitated exercise delivered classroom style where participants worked through three modules as a collective group.

Module 1 set up the scenario and focused on incident notifications. Participants were posed five questions to prompt discussion regarding key issues surrounding situational assessment, notifications, and initial response actions to be taken by those are first on the scene. Module 2 continued to incident response where participants worked through seven questions focused on response capabilities of the community. Participants were asked to determine the on-site incident management structure, resource availability on and off-site, resource and response logistics, and responder capabilities. Module 3 took participants through the rest of the scenario and participants discussed the transition from response to recovery operations. Participants were posed five questions to prompt discussion concerning environmental impacts, remediation tactics, and protentional legal impacts of the incident. The exercise's collaborative environment gave each participant an opportunity to discuss their agency specific plans and procedures. The scenario's broad plausibility also translated well between the various types of agencies and organizations involved ranging from local government agencies to private sector companies. Through the exercise, participants could apply the scenario to their respective facilities, and response procedures that then enabled them to identify potential concerns, areas for improvement in plans, and training opportunities.

Evaluation of the exercise was based on the exercise objectives and aligned capabilities, capability targets, and critical tasks, documented in Exercise Evaluation Guides (EEGs) the exercise evaluators utilized to during the exercise. Additionally, further evaluation was compiled based on comments made during the participant hot wash, and the completed participant feedback forms. Based on the feedback received from the participants, the exercise was well received, and considered a valued training opportunity. Many participants noted the importance of public and private entity involvement in community trainings such as this one, as well as, the high level of responder experience, knowledge, and capabilities within the community.

While each exercise objective was fully met, there was important discussion that brought awareness to some areas for improvement outside the scope of the exercise. Participants identified a need to "close-the-loop" on reporting communications with the State Department of Natural Resources regarding hazardous material spills within the community. Participants also identified a need for better communications within the private industry between corporate headquarters and local employees.

ANALYSIS OF CORE CAPABILITIES

OBJECTIVE	CORE CAPABILITY	PERFORMED WITHOUT CHALLENGES (P)	PERFORMED WITH SOME CHALLENGES (S)	PERFORMED WITH MAJOR CHALLENGES (M)	UNABLE TO BE PERFORMED (U)
Demonstrate the ability to direct, coordinate, and control emergency activities using the Incident Command System (ICS).	Operational Coordination	P			
Ensure responders have protective clothing and equipment; can conduct rescue operations appropriate to the scope of the hazardous materials incident, and mitigate the effects of hazardous materials, including decontamination when necessary.	WMD & Hazardous Materials Response & Decontamination	P			
Alert, mobilize, and activate personnel for emergency response and maintain operations until the situation is brought under control.	Situational Assessment	P			
Identify and implement appropriate actions to protect emergency workers and the public.	Emergency Public Safety & Security Response	P			
Coordinate and disseminate timely and accurate information to the media and the public.	Emergency Information & Warning	P			

Ratings Definitions:

Performed without Challenges (P): The targets and critical tasks associated with the core capability were completed in a manner that achieved the objective(s) and did not negatively impact the performance of other activities. Performance of this activity did not contribute to additional health and/or safety risks for the public or for emergency workers, and it was conducted in accordance with applicable plans, policies, procedures, regulations, and laws.

Performed with Some Challenges (S): The targets and critical tasks associated with the core capability were completed in a manner that achieved the objective(s) and did not negatively impact the performance of other activities. Performance of this activity did not contribute to additional health and/or safety risks for the public or for emergency workers, and it was conducted in accordance with applicable plans, policies, procedures, regulations, and laws. However, opportunities to enhance effectiveness and/or efficiency were identified.

Performed with Major Challenges (M): The targets and critical tasks associated with the core capability were completed in a manner that achieved the objective(s), but some or all of the following were observed: demonstrated performance had a negative impact on the performance of other activities; contributed to additional health and/or safety risks for the public or for emergency workers; and/or was not conducted in accordance with applicable plans, policies, procedures, regulations, and laws.

Unable to be Performed (U): The targets and critical tasks associated with the core capability were not performed in a manner that achieved the objective(s).

Objective 1

Demonstrate the ability to direct, coordinate, and control emergency activities using the Incident Command System (ICS).

Operational Coordination

Establish and maintain a unified and coordinated operational structure and process that appropriately integrates all critical stakeholders and supports the execution of core capabilities.

Direct and coordinate on-site incident management operations:

- Direct and coordinate with arriving local, tribal, county, regional, State, and Federal first responders.
- Coordinate with non-governmental agencies and/or private sector.

Establish on-site incident command:

- Initiate Incident Command Structure (ICS) and designate Incident Commander.
- Establish the command and general staff positions needed to support the incident.
- Establish branches, groups and divisions needed to support the incident.

Strengths

The full capability level can be attributed to the following strengths:

Strength 1: Participants identified the appropriate private, local, County, and State stakeholders to notify of, and involve in the incident, by making notifications and requesting mutual aid.

Strength 2: Participants effectively talked-through the procedure to establish Incident Command System (ICS) with the appropriate response partners, and identified the agency having jurisdiction as Incident Command (IC).

Areas for Improvement

The full capability level for this objective was obtained without issue. There are no specified areas for improvement.

Objective 2

Ensure responders have protective clothing equipment, can conduct rescue operations appropriate to the scope of hazardous materials incident, and mitigate the effects of hazardous materials, including decontamination when necessary.

WMD and Hazardous Materials Response and Decontamination

To assess and manage the consequences of a hazardous materials release, either accidental or as part of a terrorist attack. It includes testing and identifying all likely hazardous substances onsite; ensuring that responders have protective clothing and equipment; conducting rescue operations to remove affected victims from the hazardous environment; conducting geographical survey searches of suspected sources or contamination spreads and establishing isolation perimeters; mitigating the effects of hazardous materials, decontaminating on-site victims, responders, and equipment; coordinating off-site decontamination with relevant agencies, and notifying environmental, health, and law enforcement agencies having jurisdiction for the incident to begin implementation of their standard evidence collection and investigation procedures.

Direct and coordinate WMD/HazMat response and decontamination tactical operations:

- Establish and implement on-scene management for HazMat response.
- Manage on-scene HazMat response operating within the incident command system.
- Maintain coordination and communication between agencies and departments.
- Coordinate with safety officer to ensure the safety of on-scene WMD/HazMat responders.
- Coordinate resource management of HazMat equipment, supplies, and personnel.
- Coordinate technical expertise on environmental consequences of, and security measures related to HazMat releases.

Identify and Evaluate On-Scene:

- Assess the incident site for HazMat response.
- Identify HazMat and extent/scope of the incident.
- Identify and establish perimeter and HazMat zones (hot, warm, cold)
- Analyze weather forecast to conduct hazard zone prediction.

Strengths

The full capability level can be attributed to the following strengths:

Strength 1: Participants exhibited the ability to manage an on-scene HazMat response utilizing the Incident Command System (ICS) to establish incident command (IC) and transition to Unified Command (UC) as the scenario progressed.

Strength 2: Participants discussed and identified the appropriate level of Personal Protective Equipment (PPE) that would be required by the scenario incident, established a perimeter around the incident, and continued to evaluate the scene for the duration of the exercise.

Strength 3: Participants thoroughly discussed the resources needed to respond to the scenario. A high level of expertise and knowledge of agency capabilities was exhibited by all participants, as well as, a high level of collaboration between agencies

Areas for Improvement

The full capability level for this objective was obtained without issue. There are no specified areas for improvement.

Objective 3

Alert, mobilize, and activate personnel for emergency response, and maintain operations until the situation is brought under control.

Situational Assessment

Provide all decision makers with decision-relevant information regarding the nature and extent of the hazard, any cascading effects, and the status of the response.

Size up and assess site:

- Assess situation to plan appropriate response.
- Observe incident site upon arrival and conduct initial size-up.
- Assess resource requirement.

Maintain situational awareness and conduct routine site assessment:

- Reassess situation and adjust current response plan accordingly.
- Continue to reassess resource requirements, and communicate need for additional resources.
- Coordinate with Incident Command, responders, and partners and stakeholders to maintain situational awareness across jurisdictions through response operations.

Strengths

The full capability level can be attributed to the following strengths:

Strength 1: Participants conducted an initial size-up of the incident and continued to reassess the scenario as information was presented to make informed decisions regarding response operations.

Areas for Improvement

The full capability level for this objective was obtained without issue. There are no specified areas for improvement.

Objective 4

Identify and implement appropriate actions to protect emergency workers and the public.

Emergency Public Safety and Security Response

To reduce impact and consequences of an incident or major event by securing the affected area, including crime/incident scene preservation issues as appropriate, safety diverting the public from hazards, providing security support to other response operations and properties, and sustaining operations from response through recovery.

Command and control public safety and security response operations:

- Establish the management and coordination of the public safety and security response.
- Establish staging area for law enforcement to conduct deputization, personnel assignment, and briefing prior to entering the impacted area.
- Coordinate public safety and security operations with Incident Command.

Assess the incident scene and secure the area:

- Secure the incident site.
- Identify and establish inner most incident scene perimeters.

Control Traffic, Crowd, and Scene:

- Identify and establish an incident perimeter and zones as necessary.
- Control traffic and crowds as necessary.
- Direct/redirect traffic to guide public from affected areas.

Strengths

The partial capability level can be attributed to the following strengths:

Strength 1: Participants effectively coordinated with public safety agencies to establish a staging area an appropriate distance from the incident.

Strength 2: Participants effectively coordinated with public safety agencies to establish a perimeter and site security to control traffic and guide public from affected areas.

Areas for Improvement

The full capability level for this objective was obtained without issue. There are no specified areas for improvement.

Objective 5

Coordinate and disseminate timely and accurate information to the media and the public.

Emergency Information and Warning

Includes public information, alert/warning and notification. It involves developing, coordinating and disseminating information to the public, coordinating officials, and incident management and responders across all jurisdictions and disciplines effectively under all hazards conditions.

Direct and control public information, alert/warning, and notification operations:

- Implement government agency and nongovernmental organization notification protocols and procedures.
- Direct and control emergency public information activities.
- Plan and coordinate public warning, instructions, and information updates.

Issue public information, alert/warning and notifications:

- Disseminate emergency information to the media, public, and partners and stakeholders.
- Provide emergency information to the public, that is verified, accurate, and as up-to-date as possible.
- Ensure accurate and timely dissemination of reactive and protective action messages to general public and emergency personnel.

Strengths

The partial capability level can be attributed to the following strengths:

Strength 1: Participants were familiar with, and demonstrated the ability to, make the appropriate government and nongovernmental notification protocols and procedures.

Strength 2: Participants discussed the need to make coordinated statements to the public and media regarding the situation and safety precautions. Each agency identified their agency Public Information Officer (PIO) that would be responsible for their agency's communication.

Areas for Improvement

The full capability level for this objective was obtained without issue. There are no specified areas for improvement.

EXERCISE SCHEDULE

Time	Activity
May 18, 2017	
8:30am	Registration
9:00am	Welcome, Opening Remarks, and Introductions
9:15am	Module 1: Briefing, Caucus Discussion, and Brief-Back
9:45am	Module 2: Briefing, Caucus Discussion, and Brief-Back
10:15am	Module 3: Briefing, Caucus Discussion, and Brief-Back
10:45am	Hotwash
11:00am	Closing Comments

PARTICIPATING ORGANIZATIONS

Participating Organizations
County of Boone
Boone County Fire Protection District
Boone County Local Emergency Planning Committee
Boone County Office of Emergency Management
Boone County Sheriff's Department
Southern Boone County Fire Protection
City of Columbia
Columbia Fire Department
Columbia Police Department
Columbia/Boone County Public Health & Health Services
University of Missouri
Environmental Health & Safety
Non-governmental Organizations
Battenfeld Technologies
Kraft Foods
Watlow Electric

EXERCISE PARTICIPANTS

Last Name	First Name	Agency/Organization	Position Title	Role
Boyce	Kenneth	Boone County Sheriff's Dept.	Sergeant	Player
Boyce	Bryan	Boone County Public Works		Player
Burks	Adam	Boone County LEPC	LEPC Chair	Controller/ Evaluator
Creamer	Josh	Boone Co. Fire Protection Dist.	Assistant Chief	Player
Edington	Greg	Boone County Public Works	Director	Controller/ Evaluator
Estes	Rebecca	Columbia/Boone County PHHS	Senior Planner	Player
Evans	Eric	MU OEM	Emergency Management Director	Controller/ Evaluator
Farr, Jr.	Clayton	Columbia Fire Department		Player
Gladney	Sherril	Boone County OEM	Planning & Preparedness	Controller/ Evaluator
Howard	Rebecca	Watlow	HSE Engineer	Observer
Hudson	Matt	Columbia Fire Dept.	Assistant Chief	Player
Hurley	Tom	Boone County OEM	Deputy Director	Player
Lloyd	Brian	Battenfeld Technologies	Facilities Supervisor	Player
Martin	Dean	Kraft Foods	Operations Risk Manager	Player
Pearman	Chris	MU Environmental Health & Safety	HazMat Services Coord.	Player
Thompson	Elizabeth	Boone County OEM	Training & Exercise	Exercise Director/ Lead Facilitator
Westhoff	Doug	Boone Co. Fire Protection Dist.	Assistant Chief	Controller/ Evaluator
White	Jon	MU Environmental Health & Safety	Manager, Environmental Affairs	Player
Wright	Jordan	Boone County OEM	Mitigation & Recovery	Exercise Staff

