

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI }  
County of Boone } ea.

January Session of the January Adjourned

Term. 20 19

In the County Commission of said county, on the 29th day of January 20 19

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 Juvenile Justice Program Assistance grant application submitted by the 13<sup>th</sup> Judicial Circuit Family Court – Juvenile Division.

Done this 29th day of January 2019.

ATTEST:

*Brianna L. Lennon*  
Brianna L. Lennon  
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

**Juvenile Justice Program Assistance Funding Proposal-FY19-20**  
**13<sup>th</sup> Judicial Circuit Family Court-Juvenile Division**

**Name & Brief Description of Proposed Program:**

**Supervision:**

Evening Reporting Center Program

The ERC operates Monday through Friday from 3:30 p.m. until 7:30 p.m., and provides both supervision and a variety of programming to youth conducive towards pro-social learning and behaviors. The ERC is used for various reasons: 1) to transition juveniles leaving detention back into the community; 2) as a sanction for not complying with conditions of informal or formal supervision; 3) as an alternative to detention; or 4) as a condition of release from detention pending Court action. Moral Reconciliation Therapy is offered to youth two days a week, which helps youth learn pro-social thought patterns to replace anti-social thought patterns. We have also partnered in the past and present with the Boys and Girls Club; Reality House Programs, Incorporated; Compass Healthcare, Incorporated; the Youth Empowerment Zone; True North; Daniel Boone Regional Library; and a variety of other community agencies to provide quality programming for the youth. The Evening Reporting Center originally began operating in 2010 in partnership with the Intersection Youth Facility where it operated with Intersection staff until 2012. In October of 2012, the Juvenile Office began fully operating the Evening Reporting Center with its own staff in the Alternative Sentencing Building, which is owned by Boone County.

In-Home Monitoring Services (GPS and Cellular)

The Juvenile Division staff has used In-Home Detention for over a decade as an intervention for youth. We originally began using Voice Verification services and Electronic Monitoring through a home telephone line as provided by Behavioral Interventions, Incorporated; but we now use cellular and Global Positioning Satellite technology for tracking purposes which, incorporate the use of an ankle transmitter fitted to the juvenile's leg to monitor the juvenile's location twenty-four hours a day while allowing the juvenile to remain in the community.

**Treatment:**

Crisis Intervention Services (CIS, previously titled as Intensive Crisis Intervention Services)

This program, which began in 2012, aims to address youth in custody who are encountering domestic issues within the home or problematic behaviors in the school setting. A licensed therapist meets with the family in the home intensively for a two week period to identify issues and formulate a plan of strategies and services to help the family. A written report is completed and given to the Juvenile Officer and the family.

**Geographic Area & Need for the Program:**

The 13th Judicial Circuit is comprised of Boone and Callaway counties which are progressive counties located in the center of the state at the crossroads of major east-west and north-south highways. Demographics are of an urban, semi-urban, and rural composition with a unique degree of ethnic diversity. Boone and Callaway Counties are home to a varying number of minority

populations, including Asian, Native American, Hispanic, African American, and Multi-Racial, in addition to the Caucasian population. Population growth and prospects for additional growth are placing increasing demands on county government. Data for 2017 shows Boone County with a population of 178,271, and Callaway County with a population of 48,512. Both counties have increased in population from 2016 to 2017.

According to information posted on the Juvenile Detention Alternatives Initiative (JDAI) Help Desk website ([www.jdaihelpdesk.org](http://www.jdaihelpdesk.org)), studies conducted on the juvenile justice system across the United States found the system to be “arbitrary, discriminatory, and ineffective”. Specifically speaking, the system of detaining youth was faulted across the U.S. In the early 1990s, two out of every three youth who were detained went to detention centers which were overcrowded and which could not provide the programs and services mandated by law. Less than one-third of the youth were in detention for violent offenses and in 1995, two-thirds of the youth in detention were minority youth. Further research posted on the JDAI help desk website shows that youth who are placed in detention with other delinquent youth are more likely to leave detention having more undesirable behaviors than when they entered and further one study conducted in Arkansas revealed that once a youth has been placed in detention one time, their likelihood of returning was high.

In 2018, there were a total of 153 13th Circuit youth admitted to detention producing an average daily population of 4.2 and an average length of stay in detention of 10 days. Youth of color made up 54% of the 13th Circuit youth detained during this period. The number of youth placed in detention has decreased slightly between 2017 and 2018. The number of youth held for felony person and misdemeanor person make up the largest number of youth in detention. The 13<sup>th</sup> Circuit has historically used the Missouri Juvenile Detention Assessment instrument to score every juvenile in custody. The 13<sup>th</sup> Circuit also has a very low over-ride rate, which indicates youth who are being detained are a risk to the community.

In addition to reviewing the 13th Circuit’s assessment tools for detention, in 2011, the 13th Circuit developed a Disproportionate Minority Contact Committee to look at racial disparity in the juvenile justice system through technical assistance from the Annie E. Casey Foundation, Missouri Juvenile Justice Association, and Office of State Courts Administrator. In 2008, a study was conducted by the Office of State Courts Administrator in conjunction with the Missouri Juvenile Justice Advisory Group, Missouri Department of Public Safety, and the Missouri Juvenile Justice Association. The study found that Boone County had a relative rate index (RRI) of 7.7 for African American youth referred to the juvenile justice system. According to this report, the relative rate index measures the over or under representation of minorities at certain contact points in the juvenile justice system.

In 2008, this relative rate index shows that African American youth were referred to the juvenile justice system in Boone County Missouri 7.7 times more than their Caucasian counterparts which can lead to over representation of youth of color in juvenile detention facilities. According to a Disproportionate Minority Contact data analysis report for Boone County, Boone County’s RRI was 4.8 in 2016. This is down from 5.4 in 2015. This indicates that the efforts through JDAI have had an impact on decreasing these numbers, but the 13<sup>th</sup> Circuit continues to strive to reach the statewide RRI of 2.8. As of the date of this report, RRI data for 2017 and 2018 is not available.

Admissions data for 2018 above illustrates that the top five reasons for detention were: 1) felony person, 2) misdemeanor person, 3) felony property, 4) drug offense, and 5) misdemeanor property. According to experts in the field of Juvenile Justice, professional standards suggest that secure detention should be used to make sure that the youth appears in court and to minimize the risk of serious re-offending while waiting to appear in court. Prior to January 1, 2010, in the 13th Circuit, the decision to detain youth was at the discretion of 14 different deputy juvenile officers, leaving

the decision to detain or not, to be highly subjective. At that time, the 13<sup>th</sup> Circuit had guidelines to follow when making a decision to detain, however the reason to detain was based generally on criteria such as the offense committed, how cooperative the youth/parents were, whether or not they had a suitable adult to supervise them, and the need to hold youth accountable for their actions. All these factors could be influenced by the youth's attitude, pressure from law enforcement to authorize detention, the deputy juvenile officers' frustration in not knowing what else to do with the youth as well as the responsibility to public safety.

On January 1, 2010, the Thirteenth Circuit Juvenile Division began using the Missouri Juvenile Detention Assessment (JDTA) on all youth who were presented for detention whom the juvenile office had in-person contact with. In 2012, the Missouri Juvenile Detention Assessment was implemented for all youth presented by law enforcement. The table below shows how many youth scored within each of the three risk levels on the form for the years 2015 to 2018.

**Table 2: 13<sup>th</sup> Circuit JDTAs Administered 2012-2015**

<b>Year</b>	<b>High</b>	<b>Medium</b>	<b>Low</b>	<b>Total for Year</b>
<b>2015</b>	<b>105</b>	<b>145</b>	<b>514</b>	<b>762</b>
<b>2016</b>	<b>123</b>	<b>129</b>	<b>491</b>	<b>743</b>
<b>2017</b>	<b>98</b>	<b>128</b>	<b>429</b>	<b>655</b>
<b>2018</b>	<b>107</b>	<b>93</b>	<b>323</b>	<b>523</b>

In 2018, there were 41 overrides of the JDTA instrument. This amounted to a total override rate of 7.8%. This percentage decreased from 2017, when our total override rate was 8.5%. JDAI focuses on the rate of those youth eligible for release or release with a detention alternative who were placed in detention. In 2018, our override to detention rate was 5%. This rate was lower than our projected goal of 10%. Our override rate continues to remain well below our projected goal and the maximum-recommended override rate. The use of the JDTA has greatly improved our process of determining which youth are appropriate for detention. In using the JDTA form, it has helped create an objective decision making process for all youth.

While the court has strived to work on creating and maintaining alternatives to detention, one major obstacle is funding. The circuit began providing GPS and Cell Unit Monitoring in March 2011, but found that this alternative was cost prohibitive for families. The court used Title II funds to help families who were determined indigent by the Court; however, this funding ended on September 30, 2012. Title II dollars were also used to pay for Shelter Care as an alternative to detention. The circuit has provided Shelter Care as an alternative to detention since April 1, 2010. OSCA began funding CIS, Shelter Care, some ERC services, and In-Home Detention in July 2013 through the Juvenile Alternatives to Detention Program Grant. Starting in July 2014 these programs were funded through the Juvenile Justice Program Assistance Grant which continues to the present. For fiscal year 2018, we ceased use of Shelter Care, due to under-utilization of the program and due to a decrease in funding. We still utilize CIS, ERC, and In-Home Detention.