ACRONYMS

Acronym	Term
BCFPD	Boone County Fire Protection District
BCOEM	Boone County Office of Emergency Management
BCSD	Boone County Sheriff's Department
BHEMS	Boone Hospital Emergency Medical Services
CFD	Columbia Fire Department
CPD	Columbia Police Department
DHS	U.S. Department of Homeland Security
EMS	Emergency medical Services
HazMat	Hazardous Material
HSEEP	Homeland Security Exercise and Evaluation Program
ICS	Incident Command System
LEPC	Local Emergency Planning Committee
MU	University of Missouri
MUPD	University of Missouri Campus Police Department
SitMan	Situational Manuel
SME	Subject-Matter Expert
TTX	Tabletop Exercise

EXERCISE EVALUATION GUIDE

<p><i>Exercise Name:</i> LEPC Tabletop Exercise <i>Exercise Date:</i> May 18, 2017</p>	<p><i>Organization/Jurisdiction:</i> Local Emergency Planning Committee (LEPC)</p>	<p><i>Venue:</i> Boone County Public Works</p>
Response		
<p><i>Exercise Objective 1:</i> Demonstrate the ability to direct, coordinate, and control emergency activities using the Incident Command System (ICS).</p>		
<p><i>Core Capability:</i> Operational Coordination Establish and maintain a unified and coordinated operational structure and process that appropriately integrates all critical stakeholders and supports the execution of core capabilities.</p>		
<p>Organizational Capability Target 1: Direct and coordinate on-site incident management operations. <i>Critical Task:</i> Direct and coordinate with arriving local, tribal, county, regional, State and Federal first responders <i>Critical Task:</i> Coordinate with non-governmental agencies and/or private sector Source(s): Universal Task List</p>		
<p>Organizational Capability Target 2: Establish on-site incident command. <i>Critical Task:</i> Initiate Incident Command Structure (ICS) and designate Incident Commander. <i>Critical Task:</i> Establish the command and general staff positions needed to support the incident. <i>Critical Task:</i> Establish branches, groups and divisions needed to support the incident. Source(s): Universal Task List</p>		



Organizational Capability Target	Associated Critical Tasks	Observation Notes and Explanation of Rating	Rating
Direct and coordinate on-site incident management operations	<ul style="list-style-type: none"> Direct and coordinate with arriving local, tribal, county, regional, State and Federal first responders Coordinate with non-governmental agencies and/or private sector 	<p>→ Standard response & interface w/ automatic mutual aid + requested local mutual aid</p> <p>→ Notifications made to private sector admin + DWR + MSHP/MoDOT</p>	P P
Establish on-site incident command	<ul style="list-style-type: none"> Initiate Incident Command Structure (ICS) and designate Incident Commander. Establish the command and general staff positions needed to support the incident. Establish branches, groups and divisions needed to support the incident. 	<p>Standard procedure</p> <p>} Not discussed</p>	P N/A N/A
Final Core Capability Rating			

Evaluator Name Sheril Gladney
 Evaluator E-mail Sgladney@bunecounty.mo.org
 Phone 573 554-7911

Ratings Key
P – Performed without Challenges
S – Performed with Some Challenges
M – Performed with Major Challenges
U – Unable to be Performed

EXERCISE EVALUATION GUIDE

<p><i>Exercise Name:</i> LEPC Tabletop Exercise <i>Exercise Date:</i> May 18, 2017</p>	<p><i>Organization/Jurisdiction:</i> Local Emergency Planning Committee (LEPC)</p>	<p><i>Venue:</i> Boone County Public Works</p>
Response		
<p><i>Exercise Objective 2:</i> Ensure responders have protective clothing equipment, can conduct rescue operations appropriate to the scope of the hazardous materials incident, and mitigate the effects of hazardous materials, including decontamination when necessary.</p>		
<p><i>Core Capability:</i> WMD and Hazardous Materials Response and Decontamination</p> <p>To assess and manage the consequences of a hazardous materials release, either accidental or as part of a terrorist attack. It includes testing and identifying all likely hazardous substances onsite; ensuring that responders have protective clothing and equipment; conducting rescue operations to remove affected victims from the hazardous environment; conducting geographical survey searches of suspected sources or contamination spreads and establishing isolation perimeters; mitigating the effects of hazardous materials, decontaminating on-site victims, responders, and equipment; coordinating off-site decontamination with relevant agencies, and notifying environmental, health, and law enforcement agencies having jurisdiction for the incident to begin implementation of their standard evidence collection and investigation procedures.</p>		
<p>Organizational Capability Target 1: Direct and coordinate WMD/HazMat response and decontamination tactical operations.</p> <p><i>Critical Task:</i> Establish and implement on-scene management for HazMat response.</p> <p><i>Critical Task:</i> Manage on-scene HazMat response operating within the incident command system.</p> <p><i>Critical Task:</i> Maintain coordination and communication between agencies and departments.</p> <p><i>Critical Task:</i> Coordinate with safety officer to ensure the safety of on-scene WMD/HazMat responders.</p> <p><i>Critical Task:</i> Coordinate resource management of HazMat equipment, supplies, and personnel.</p> <p><i>Critical Task:</i> Coordinate technical expertise on environmental consequences of, and security measures related to HazMat releases.</p> <p>Source(s): Universal Task List</p>		
<p>Organizational Capability Target 2: Identify and Evaluate On-Scene.</p> <p><i>Critical Task:</i> Assess the incident site for HazMat response.</p> <p><i>Critical Task:</i> Identify HazMat and extent/scope of the incident.</p> <p><i>Critical Task:</i> Identify and establish perimeter and HazMat zones (hot, warm, cold)</p> <p><i>Critical Task:</i> Analyze weather forecast to conduct hazard zone prediction.</p> <p>Source(s): Universal Task List</p>		

Organizational Capability Target	Associated Critical Tasks	Observation Notes and Explanation of Rating	Rating
Direct and coordinate on-site incident management operations	<ul style="list-style-type: none"> Establish and implement on-scene management for HazMat response. Manage on-scene HazMat response operating within the incident command system. Maintain coordination and communication between agencies and departments. Coordinate with safety officer to ensure the safety of on-scene WMD/HazMat responders. Coordinate resource management of HazMat equipment, supplies, and personnel. Coordinate technical expertise on environmental consequences of, and security measures related to HazMat releases. 	<ul style="list-style-type: none"> STANDARD ON SCENE SIZEUP/COMMAND UNIFIED COMMAND w/ STAKEHOLDERS PPE BASIC ? DEZON COORDINATION w/ CFP, BCPW, ETC FOR RESOURCES GREAT COLLABORATION BETWEEN AGENCIES 	P
Identify and Evaluate On-Scene	<ul style="list-style-type: none"> Assess the incident site for HazMat response. Identify HazMat and extent/scope of the incident. Identify and establish perimeter and HazMat zones (hot, warm, cold) Analyze weather forecast to conduct hazard zone prediction. 	<ul style="list-style-type: none"> SITE PLAN: IC, UP HILL/WIND 4,500 GAS AFTER MEDICAL INTERVENTIONS LOT WEEKS NICE PROGRESSIVELY WORSENING CONDITIONS 	P
Final Core Capability Rating			

Evaluator Name Doug Westhoff
 Evaluator E-mail DWESTHOFF@BCFDNO.COM
 Phone (523) 219-0679

Ratings Key
P – Performed without Challenges
S – Performed with Some Challenges
M – Performed with Major Challenges
U – Unable to be Performed

EXERCISE EVALUATION GUIDE

<p><i>Exercise Name:</i> LEPC Tabletop Exercise <i>Exercise Date:</i> May 18, 2017</p>	<p><i>Organization/Jurisdiction:</i> Local Emergency Planning Committee (LEPC)</p>	<p><i>Venue:</i> Boone County Public Works</p>
Response		
<p><i>Exercise Objective 3:</i> Alert, mobilize, and activate personnel for emergency response, and maintain operations until the situation is brought under control.</p>		
<p><i>Core Capability:</i> Situational Assessment Provide all decision makers with decision-relevant information regarding the nature and extent of the hazard, any cascading effects, and the status of the response.</p>		
<p>Organizational Capability Target 1: Size up and assess site. <i>Critical Task:</i> Assess situation to plan appropriate response. <i>Critical Task:</i> Observe incident site upon arrival and conduct initial size-up. <i>Critical Task:</i> Assess resource requirement. Source(s): Universal Task List</p>		
<p>Organizational Capability Target 2: Maintain situational awareness and conduct routine site assessment. <i>Critical Task:</i> Reassess situation and adjust current response plan accordingly. <i>Critical Task:</i> Continue to reassess resource requirements, and communicate need for additional resources. <i>Critical Task:</i> Coordinate with Incident Command, responders, and partners and stakeholders to maintain situational awareness across jurisdictions through response operations. Source(s): Universal Task List</p>		

Organizational Capability Target	Associated Critical Tasks	Observation Notes and Explanation of Rating	Rating
Size up and assess site.	<ul style="list-style-type: none"> Assess situation to plan appropriate response. Observe incident site upon arrival and conduct initial size-up. Assess resource requirement. 	Medical Emerg, large spill, unstaffed	P
		Participants asked good questions looking for more detailed info	P
			P
Maintain situational awareness and conduct routine site assessment.	<ul style="list-style-type: none"> Reassess situation and adjust current response plan accordingly. Continue to reassess resource requirements, and communicate need for additional resources. Coordinate with Incident Command, responders, and partners and stakeholders to maintain situational awareness across jurisdictions through response operations. 	Some discussion about Mutual Aid & when that would occur.	P
		Good work through discussion about medical Emerg. & decon	P
		Good discussion about PIO response	P
		All knew emergency procedures	P
Final Core Capability Rating			P

Evaluator Name Eric Evans
 Evaluator E-mail EVANSES@Missouri.edu
 Phone 573 397 1667

Ratings Key
P – Performed without Challenges
S – Performed with Some Challenges
M – Performed with Major Challenges
U – Unable to be Performed

Well Done !! ☺
 oo

EXERCISE EVALUATION GUIDE

<p><i>Exercise Name:</i> LEPC Tabletop Exercise <i>Exercise Date:</i> May 18, 2017</p>	<p><i>Organization/Jurisdiction:</i> Local Emergency Planning Committee (LEPC)</p>	<p><i>Venue:</i> Boone County Public Works</p>
Response		
<p><i>Exercise Objective 4:</i> Identify and implement appropriate actions to protect emergency workers and the public.</p>		
<p><i>Core Capability:</i> Emergency Public Safety and Security Response To reduce impact and consequences of an incident or major event by securing the affected area, including crime/incident scene preservation issues as appropriate, safety diverting the public from hazards, providing security support to other response operations and properties, and sustaining operations from response through recovery.</p>		
<p>Organizational Capability Target 1: Command and control public safety and security response operations. <i>Critical Task:</i> Establish the management and coordination of the public safety and security response. <i>Critical Task:</i> Establish staging area for law enforcement to conduct deputization, personnel assignment, and briefing prior to entering the impacted area. <i>Critical Task:</i> Coordinate public safety and security operations with Incident Command. Source(s): Universal Task List</p>		
<p>Organizational Capability Target 2: Assess the incident scene and secure the area. <i>Critical Task:</i> Secure the incident site. <i>Critical Task:</i> Identify and establish inner most incident scene perimeters. Source(s): Universal Task List</p>		
<p>Organizational Capability Target 3: Control Traffic, Crowd, and Scene. <i>Critical Task:</i> Identify and establish an incident perimeter and zones as necessary. <i>Critical Task:</i> Control traffic and crowds as necessary. <i>Critical Task:</i> Direct/redirect traffic to guide public from affected areas. Source(s): Universal Task List</p>		

Organizational Capability Target	Associated Critical Tasks	Observation Notes and Explanation of Rating	Rating
Command and control public safety and security response operations.	<ul style="list-style-type: none"> Establish the management and coordination of the public safety and security response. Establish staging area for law enforcement to conduct deputization, personnel assignment, and briefing prior to entering the impacted area. Coordinate public safety and security operations with Incident Command. 	<p>⊗ Talked about starting w/ IC in moving to VC.</p> <p>⊗ MSP MSHP, BCSD, Modot response</p> <p>⊗ When do we contact OEM?</p>	P
Assess the incident scene and secure the area.	<ul style="list-style-type: none"> Secure the incident site. Identify and establish inner most incident scene perimeters. 	<p>⊗ Isolated area. Security as IS.</p> <p>⊗ USE EXISTING fence for security barrier</p>	P
Control Traffic, Crowd, and Scene.	<ul style="list-style-type: none"> Identify and establish an incident perimeter and zones as necessary. Control traffic and crowds as necessary. Direct/redirect traffic to guide public from affected areas. 	<p>⊗ Start w/ BCSP in. Move to MSHP / Modot.</p> <p>⊗ SHUT DOWN Hwy 124 to ONLY EMERG. RESP. PEES.</p>	P

Final Core Capability Rating

⊗ RE-ROUTE TRAFFIC ON Hwy 124 to other lanes ~~and~~ HIGHWAYS

Evaluator Name Adam Burks
 Evaluator E-mail Aburks@Midwayusa.com
 Phone 573 424 9109

Ratings Key
P - Performed without Challenges
S - Performed with Some Challenges
M - Performed with Major Challenges
U - Unable to be Performed

EXERCISE SENSITIVE

Homeland Security Exercise and Evaluation Program (HSEEP)

EXERCISE EVALUATION GUIDE

<i>Exercise Name:</i> LEPC Tabletop Exercise <i>Exercise Date:</i> May 18, 2017	<i>Organization/Jurisdiction:</i> Local Emergency Planning Committee (LEPC)	<i>Venue:</i> Boone County Public Works
Response		
<i>Exercise Objective 5:</i> Coordinate and disseminate timely and accurate information to the media and the public.		
<i>Core Capability:</i> Emergency Information and Warning Includes public information, alert/warning and notification. It involves developing, coordinating and disseminating information to the public, coordinating officials, and incident management and responders across all jurisdictions and disciplines effectively under all hazards conditions.		
Organizational Capability Target 1: Direct and control public information, alert/warning, and notification operations. <i>Critical Task:</i> Implement government agency and nongovernmental organization notification protocols and procedures. <i>Critical Task:</i> Direct and control emergency public information activities. <i>Critical Task:</i> Plan and coordinate public warning, instructions, and information updates. Source(s): Universal Task List		
Organizational Capability Target 2: Issue public information, alert/warning and notifications. <i>Critical Task:</i> Disseminate emergency information to the media, public, and partners and stakeholders. <i>Critical Task:</i> Provide emergency information to the public, that is verified, accurate, and as up-to-date as possible. <i>Critical Task:</i> Ensure accurate and timely dissemination of reactive and protective action messages to general public and emergency personnel. Source(s): Universal Task List		

Organizational Capability Target	Associated Critical Tasks	Observation Notes and Explanation of Rating	Rating
<p>Direct and control public information, alert/warning, and notification operations.</p>	<ul style="list-style-type: none"> • Implement government agency and nongovernmental organization notification protocols and procedures. • Direct and control emergency public information activities. • Plan and coordinate public warning, instructions, and information updates. 	<p>Q4 → DNR, Fire, Law Enforcement, EMS, Transport agency, Public Works, Risk Mgmt, Commission Contacts for response Fire will direct (PIO) - needed direction possibly PW rep as PIO</p>	<p>S S</p>
<p>Issue public information, alert/warning and notifications.</p>	<ul style="list-style-type: none"> • Disseminate emergency information to the media, public, and partners and stakeholders. • Provide emergency information to the public, that is verified, accurate, and as up-to-date as possible. • Ensure accurate and timely dissemination of reactive and protective action messages to general public and emergency personnel. 	<p>> STATED by Participant. Re-iterated above and deferred to PIO. Facebook interface mentioned. PIO for County to provide updates on the situation.</p>	<p>P</p>
Final Core Capability Rating			

Evaluator Name Greg Edington
Evaluator E-mail gedington@boonecountymt.mo.org
Phone 573-449-8515

Ratings Key
P – Performed without Challenges
S – Performed with Some Challenges
M – Performed with Major Challenges
U – Unable to be Performed

LEPC Tabletop Exercise Participant List

May 18, 2017 9:00 - 11:00am

Boone County Public Works

Last Name	First Name	Agency/Organization	Position Title	Email	Phone	Role	Signature
Boyce	Kenneth	Boone County Sheriff's Dept.	Sergeant	kboyce@boonecountymo.org	573-875-1111	Player	
Bullard	Jim	Southern Boone Co. Fire Dist.	Fire Chief	jbullard@sbcfpd.org	573-864-3099	Player	
Burks	Adam	Boone County LEPC	LEPC Chair	aburks@midwayusa.com	573-447-5964	Controller/Evaluator	
Cassil	Terry	Boone County OEM	Director	tcassil@boonecountymo.org	573-554-7900	Player	
Creamer	Josh	Boone Co. Fire Protection Dist.	Assistant Chief	jcreamer@bcfdmo.com	573-268-6228	Player	
Eddington	Greg	Boone County Public Works	Director	geddington@boonecountymo.org	573-449-8515	Controller/Evaluator	
Estes	Rebecca	Columbia/Boone County PHHS	Senior Planner	rebecca.estes@como.gov	573-338-1051	Player	
Evans	Eric	MU OEM	Emergency Management Director	evanses@missouri.edu	573-397-1667	Controller/Evaluator	
Gerlach	Brenda	SEMA	Regional Coordinator	brenda.gerlach@sema.dps.mo.gov	573-664-3728	573-644-3728	
Gladney	Sherril	Boone County OEM	Planning & Preparedness	sgladney@boonecountymo.org	573-554-7911	Controller/Evaluator	
Howard	Rebecca	Watlow	HSE Engineer	rhoward@watlow.com	573-886-8230	Observer	
Hudson	Matt	Columbia Fire Dept.	Assistant Chief	matt.hudson@como.gov	573-874-7391	Player	
Hurd	David	Kraft Foods				Player	
Hurley	Tom	Boone County OEM	Deputy Director	thurley@boonecountymo.org	573-554-7900	Player	
Jones	Sarah	Rock Bridge & Katy Trail State Parks	Park Supt.	sarah.jones@dnr.mo.gov	573-449-7402	Player	
Lloyd	Brian	Battenfeld Technologies	Facilities Supervisor	blloyd@bitbrands.com	573-777-7628	Player	
Martin	Dean	Kraft Foods		dean.martin@kraftfoods.com	573-814-1511	Player	
Olsen	Scott	Boone Co. Fire Protection Dist.	Fire Chief	solsen@bcfdmo.com	573-268-5942	Player	
Pearman	Chris	MU Environmental Health & Safety	HazMat Services Coord.	pearmanc@missouri.edu	573-882-3736	Player	
Thompson	Elizabeth	Boone County OEM	Training & Exercise	ethompson@boonecountymo.org	573-554-7910	Exercise Director	
Westhoff	Doug	Boone Co. Fire Protection Dist.	Assistant Chief	dwesthoff@bcfdmo.com	573-219-0679	Controller/Evaluator	
White	Jon	MU Environmental Health & Safety	Manager, Environmental Affairs	whitejo@missouri.edu	573-882-6256	Player	
Wright	Jordan	Boone County OEM	Mitigation & Recovery	jwright@boonecountymo.org	573-554-7912	Exercise Staff	

BOONE COUNTY LOCAL EMERGENCY PREPAREDNESS COMMITTEE (LEPC)

MERC BUDGET PERIOD FOR: 07/01/2017 to 06/30/2018

BOONE COUNTY GOVERNMENT BUDGET PERIOD: 01/01/2018 TO 12/31/2018

	JUL*	AUG	SEP	OCT*	NOV	DEC	JAN*	FEB	MAR	APR*	MAY	JUN	TOTAL
LEPC REVENUE	\$ 32,619.26	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 32,619.26
CEPF GRANT	\$ 32,619.26	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 32,619.26
Beginning Balance	\$ 32,619.26												\$ 32,619.26
MERC Fiscal Year (July 1 to June 30) Grant Award													\$ -
Other Income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Account Interest													\$ -
Donations													\$ -
													\$ -
TOTAL INCOME	\$ 32,619.26	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 32,619.26



BOONE COUNTY LOCAL EMERGENCY PREPAREDNESS COMMITTEE (LEPC)

MERC BUDGET PERIOD FOR: 07/01/2017 to 06/30/2018

BOONE COUNTY GOVERNMENT BUDGET PERIOD: 01/01/2018 TO 12/31/2018

	JUL*	AUG	SEP	OCT*	NOV	DEC	JAN*	FEB	MAR	APR*	MAY	JUN	TOTAL
ADMINISTRATIVE	\$ 460	\$ 60	\$ 210	\$ 460	\$ 60	\$ 60	\$ 460	\$ 210	\$ 210	\$ 660	\$ 560	\$ 60	\$ 3,470
ACTUAL EXPENSES													
Contract Labor (NO full-time employees)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500	\$ 500	\$ -	\$ 1,000
Tier II Reporting Collection & Review										\$ 500	\$ 500		\$ 1,000
Postage	\$ 10	\$ 10	\$ 10	\$ 310	\$ 10	\$ 10	\$ 310	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10	\$ 720
US Mail Postage Fees - Tier II Reporting Reminders				\$ 300			\$ 300						\$ 600
US Mail Postage Fees - General	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10	\$ 120
Printing	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 300
General Printing Costs of LEPC Documents and Publications	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 300
Phone/Fax/Internet	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Office Supplies and Equipment	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 300
General Office Supplies	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 300
Computer/Electronic Equipment	\$ 300	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300
Email and Document Storage System (G Suite by Google)	\$ 300												\$ 300
Public Notice	\$ -	\$ -	\$ 150	\$ -	\$ -	\$ -	\$ -	\$ 150	\$ 150	\$ -	\$ -	\$ -	\$ 450
Annual Public Notice (newspaper)									\$ 150				\$ 150
Annual Call for Membership and Tier II Reminder Notice			\$ 150					\$ 150					\$ 300
LEPC meetings (publications, meals, etc.)	\$ 100	\$ -	\$ -	\$ 100	\$ -	\$ -	\$ 100	\$ -	\$ -	\$ 100	\$ -	\$ -	\$ 400
LEPC Sub-Committee Meetings (meals)	\$ 100			\$ 100			\$ 100			\$ 100			\$ 400
LEPC Meetings (meals)													\$ -
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

BOONE COUNTY LOCAL EMERGENCY PREPAREDNESS COMMITTEE (LEPC)

MERC BUDGET PERIOD FOR: 07/01/2017 to 06/30/2018

BOONE COUNTY GOVERNMENT BUDGET PERIOD: 01/01/2018 TO 12/31/2018

	JUL*	AUG	SEP	OCT*	NOV	DEC	JAN*	FEB	MAR	APR*	MAY	JUN	TOTAL
PROJECTS	\$ -	\$ -	\$ -	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500
ACTUAL EXPENSES													
Hazmat Plan Distribution	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
													\$ -
													\$ -
													\$ -
Hazard Communication	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
													\$ -
													\$ -
													\$ -
Facility Review and ID	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
													\$ -
													\$ -
													\$ -
Hazmat Flow Study	\$ -	\$ -	\$ -	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500
<i>Annual Hazardous Materials Flow Study (general expenses)</i>				\$ 500									\$ 500
													\$ -
													\$ -
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
													\$ -
													\$ -
													\$ -

BOONE COUNTY LOCAL EMERGENCY PREPAREDNESS COMMITTEE (LEPC)

MERC BUDGET PERIOD FOR: 07/01/2017 to 06/30/2018

BOONE COUNTY GOVERNMENT BUDGET PERIOD: 01/01/2018 TO 12/31/2018

	JUL*	AUG	SEP	OCT*	NOV	DEC	JAN*	FEB	MAR	APR*	MAY	JUN	TOTAL
TRAINING & EXERCISES	\$ -	\$ -	\$ -	\$ 33,000	\$ 15,080	\$ -	\$ -	\$ 7,790	\$ -	\$ 5,720	\$ -	\$ -	\$ 61,590
ACTUAL EXPENSES													
Course and Instructor Fees	\$ -	\$ -	\$ -	\$ -	\$ 14,000	\$ -	\$ -	\$ 7,000	\$ -	\$ 5,000	\$ -	\$ -	\$ 26,000
<i>HazMat Refresher Course (November 3, 2017) Columbia, MO - 20 Students</i>					\$ 3,000								\$ 3,000
<i>HazMat Ops 40 Hour Training (November 6-10, 2017) Columbia, MO - 30 Students</i>					\$ 11,000								\$ 11,000
<i>HazMat IQ Course (pending date) Columbia, MO - 30 Students</i>								\$ 7,000					\$ 7,000
<i>49 CFR DOT Shipper Certification Course (pending date) Columbia, MO - 20 Students</i>									\$ 5,000				\$ 5,000
<i>Annual Hazardous Materials Exercise (pending date) Columbia, MO</i>													\$ -
													\$ -
Materials and Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 250	\$ -	\$ -	\$ -	\$ -	\$ 250
<i>Hazardous Materials Exercise Materials and Supplies</i>								\$ 250					\$ 250
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
Equipment (attach list)	\$ -	\$ -	\$ -	\$ 33,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 33,000
<i>SAFE Kits for Initial Response Apparatus (see attached equipment list)</i>				\$ 33,000									\$ 33,000
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
Other	\$ -	\$ -	\$ -	\$ -	\$ 1,080	\$ -	\$ -	\$ 540	\$ -	\$ 720	\$ -	\$ -	\$ 2,340
<i>Meals - HazMat Refresher Course (20 students @ \$18 for 1 Day)</i>					\$ 360								\$ 360
<i>Meals - HazMat Operations Course (40 students @ \$18 for 5 Days)</i>					\$ 720								\$ 720
<i>Meals - HazMat IQ Course (30 students @ \$18 for 1 day)</i>								\$ 540					\$ 540
<i>Meals - 49 CFR DOT Shipper Certification Course (20 students @ \$18 for 2 days)</i>									\$ 720				\$ 720
													\$ -
													\$ -
<i>State of Missouri Meal Per Diem: \$8 breakfast/\$10 Lunch/\$18 Dinner</i>													\$ -

BOONE COUNTY LOCAL EMERGENCY PREPAREDNESS COMMITTEE (LEPC)
MERC BUDGET PERIOD FOR: 07/01/2017 to 06/30/2018
BOONE COUNTY GOVERNMENT BUDGET PERIOD: 01/01/2018 TO 12/31/2018

	JUL*	AUG	SEP	OCT*	NOV	DEC	JAN*	FEB	MAR	APR*	MAY	JUN	TOTAL
TRAVEL	\$ -	\$ 2,323	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,304	\$ 8,627
Mileage, Meals, and Lodging	\$ -	\$ 2,323	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,304	\$ 8,627
ACTUAL EXPENSES													\$ -
SEMA Conference [4 people] August 22-25, 2017	\$ -	\$ 2,323	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,323
Registration		\$ 800											\$ 800
Lodging		\$ 1,140											\$ 1,140
Travel (Flight, Mileage)		\$ 63											\$ 63
Meals		\$ 320											\$ 320
International Hazardous Materials Response Team Conference [2 People] June 7-10, 2018	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,304	\$ 6,304
Registration												\$ 920	\$ 920
Lodging												\$ 1,920	\$ 1,920
Travel (Flight, Mileage)												\$ 2,960	\$ 2,960
Meals												\$ 504	\$ 504
[CONFERENCE/TRAINING COURSE] (# Participants)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Registration													\$ -
Lodging													\$ -
Travel (Flight, Mileage)													\$ -
Meals													\$ -
OTHER	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
ACTUAL EXPENSES													\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL ESTIMATED EXPENSES	\$ 460	\$ 2,383	\$ 210	\$ 33,960	\$ 15,140	\$ 60	\$ 460	\$ 8,000	\$ 210	\$ 6,380	\$ 560	\$ 6,364	\$ 74,187