Funds are being requested to continue to pay for the use of GPS and cell units for electronic monitoring for all youth placed on In-Home Detention through cell and GPS units as an alternative to detention and a sanction.

In terms of funding requested for the Evening Reporting Center, there are two major costs: Moral Reconation Therapy ("MRT"), and meals. The circuit has an agreement with Reality House

Programs, Incorporated, which provides a licensed therapist to facilitate MRT to the youth participating in the Evening Reporting Center at a cost of \$35.80 per unit, for two days a week. A unit is equivalent to 1 hour. MRT requires the use of workbooks for which funding is needed. MRT was originally covered through a diversionary grant through the Missouri Division of Youth Services; however, funding was depleted at the end of December 2014, and a Juvenile Justice Program Assistance Grant Amendment was submitted to allow it to be covered starting in January 2015 through the end of June 2015. This continues to be funded through the Juvenile Justice Program Assistance Grant. There are also costs associated with providing daily meals for the youth at the Evening Reporting Center. The circuit uses the United States Department of Agriculture Guidelines to provide cold meals for youth which consists of two slices of bread and youth's choices of either peanut butter and jelly, or sandwich meat; snack crackers; a fruit cup or pudding and a nutritious drink with appropriate daily values of vitamin C. The circuit requests minimal funding for Evening Reporting Center supplies such as paper plates, food preparation gloves, paper towels, cups, and wet wipes for food cleanup. In addition, youth do a variety of educational and art activities and the circuit requests funding for minimal art supplies such as paper, paint, markers, colored pencils, glue, and safety scissors for these activities.

In 2011, Crisis Intervention Services were developed to address situations involving youth in custody by law enforcement for domestic related status offenses or law violations as well as disruptive school behavior. The therapist makes recommendations for additional services for the families and a final meeting is held with the family, therapist, and Juvenile Office representative to ascertain the success of the program. The therapists who provide the Crisis Intervention Services have assisted families in scheduling therapy services for families, they have provided referrals for substance abuse assessments, and have assisted families in finding pro-social activities, both in the community and at the schools. In addition a stakeholder survey is completed by the family at the completion of the program. The therapist is then reimbursed at a rate of \$625 per family served. These services were funded through the Annie E. Casey Foundation until 2012, juvenile diversion funds were received through OSCA that helped the 13<sup>th</sup> Circuit continue to fund these services and now have been funded through the Juvenile Justice Program Assistance Grant since July 2014.

The 13th Circuit wants to continue to offer Crisis Intervention Services, a detention alternative that addresses the immediate crisis needs facing youth age 8-16, who are in custody with law enforcement for domestic related status or law violation offenses as well as for disruptive school behavior. CIS can also be used as a sanction for youth under supervision who are experiencing disruptive behavior in school or domestic issues in the home who may not be in the custody of law enforcement, but need a more immediate response to their current issues. CIS can also be used for youth whose parents have referred them to the Juvenile Officer.

The 13th Circuit used several of these alternatives to detention more frequently as a sanction for youth in 2018 who are already under the jurisdiction of the court as a means to address dangerous or problematic behaviors in lieu of placement at the Robert L. Perry Juvenile Justice Center for detention or evaluation. Currently, the circuit regularly uses both cell and GPS In-Home Detention as well as the Evening Reporting Center as sanctions for violations of a juvenile's supervision, which overall have been very successful in addressing problematic behaviors in lieu of detention. Also several youth who have scored a release on the Missouri Juvenile Detention Assessment, but had a supervisory approved override up, were assigned to the CIS program when a simple release back to the family was not seen as suitable by the Deputy Juvenile Officer, parent, and the youth, and more intervention was needed.

In 2011, the 13th Circuit researched and worked to establish a uniform sanctions grid to respond to technical probation violations. With the creation of the sanctions grid, the Evening Reporting Center and In-Home Detention are used to respond to serious and persistent technical probation violations such as persistent school problems, youth who run away from home for extended periods of time, and youth who fail to report to see their Deputy Juvenile Officer as directed on multiple, consecutive occasions. Multiple youth who had been detained at the Robert L. Perry Juvenile Justice Center were released at the detention hearings pre-adjudication to participate in several alternatives to detention such as CIS, ERC, and In-Home Detention once it was determined that further detention was not needed pending adjudication and disposition. Furthermore, several youth were released from the Robert L. Perry Juvenile Justice Center post-adjudication, pre-disposition, which were being evaluated on the program side of the Robert L. Perry Juvenile Justice Center. This allowed further evaluation of the youth in the community while participating in the Evening Reporting Center or In-Home Detention as a step down to a less secure environment, but with some restriction of movement and services in place.

Several youth have also participated in the Evening Reporting Center and In-Home Detention post-adjudication and post-disposition as a supervision sanction when it was determined that some problematic behaviors persisted that needed further restriction and monitoring, but did not rise to the level of detention or placement at the Robert L. Perry Juvenile Justice Center.

### **Target Population & Selection Process:**

The 13th Circuit began participating in JDAI in October of 2009. It was not until January 1, 2010, that the 13th Circuit officially began using the Juvenile Detention Assessment (JDTA) to screen referrals to detention. Shortly thereafter, other JDAI core strategies were being researched and implemented in our circuit in efforts to reduce the unnecessary use of detention in the 13<sup>th</sup> Circuit and develop alternatives to detention for youth in the community.

A primary tool used by the Juvenile Division in delinquency and status offense cases is the Risk and Needs Assessment Form. A risk assessment is completed on juveniles at the point of intake and helps guide decision-making regarding disposition as well as an appropriate level of supervision. A risk/needs assessment is completed on all youth who receive a referral for status and delinquency offenses. Some of the information gathered for risk and needs is based on self-reporting information provided by parents and children as well as information gleaned from the juvenile's file. Each youth has a risk and needs level assigned which is also used in determining whether to use the Evening Reporting Center, In Home Detention, Crisis Intervention Services, or Shelter Care as a possible sanction to addresses referrals or inappropriate behaviors reported to the Juvenile Officer. A sanctions grid is employed by the 13<sup>th</sup> Judicial Family Court-Juvenile Division in determining the correct sanction for youth.

Our target population is any youth who is presented to the Juvenile Officer in custody by law enforcement, and who is subsequently assigned a score on the Missouri Juvenile Detention Assessment Form as well as any youth under Informal or Formal Supervision who has had violations of supervision and require an increased response to these violations according to the risk/needs assessment and graduated sanctions matrix.

### **Service Provider:**

The 13<sup>th</sup> Circuit has been fortunate in that those agencies or individuals providing services for us have remained relatively stable over the past several years.

**CIS:** We continue to partner with two local counseling agencies to provide Crisis Intervention Services. Ellis and Associates and Affinity Counseling each provide us with a therapist that is a licensed therapist in the state of Missouri and has a master's level of education. Sarah Gray of Ellis and Associates has been providing CIS services for us since 2011. She has a Masters in Educational Psychology and is a Licensed Professional Counselor in the state of Missouri, having practiced therapy for over ten years. In addition Dr. Jacqueline Ellis, the founder and owner of Ellis and Associates, has a Doctorate in Educational Psychology and is a Licensed Psychologist in the state of Missouri. Another employee of Ellis and Associates, Pat Burns, who also offers advice on CIS cases, has a Masters in Clinical Social Work and is a Licensed Clinical Social Worker in the state of Missouri. It should be noted, as of January 1, 2019, Dr. Ellis has retired, and will no longer be providing services to families through the CIS program. Sarah Gray will continue to provide those services. Tanya Weigand also has been providing CIS services for us since 2011 through her company Affinity Counseling, LLC. She has a Masters in Clinical Social Work and is a Licensed Clinical Social Worker in the state of Missouri. Our current CIS partners have been very consistent in their services.

**GPS/Cell Monitoring:** The 13<sup>th</sup> Circuit continues to partner with Behavioral Interventions, Incorporated for all of our In Home Detention Monitoring needs for well over a decade and we continue to receive consistent and innovative monitoring services from this business agency. For further information regarding their services, please review their website at [www.bi.com](http://www.bi.com).

**Evening Reporting Center:** Reality House Programs, Incorporated continues to provide us with Moral Reconciliation Therapy at our Evening Reporting Center. Blair Campier is a certified provider of both adult and juvenile MRT services. We have partnered with Reality House programs for this service since 2012. We also partner with multiple agencies in the Columbia/Boone County area to provide many other services free of charge as mentioned previously such as Compass Health, Incorporated, Daniel Boone Regional Library, Urban Agriculture, True North, Youth Empowerment Zone, Columbia Police Department, Missouri Highway Patrol, Boone County Sheriff's Department, the Columbia/Boone County Health Department, and several others as noted in our resource provider list.

The credentials for each of the service providers mentioned above have been included with this grant proposal.