BEGINNING BALANCE (06/30/2017)	\$ 32,619.26
REQUESTED CEPF FUNDS WITH CEPF GRANT APPLICATION	\$ 50,000.00
OTHER INCOME	\$ -
TOTAL INCOME	\$ 82,619.26
TOTAL ESTIMATED EXPENSES	\$ 74,186.90
ENDING BALANCE	\$ 8,432.36



TOM DARROUGH
BOONE COUNTY TREASURER

LEPC Statement of Revenues & Expenses
(07/01/16 through 06/30/17)

<u>DATE</u>	<u>RECEIVED FROM</u>	<u>CEPF AMOUNT</u>
7/1/2016	Beginning Balance	\$ 28,594.47
7/31/2016	Interest (Jul'16)	\$ 52.41
8/31/2016	Interest (Aug'16)	\$ 29.15
9/30/2016	Interest (Sep'16)	\$ 22.63
10/31/2016	Interest (Oct'16)	\$ 18.19
11/30/2016	Interest (Nov'16)	\$ 8.88
12/31/2016	Interest (Dec'16)	\$ 16.44
1/31/2017	Interest (Jan'17)	\$ 5.55
2/28/2017	Interest (Feb'17)	\$ 20.55
3/31/2017	Interest (Mar'17)	\$ 22.12
4/14/2017	CEPF Grant	\$ 7,857.24
4/30/2017	Interest (Apr'17)	\$ 11.82
TOTAL TO DATE:		\$ 36,659.45

<u>DATE</u>	<u>EXPENSE</u>	<u>CEPF AMOUNT</u>
7/21/2016	Travel expense - Mark Jenkins	\$ 733.67
11/8/2016	Travel expense - Adam Burks	\$ 472.58
11/22/2016	Seminars - Emergency Operations Solutions	\$ 2,800.00
5/25/2017	Columbia Daily Tribune - Annual Notice	\$ 138.96
TOTAL TO DATE:		\$ 4,145.21

Remaining Fund Balance **\$ 32,514.24**

BOONE COUNTY GOVERNMENT CENTER
801 EAST WALNUT STREET, ROOM 205
COLUMBIA, MISSOURI 65201
(573) 886-4365
FAX (573) 886-4369
TREASURER@BOONECOUNTYMO.ORG
WWW.SHOWMEBOONE.COM/TREASURER

7/18/2017

Mark Jenkins Travel Log

International Hazardous Materials Response Team Conference in Baltimore, MD

Date	Description	Miles	Meals	Lodging	Notes
16-Jun	Flight with Southwest Airlines	\$ 621.97			
19-Jun	Hotel at Renaissance Baltimore			\$ 523.23	
16-Jun	Conference Registration	\$ 460.00			
16-Jun	Lunch		\$ 17.25		
16-Jun	Dinner		\$ 23.19		
16-Jun	Shuttle service to/from hotel	\$ 33.04			Roundtrip fare
17-Jun	Breakfast		\$ 12.14		
17-Jun	Diner		\$ 28.69		Two receipts: \$24.25 and \$4.44
18-Jun	Breakfast		\$ 9.81		
18-Jun	Diner		\$ 33.57		
19-Jun	Breakfast		\$ 8.48		
19-Jun	Lunch		\$ 14.27		
19-Jun	Airport parking	\$ 30.00			

SUBTOTAL \$ 1,145.01 \$ 147.40 \$ 523.23

TOTAL TRAVEL EXPENSE \$ 1,815.64

Travel Log

Check the appropriate box below:

Mileage Reimbursement Rate: _____

- No travel expenses were incurred; or travel expenses were incurred but not claimed (STOP HERE)
- Travel expenses were incurred and claimed (COMPLETE THIS FORM)

Traveler	Date(s)	Destination & Purpose	Miles	Meals	Lodging	Subtotal	LEPC Share
Mark Jenkins Columbia Fire Dept.	06/17-06/19, 2016	International Hazardous Materials Response Team Conference, Baltimore, MD	1,145.01*	\$147.40	\$523.23	\$1,815.64	
Travel Totals :			\$1,145.01	\$147.40	\$523.23	\$1,815.64	

**represents airfare, conference registration, shuttle service, and airport parking. See attached receipts.*

RECEIVED

JUN 21 2016

Transaction Envelope

Summary Information

Envelope Name: McDonaldK062116
Cardholder: Katelyn McDonald (McDonaldk1140)
Submitter: Katelyn McDonald (McDonaldk1140)
Card Account: *0005

Memo-Posted Transactions: BOONE COUNTY AUDITOR US\$1,081.97
Out of Pocket Transactions: US\$0.00
Grand Total: US\$1,081.97
Date Range: 5/11/2016 - 6/10/2016

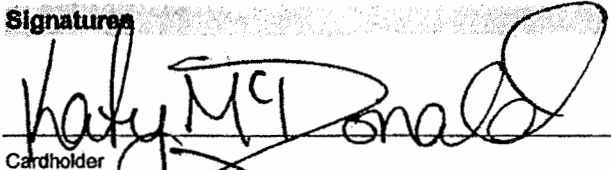
Memo-Posted Transactions

Date Occurred	Date Posted	Merchant	Billing Amount	Split Amount
6/7/2016	6/9/2016	SOUTHWES 5262417010807	US\$621.97	
Notes: Department Account Site BID # 2101 4440 37220 Airfare for Mark Jenkins				US\$621.97
6/8/2016	6/10/2016	IAFC HAZ1151	US\$460.00	
Notes: 2101 372.00 4440 3720 Ha Conference for Mark Jenkins				US\$460.00
Memo-Posted Transaction Totals			Count: 2	Total: US\$1,081.97

Transaction Envelope Summary

Transaction Envelope Total: US\$1,081.97

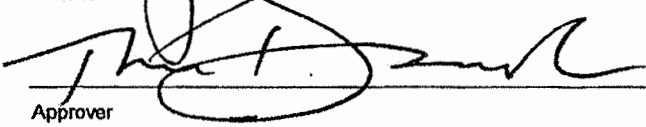
Signatures



Cardholder

6/21/16

Date



Approver

6/21/16

Date

Jenkins I

Español 

FLIGHT | HOTEL | CAR SPECIAL OFFERS RAPID REWARDS® 

Thank you for your purchase!

Southwest

Kansas City, MO - MCI to Baltimore/Washington, MD - BWI

Air
 Confirmation #957QTB
 Kansas City, MO - MCI to Baltimore/Washington, MD - BWI
 Thursday, June 16, 2016 - Sunday, June 19, 2016
EarlyBird Check-In
 Automatic check in before our traditional 24-hr check-in. **Add it now**
Air Total: \$621.97

Amount Paid
\$621.97

Trip Total
\$621.97

JUN 16
THU 06/16/16 - Baltimore

AIR



Kansas City, MO - MCI to Baltimore/Washington, MD - BWI
06/16/2016 - 06/19/2016

Confirmation #
957QTB

Adult Passenger(s)
MARK JENKINS

Rapid Rewards #
Add Rapid Rewards Number

Subscribe to Flight Status Messaging

Travel Date	Flight Segments	Flight Summary
DEPART JUN 16 THU	11:35 AM Depart Kansas City, MO (MCI) on Southwest Airlines	Flight #2655  Thursday, June 16, 2016
	03:00 PM Arrive in Baltimore/Washington, MD (BWI)	Travel Time 2 h 25 m (Nonstop) Wanna Get Away
RETURN JUN 19 SUN	01:35 PM Depart Baltimore/Washington, MD (BWI) on Southwest Airlines	Flight #850  Sunday, June 19, 2016
	03:15 PM Arrive in Kansas City, MO (MCI)	Travel Time 2 h 40 m (Nonstop) Wanna Get Away

What you need to know to travel:

Check-in: Be sure to arrive at the departure gate with your boarding pass at least 10 minutes before your scheduled departure time. Otherwise, your reserved space may be cancelled and you won't be eligible for denied boarding compensation.

No Show Policy: If you are not planning to travel on any portion of this itinerary, please cancel your reservation at least 10 minutes prior to scheduled departure of the flight. Customers who fail to cancel reservations for a Wanna Get Away fare segment at least ten (10) minutes prior to travel and who do not board the flight will be

considered a no show, and all remaining, unused funds on this reservation will be forfeited, including Business Select and Anytime funds.

PRICE: ADULT

Trip	Routing	Fare Type View Fare Rules	Fare Details	Quantity
Depart	MCI-BWI	Wanna Get Away Exorbitant Value	<ul style="list-style-type: none"> No Change Fees (applicable fare difference applies) Reusable Funds (nontransferable - no name changes allowed) Nonrefundable unless purchased with Points 	1
Return	BWI-MCI	Wanna Get Away Exorbitant Value	<ul style="list-style-type: none"> No Change Fees (applicable fare difference applies) Reusable Funds (nontransferable - no name changes allowed) Nonrefundable unless purchased with Points 	1

Enroll in Rapid Rewards and earn at least 3314 Points for this trip. Already a Member? Log in to ensure you are getting the points you deserve.

Subtotal **\$621.97**
Fare Breakdown

Carry-on Items: 1 bag + 1 small personal item are free, see full details.
Checked Items: First and second bags are free, size and weight limits apply.

Bag Charge \$0.00

Air Total:
\$621.97

Gov't taxes & fees now included

Purchaser Name Katelyn McDonald

Billing Address 801 E Walnut Room 205
Columbia, MO US 65201

Form of Payment


Amount Applied

Visa - XXXXXXXXXXXX-0005

\$621.97

Amount Paid
\$621.97

Trip Total
\$621.97

 Indicates external site which may or may not meet accessibility guidelines.

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REGISTRATION FORM

Preconference: June 16, 2016
Conference: June 17 - 19, 2016
Exhibits: June 17 - 18, 2016
Hilton Baltimore • Baltimore, MD

Powered by the IAFC



1 Complete one form per registrant.

REGISTRATION INFORMATION: (REQUIRED)

Name: Mark Jenkins IAFIC Member Number: _____ Title: Lieutenant

Rank (Please choose one from the list of options below.):
 Fire Chief Chief Officer Company Officer Staff Officer Firefighter
 Firefighter/Paramedic EMS Officer Emergency Management Technician Other _____

Columbia Fire Department 201 Orr Street

Organization: Columbia Address (Is this address: Home Department)
 MO State Zip: 65201 USA Country

City: _____ Zip: _____ Country: _____
 690-637-1928 mark.jenkins@como.gov

Mobile Phone: _____ Fax: _____ E-mail (Please complete to receive your confirmation and conference updates.): _____

2 PRICING & PACKAGING

Please indicate your registration selection by circling your choice below:

	On or Before 5/2/16	After 5/2/16
CONFERENCE REGISTRATION		
IAFC Member	\$385	\$420
Non IAFC Member	\$420	\$460
One-day Registration*	\$240	\$265

* If purchasing a One Day Pass indicate which day you are attending:

Thurs Fri Sat Sun

Total Registration Due (In U.S. Dollars): \$460.00

3 DEMOGRAPHIC QUESTIONS: (REQUIRED)

To help us better serve you, please answer the following:

- Are you
 volunteer career
- Type of department
 volunteer career combination tribal
 airport industrial military other
- Size of population served
 0-9,999 10,000-49,999 50,000-99,999
 100,000 -199,999 200,000 and up
- Number of Members in your Department
 10-50 51-100 101-400
 401-1000 1,000 and over
- What is your purchasing responsibility?
 final decision maker significant influence
 recommend research/specify
- Is this your first time attending the conference?
 Yes No, I have attended for the past _____ years.
- Are you a Federal Government employee?
 Yes No
 If yes, list agency _____

4 PAYMENT INFORMATION: (Registration form must accompany payment to be processed.)

- Purchase Order # _____ (Copy of PO or form must be provided to process registration. Payment must be received by 6/16/16)
- Check Enclosed (Please make checks payable to "IAFC," in U.S. funds.)
- Credit Card AMEX VISA MasterCard Discover

Card # (with CSV code)

Expiration Date (Must be after 7/16)

Name as it appears on card

Signature

5 HOW TO REGISTER:

Online: www.iafc.org/HAZMAT Mail: IAFC c/o Experient, Inc., 5202 Presidents Court, Suite 310 • Frederick, MD 21703

Fax: 301-694-5124

Questions: Phone: (Domestic) 800-310-7554 or (International) 240-439-2554

Email: HAZMAT@experient-inc.com



All IAFC programs are accessible to persons with disabilities. If you require special accommodations or auxiliary aids, please notify us of your needs in advance by calling 866-289-2386.

COMMERCE BANK - COMMERCIAL CARDS
 PO BOX 414084
 KANSAS CITY MO 64141-4084

MEMO STATEMENT

Account ID 0000-4315-7833
 Account Number [REDACTED]
 Statement Date JUN 10, 2016
 Statement Activity \$1,081.97

**** MEMO STATEMENT ONLY **
 DO NOT REMIT PAYMENT**

KATELYN MCDONALD
 TREASURERS OFFICE
 RM 304
 801 E WALNUT ST
 COLUMBIA MO 65201-489099

**0000000

ACCOUNT MESSAGES

Visa Purchasing

Commerce Bank will begin issuing any new commercial credit cards, ordered after October 1st, 2015, with EMV Chips. In 2016, Commerce Bank will convert all of your employees existing cards to EMV Chip. Cards will be replaced the month in which they expire, regardless of the year they expire.

For additional information you may refer to the EMV Chip FAQs at commercebank.com/CommercialChipCard or speak with a Commerce Bank Representative.

ACCOUNT ACTIVITY				
Post Date	Tran Date	Reference Number	Transaction Description	Amount
06-09	06-07	24692166161000565558845	SOUTHWES 5262417010807800-435-9792 TX NM:JENKINS/MARK ALLAN TKT:5262417010807 OARP:MCI SVC:Q DARP:BWI FR:QLN7PN DEP:06-16-16 OARP:BWI SVC:Q DARP:MCI FR:QLN7PN DEP:06-16-16	\$621.97
06-10	06-08	24136006161701502180955	IAFC HAZ1151 703-273-9672 VA	\$480.00

For Customer Service Call: 1-800-892-7104 Outside the U.S., Call: 1-402-691-7800	Account ID 0000-4315-7833		Account Summary	
	Account Number [REDACTED]		Purchases & Other Charges	\$1,081.97
Send Billing Inquiries To: COMMERCE BANK PO BOX 414084 KANSAS CITY MO 64141-4084	Statement Date JUN 10, 2016	Credit Limit \$5,000	Cash Advances	\$0.00
	Disputed Amount \$0.00		Cash Advance Fees	\$0.00
			Credits	\$0.00
			Statement Activity	\$1,081.97

Lunch 06/16/16

OPERATED BY



FARMERS POST SECURITY
KANSAS CITY AIRPORT

326079 Pargat

5192 GST 1
JUN16'16 10:33AM

TO GO

1 WTR ARTC SOL M 3.29
1 POP CHIPS 2.39
1 WRAP TRK BAC SWS 9.79
Turkey Bacon and Swiss Wrap
XXXXXXXXXXXX9189
VISA 17.25

SUBTOTAL 15.47
TAX 1.78
AMOUNT PAID 17.25

--326079 Closed JUN16 10:33AM--

WE WANT TO HEAR YOUR FEEDBACK!
PLEASE CONTACT 1-877-672-7467
OR CUSTOMERSERVICE@HMSSHOT.COM
TO SHARE YOUR EXPERIENCE.

STOREID: MCIPIC25

Dinner 06/16/16

McCormick & Schmick's
201 E Pratt Street
Baltimore, MD 21202
(410) 547-9333

Server: Savannah 06/16/2016
Table 542/1 7:31 PM
Guests: 1 90076
Reprint #: 1
Area: Patio

Fried Shrimp 19.99

Subtotal 19.99
Tax 1.20

Total 21.19

Balance Due \$21.19

Suggested Gratuity

20% Gratuity=\$ 4.00

18% Gratuity=\$ 3.60

15% Gratuity=\$ 3.00

For banquet events, balance due includes
suggested gratuity if accepted.

Suggested Gratuity

20% Gratuity=\$ 4.00

18% Gratuity=\$ 3.60

15% Gratuity=\$ 3.00

For banquet events, balance due includes
suggested gratuity if accepted.

Dinner Part 1
6/17/16

10001882 188_2
6821 JUN17'16 7:02PM
1 DOUBLE STACK 9.50
1 BACON MUSH SWISS 3.50
1 ONION RINGS 5.50
1 SOUV COKE 5.75
FOOD 24.25
Paid 24.25
XXXXXXXXXXXXXXXX9189
Visa XX/XX 24.25
188_2

Breakfast 6/17/16

The Coffee Bean & Tea Leaf
401 W Pratt Street
Baltimore, MD 21201
443-573-8700
6/17/2016 7:13 AM

Check: 5955
Server: 10038 Cynthia
Card Type: Visa
Acct Num: *****9189
Auth Code: 00662B
Info: 1744408183

Amount: \$12.14

TIP: _____

TOTAL: _____

SIGN: _____

By signing, I agree to pay the amount above per the rules of my cardholder agreement.

Dinner Part 2
6/17/16

SHAKE SHACK
400 East Pratt Street
Baltimore, MD 21202

Host: Jadin
234 MARK

06/17/2016
10:42 PM
10463

Concrete Single 3.59
VAN Concrete (SNG)
Cookie Dough (SNG) 0.60

Subtotal 4.19
Tax 0.25

To Go Total 4.44

Cash 20.00

Change 15.56

In it to win it.
Take our survey for a chance
to win a \$50 Shake Shack gift card.
Visit: <http://bit.ly/shack-survey-bcs>

Restroom Code: 336863

--- Check Closed ---

Breakfast 6/18/16

The Coffee Bean & Tea Leaf
401 W Pratt Street
Baltimore, MD 21201
443-573-8700
6/18/2016 7:31 AM

Check: 5489
Server: 10038 Cynthia
Card Type: Visa
Acct Num: *****9189
Auth Code: 06517B
Info: 1831912478

Amount: \$9.81

TIP: _____

TOTAL: _____

SIGN: _____

By signing, I agree to pay the amount above per the rules of my cardholder agreement.

Dinner 06/18/16

Hard Rock Cafe - Baltimore
607 East Pratt
Baltimore, Maryland 21202

200083710 FORREST 7

405/11

3556

JUN18'16 7:16PM

1 HONEY CHIC SAND 12.95
1 SHRIMP APP 1/2 14.00

subtotal 26.95
Tax 1.62

12:14 Amt Due

GRATUITY NOT INCLUDED
Suggested gratuity options
for your convenience
18% Gratuity = 4.85
20% Gratuity = 5.38

33.57

Purchase Code:00035AF18DA6F7C
Being a Rock Star has its
Privileges! Sign up now for

Lunch 6/19/16

Subway#39327-0 Phone 410-850-4040

BWI Airport B6B

Baltimore, MD, 21075

Served by: mehr 6/19/2016 11:53:25 am

Term ID-Trans# 1/A-271103

Qty	Size	Item	Price
1	6"	Steak & Chse Sub	5.49
		-Steak & Chse Extr6	1.50
1		-Fresh Value Meal (21-2)	2.99
		-21oz Fountain Drink	
		-Chips	
1		Bottled Water	2.69
1		Cookie	0.79

Sub Total 13.46
 State sales tax (6%) 0.81
 Total (Eat In) 14.27
 Credit Card 14.27
 Change 0.00
 "If it's not right, we'll make it right"
 All Genaya, Owner
 bwia@pprtsubway1.com
 410-850-4040

Breakfast 06/19/16

& & & 405 & & &
HARBORPLACE RENAISSANCE HOTEL
**** GROUND FLOOR ****

25279 JANET JUN 1

CHK 4137 TBL 1/2
GST 1

19 JUN'16 8:52 AM

1	EGG SAND COMBO	6.00
1	JUICE ORANGE	2.00

Subtotal: \$6.00

Tax: \$0.48

Total: \$6.48

Change Due \$0.00

VISA \$6.48

*****9189

----- Check Closed -----

19 JUN'16 8:54 AM

Approval No: 09593B
 Reference No: 617115140210
 Card Issuer: Visa
 Account No: *****9189
 Acquired: Contact_EMV
 Amount: \$14.27
 Expiry Date: 12/20
 Application: VISA CREDIT
 AID: A0000000031010
 TVR: 8080808000
 TSI: 6800
 Date/Time: 6/19/2016 11:53:18 AM

CUSTOMER COPY

Host Order ID: 621-279-1569374

Thanks for visiting Subway. Please let us know how we did today by taking our 1 minute survey at www.tellsubway.com

Other (Parking)
6/19/16

Kansas City International Airport
Economy Lot
Kansas City, MO 64153

Fee Computer Number:	46
Cashier:	W Id #168
Transaction Number:	267527
Entered:	06/16/2016 09:14
Exited:	06/19/2016 15:56
Ticket #62956	Dispenser #2
Lot:	Economy
Area:	Economy Lot
Rate:	Economy Lot Rate 3
Parking Fee:	\$ 30.00
Total Fee:	\$ 30.00
Visa	A \$ 30.00
Credit Card Number:	*****9189
Total Paid:	\$ 30.00

Thanks for using KCI
Questions / Comments
816-243-8019

2101 / 21000
6/16/16



Mark Jenkins <mark.jenkins@como.gov>

SuperShuttle Reservation Confirmation 3574911/3574910

1 message

SuperShuttle <reservations@supershuttle.com>
To: mark.jenkins@como.gov

Fri, Jun 10, 2016 at 8:56 AM



Confirmation

Click Continue to claim up to a \$20 Rebate on today's reservation!



Billing terms and conditions apply. Claim your Cash Back with enrollment in Great Fun.



30 Days FREE + 10% Off* + \$20 Amazon card*



SuperShuttle **LifeLock**

*Terms & Conditions Apply

Dear Mark Jenkins,
Below is a summary of your confirmed service with SuperShuttle. This information is for your records. No additional action is necessary.

Arrival Itinerary (From the airport)

Confirmation Number: 3574911

Your reservation from the airport will help SuperShuttle better serve you and expedite your travel. Due to airport security, traffic conditions and other travel variables, your reservation does not mean there will be a van waiting for you at the curb.

Airport: BWI - BALTIMORE AIRPORT

Airline: SOUTHWEST AIRLINES

Flight #: 2655

Flight Date/Time: Thursday, June 16, 2016 3:00 PM

Drop Off: RENAISSANCE HARBOR PLACE HOTEL
202 E PRATT ST
BALTIMORE, MD 21202
1 (660) 537-1928

Passengers: 1

Service Type: SHARED RIDE VAN SERVICE (UP TO 10 PASSENGERS IN PARTY)

Fare:	\$14.00
Tip:	\$2.52
Total:	\$16.52

Special Instructions

SUPERSHUTTLE BWI HAS MOVED TO THE OUTER CURB. BE AWARE OF COMPETITORS AT OUR OLD TICKET COUNTER THAT SAY SUPERSHUTTLE DOES NOT OPERATE AT BWI!!!!....EXIT DOOR #7 & CROSS STREET TO OUTER CURB PICKUP ZONE C1.....CHECK IN WITH A UNIFORMED REPRESENTATIVE (AVAILABLE HOURS 8AM-MIDNIGHT) ON THE OUTER CURB. IF YOU ARE UNABLE TO LOCATE A REPRESENTATIVE OR HAVE QUESTIONS PLEASE CALL 727-299-2293.

Departure Itinerary (To the Airport)

Confirmation Number:	3574910
Pickup Date/Time:	Sunday, June 19, 2016 10:45 AM - 11:00 AM

Our 15-minute pick-up window means that the van will normally arrive within 15 minutes of your scheduled pickup time. Please make sure that you are completely ready to go at the **beginning of your scheduled pickup time window** so that you will not keep other passengers waiting!

Pickup:	RENAISSANCE HARBOR PLACE HOTEL 202 E PRATT ST BALTIMORE, MD 21202 1 (660) 537-1928
----------------	---

Airport:	BWI - BALTIMORE AIRPORT
-----------------	-------------------------

Airline:	SOUTHWEST AIRLINES
-----------------	--------------------

Flight #:	850 - Domestic
------------------	----------------

Flight Date/Time:	Sunday, June 19, 2016 1:35 PM
--------------------------	-------------------------------

Passengers:	1
--------------------	---

Service Type:	SHARED RIDE VAN SERVICE (UP TO 10 PASSENGERS IN PARTY)
----------------------	--

Fare:	\$14.00
--------------	---------

Tip:	\$2.52
-------------	--------

Total:	\$16.52
---------------	----------------



Where's my ride?
Track your vehicle real-time.





Billing

Payment Method: PREPAID CREDIT CARD
Card type: VISA
Card number: XXXX-XXXX-XXXX- 9189
Roundtrip total fare: \$33.04

Thank you for using SuperShuttle!

We value your safety. Please wear your seatbelt during your ride with us.

To cancel your reservation,
click [\[here\]](#).

To review our change / cancellation policies, click [\[here\]](#).

[Contact](#) | [Terms](#) | [Privacy](#)



2101/0100



Mark Jenkins <mark.jenkins@como.gov>

Your Jun 16, 2016 - Jun 19, 2016 stay at the Renaissance Baltimore Harborplace Hotel

1 message

Thanks for staying! <efolio@renaissancehotels.com>
Reply-To: Thanks for staying! <efolio@renaissancehotels.com>
To: MARK.JENKINS@como.gov

Sun, Jun 26, 2016 at 6:43 PM

Thank you for choosing the Renaissance Baltimore Harborplace Hotel for your recent stay.

As requested, below is a billing summary or adjustment for your stay. If you have questions about your bill, please contact us at (410) 547-1200 or bwish.billing@renaissancehotels.com.

Make another reservation on RenaissanceHotels.com:

<http://renaissancehotels.com>

Marriott Rewards members may receive this email automatically after every stay. Join Marriott Rewards today: https://marriott.com/rewards/createAccount/createAccountPage1.mi?WT_Ref=MI_Home

Summary of Your Stay

Hotel: Renaissance Baltimore Harborplace Hotel
202 East Pratt Street
Baltimore, Maryland 21202
USA
(410) 547-1200

Guest: JENKINS/MARK
801 E WALNUT
ROOM 205
COLUMBIA, MO 65201
USA

Dates of stay: Jun 16, 2016 - Jun 19, 2016

Room number: 10068
~~Guest number: 15881~~
Group number: 1242
Marriott Rewards number: None

Date	Description	Reference	Charges	Credits
06/16/16	ASSGRP	10068, 1	151.00	
06/16/16	STATE TX	10068, 1	9.06	
06/16/16	CITY TAX	10068, 1	14.35	
06/17/16	ASSGRP	10068, 1	151.00	
06/17/16	STATE TX	10068, 1	9.06	

06/17/16	CITY TAX	10068, 1	14.35
06/18/16	ASSGRP	10068, 1	151.00
06/18/16	STATE TX	10068, 1	9.06
06/18/16	CITY TAX	10068, 1	14.35
06/19/16	Payment - Visa XXXXXXXXXXXX9189	CHECKOUT	523.23

Total balance	0.00 USD
---------------	----------

Was that the best night's sleep you've ever had? How about a repeat performance at your place!
 ShopRenaissance.com = <http://www.shopmarriott.com/redirect.aspx?p=0802004&t=/rhr/&m=BWISH>

Important Information

* Do Not Reply to this Email

This email is an auto-generated message. Replies to automated messages are not monitored. If you have any questions please contact the hotel directly at (410) 547-1200.