### **Number of Youth Served and Hours of Service:**

**CIS:** The circuit estimates that approximately thirteen youth and families would be served at \$625 per youth/family, which comes to \$8,125. Specifically, this breaks down to each family receiving approximately nine hours of service weekly for two weeks, giving each family approximately eighteen hours of crisis intervention services. This figures out to an hourly rate of \$34.72. The \$625 payment to a provisionally or fully licensed clinical social worker or professional counselor would cover any mileage or administrative cost associated with them providing this service. This would be a total of 234 estimated hours of service during the grant period.

The circuit arrived at this estimate because during the previous grant cycle, the circuit had nine youth referred to the CIS program and six youth who actually participated. Due to the reduction in grant funds for the 2018 fiscal year, we curtailed use of CIS, as we determined ERC and In-Home Detention were more beneficial, so we wanted the bulk of funds spent on those programs.

During the current grant cycle, we had two families referred to the program, with one family participating in and completing the program. We plan to continue using this program as a sanction for youth who are having difficulties in the home, whose behaviors have led to a referral to the Juvenile Officer. The clinicians who provide services for this program dedicate a minimum of 16 direct-service hours to the family they are serving. The clinician provides the services for approximately 30 days. Over the years, his program is used more frequently for families in Callaway County, due to the lack of services in Callaway County, compared to Boone County.

#### **GPS/Cell Unit Monitoring:**

One of our case processing goals is to have all youth placed on in-home detention be released from the program within fourteen days. It is our Circuit's policy and practice to release youth at their first court appearance if they have had no problems or concerns while on in-home detention. The circuit continues to have the goal of setting each of these youth for first appearance within fourteen days of being placed on in-home detention. During the current grant year, July 1 through the present, the average number of days youth have been placed on home detention as an alternative to detention has been approximately eighteen, which is an increase of one day from the previous grant year, and slightly above our goal on the in-home detention program. It should be noted we had fewer participant this year who were unsuccessful on the program, therefore, our number of average days is expected to be higher. Our Circuit continues to have the goal of putting more of our technical probation violators who are in custody and who score detention on GPS or Cell Unit Monitoring, instead of those youth having to be placed in detention. If they are placed in detention, the Circuit looks to immediately release them at their detention hearing on in-home detention until their next court appearance. For the current grant year and for the coming year, we will be looking to cover all youth placed on In-Home Detention as an alternative to detention and post adjudication/post disposition sanction. Based on current usage patterns, we estimate providing 1180 days of Cell Unit Monitoring or GPS monitoring for approximately twenty days each to fifty-nine youth based on current usage patterns.

**Evening Reporting Center:** We would like to continue funding Moral Reconciliation Therapy through the Juvenile Justice Programming Assistance Grant as it is such an integral part of the programming at the Evening Reporting Center and would allow for greater continuity of programming and costs. Moral Reconciliation Therapy is an evidenced-based model of treatment. So far during this grant period, five youths have participated in the Evening Reporting Center, with an average number of days of 27.6. There are currently two youth participating in the Evening Reporting Center, who are reflected in this number. We would look to continue the use of this program as not only an alternative to detention, but also as a sanction for youth. This would entail each youth participating in MRT therapy two days a week for approximately five sessions or ten units in two weeks. MRT therapy is \$35.80 per unit or per one-hour session. Sessions are 1.5 units or \$53.70 per daily session or \$537 for ten units in a two-week period. The cost of MRT per youth increases as fewer youth participate, as it is a group therapy method. It will be our goal to have at least two youth at the ERC when it is being used. MRT workbooks are \$25.00 for each youth for a cost of \$500 for 20 youth.

We anticipate a consistent use of this program not only as an alternative to detention, but also as a sanction for youth to remain in the community with closer supervision and treatment as we have streamlined usage of the program so that youth who are referred to the Evening Reporting Center as a sanction no longer require a court order to participate. In addition, youth under Informal Supervision are now allowed to participate as a sanction for behaviors.

#### **Fidelity Plan:**



The 13<sup>th</sup> Judicial Circuit uses two main ways to ensure adequate utilization of each service. For youth who are presented to the Juvenile Officer in the custody of law enforcement and who subsequently score between 10-14 on the JDTA, which would indicate an alternative to detention, the deputy juvenile officer must consider an alternative to detention such as In-Home Detention, the Evening Reporting Center, Crisis Intervention Services, a Conditional Release, or some other community alternative such as mental health treatment. In the event the deputy juvenile officer feels that an alternative to detention is not appropriate, an override up or down must be obtained from a supervisor with an explanation of why an override of the JDTA score is recommended.

Next, for youth who are under informal or formal supervision of the court, if the deputy juvenile officer has reviewed a youth's risk/needs score and consulted with the graduated sanctions matrix, the Deputy Juvenile Officer must obtain permission from a supervisor prior to placing a juvenile in one of the programs listed above. The deputy juvenile officer must also request permission prior to submitting a petition or motion to modify for filing in court to determine whether a sanction such as the ones listed above would be more appropriate than a formal filing in court. These methods help to ensure that youth are receiving the appropriate alternative to detention or sanction for the presenting behavior.

**Day Treatment Program** This year, we are again including in our request, funding for our Day Treatment Program. It is an alternative educational program offered since the 2015-2016 school year at the Robert L. Perry Juvenile Justice Center and in cooperation with the Columbia Public Schools. The Day Treatment Program follows the Columbia Public Schools calendar and is in session during the regular school year, Monday through Friday, from 8:15am to 3:15pm. The program provides support, supervision, and educational and therapeutic programs in a structured environment for the purpose of maintaining youth in the community. Youth who are referred to the Day Treatment Program will be provided an education, supervision, tutoring assistance with school homework assignments, programming, and breakfast and lunch. Through the Day Treatment Program, youth are expected to demonstrate appropriate school behaviors and are encouraged to make good character choices, all in a safe environment.

Youth referred to the Day Treatment Program at the Robert L. Perry Juvenile Justice Center are Wards of the Court and can be referred by school staff or their Deputy Juvenile Officer. Youth can be referred for several different issues, including being suspended or expelled from their Columbia Public Schools home school location due to a serious offense, having significant truancy issues for a variety of reasons, and other behavioral circumstances. The Day Treatment Program can also be used as an educational transition from school at the detention center as a resident is returning to the community and attending the small-scale school setting, before returning to their home school. The length of participation varies from youth to youth, anywhere from a few weeks to a full school year.

**Need for the Program:**

Providing a youth involved with the juvenile justice system an education in a safe environment has been linked to decreases in rates of recidivism and a better educational experience, including successful reintegration into the community upon leaving detention. One study found that only 12% of formerly detained youth complete a high school degree or GED after being released from detention. Youth in the 13<sup>th</sup> Circuit were leaving detention and facing extended suspensions or expulsions from their home schools and without an option to continue their education in a traditional setting. Some students qualified for homebound instruction, which included approximately five hours of educational instruction per week. The majority of the youth detained

were significantly behind in their academic progress; anywhere from one to two semesters behind in earning credits. One study found that 65% of youth admitted to detention had special education needs. Problems such as low achievement, vocabulary, and verbal reasoning increased delinquency predictions by 27%. Furthermore, while the average age of a youth in detention is 15 1/2, the average reading level is 4<sup>th</sup> grade.

During the last half of the 2015-2016 school year, the Day Treatment Program was started at the Robert L. Perry Juvenile Justice Center to address the lack of an educational program available to Wards of the Court facing extended suspensions and expulsions. Youth accepted into the program attend a full school day at the facility, but then return to their home in the community outside of school hours. Youth are able to participate in an online credit recovery program under the supervision and guidance of teaching staff with the Columbia Public Schools. All of the educational materials needed to participate are provided to the youth. The current program allows for ten Day Treatment students to participate. This small number is due to the supervision and educational assistance necessary to maintain a safe and secure educational environment for the youth. During the 2015-2016 school year, 16 youth were referred. During the 2016-2017 school year, 18 youth were referred. During the 2017-2018 school year, 13 youth were referred. For those thirteen youth, they completed 6 credits during their time in Day Treatment. So far, during the 2018-2019 school year, 16 youth were referred. For the first semester of the 2018-2019 school year, the youth completed 8 credits. Several youth begin the program and remain in the program for a full semester or up to a year.

Youth participating in the program thrive in the small class setting and the supervision and structure of the facility. Youth work at their own pace with the PLATO online credit recovery program and are able to pass a full semester course within 2-3 weeks. This option has allowed several youth in the program to recover lost credits and any work they start can be transitioned to their home school. Youth, their families, school officials, and 13<sup>th</sup> Circuit staff have seen the benefit of the Day Treatment Program educational option. Currently, the need for more than five student spots has outgrown the means to provide adequate supervision and educational support. Funds are being requested so that we can continue to provide this beneficial program to all youth that are referred and in need of an alternative educational setting. The Columbia Public Schools is researching means to provide an additional teacher for the program, however the need for an additional facility staff member to provide supervision and tutoring to a growing number of Day Treatment students will be needed.