* Why Have I Received this Email?

You have received this email because you requested during your stay to receive an electronic version of your bill by email.

* Availability

Electronic versions of your hotel bill, available by email from our over 2,300 participating properties in the Marriott family of hotels in the USA and Canada, are emailed to you within 72 hours of check-out. These email messages reflect changes made to your bill up to 11pm on your day of departure. Any adjustments after that time may not be shown. If you have received this email in error, please notify us:

https://marriott.com/suggest/suggest.mi?WT_Ref=eResConfo

Learn more about receiving your hotel bills by email:

<http://marriott.com/rewards/eFolioAbout.mi>

* Authenticity of Bills

Marriott retains official records of all charges and credits to your account and will honor only those records.

* Privacy

Your privacy is important to Marriott. For full details of our privacy policy, please visit our Privacy Statement: <https://marriott.com/privacy.mi>

* Credit of Marriott Rewards Points

After a stay, it may take up to 7 days for Marriott Rewards points to be credited to your account.

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TOM DARROUGH
BOONE COUNTY TREASURER

LEPC Statement of Revenues & Expenses
(07/01/16 through 06/30/17)

<u>DATE</u>	<u>RECEIVED FROM</u>	<u>CEPF AMOUNT</u>
7/1/2016	Beginning Balance	\$ 28,594.47
7/31/2016	Interest (Jul'16)	\$ 52.41
8/31/2016	Interest (Aug'16)	\$ 29.15
9/30/2016	Interest (Sep'16)	\$ 22.63
10/31/2016	Interest (Oct'16)	\$ 18.19
11/30/2016	Interest (Nov'16)	\$ 8.88
12/31/2016	Interest (Dec'16)	\$ 16.44
1/31/2017	Interest (Jan'17)	\$ 5.55
2/28/2017	Interest (Feb'17)	\$ 20.55
3/31/2017	Interest (Mar'17)	\$ 22.12
4/14/2017	CEPF Grant	\$ 7,857.24
4/30/2017	Interest (Apr'17)	\$ 11.82
TOTAL TO DATE:		\$ 36,659.45

<u>DATE</u>	<u>EXPENSE</u>	<u>CEPF AMOUNT</u>
7/21/2016	Travel expense - Mark Jenkins	\$ 733.67
11/8/2016	Travel expense - Adam Burks	\$ 472.58
11/22/2016	Seminars - Emergency Operations Solutions	\$ 2,800.00
5/25/2017	Columbia Daily Tribune - Annual Notice	\$ 138.96
TOTAL TO DATE:		\$ 4,145.21

Remaining Fund Balance \$ 32,514.24

BOONE COUNTY GOVERNMENT CENTER
801 EAST WALNUT STREET, ROOM 205
COLUMBIA, MISSOURI 65201
(573) 886-4365
FAX (573) 886-4369
TREASURER@BOONECOUNTYMO.ORG
WWW.SHOWMEBOONE.COM/TREASURER

7/18/2017



TOM DARROUGH
BOONE COUNTY TREASURER

LEPC Statement of Revenues & Expenses
(07/01/16 through 06/30/17)

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BOONE COUNTY GOVERNMENT CENTER
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FAX (573) 886-4369
TREASURER@BOONECOUNTYMO.ORG
WWW.SHOWMEBOONE.COM/TREASURER

7/18/2017

BURKS, ADAM MATTHEW
 703 PYTHON CT
 COLUMBIA, MO 65202

ACH Date/Time/ID
 11/04/16 13:24 B
 Batch Date/Time/#
 11/08/16 13:24 1
 Batch trace 81500860000026
 Line Amount

AP Number	Dept	Acct Name	Line	Amount
2016 5829 1	2101	37230 MEALS & LODGING-TRAINING		146.89
	Dept	LEPC-CEPF GRANT		
2016 5829 2	2101	37230 MEALS & LODGING-TRAINING		13.97
	Dept	LEPC-CEPF GRANT		
2016 5829 3	2101	37230 MEALS & LODGING-TRAINING		311.72
	Dept	LEPC-CEPF GRANT		

Bottom

Total Payment Amount 472.58

F2=Key Scr F3=Exit F10=View Document F11=Switch Line Mode

Requisition # 2016-5480
 Vendor # 15457

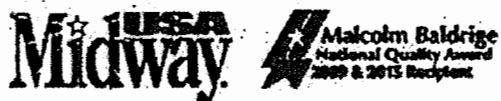
Christy Johnson - Reimbursement Request

From: "Burks, Adam" <ABurks@midwayusa.com>
To: "Teom Darrough (TDarrough@boonecountymo.org)" <TDarrough@boonecountymo.org>
Date: 10/21/2016 4:44 PM
Subject: Reimbursement Request
CC: "John Wulff (jbwulff@gocolumbiamo.com)" <jbwulff@gocolumbiamo.com>
Attachments: 2016.10.21 Hazwoper Training-Food Purchase.pdf

Tom,
 I used my personal credit card to purchase breakfast, lunch, and bottled water for the Hazwoper training that LEPC hosted today (10/21/2016) at the Office of Emergency Management. I have attached the receipts for everything that I purchased. Can you please help on my reimbursement? If there are additional forms that I need to fill out, just let me know.

Thanks
 Adam Burks

--
Adam Burks
 Safety & Facilities Manager | NRA Life Member
 aburks@midwayusa.com | 573-447-5964
 5875 West Van Horn Tavern Rd. | Columbia, MO 65203



Original Receipts
 Documentation showing
 name, date(s) and
 location of event
 Agenda?

2101 / 37230

~ Wife ATTENDED MEETING

106 89
15 00
25 00
<u>146 89*</u>
256 72
55 00
<u>311 72*</u>
13 97
146 89
311 72
<u>472 58*</u>

Do not include
 Sales tax

✓ thank you
 15457

Thanks for your order!

Order name:
 Unnamed order
 Order number:
 56e86715
 Order status:
 Payment Authorized
 Expected Delivery time:
 7:30 AM - 7:45 AM CST
 Order Placed:
 10/20/2016 04:07 PM CST

Name:
 Adam Burks
 Email Address:
 aburks516@gmail.com

Phone Number:
 (573) 424-9109

Order Type:
 Delivery
Business Address:
 Boone County Office of Emergency
 Management
 2145 East County Drive
 Columbia, MO 65202
Primary: (573) 424-9109

Date: 10/21/2016
Expected Delivery Time:
 7:30 AM - 7:45 AM CST
No. of People:
 20

Delivery Instructions:
 This is located behind the Boone County Jail. At stop sign, turn right and follow road behind building.

If you need assistance with your order please contact:

Columbia Bakery-Cafe
 Cafe #: 601580
 100 Brickton Road
 Columbia, MO 65201
 (573) 442-2992

Qty	Description	Unit	Amount
2	Light Roast Coffee	\$13.99	\$27.98
2	Dark Roast Coffee	\$13.99	\$27.98
1	Wild Blueberry Cream Cheese - Tub	\$2.99	\$2.99
1	Honey Walnut Cream Cheese - Tub	\$2.99	\$2.99
2	Plain Cream Cheese - Tub	\$2.99	\$5.98
3	Dozen & a Half Bagels	\$12.99	\$38.97
3 Cinnamon Crunch Bagels, 3 Asiago Bagels, 3 Plain Bagels, 3 Blueberry Bagels, 1 French Toast Bagel, 3 Cinnamon Swirl Bagels, 2 Whole Grain Bagels			
Labels: {}, {}			

Included in your order: Napkins, utensils, plates and/or bowls, etc. for 20 people

Subtotal	\$106.89
Tax	\$ 10.94
Delivery Charge	\$ 15.00
Tip	\$ 25.00

Total Cost \$157.83
Price Per Person \$6.64

\$106.89 of this order is eligible toward your next \$20 in Reward Dollars
 *Orders post to your reward tracker when they're fulfilled.

Card Type	Card Number	Charged
VISA	XXXX-XXXX-XXXX-8682	\$157.83

Tip:

Total:

Signature:

Thanks for your order!

Order name:
 Unnamed order
 Order number:
 56e86715
 Order status:
 Payment Authorized
 Expected Delivery time:
 7:30 AM - 7:45 AM CST
 Order Placed:
 10/20/2016 04:07 PM CST

Name:
 Adam Burks
 Email Address:
 aburks516@gmail.com

Phone Number:
 (573) 424-9109

Order Type:
 Delivery

Business Address:
 Boone County Office of Emergency
 Management
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 Cafe #: 601580
 100 Brickton Road
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 (573) 442-2992

Description	Amount
Light Roast Coffee	\$13.99
Light Roast Coffee	\$13.99
Dark Roast Coffee	\$13.99
Dark Roast Coffee	\$13.99
Wild Blueberry Cream Cheese - Tub	\$2.99
Honey Walnut Cream Cheese - Tub	\$2.99
Plain Cream Cheese - Tub	\$2.99
Plain Cream Cheese - Tub	\$2.99
Dozen & a Half Bagels 3 Cinnamon Crunch Bagels, 3 Asiago Bagels, 3 Plain Bagels, 3 Blueberry Bagels, 1 French Toast Bagel, 3 Cinnamon Swirl Bagels, 2 Whole Grain Bagels	\$12.99
Dozen & a Half Bagels 3 Cinnamon Crunch Bagels, 3 Asiago Bagels, 3 Plain Bagels, 3 Blueberry Bagels, 1 French Toast Bagel, 3 Cinnamon Swirl Bagels, 2 Whole Grain Bagels	\$12.99

Label: {}

Dozen & a Half Bagels **\$12.99**
3 Cinnamon Crunch Bagels, 3 Asiago Bagels, 3 Plain Bagels, 3 Blueberry
Bagels, 1 French Toast Bagel, 3 Cinnamon Swirl Bagels, 2 Whole Grain Bagels
Label: {}

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Reward Dollars
*Orders post to your reward tracker when they're fulfilled.

Card Type	Card Number	Charged
VISA	XXXX-XXXX-XXXX-8682	\$157.83

Tip:

Total:

Signature:

MOSERS

4840 Rencelaine
Columbia, MO 65202
(573) 442-5480
Store: 807

Server: 52 Tammy

10/21/16 07:23:00
 4.99 TF
 4.99 TF
 3.99 TF
 13.97
 .76
 14.73
 14.73
 .00
 3
 07:23:21

NUMBER OF ITEMS

Term: 5 Store: 807 07:23:21

THANK YOU FOR SHOPPING AT MOSERS
 CHECK OUT ONLINE AT MOSERS.COM

--- Check Closed ---

BANDANA'S BAR-B-Q
 3405 Clark Lane
 Columbia, MO 65201
 (573) 256-2229

BANDANA'S BAR-B-Q
 3405 Clark Lane
 Columbia, MO 65201
 (573) 256-2229

: BZ
 AH
 Midway/1

DOB: 10/21/2016
 10/21/2016
 2/20001

er: BZ
 99 Midway/1
 ts: 0

10/21/20
 9:45
 2000

SALE

2097153

XXXXXXXXXXXX8682
 Entry Method: K

al: 05201C

Amount: \$ 277.19
 + Tip: 55.00
 = Total: 332.19

99 MIDWAY 232.7
 BEV 13.8
 VERY CHARGE 10.0

Share your opinion
 Please respond to 2 quick questions
 about your dining experience for
 a chance to win a \$100 Gift Card
 Please visit: bandanasbbq.com/survey
 and enter in your 20 digit code.

0 000 200 110 200 019 70 1

I agree to pay the above
 total amount according to the
 card issuer agreement.

Subtotal 256.7
 20.4

Guest Copy

277.1
 #XXXXXXXXXXXX8682 277.
 05201C
 Balance Due 0.0

"NO SMOKE"
 Smoking event?
 Office a call at:
 256-2229



Confirmation Sheet

Friday 10/21/2016

Event # E57599

Store: 09_Columbia

[Delivery Setup]

Revised Date: 10/20/2016

Event Status: Definite

Client/Organization Midway USA	Event # E57599	Sales Rep Kathy Knepper	Event Type Delivery Setup	Guests 20 (Act)
Booking Contact Adam Burks				
Booking Tel (573) 447-5954	Booking Fax	Site Contact Adam Burks	Day of Phone Number (573) 447-5954	

Venue Type	Arrival	Serving	Date
Delivery & Setup	11:30 am	11:45 am	10/21/2016-Fri
Site Name	Site Address	Site Telephone	
Office of Emergency Management	2145 East County Dr., Columbia, MO 65202	(573) 424-9109	

Directions

Go behind the Boone County Jail the building is behind that.

Just go through the front doors

Food/Service Items

Food/Service Items	Qty	Price	Total
Delivery and Setup Charge	1	\$10.00	\$10.00
Pork - Lb	6	\$13.99	\$83.94
Turkey - Lb	3	\$15.99	\$47.97
BBQ Beans Quart	3	\$7.99	\$23.97
Green Beans Quart	3	\$7.99	\$23.97
Salad Half Pan w/Toppings	1	\$24.99	\$24.99
BBQ Ranch Dressing on the side			
Garlic Bread - Cater Cut - 12 Pc Cut NO SANDWICH BUNS	4	\$3.99	\$15.96
Serving Tongs	4	\$0.99	\$3.96
Serving Spoons	2	\$0.99	\$1.98
Plate with Knife/Fork/Napkin Set (KFS)	24	\$0.25	\$6.00
Sweet Tea Gallon - Send Lemons	1	\$6.99	\$6.99
Unsweet Tea Gallon - Send Lemons, Sugar and Sweetener packets	1	\$6.99	\$6.99
ICE - Enough for all drinks	Yes		
Cups/Lids/Straws			

Squeeze Cap Lids	1
St. Louis Sweet & Smoky Bottle	1
Memphis Spicy Packets	5
Southern Style Original Packets	4
Chicago Sweet Packets	3
KC Style Packets	2
Carolina Smokin Hot Packets	2

Subtotal	\$256.72	Paid	\$0.00	Pay Method	Credit Card	Card Holder
Tax	\$20.48	Balance	\$277.20	Card Type	Visa	
Tip	\$0.00			Card Number	*** 8682	Signature
Total Value	\$277.20			Expires	01-2019	

THANK YOU FOR CHOOSING BANDANA'S BAR-B-Q

If you are in agreement with the information on the pages of this document and would like to hire Bandana's BAR-B-Q for this event, please sign, date and fax back to 636-537-8444. If you are unable to fax or scan back and the event is under \$500, please send an "OK TO PROCEED" email response back. By signing in the payment area above you are authorizing Bandana's Bar-B-Q to run your credit card in the amount on this confirmation. Please call 636-537-8200 or Toll Free 1-877-729-0022 with questions or comments. Thank you! Kathy Knepper

Cancellation Policy

Cancellations and Changes to your event must be made by **3:00 pm - 2 days** prior to your event date.

If cancellations are made after this point you will be charged **25%** of your total bill.

The catering department is open 8:00 am to 5:30 pm Monday through Friday.

If it is outside these hours you must contact the store that is preparing your order directly to cancel or make changes to your order.

Final Guest count- Banquet and Full Service Caters:

Guaranteed Guest count is due **48 hours** prior to the event or the specific date and time indicated but your sales rep. If attendance falls below the guaranteed number on the day of the event, the client will be still be charge for the guaranteed number indicated.

Authorized Signature: _____ Date: ____/____/____

Printed Name: _____

Event Date: **10/21/2016 (Friday) - [Delivery Setup] @ 11:30 am** Assigned Store: 09_Columbia

We appreciate your business!

Burks, Adam

From: Burks, Adam
Sent: Monday, October 17, 2016 10:34 PM
Subject: HAZWOPER Training: Friday, October 21, 2016 from 0800-1700

Good evening,

You are receiving this e-mail as you have been registered for the HazWOPER training scheduled for this Friday, October 21st from 0800 to 1700. This training is being provided to you by funds from the Boone County Local Emergency Planning Committee (LEPC).

Things you need to know:

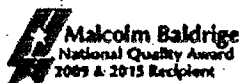
1. Training Location (2145 E County Drive. Columbia, MO 65202)
 - a. Training will be held at the Boone County Office of Emergency Management building located behind the Boone County Jail. When you pull into the drive for the Boone County Jail, stay right at the "T" and you will see the OEM building off the left side of the roadway. Please park in any spot that is not reserved.
 - b. This is a secure facility, so you will have to request entry by pressing the call box at the public entrance.
2. Class Schedule
 - a. Training will begin at 0800. We will have a light breakfast provided for all participants.
 - b. Lunch will be provided at Noon. If you have dietary request, please contact me as quickly as possible (e-mail or by phone).

If for some reason you are not able to attend this training, please e-mail so I can let the instructors know.

Thanks
Adam Burks

--

Adam Burks
Safety & Facilities Manager | NRA Life Member
aburks@midwayusa.com | 573-447-5964
5875 West Van Horn Tavern Rd. | Columbia, MO 65203



Burks, Adam

From: Burks, Adam
Sent: Monday, October 17, 2016 10:39 PM
To: 'Mike Schultz'
Cc: John Wulff (jbwulff@gocolumbiamo.com)
Subject: HAZWOPER Training Roster - 10/21/2016 Class

Mike,

Below is the list of people who have registered for the course on Friday.

Couple of things...

1. What time do you want to get into the building to setup?
2. How long will it take to break down at the end of the day?
3. What do you need from us?
 - a. I will have breakfast there between 0715-0730
 - b. Lunch will arrive between 1130-1145

Thanks for all your help.
Adam Burks

deidra.mcclendon@como.gov	McClendon, Deidra	Laboratory Supervisor	573-874-6242	Deidra.McClendon@como.gov	City of Columbia, MO
cortalezzi@missouri.edu	Cortalezzi, Francisco	Radiation Safety Technician	573 864 5411	cortalezzi@missouri.edu	University of Missouri @ Columbia
mhshydro@att.net	Schulze, Mark	Geologist	816-590-1204	mhshydro@att.net	MHS Environmental, Inc.
Eschoonmaker@hubbell.com	Schoonmaker, Elise	Environmental Manager	573.682.8563	Eschoonmaker@hubbell.com	Hubbell
twainscott@hubbell.com	Wainscott, Tom	Safety and Health Manager	573.682.8563	twainscott@hubbell.com	Hubbell
Eschoonmaker@hubbell.com	Lawson, Rusty	Hazardous Materials Technician	573.682.8563	Eschoonmaker@hubbell.com	Hubbell
Khailemichael@hubbell.com	Hailemichael, Kirubel	Manufacturing Engineer	573.682.8563	Khailemichael@hubbell.com	Hubbell
Pyoung@hubbell.com	Young, Philip	Production Supervisor	573.682.8563	Pyoung@hubbell.com	Hubbell
Eschoonmaker@hubbell.com	Bartolucci, David	Leadman for Acid Recovery System	573.682.8563	Eschoonmaker@hubbell.com	Hubbell
mdmcguire@hubbell.com	McGuire, Mike	Distribution Supervisor	573.682.8563	mdmcguire@hubbell.com	Hubbell
rlmock@hubbell.com	Mock, Richard	Warehouse Leadman	573.682.8563	rlmock@hubbell.com	Hubbell
Eschoonmaker@hubbell.com	Schoonmaker, Elise	Test Lab Employee	573.682.8563	Eschoonmaker@hubbell.com	Hubbell

Roxanne.Lambert@gates.com Lambert,
Roxanne

EH&S
Manager

573-817-
8278

Roxanne.Lambert@gates.com Gates

Burks, Adam

From: Crawford, Jack <crawfordw@missouri.edu>
Sent: Wednesday, September 21, 2016 2:02 PM
To: Burks, Adam; John Wulff
Subject: RE: HAZWOPER - How to fill the class?

I know we budgeted for that and have done at least breakfast a few times in the past, so yes.

Jack Crawford
Assistant Director EHS
Radiation Safety Officer
University of Missouri
8 Research Park Development Building
Columbia Mo 65211-3050
Phone: 882-0931

From: Burks, Adam [mailto:ABurks@midwayusa.com]
Sent: Wednesday, September 21, 2016 2:01 PM
To: Crawford, Jack <crawfordw@missouri.edu>; John Wulff <john.wulff@como.gov>
Subject: HAZWOPER - How to fill the class?

Guys,
I was provided an idea from Doug about offering breakfast and lunch to get the class filled. Thoughts?

We have the funds already dedicated to meals that we have not used yet this year.

If you are good, I will send an update with this additional information.

Adam

From: Crawford, Jack [mailto:crawfordw@missouri.edu]
Sent: Monday, September 19, 2016 1:24 PM
To: Burks, Adam <ABurks@midwayusa.com>; Alan Mahoney <amahoney@mfa-inc.com>; Brad Harris <brad.harris@dnr.mo.gov>; Brian Maydwell <bwmaydwe@GoColumbiaMO.com>; Charles Bone <clbone@mmm.com>; Pearman, Chris J. <PearmanC@missouri.edu>; Christian Johanningmeier <CJJ@GoColumbiaMO.com>; D. Davis <david@dabclabs.com>; Dan Atwill <datwill@boonecountymmo.org>; Denny Rusch <dennyrusch@hotmail.com>; Donald Kinkhrost <Donald.KinkhorstIII@dnr.mo.gov>; Westhoff, Doug <dwesthoff@bcfdmo.com>; Dwayne Carey <dcarey@boonecountymmo.org>; Eric Brown <eric.brown@pepsico.com>; Dean Martin <Dean.Martin@kraftheinzcompany.com>; Evans, Eric S. <evanses@missouri.edu>; Gibson, Dave D. <gibsond@health.missouri.edu>; Hamner, Jay Van <hamnerj@health.missouri.edu>; Janis Campbell <janis.g.campbell.a96b@statefarm.com>; John White <jowhite@cpsk12.org>; John Wulff <jbwulff@gocolumbiamo.com>; Josh Creamer <jcream@bcfdmo.com>; Karen Hogan <karen.hogan.ljn@statefarm.com>; Kermit Hargis <pocoe@windstream.net>; KMIZ NEWS <news@kmiz.com>; Kurt Doolady <kdoolady@bcfdmo.com>; Lambert, Roxanne <Roxanne.Lambert@gates.com>; Lloyd, Brian <blloyd@btibrands.com>; Marc Carr <mgc4408@bic.org>; Marc Kirkpatrick <mdkirkpa@GoColumbiaMO.com>; Marvin Rodgers <cityfire@CENTRALIAMO.ORG>; Matt Harline <cityadmin@centraliamo.org>; Matt Hudson <jnh@gocolumbiamo.com>; Misti Reynolds <mreynolds@bcfdmo.com>; Misty Kennaley <misty_kennaley@Quakeroats.com>; Mitch Skov <mms@gocolumbiamo.com>; Owenetta Murray <omurray@boonecountymmo.org>; Huck, Randall A. <huckr@health.missouri.edu>; Rebecca Estes

<rlstes@gocolumbiamo.com>; Rick Schulte <rdschulte@mmm.com>; Roger Jaeger <rj1700@centurytel.net>; Roger Mertensmeyer <rwmer@gmail.com>; Sarah Rainy <ser@GoColumbiaMO.com>; Scott Olsen <solsen@bcfdmo.com>; Sherrie Asbury <sherrie.asbury.beas@statefarm.com>; Sherril Gladney <sgladney@boonecountymo.org>; Stark, Daryn L. <starkdl@health.missouri.edu>; Tansy Johnson <TJohnson@boonecountymo.org>; Terry Cassil <tcassil@boonecountymo.org>; Thad Yonke <tyonke@boonecountymo.org>; Tim Springer <tspringer@booneelectric.com>; Timothy Crosby <Timothy.crosby@hq.dhs.gov>; Houts, Todd A. <houtst@missouri.edu>; Tom Darrough <TDarrough@boonecountymo.org>; Tom Reddin <TReddin@boonecountymo.org>; Tracy Barth <tbarth@mfaoil.com>; Uriah Mach <umach@boonecountymo.org>; Waller, Jacob Matthew <WallerJM@health.missouri.edu>; Mcgrath, Jesse <jlmcgrath@mmm.com>; Jackson, Jason <jason.jackson@hawkinsinc.com>; Schoonmaker, Elise <eschoonmaker@hubbell.com>; Westhoff, Doug <dwesthoff@bcfdmo.com>; Hurley, Tom <thurley@booneCountyMo.org>; Gerlach, Brenda <Brenda.gerlach@sema.dps.mo.gov>

Subject: RE: 8 hour HAZWOPER Refresher Class taught by EOS scheduled for Oct 21, 8-5 at BC OEM training room

Good Afternoon LEPC members.

I am sending a reminder email about the upcoming offer for another 8 hour Hazwoper Course currently scheduled for Oct 21st from 8-5 at the Boone County Office of Emergency Management (OEM).

So far we only have heard from a couple of groups and we still need at least 4-5 other folks to have enough to hold the class. If we are able to get the class attendance up to 8 or 10 (from its current 5) I am afraid we might have to cancel this free offering for this year and wait till next year.

Please take the time and respond back to me (not all) or the Chair Adam Burks if you can attend for this Free Hazwoper Refresher training opportunity from your LEPC.

Thanks in advance.