#### **Service Provider:**

Columbia Public Schools provides the qualified teaching staff for the Robert L. Perry Juvenile Justice Center and the Day Treatment Program students. Currently, there are four different classrooms in the facility. There are two full-time teachers and one full-time instructional aide; with one of those full-time teachers dedicated to students in the Day Treatment Program.

#### **Number of Youth Served and Hours of Service:**

Based on the number of referrals received for youth to participate in the Day Treatment Program, we would like to have ten students, at any one time, in the Day Treatment Program. Depending on the length of participation by the student, the Day Treatment Program could provide services to an estimated 10-25 youth per school year. Funding is being sought to request a new county employee be reimbursed to provide supervision and tutoring of the Day Treatment Program students. There is a need for these services for approximately 7 hours per school day. There are approximately 172 days of school. The rate of a Program Assistant Tutor is \$10.24 per hour. We

would request \$12,328.96. In the alternative, we would request funding for approximately 4 hours per school day. This would amount to \$7,045.12

**Fidelity Plan:**

Youth (and their parents) referred to the Day Treatment Program by their Deputy Juvenile Officer or Columbia Public School officials complete an interview for participation. The youth's educational records including attendance, grades/credits earned, special education needs, and behaviors are reviewed. If accepted, the Court is made aware of and approves of the youth's participation. The youth sets educational and behaviors goals, which is monitored by school and facility staff during their participation. The youth will also be instrumental in creating a plan of transition from the Day Treatment Program to their home school.

**Budget Narrative:**

Day Treatment Program: We would like to have up to ten students in the program, at any one time. Depending on the length of participation in the program, it is estimated that 10-25 youth could participate in a school year. For the expansion of this program, a Program Assistant Tutor would be needed to provide the additional supervision and educational support to these students. There is a need for these services for approximately 7 hours per school day. There are approximately 172 days of school. The rate of a Program Assistant Tutor is \$10.24 per hour. We would request \$12,328.96. In the alternative, we would request funding for approximately 4 hours per school day. This would amount to \$7,045.12.

As a new program request, we have prioritized funding of the Day Treatment Program below the already existing programs that have been established and funded in years past. To fully fund the Day Treatment Program as previously mentioned, the \$12,328.96 would push our total amount requested beyond the initial limit of \$25,000.00 per jurisdiction. Therefore, we would alternately proposed a partially-funded Day Treatment Program at \$7,045.12 to keep within the \$25,000.00 limit. We would request the difference in funding (\$5,283.84) in the event that other jurisdictions do not use their funding.

**Budget Narrative:**

**CIS:** \$625/juvenile and family x 13 juvenile/families = **\$8,125**. This breaks down to approximately 18 hours of counseling and crisis services from a provisionally or fully licensed clinical social worker or professional counselor over a two-week period at \$34.72/hour. The \$625 payment to a provisionally or fully licensed clinical social worker or professional counselor would cover any mileage or administrative cost associated with them providing this service.

**GPS/Cell Unit Monitoring:** \$4.24/day x 658 days of Cell Unit Monitoring = \$2,789.92 and \$4.35/day x 168 days of GPS monitoring = \$730.80 for a total of **\$3,520.72**. The circuit estimates providing 658 days of Cell Unit Monitoring to 47 youth for approximately 14 days each which comes to \$59.36 per youth. The circuit also estimates providing 168 days of GPS monitoring to 12 youth for approximately 14 days each which comes to \$60.90 per youth.

**Evening Reporting Center:** The cost per youth is \$172.29, which includes \$147.29 for MRT per youth, and \$25.00 for an MRT workbook per youth. Therefore with 20 youth at \$172.29 for each youth. = **\$3,445.80**

**Prioritization:** Our prioritization would be to fund CIS, GPS/Cell Unit Monitoring, and Evening Reporting Center first, and the partial Day Treatment Program. If additional funds are available, we would request funding for the full Day Treatment Program.

Summarization:

CIS: \$8,125.00  
GPS/Cell Unit Monitoring: \$3,520.72  
Evening Reporting Center: \$3,445.80  
Partially-funded Day Treatment Program: \$7,045.12

Total Funding Request for these programs: **\$22,136.64**

Funding Request for additional funds for Day Treatment: **\$5,283.84**

**County Treasurer to which all reimbursements will be made:**

Tom Darrough, Boone County Treasurer

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI }  
 County of Boone } ea.

January Session of the January Adjourned

Term. 20 19

In the County Commission of said county, on the 29th day of January 20 19


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

Now on this day, the County Commission of the County of Boone does hereby approve the following budget revision from the Boone County Clerk's Office to move funds from Emergency Funds (86800) to County Election Expense (85900) to cover cost overages from the 2018 August Primary and the 2018 November General Elections.

Department	Account	Department Name	Account Name	Decrease \$	Increase \$
1133	85900	Election Activities	County Election Expense		48,850
1133	86800	Emergency & Contingency	Emergency	48,850	
				48,850	48,850

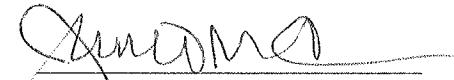
Done this 29th day of January 2019.

ATTEST:

  
 Brianna L. Lennon  
 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 REVISION

12/31/2018

**EFFECTIVE DATE**

**FOR AUDITORS USE**

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

Dept	Account	Fund/Dept Name	Account Name	Transfer From Decrease	Transfer To Increase
1133	85900	Election Activities	County Election Expense		48,850
1123	86800	Emergency & Contingency	Emergency	48,850	
				<b>48,850</b>	<b>48,850</b>



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):


A budget revision is needed to cover cost overages for the August Primary and November General Elections. The original approved budget for August was \$200,000 and actual costs to county were \$247,721.97 and the approved budget for November was \$320,000 and the actual costs were \$422,049.80. We had savings of approximately \$1,500 from the April election. Additional revenues of over budget of \$47,815 will be appropriated to cover the overage and savings from various accounts within the County Clerk's Office will also be utilized (see separate budget amendment). The remaining expense of \$48,850 will be covered by the Emergency Appropriation.

  
\_\_\_\_\_  
**Requesting Official**

-----  
**TO BE COMPLETED BY AUDITOR'S OFFICE**

- |  |   |
|--|---|
| <input type="checkbox"/> A fund-solvency schedule is attached.               | <input checked="" type="checkbox"/> Agenda  |
| <input checked="" type="checkbox"/> Comments: <b>Cover Elections Expense</b> | <input checked="" type="checkbox"/> Auditor |

  
\_\_\_\_\_  
**Auditor's Office**  
  
\_\_\_\_\_  
**PRESIDING COMMISSIONER**

  
\_\_\_\_\_  
**DISTRICT I COMMISSIONER**

  
\_\_\_\_\_  
**DISTRICT II COMMISSIONER**

## Election Costs Budget Revision Calculation

Prepared by: Auditors Office

Dept	Account	Election Expenses	Budget Amount	Actual	Difference (Rounded)
1133	85900	April Election	80,000	78,240.46	1,759.54
1133	85900	August Election	200,000	247,721.97	(47,721.97)
1133	85900	November Election	320,000	422,049.80	(102,049.80)
		Total	600,000	748,012.23	(148,012.23)

***Budget Revision Needed (Rounded)***

**148,015.00**

### Revenues and Reductions from Budget Savings

Revenue					
1133	3526	Reimbursement for Elections	96,000	143,815.82	(47,815.00)
Budget Savings					
1133	23000	Office Supplies	3500	749.36	(2,750.00)
1133	23001	Printing	6500	-	(6,500.00)
1133	23005	Election Supplies	14000	2,435.63	(11,500)
1132	60050	Equip Service Contract	32100	1,488.37	(30,600.00)
<b><i>Total Revenues and Reductions from Budget Savings</i></b>					<b><u>(99,165.00)</u></b>

***Amount Needed from Emergency***

**48,850.00**





# CERTIFIED COPY OF ORDER

STATE OF MISSOURI

January Session of the January Adjourned

Term. 20 19

County of Boone

} ea.

In the County Commission of said county, on the

29th

day of

January

20 19

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 Contract Amendment Number One to 30-20JUL17 – Children’s Emergency Shelter.

The terms of the amendment are stipulated in the attached Amendment. It is further ordered the Presiding Commissioner is hereby authorized to sign said Contract Amendment Number One.

Done this 29th day of January 2019.

ATTEST:

*Brianna L. Lennon*  
Brianna L. Lennon  
Clerk of the County Commission

*Daniel K. Atwill*  
Daniel K. Atwill  
Presiding Commissioner

*Fred J. Raby*  
Fred J. Raby  
District I Commissioner

*Janet M. Thompson*  
Janet M. Thompson  
District II Commissioner

# Boone County Purchasing

Melinda Bobbitt, CPPO  
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, CPPB  
DATE: December 19, 2018  
RE: Amendment #1 to contract 30-20JUL17 – Children’s Emergency Shelter

Contract 30-20JUL17 – *Children’s Emergency Shelter* was approved by commission for award to Child Abuse & Neglect Emergency Shelter, Inc. on December 28, 2017, commission order # 571-2017. This amendment increases services as follows:

3053 Units of Out-of-home respite care at \$14.85 per hour for a total not to exceed the amount of \$45,337.05

5 Units of Individual Therapy - Child at \$83.51 per hour for a total not to exceed the amount of \$417.55

268 Units of Positive Youth Development at \$18.63 per hour for a total not to exceed the amount of \$4,992.84

For a total of \$50,747.44.

Invoices will continue to be paid from department 2161 – CCS Funding Opportunities, account 71106 – Contracted Services.

cc: Contract File

**AAGREEMENT FOR PURCHASE OF SERVICES  
Contract Amendment Number One  
Children’s Emergency Shelter**

Now on this date, January 29, 2019, the Agreement **30-20JUL17** for the Children’ Services Fund dated December 28, 2017 made by Boone County, Missouri and Child Abuse & Neglect Emergency Shelter, Inc. d/b/a Rainbow House for and in consideration of the performance of the respective obligations of the parties set forth herein, is amended as follows:

1) ADD a supplemental funding increase for the following:

**3053 Units of Out-of-home respite care at \$14.85 per hour for a total not to exceed the amount of \$45,337.05**

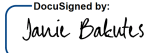
**5 Units of Individual Therapy - Child at \$83.51 per hour for a total not to exceed the amount of \$417.55**

**268 Units of Positive Youth Development at \$18.63 per hour for a total not to exceed the amount of \$4,992.84**

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.

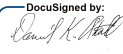
**Child Abuse & Neglect Emergency Shelter, Inc.  
d/b/a Rainbow House**

By:   
DocuSigned by: Janie Bakutes  
FCEA42AFE44D402

Signature  
By: Janie Bakutes, Executive Director  
Printed Name/Title

**Boone County, Missouri**

By: Boone County Commission

  
DocuSigned by: Daniel K. Atwill  
D449946E99E4E8D

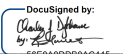
Daniel K. Atwill, Presiding Commissioner

By: Boone County Children’s Services Board

  
DocuSigned by: Les Wagner  
F0322617B6F448D

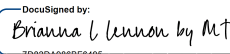
Les Wagner, Board Chair

APPROVED AS TO FORM:

  
DocuSigned by: County Counselor  
66E949DDB0A041E

County Counselor

ATTEST:

  
DocuSigned by: Branna L. Lennon by Mt  
7082D4888DF046E

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.)

  
DocuSigned by: Auditor  
458843C4F0E443D

Signature

1/25/2019

Date

(2161/71106/\$50,747.44)

Appropriation Account

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI

January Session of the January Adjourned

Term. 20 19

County of Boone

} ea.

In the County Commission of said county, on the

29th

day of

January

20 19

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

Now on this day, the County Commission of the County of Boone does hereby award bid 03-03JAN19 – Regulatory Signs – Term & Supply to the following:

- Vulcan, Inc. DBA Vulcan Signs
- Osburn Associates, Inc.
- Lightle Enterprises of Ohio LLC

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

Done this 29th day of January 2019.

ATTEST:

*Brianna L. Lennon*  
 Brianna L. Lennon  
 Clerk of the County Commission

*Daniel K. Atwill*  
 Daniel K. Atwill  
 Presiding Commissioner

*Fred J. Barry*  
 Fred J. Barry  
 District I Commissioner

*Janet M. Thompson*  
 Janet M. Thompson  
 District II Commissioner

# Boone County Purchasing

**Robert Wilson**  
Buyer



613 E. Ash Street, Room 111  
Columbia, MO 65201  
Phone: (573) 886-4393  
Fax: (573) 886-4390

---

## MEMORANDUM

TO: Boone County Commission  
FROM: Robert Wilson  
DATE: January 10, 2019  
RE: 03-03JAN19- Regulatory Signs – Term & Supply

03-03JAN19- Regulatory Signs – Term & Supply opened on January 03, 2019. Five (5) bids were received. Road & Bridge recommends a multi-vendor award. The department will order based on the lowest price and item availability from the three (3) awarded vendors.

Vulcan, Inc. DBA Vulcan Signs  
Osburn Accosiates, Inc.  
Lightle Enterprises of Ohio LLC

This is a term and supply contract and will be paid from department 2040 – Road & Bridge – Maintenance Operations, accounts 26500 – Highway Safety Signs, 26600 – Street, Traffic, and Construction Signs.

att: Bid Tab

cc: Greg Edington, Road & Bridge

Bid File

03-03JAN19 - Regulatory Signs Term & Supply Tabulation		Bid			Vulcan Signs	J&A Traffic Products	Lightle Enterprises	Newman Signs	Osburn Associates
		SIZE	Description						
4.8.	<b>CATEGORY A: TRAFFIC SIGNS</b>								
	<b>REGULATORY, WARNING AND TEMPORARY</b>								
4.8.1	<b>TRAFFIC CONTROL SIGNS</b>								
4.8.1.1	STOP	36X36	R1-1	\$39.34	NB	\$50.00	\$48.06	\$52.92	
4.8.1.2	STOP	30X30	R1-1	\$27.32	NB	\$33.10	\$34.53	\$36.75	
4.8.1.3	YEILD	36X36X36	R1-2	\$19.95	NB	\$25.30	\$26.38	\$41.16	
4.8.1.4	YEILD	48x48X48	R1-2	\$40.36	NB	\$44.96	\$44.37	\$70.56	
4.8.1.5	ONE COLOR MUTCD STANDARD	6X12		\$2.87	NB	\$2.84	\$9.21	\$2.94	
4.8.1.6	ONE COLOR MUTCD STANDARD	12X36		\$13.87	NB	\$16.83	\$19.44	\$17.64	
4.8.1.7	ONE COLOR MUTCD DOUBLE FACED	12X36		\$21.06	NB	\$21.20	\$26.22	NB	
4.8.1.8	ALL WAY	18X6		\$4.35	NB	\$4.25	\$9.01	\$4.41	
4.8.1.9	ONE COLOR MUTCD STANDARD	18X18		\$11.13	NB	\$12.62	\$16.00	\$13.23	
4.8.1.10	ONE COLOR MUTCD STANDARD	18X24		\$13.87	NB	\$16.83	\$19.46	\$17.64	
4.8.1.11	ONE COLOR MUTCD DOUBLE FACED	18X24		\$21.06	NB	\$21.20	\$27.05	NB	
4.8.1.12	ONE COLOR MUTCD STANDARD	24X12		9.93	NB	\$11.22	\$14.81	\$11.76	
4.8.1.13	ONE COLOR MUTCD STANDARD	24X18		\$13.87	NB	\$16.83	\$19.46	\$17.64	
4.8.1.14	ONE COLOR MUTCD STANDARD	24X24		\$18.47	NB	\$22.44	\$24.10	\$23.52	
4.8.1.15	ONE COLOR MUTCD STANDARD	24X30		\$23.11	NB	\$28.05	\$28.73	\$29.40	
4.8.1.16	ONE COLOR MUTCD DOUBLE FACED	24X30		\$37.43	NB	\$35.10	\$37.50	NB	
4.8.1.17	ONE COLOR MUTCD STANDARD	30X24		\$23.11	NB	\$28.05	\$28.73	\$29.40	
4.8.1.18	ONE COLOR MUTCD STANDARD	30X30		\$28.86	NB	\$35.06	\$34.53	\$36.75	
4.8.1.19	TWO COLOR MUTCD STANDARD	30X30		\$29.35	NB	\$35.40	\$32.62	NB	
4.8.1.20	THREE COLOR MUTCD STANDARD	30X30		\$29.84	NB	\$37.80	\$42.72	NB	
4.8.1.21	ONE COLOR MUTCD STANDARD	30 DIA		\$28.86	NB	\$35.06	\$34.72	\$36.75	
4.8.1.22	ONE COLOR MUTCD STANDARD	30X36		\$34.64	NB	\$42.08	\$40.31	\$44.10	
4.8.1.23	ONE COLOR MUTCD STANDARD	36X8		\$10.40	NB	\$11.22	\$15.59	\$11.76	
4.8.1.24	ONE COLOR MUTCD STANDARD	36X12		\$13.87	NB	\$16.83	\$19.42	\$17.64	
4.8.1.25	ONE COLOR MUTCD STANDARD	36X24		\$27.71	NB	\$33.66	\$33.35	\$35.28	
4.8.1.26	ONE COLOR MUTCD STANDARD	36X36		\$41.58	NB	\$50.49	\$47.26	\$52.92	
4.8.1.27	ONE COLOR MUTCD STANDARD	36 DIA		\$41.58	NB	\$50.49	\$47.26	\$52.92	
4.8.1.28	ONE COLOR MUTCD STANDARD	48X30		\$46.21	NB	\$56.10	\$53.64	\$58.80	
4.8.1.29	ONE COLOR MUTCD STANDARD	60X30		\$57.75	NB	\$70.13	\$71.92	\$73.50	
4.8.1.30	NO U-TURN	24X30	R4-7A	\$23.11	NB	\$28.05	\$36.60	\$29.40	
4.8.1.31	YELLOW	18X18	OM1	\$11.13	NB	\$22.50	\$24.14	\$13.23	
4.8.1.32	RED	18X18	OM4	\$11.13	NB	\$22.50	\$19.99	\$13.23	
4.8.1. Totals				\$777.12	\$0.00	\$938.19	\$987.13	\$845.25	