Jack Crawford
Assistant Director EHS
Radiation Safety Officer
University of Missouri
8 Research Park Development Building
Columbia Mo 65211-3050
Phone: 882-0931

From: Crawford, Jack

Sent: Saturday, September 10, 2016 4:40 PM

To: Adam Burks <ABurks@midwayusa.com>; Alan Mahoney <amahoney@mfa-inc.com>; Brad Harris <brad.harris@dnr.mo.gov>; Brian Maydwell <bwmaydwe@GoColumbiaMO.com>; Charles Bone <clbone@mmm.com>; Pearman, Chris J. <PearmanC@missouri.edu>; Christian Johanningmeier <CJJ@GoColumbiaMO.com>; D. Davis <davisd@abclabs.com>; Dan Atwill <datwill@boonecountymo.org>; Denny Rusch <dennyrusch@hotmail.com>; Donald Kinkhrost <Donald.KinkhorstIII@dnr.mo.gov>; Westhoff, Doug <dwesthoff@bcfdmo.com>; Dwayne Carey <dcarey@boonecountymo.org>; Eric Brown <eric.brown@pepsico.com>; Dean Martin <Dean.Martin@kraftheinzcompany.com>; Evans, Eric S. <evanses@missouri.edu>; Gibson, Dave D. <gibsond@health.missouri.edu>; Hamner, Jay Van <hamnerj@health.missouri.edu>; Crawford, Jack <crawfordw@missouri.edu>; Janis Campbell <janis.g.campbell.a96b@statefarm.com>; John White <jowhite@cpsk12.org>; John Wulff <jbwulff@gocolumbiamo.com>; Josh Creamer <jcreamer@bcfdmo.com>; Karen Hogan <karen.hogan.linz@statefarm.com>; Kermit Hargis <pocoe@windstream.net>; KMIZ NEWS <news@kmiz.com>; Kurt Doolady <kdoolady@bcfdmo.com>; Lambert, Roxanne <Roxanne.Lambert@gates.com>; Lloyd, Brian <blloyd@btibrands.com>; Marc Carr <mgc4408@bjc.org>; Marc Kirkpatrick <mdkirkpa@GoColumbiaMO.com>; Marvin Rodgers <cityfire@CENTRALIAMO.ORG>; Matt Harline <cityadmin@centraliamo.org>; Matt Hudson <jnh@gocolumbiamo.com>; Misti Reynolds <mreynolds@bcfdmo.com>; Misty Kennaley

<misty_kennaley@Quakeroats.com>; Mitch Skov <mms@gocolumbiamo.com>; Owenetta Murray <omurray@boonecountymo.org>; Huck, Randall A. <huckr@health.missouri.edu>; Rebecca Estes <rlestes@gocolumbiamo.com>; Rick Schulte <rdschulte@mmm.com>; Roger Jaeger <rj1700@centurytel.net>; Roger Mertensmeyer <rwert@gmail.com>; Sarah Rainy <ser@GoColumbiaMO.com>; Scott Olsen <solsen@bcfdmo.com>; Sherrie Asbury <sherrie.asbury.beas@statefarm.com>; Sherril Gladney <sgladney@boonecountymo.org>; Stark, Daryn L. <starkdl@health.missouri.edu>; Tansy Johnson <TJohnson@boonecountymo.org>; Terry Cassil <tcassil@boonecountymo.org>; Thad Yonke <tyonke@boonecountymo.org>; Tim Springer <tspringer@booneelectric.com>; Timothy Crosby <Timothy.crosby@hq.dhs.gov>; Houts, Todd A. <houtst@missouri.edu>; Tom Darrough <TDarrough@boonecountymo.org>; Tom Reddin <TReddin@boonecountymo.org>; Tracy Barth <tbarth@mfaoil.com>; Uriah Mach <umach@boonecountymo.org>; Waller, Jacob Matthew <WallerJM@health.missouri.edu>; Mcgrath, Jesse <jlmcgrath@mmm.com>; Jackson, Jason <jason.jackson@hawkinsinc.com>; Schoonmaker, Elise <eschoonmaker@hubbell.com>; Westhoff, Doug <dwesthoff@bcfdmo.com>; Hurley, Tom <thurley@booneCountyMo.org>; Gerlach, Brenda <Brenda.gerlach@sema.dps.mo.gov>

Subject: 8 hour HAZWOPER Refresher Class taught by EOS scheduled for Oct 21, 8-5 at BC OEM training room

Greetings Boone County LEPC members.

Well we have been able to pull together another 8 hour HAZWOPER Refresher Course to be taught by our firends at Emergency Operational Solutions (EOS). They were the folks who taught the well received HAZWOPER courses back in April.

The course is currently scheduled for Oct 21st (Friday) from 8-5 and will held at the new training facility of the Boone County Office of Emergency Management, located at 2145 County Drive East, Columbia, MO 65202, which is just north of the Boone County Sheriff and at the Task Force 1 training area.

This date was picked as it is right after our Oct 19 quarterly LEPC meeting.

Please respond to this email if you can make this time so we can determine attendance for instructor coverage.

If you need the course and are unable to make this date please also respond (to me) and suggest an alternate date and we will see how it works out with the rest of the LEPC folks who need the course as well.

Thanks in advance for your support of our LEPC!

Have a great day and M-I-Z!

Regards

Jack Crawford

Secretary BC LEPC

Asst Director EHS

University of Missouri

MAINS CR BOONE AP Payment View Main Screen TRCAROLI... 12:48:25
Check # 190919 Date 11/22/2016 Vendor 15001 Finalized Y 7/18/17
Issued To _____ Status CLEARED 11/28/2016

EMERGENCY OPERATIONAL SOLUTIONS
3903 OXFORD ROAD
JEFFERSON CITY, MO 65109

AP Number	Dept	Acct Name	Line	Amount	
<u>2016</u>	<u>6222</u>	<u>1</u>	<u>2101 37200</u>	<u>SEMINARS/CONFERENCE/MEETING</u>	<u>2,800.00</u>
			Dept	<u>LEPC-CEPF GRANT</u>	

Bottom

F2=Key Scr F3=Exit F10=View Document F11=Switch Line Mode

Total Payment Amount	<u>2,800.00</u>
----------------------	-----------------

Requisition # 2016-5827
Vendor # 15001

ACCT. PAYABLE



Tom Darrough
Boone County Treasurer

NO 190919

DATE 11/22/2016

TWO THOUSAND EIGHT HUNDRED AND 00/100***** \$ *****2,800.00

VOID AFTER 180 DAYS

PAY TO EMERGENCY OPERATIONAL SOLUTIONS
THE ORDER 3903 OXFORD ROAD
OF JEFFERSON CITY, MO 65109

NON NEGOTIABLE

PURCHASE VENDOR 15001 190919
ORDER DESCRIPTION AMOUNT

INVOICE

11/08/16

BCLEPC BOONE COUNTY LEPC

2,800.00

TOTAL *****2,800.00



Emergency Operational Solutions, LLC
 3903 Oxford Rd
 Jefferson City, MO 65109
 mschultz@eosolutions.us
 (573)353-1121 fax (573)634-3023

INVOICE

Date: November 8, 2016

HAZWOPER_R

To Boone County LEPC
 Customer ID: BCLEPC

Salesperson	Job	EOS Supplier number	Shipping Terms	Delivery Date	Payment Terms	Due Date
Schultz	Hazwoper_Refresher	NA	Delivered on site	Oct. 21, 2016	Check/EFT	30 Days from invoice

Qty	Item #	Description	COST/PER	Line Total
1	HAZWOP_R	HAZWOPER_Refresher Up to 20 students, IFSAC HMIRT Accredited lead instructor	\$2800	\$2800
		Shipping		NA
		TAX NA		
		Total		\$2800

OKAY TO PAY
 TD

2101 372.00



Tom Darrough
Boone County Treasurer

Electronic Transfer Verification
Effective Date: 11/08/16

Vendor BURKS, ADAM MATTHEW
Address 703 PYTHON CT
COLUMBIA, MO 65202

15457

Invoice	Description	Amount
10/21/16	REIMB:COLUMBIA BAKERY-CAFE HAZWOPER TRAINING	146.89
10/21/16	REIMB:MOSERS HAZWOPER TRAINING	13.97
10/21/16	REIMB:BANDANA'S BAR-B-Q HAZWOPER TRAINING	311.72
Total		472.58

MAINSCR BOONE AP Payment View Main Screen TRCAROLI 12:48:03
 Check # 187793 Date 3/11/2016 Vendor 223 Finalized Y 7/18/17
 Issued To _____ Status CLEARED 3/15/2016

COLUMBIA DAILY TRIBUNE
PO BOX 798
COLUMBIA, MO 65205-0798

AP Number	Dept	Acct	Name	Line	Amount
<u>2016</u>	<u>814</u>	<u>1</u>	<u>1115 84300</u>	<u>ADVERTISING</u>	<u>974.88</u>
			Dept	<u>HUMAN RESOURCES & RISK MGMT</u>	
<u>2016</u>	<u>869</u>	<u>1</u>	<u>1118 84300</u>	<u>ADVERTISING</u>	<u>76.62</u>
			Dept	<u>PURCHASING</u>	
<u>2016</u>	<u>884</u>	<u>1</u>	<u>2101 84300</u>	<u>ADVERTISING</u>	<u>138.96</u>
			Dept	<u>LEPC-CEPF GRANT</u>	

Bottom

F2=Key Scr F3=Exit F10=View Document F11=Switch Line Mode
 Total Payment Amount 1,190.46

Requisition # 2016-843
 Vendor # 223

COLUMBIA DAILY TRIBUNE

P.O. Box 798 • Columbia, MO • 65205-0798

ADVERTISING INVOICE and STATEMENT

BILLING PERIOD		ADVERTISER/CLIENT NAME		
02/29/16		BC LEPC		
TOTAL AMOUNT DUE	*UNAPPLIED AMOUNT	TERMS OF PAYMENT		
138.96				
CURRENT NET AMOUNT DUE	30 DAYS	60 DAYS	OVER 90 DAYS	
138.96	0.00	0.00	0.00	

INVOICE NUMBER	PAGE	BILLING DATE	BILLED ACCOUNT NUMBER	ADVERTISER/CLIENT NUMBER
Annual Public Notice			45640	12382

BILLED ACCOUNT NAME & ADDRESS
 BC LEPC
 801 E. Walnut St.
 Columbia, Mo., 65201

CREDIT CARD PAYMENTS	
VISA Card Number: _____	
Exp. Date: _____ Amt. to pay: _____	
Signature: _____	
Name on Card: _____	

PLEASE DETACH AND RETURN UPPER PORTION WITH YOUR REMITTANCE

DATE	NEWSPAPER REFERENCE	DESCRIPTION - OTHER COMMENTS / CHARGES	SALES/AD BILLED UNITS	TIME/RUN RATE	BALANCE
		BALANCE FORWARD			
02/29	Annual Public Notice	3x3 black/white ad Ad # 45640 ***PAID IN FULL*** ***PAID IN FULL*** ***PAID IN FULL***	1.0	138.96	138.96
		AMOUNT DUE THIS PERIOD			138.96

STATEMENT OF ACCOUNT AGING OF PAST DUE AMOUNTS

138.96	0.00	0.00	0.00	138.96
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COLUMBIA DAILY TRIBUNE

101 North 4th Street • P.O. Box 798
 Columbia, MO 65205 • (573) 815-1500

*UNAPPLIED AMOUNTS ARE INCLUDED IN TOTAL AMOUNT DUE

INVOICE NUMBER	BILLING PERIOD	BILLED ACCOUNT NUMBER	ADVERTISER/CLIENT NUMBER	ADVERTISER/CLIENT NAME
Annual Public Notice	02/29/16	45640	12382	BC LEPC

OKAY TO PAY
 TD 2/29/16 2101/84300

Meta Kanago - RE: Columbia Daily Tribune Advertising

From: "Sims, Craig" <casims@columbiatribune.com>
To: 'Tom Darrough' <TDarrough@boonecountymo.org>
Date: 3/3/2016 8:17 AM
Subject: RE: Columbia Daily Tribune Advertising

Hi Tom,

I apologize for the confusion. It should not have said "paid in full" on the invoice. That is my mistake when creating this handbill. You still owe that amount.

Thank you for asking.

Craig Sims
Account Executive
Columbia Daily Tribune
573-815-1809

From: Tom Darrough [mailto:TDarrough@boonecountymo.org]
Sent: Thursday, March 03, 2016 8:13 AM
To: Sims, Craig <casims@columbiatribune.com>
Subject: RE: Columbia Daily Tribune Advertising

Craig,

This invoice says paid in full. Is that what you were referring to when you said credited account? Or do we still owe this?

Thanks

Tom Darrough
Boone County Treasurer
573-886-4367
801 E Walnut, Room 205
Columbia, Mo 65203

>>> "Sims, Craig" <casims@columbiatribune.com> 2/29/2016 9:18 AM >>>

Tom,

Attached you will find a handbill I've created for this ad. I've billed this ad under the BC LEPC account with the Tribune, which has a credited account with the Tribune. Let me know if you need anything else!

Thank you,

Craig Sims
Account Executive

Columbia Daily Tribune
573-815-1809

From: Tom Darrough [<mailto:TDarrough@boonecountymo.org>]
Sent: Monday, February 29, 2016 9:07 AM
To: Sims, Craig <casims@columbiatribune.com>
Subject: RE: Columbia Daily Tribune Advertising

Craig,

Looks good. Shoot me an invoice.

Thanks

Tom Darrough
Boone County Treasurer
573-886-4367
801 E Walnut, Room 205
Columbia, Mo 65203

>>> "Sims, Craig" <casims@columbiatribune.com> 2/29/2016 8:44 AM >>>
Hi Tom,

Attached you will find your ad proof we worked on last week. Are there any additional changes I need to make/add to this?

Craig Sims
Account Executive
Columbia Daily Tribune
573-815-1809

From: Tom Darrough [<mailto:TDarrough@boonecountymo.org>]
Sent: Monday, February 22, 2016 2:59 PM
To: Sims, Craig <casims@columbiatribune.com>
Subject: Re: Columbia Daily Tribune Advertising

Craig,

Sounds good. Please change the last line of the second paragraph to the following:

Please contact Mr. Adam Burks, LEPC Chairperson at 573-447-5000 for further information.

Thanks

Tom Darrough
Boone County Treasurer
573-886-4367

801 E Walnut, Room 205
Columbia, Mo 65203

>>> "Sims, Craig" <casims@columbiatribune.com> 2/22/2016 2:50 PM >>>
Hi Tom,

Attached is a copy of last year's ad for reference. This ad is sized as a 3x3 in black/white. We can run this ad with the revisions you send at the same investment as last year, \$138.96.

I can schedule this ad for Wednesday, March 9, per your request as the second Wednesday in the month.

Thank you and let me know what other information you may need!

Craig Sims
Account Executive
Columbia Daily Tribune
573-815-1809