03-03JAN19 - Regulatory Signs Term & Supply Tabulation		Bid			Vulcan Signs	J&A Traffic Products	Lightle Enterprises	Newman Signs	Osburn Associates
4.8.2	YELLOW/GREEN FLUORESCENT SCHOOL		SIZE	Description					
4.8.2.1	SCHOOL CROSSING		30X30	S1-1	36.15	NB	41.90	45.53	44.06
4.8.2.2	SCHOOL CROSSING		36X36	S1-1	52.07	NB	61.80	68.36	63.45
4.8.2.3	AHEAD OR ARROWS		24X12	W16 SERIES	13.09	NB	13.94	19.36	14.10
4.8.2.4	SCHOOL BUS STOP AHEAD		30X30	S3-1	38.97	NB	43.60	49.81	44.06
4.8.2.5	SCHOOL BUS TURN AROUND AHEAD		30X30	S3-2	38.48	NB	43.60	48.67	44.06
4.8.2.6	SCHOOL SPEED ZONE AHEAD		30X30	S4-5	47.99	NB	49.90	76.19	44.06
<b>4.8.2. Totals</b>					<b>\$226.75</b>	<b>\$0.00</b>	<b>\$254.74</b>	<b>\$307.92</b>	<b>\$253.79</b>
4.8.3	<b>SPECIAL DESIGN SIGNS (Layouts in Attachment A)</b>								
4.8.3.1	DO NOT ENTER WHEN FLOODED		24X30	BLACK / WHITE	29.25	NB	32.05	36.60	29.40
4.8.3.2	FLOOD AREA AHEAD		30X30	BLACK / YELLOW	36.57	NB	40.06	44.33	36.75
4.8.3.3	IMPASSIBLE DURING HIGH WATER		30X30	BLACK / YELLOW	36.57	NB	40.06	44.33	36.75
4.8.3.4	CAUTION		30X30	BLACK / ORANGE	36.57	NB	40.06	44.33	36.75
4.8.3.5	FRESH OIL LOOSE GRAVEL		30X30	BLACK / ORANGE	36.57	NB	40.06	44.33	36.75
4.8.3.6	BOONE COUNTY MAINTENANCE BEGINS		18X12	BLACK / WHITE	10.38	NB	9.62	15.33	8.82
4.8.3.7	BOONE COUNTY MAINTENANCE ENDS		18X12	BLACK / WHITE	10.38	NB	9.62	15.33	8.82
4.8.3.8	W1-1R WITH SIDE INTERSECTION		30X30	BLACK / YELLOW	36.57	NB	40.06	44.33	36.75
4.8.3.9	W1-1R WITH CORNER INTERSECTION		30X30	BLACK / YELLOW	36.57	NB	40.06	44.33	36.75
4.8.3.10	W1-1R WITH FORWARD INTERSECTION		30X30	BLACK / YELLOW	36.57	NB	40.06	44.33	36.75
4.8.3.11	W1-1L WITH SIDE INTERSECTION		30X30	BLACK / YELLOW	36.57	NB	40.06	44.33	36.75
4.8.3.12	W1-1L WITH CORNER INTERSECTION		30X30	BLACK / YELLOW	36.57	NB	40.06	44.33	36.75
4.8.3.13	W1-1L WITH FORWARD INTERSECTION		30X30	BLACK / YELLOW	36.57	NB	40.06	44.33	36.75
4.8.3.14	W20-4 SPECIAL		30X30	BLACK / YELLOW	36.57	NB	40.06	44.33	36.75
4.8.3.15	DNR PERMIT SIGN		18X24	BLACK / WHITE	17.55	NB	19.23	24.42	17.64
<b>4.8.3. Totals</b>					<b>\$469.83</b>	<b>\$0.00</b>	<b>\$511.18</b>	<b>\$579.31</b>	<b>\$468.93</b>
<b>Section 4.8. Totals</b>					<b>\$1,473.70</b>	<b>\$0.00</b>	<b>\$1,704.11</b>	<b>\$1,874.36</b>	<b>\$1,567.97</b>

03-03JAN19 - Regulatory Signs Term & Supply Bid		SIZE	Description	<i>Vulcan Signs</i>	<i>J&amp;A Traffic Products</i>	<i>Lightle Enterprises</i>	<i>Newman Signs</i>	<i>Osburn Associates</i>
4.9.	<b>CATEGORY B: FABRICATION MATERIALS</b>							
4.9.1	<b>SIGN FACING SHEETS</b>							
4.9.1.1	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	12 X 18		2.31	NB	2.97	6.18	2.06
4.9.1.2	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	12 X 36		4.62	NB	5.94	8.38	4.11
4.9.1.3	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	18 X 18		3.47	NB	4.46	7.29	3.08
4.9.1.4	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	18 X 24		4.62	NB	5.94	8.38	4.11
4.9.1.5	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	24" STOP		6.16	NB	7.92	9.86	5.48
4.9.1.6	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	24 X 30		7.70	NB	9.90	11.45	6.85
4.9.1.7	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	30" STOP		9.63	NB	12.38	13.13	8.56
4.9.1.8	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	30 X 30		9.63	NB	12.38	13.32	8.56
4.9.1.9	TWO COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	30 X 30		10.07	NB	12.60	12.64	NB
4.9.1.10	THREE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	30 X 30		10.38	NB	14.6	18.67	NB
4.9.1.11	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	36 X 36		13.86	NB	17.82	17.14	12.33
4.9.1.12	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	36" YEILD		6.20	NB	17.82	10.55	9.59
4.9.1.13	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	36" STOP		13.86	NB	17.82	17.14	12.33
<b>4.9.1. Totals</b>				<b>\$102.51</b>	<b>\$0.00</b>	<b>\$139.58</b>	<b>\$154.13</b>	<b>\$77.06</b>



03-03JAN19 - Regulatory Signs Term & Supply Tabulation		Bid			<i>Vulcan Signs</i>	<i>J&amp;A Traffic Products</i>	<i>Lightle Enterprises</i>	<i>Newman Signs</i>	<i>Osburn Associates</i>
4.9.2	<b>CUTTER/ PLOTTER MATERIALS</b>		SIZE	Description					
4.9.2.1	HIGH INTENSITY PRISMATIC SHEETING, PRESSURE SENSITIVE, ELCTRO CUT		24 IN X 50 YDS	3M 3930 SERIES OR EQUIV	372.00	NB	422.40	375.00	363.00
4.9.2.2	HIGH INTENSITY PRISMATIC SHEETING, PRESSURE SENSITIVE, ELCTRO CUT		30 IN X 50 YDS	3M 3930 SERIES OR EQUIV	465.00	NB	528.00	465.00	453.75
4.9.2.3	TRANSPARENT OVERLAY FILM, ELECTRO-CUT, PRESSURE SENSITIVE		24 IN X 50 YDS	3M 1170 SERIES OR EQUIV	288.00	NB	343.82	288.00	288.00
4.9.2.4	TRANSPARENT OVERLAY FILM, ELECTRO-CUT, PRESSURE SENSITIVE		30 IN X 50 YDS	3M 1170 SERIES OR EQUIV	360.00	NB	429.77	360.00	360.00
4.9.2.5	ANTI-GRAFFITI PROTECTIVE OVERLAY FILM, PRESSURE SENSITIVE		24 IN X 50 YDS	3M 1150 EQUIVILENT	474.00	NB	516.00	471.00	468.00
4.9.2.6	ANTI-GRAFFITI PROTECTIVE OVERLAY FILM, PRESSURE SENSITIVE		30 IN X 50 YDS	3M 1150 EQUIVILENT	592.50	NB	645.00	588.75	585.00
4.9.2.7	NON-REFLECTIVE VINYL, PRESSURE SENSITIVE, ELECTRO-CUT GRAFIC FILM		24 IN X 50 YDS	3M 7725 SERIES EQUIVILENT	351.00	NB	378.00	301.23	312.00
4.9.2.8	TRANSFER TAPE, CLEAR, GRAFFIC APPLICATION FOR ELECTRO-CUT FILM		24 IN X 50 YDS	3M TPM5 ECF EQUIVILENT	205.09	NB	103.45	168.00	93.00
4.9.2.9	TRANSFER TAPE, CLEAR, GRAFFIC APPLICATION FOR ELECTRO-CUT FILM		30 IN X 50 YDS	3M TPM5 ECF EQUIVILENT	256.38	NB	129.30	210.00	116.25
<b>4.9.2. Totals</b>					<b>\$3,363.97</b>	<b>\$0.00</b>	<b>\$3,495.74</b>	<b>\$3,226.98</b>	<b>\$3,039.00</b>
4.9.3	<b>SIGN BLANKS</b>								
4.9.3.1	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS		18 X 6, 0.080 ga		10.82	NB	5.08	9.91	6.41
4.9.3.2	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS		18 X 9, 0.080 ga		13.76	NB	7.62	12.22	9.58
4.9.3.3	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS		21 X 6, 0.080 ga		11.49	NB	5.92	10.78	7.48
4.9.3.4	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS		24 X 6,0.080 ga		13.12	NB	6.77	11.44	8.55
4.9.3.5	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS		24 X 9, 0.080 ga		18.25	NB	10.16	14.50	12.83

03-03JAN19 - Regulatory Signs Term & Supply		Bid			<i>Vulcan Signs</i>	<i>J&amp;A Traffic Products</i>	<i>Lightle Enterprises</i>	<i>Newman Signs</i>	<i>Osburn Associates</i>
Tabulation		SIZE	Description						
4.9.3.6	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET, 1.5" CORNER RADIUS	27 X 6, 0.080 ga			13.76	NB	7.62	12.35	9.62
4.9.3.7	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET, 1.5" CORNER RADIUS	30 X 6, 0.080 ga			15.13	NB	8.46	13.38	10.69
4.9.3.8	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET, 1.5" CORNER RADIUS	30 X 9, 0.080 ga			22.68	NB	12.69	16.77	16.03
4.9.3.9	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET, 1.5" CORNER RADIUS	33 X 6, 0.100 ga			17.62	NB	9.31	15.10	19.37
4.9.3.10	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET, 1.5" CORNER RADIUS	36 X 6, 0.100 ga			19.13	NB	10.68	16.00	14.09
4.9.3.11	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET, 1.5" CORNER RADIUS	36 X 9, 0.100 ga			28.72	NB	16.02	21.17	21.13
4.9.3.12	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET, 1.5" CORNER RADIUS	36 X 12, 0.100 ga			38.25	NB	21.36	26.45	28.17
4.9.3.13	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET, 1.5" CORNER RADIUS	42 X 6, 0.100 ga			22.35	NB	12.46	17.77	16.43
4.9.3.14	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET, 1.5" CORNER RADIUS	42 X 9, 0.100 ga			33.53	NB	18.69	28.55	24.60
4.9.3.15	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET, 1.5" CORNER RADIUS	42 X 12, 0.100 ga			44.62	NB	24.92	30.24	32.87
4.9.3.16	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET, 1.5" CORNER RADIUS	48 X 6, 0.100 ga			25.50	NB	14.24	21.24	18.78
4.9.3.17	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET, 1.5" CORNER RADIUS	48 X 9, 0.100 ga			38.25	NB	21.36	33.64	28.17
4.9.3.18	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET, 1.5" CORNER RADIUS	48 X 12, 0.100 ga			50.99	NB	28.48	35.40	37.56

03-03JAN19 - Regulatory Signs Term & Supply Tabulation		Bid	SIZE	Description	Vulcan Signs	J&A Traffic Products	Lightle Enterprises	Newman Signs	Osburn Associates
4.9.3.19	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET, 1.5" CORNER RADIUS		54 X 9, 0.100 ga		43.09	NB	24.03	31.13	31.64
4.9.3.20	ALUM, ONE-SIDED WHITE HIGH PRISMATIC, FLAT STREET, 1.5" CORNER RADIUS		30 X 12, 0.080 ga		18.00	NB	13.25	15.13	14.70
4.9.3.21	ALUM, ONE-SIDED WHITE HIGH PRISMATIC, FLAT STREET, 1.5" CORNER RADIUS		36 X 12, 0.100 ga		23.49	NB	16.95	17.47	20.16
4.9.3.22	ALUM, ONE-SIDED WHITE HIGH PRISMATIC, FLAT STREET, 1.5" CORNER RADIUS		42 X 12, 0.100 ga		27.39	NB	19.78	22.91	23.52
4.9.3.23	ALUM, ONE-SIDED WHITE HIGH PRISMATIC, FLAT STREET, 1.5" CORNER RADIUS		48 X 12, 0.100 ga		31.30	NB	22.60	27.41	26.88
4.9.3.24	ALUM, ONE-SIDED WHITE HIGH PRISMATIC, FLAT STREET, 1.5" CORNER RADIUS		54 X 12, 0.100 ga		35.23	NB	25.43	30.31	30.24
4.9.3.25	ALUM, ONE-SIDED WHITE HIGH PRISMATIC, FLAT STREET, 1.5" CORNER RADIUS		60 X 12, 0.100 ga		39.12	NB	28.25	35.49	33.60
4.9.3.26	ALUM, ONE-SIDED WHITE HIGH PRISMATIC, FLAT STREET, 1.5" CORNER RADIUS		66 X 12, 0.100 ga		43.05	NB	31.08	38.28	36.96
4.9.3.27	ALUM, ONE-SIDED WHITE HIGH PRISMATIC, FLAT STREET, 1.5" CORNER RADIUS		72 X 12, 0.100 ga		46.95	NB	33.90	41.08	40.32
4.9.3.28	ALUM, ONE-SIDED WHITE HIGH PRISMATIC, FLAT STREET, 1.5" CORNER RADIUS		78 X 12, 0.100 ga		50.86	NB	36.73	43.88	43.68
4.9.3.29	ALUM, ONE-SIDED WHITE HIGH PRISMATIC, TWO HOLES CENTERED, SIGN BLANK		36 X 24, 0.080 ga		27.71	NB	31.80	31.55	35.28
4.9.3.30	ALUM, ONE-SIDED YELLOW HIGH PRISMATIC, TWO HOLES CENTERED, SIGN BLANK		18x18	OM1	11.13	NB	11.93	14.21	13.23
<b>4.9.3. Totals</b>					<b>\$835.29</b>	<b>\$0.00</b>	<b>\$537.57</b>	<b>\$695.76</b>	<b>\$672.57</b>
<b>Section 4.9. Totals</b>					<b>\$4,301.77</b>	<b>\$0.00</b>	<b>\$4,172.89</b>	<b>\$4,076.87</b>	<b>\$3,788.63</b>

03-03JAN19 - Regulatory Signs Term & Supply Tabulation		Bid			Vulcan Signs	J&A Traffic Products	Lightle Enterprises	Newman Signs	Osburn Associates
		SIZE	Description						
4.10.	<b>CATEGORY C: WORK ZONE SUPPLIES</b>								
4.10.1	<b>BARRICADES</b>								
4.10.1.1	TYPE II, DOUBLE SIDED, PLASTIC, 8" BOARD, 4" STRIPE, HIGH INTENSITY REFLECTIVITY	24" X 45"		73.40	65.00	57.75	49.10	NB	
4.10.1.2	TYPE III, DOUBLE SIDED, PLASTIC, 8" BOARD, 6" STRIPE, HIGH INTENSITY REFLECTIVITY	8' X 5'		138.36	265.00	186.00	184.77	NB	
4.10.1.3	BARRICADE LIGHT, LED, PHOTOELECTRIC			40.08	20.00	14.90	15.53	NB	
4.10.1.4	BARRICADE TAPE, HI REFLECTIVITY, W/ 4"STRIPE	8" X 50YDS		193.00	220.00	170.00	1.21		159.00
4.10.1.5	BARRICADE TAPE, HI REFLECTIVITY, W/ 6"STRIPE	8" X 50YDS		193.00	220.00	170.00	1.21		159.00
4.10.1.6	TRAFFIC CONE, WEIGHTED, WITH TWO REFLECTIVE COLLARS	28 INCHES TALL		16.22	19.75	17.20	18.47	NB	
4.10.1.7	REFLECTIVE CONE COLLAR	6"		3.30	10.00	2.45	2.36	NB	
4.10.1.8	REFLECTIVE CONE COLLAR	4"		3.30	8.00	2.45	2.09	NB	
<b>4.10.1. Totals</b>				<b>\$660.66</b>	<b>\$827.75</b>	<b>\$620.75</b>	<b>\$274.74</b>		<b>\$318.00</b>
4.10.2	<b>ROLL-UP COLLAPSIBLE SIGN, HIGH REFLECTIVE VINYL, WITH RIBS AND POCKETS</b>								
4.10.2.1	ONE COLOR MUTCD STANDARD	36X36		80.83	85.00	72.20	79.08		108.80
4.10.2.2	FRESH OIL LOOSE GRAVEL	36X36		80.83	85.00	72.20	79.72		108.80
<b>4.10.2. Totals</b>				<b>\$161.66</b>	<b>\$170.00</b>	<b>\$144.40</b>	<b>\$158.80</b>		<b>\$217.60</b>
4.10.3	<b>MISCELLANEOUS</b>								
4.10.3.1	WARNING FLAGS, MESH, W/ WOOD STAFF	24" X 24"		8.31	10.00	4.95	NB		7.12
4.10.3.2	STOP/SLOW PADDLE KITS, W/ 60"STAFF	18 x 18		39.28	75.00	38.40	NB		84.00
4.10.3.3	BARRIER TAPE, CAUTION, 3 MIL (min)	3" X 1000'		14.97	20.00	44.00	10.24		35.00
4.10.3.4	CPC GT-2 (or equal) Galvanized Tripod Compact Sign Stand			38.12	85.00	68.75	NB		35.00
<b>4.10.3. Totals</b>				<b>\$100.68</b>	<b>\$190.00</b>	<b>\$156.10</b>	<b>\$10.24</b>		<b>\$161.12</b>
<b>Section 4.10. Totals</b>				<b>\$923.00</b>	<b>\$1,187.75</b>	<b>\$921.25</b>	<b>\$443.78</b>		<b>\$696.72</b>

03-03JAN19 - Regulatory Signs Term & Supply		Bid		Vulcan Signs	J&A Traffic Products	Lightle Enterprises	Newman Signs	Osburn Associates
Tabulation		SIZE	Description					
4.11.	<b>CATEGORY D: MISC HARDWARE &amp; POSTS</b>							
4.11.1	<b>HARDWARE</b>							
4.11.1.1	BREAK-AWAY NUT, ALUM, NBA 5/16	PER 100		60.00	65.00	54.85	44.00	72.00
4.11.1.2	SIGN SAVER, ALUM, 3"min	PER 100		155.00	450.00	45.70	37.00	150.00
4.11.1.3	SET SCREW, KNURLED, 5/16", w/5/32 SOCKET	PER 100		45.80	25.00	6.50	12.00	NB
4.11.1.4	FLAT STREET SIGN BRACKET FOR U-CHANNEL, 90 DEGREE	12" HOLDER		9.47	10.50	9.50	15.71	8.75
4.11.1.5	FLAT STREET SIGN BRACKET FOR U-CHANNEL, 90 DEGREE	5 1/2" HOLDER		4.14	6.00	2.98	5.77	4.25
4.11.1.6	FLAT STREET SIGN BRACKET FOR U-CHANNEL, 180 DEGREE	12" HOLDER		9.47	10.50	9.50	15.71	8.75
4.11.1.7	FLAT STREET SIGN BRACKET FOR U-CHANNEL, 180 DEGREE	5 1/2" HOLDER		4.14	6.00	2.98	5.77	4.25
4.11.1.8	FLAT STREET SIGN BRACKET FOR U-CHANNEL, CROSS	12" HOLDER		9.33	10.50	9.90	15.71	8.75
4.11.1.9	FLAT STREET SIGN BRACKET FOR U-CHANNEL, CROSS	5 1/2" HOLDER		4.50	6.00	3.30	5.63	4.25
<b>4.11.1. Totals</b>				<b>\$301.85</b>	<b>\$589.50</b>	<b>\$145.21</b>	<b>\$157.30</b>	<b>\$261.00</b>
4.11.2	<b>POSTS</b>							
4.11.2.1	U-CHANNEL, 2#/FT (MIN), 3/8 HOLE, 1" CENTER	8 FT		15.81	15.50	13.76	NB	NB
4.11.2.2	U-CHANNEL, 2#/FT (MIN), 3/8 HOLE, 1" CENTER	10 FT		19.77	19.50	17.20	NB	NB
4.11.2.3	U-CHANNEL, 2#/FT (MIN), 3/8 HOLE, 1" CENTER	12 FT		23.71	23.50	20.64	NB	NB
4.11.2.4	ROAD MARKER, WHITE, FLAT, 2-SIDED	3X 6X 62		6.93	18.50	14.96	NB	NB
4.11.2.5	CHANNELIZER, FLEXIBLE, BASE MOUNT, YELLOW, W/ 6" HI STRIP	36"		33.08	35.00	24.75	NB	NB
4.11.2.6	CHANNELIZER, FLEXIBLE, BASE MOUNT, WHITE, W/ 6" HI STRIP	48"		38.72	35.00	27.90	NB	NB
<b>4.11.2. Totals</b>				<b>\$138.02</b>	<b>\$147.00</b>	<b>\$119.21</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Section 4.11. Totals</b>				<b>\$439.87</b>	<b>\$736.50</b>	<b>\$264.42</b>	<b>\$157.30</b>	<b>\$261.00</b>
4.12.	% Increase 1st Renewal			10%	5%	5%	7%	10%
4.12.1	% Increase 2nd Renewal			10%	10%	5%	7%	10%
4.12.2	% Increase 3rd Renewal			10%	12%	5%	7%	10%
4.16.	Warranty Info			Standard		Standard	Manufacturer	Manufacturer
4.17.	Online Ordering Info			N/A		N/A	N/A	Available
4.18.	Delivery ARO (# days)			30	21-30	30	30	30
4.15.	Coop Purchasing? (Y or N)			Y	Y	Y	Y	Y
<b>Totals:</b>				<b>\$7,138.34</b>	<b>\$1,924.25</b>	<b>\$7,062.67</b>	<b>\$6,552.31</b>	<b>\$6,314.32</b>

**No Bid**

**PURCHASE AGREEMENT  
FOR  
REGULATORY SIGNS**

**THIS AGREEMENT** dated the 29<sup>th</sup> day of January 2019 is made between Boone County, Missouri, a political subdivision of the State of Missouri through the Boone County Commission, herein "County" and **Vulcan, Inc. DBA Vulcan Signs**, herein "Contractor."

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

**1. Contract Documents** - This agreement shall consist of this Purchase Agreement, the County of Boone Request for Bid for **Regulatory Signs Term and Supply**, bid number **03-03JAN19**, any applicable addenda, and the Contractor's bid response dated **December 20, 2018** and executed by **David B. Beviacqua** on behalf of the Contractor. All such documents shall constitute the contract documents, which are attached hereto and incorporated herein by reference. Service or product data, specification and literature submitted with bid response may be permanently maintained in the County Purchasing Office bid file for this bid if not attached. In the event of conflict between any of the foregoing documents, this Purchase Agreement, the Request for Bid and any applicable addenda shall prevail and control over the Contractor's bid response.

**2. Contract Duration** - This agreement shall be beginning on **January 1, 2019** and continuing through **December 31, 2019** subject to the provisions for termination specified below. This agreement may be extended beyond the expiration date by order of the County for **three (3) additional one-year periods** subject to the pricing clauses in the Contractor's bid response. This agreement may be extended beyond the expiration date by order of the County on a month to month basis in the event the County is unable to re-bid and/or award a new contract prior to the expiration date.

**3. Purchase** - The County agrees to purchase from the Contractor and the Contractor agrees to supply the County the items and services as required in the bid specifications and in conformity with the contract documents for the prices set forth in the Contractor's bid response.

**4. Delivery** - Contractor agrees to deliver the items as specified and within the time limit specified by the bid after receipt of order.

**5. Billing and Payment** - All billing shall be invoiced to the **Boone County Road & Bridge Department, 5551 Tom Bass Road, Columbia Missouri 65201** and billings may only include the prices listed in the Contractor's bid response. No additional fees for delivery or extra services not included in the bid response or taxes shall be included as additional charges in excess of the charges in the Contractor's bid response to the specifications. The County agrees to pay all monthly statements within thirty days of receipt; Contractor agrees to honor any cash or prompt payment discounts offered in its bid response if county makes payment as provided therein. In the event of a billing dispute, the County reserves the right to withhold payment on the disputed amount; in the event the billing dispute is resolved in favor of the Contractor, the County agrees to pay interest at a rate of 9% per annum on disputed amounts withheld commencing from the last date that payment was due.

**6. Binding Effect** - This agreement shall be binding upon the parties hereto and their successors and assigns for so long as this agreement remains in full force and effect.

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

**8. Termination** - This agreement may be terminated by the County upon thirty days advance written notice for any of the following reasons or under any of the following circumstances:

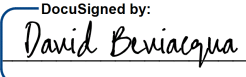
- a. County may terminate this agreement due to material breach of any term or condition of this agreement, or

- b. County may terminate this agreement if in the opinion of the Boone County Commission if delivery of products are delayed or products delivered are not in conformity with bidding specifications or variances authorized by County, or
- c. If appropriations are not made available and budgeted for any calendar year.

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

**VULCAN, INC. DBA VULCAN SIGNS**

**BOONE COUNTY, MISSOURI**

By  \_\_\_\_\_  
DocuSigned by:  
A1F215B73A0E41D...

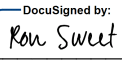
By: Boone County Commission

Title General Manager

 \_\_\_\_\_  
DocuSigned by:  
Daniel K. Atwill  
Daniel K. Atwill, Presiding Commissioner

**APPROVED AS TO FORM:**

**ATTEST:**

 \_\_\_\_\_  
DocuSigned by:  
56E0A0DD99AC445...  
County Counselor

 \_\_\_\_\_  
DocuSigned by:  
7D82DA9988F0195...  
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.)

 \_\_\_\_\_  
DocuSigned by:  
June E. Pitchford, by Caryn Ginter  
Signature

1/11/2019

Term/Supply – 2040 / 26500, 26600

Date

Appropriation Account

## 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 bid responses over \$25,000, if any manufactured goods or commodities proposed with bid/proposal response are manufactured or produced outside the United States, this MUST be noted on the Bid/Proposal Response Form or a Memo attached.
19. 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.
20. 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.



*Request for Bid (RFB)*

**Boone County Purchasing**  
613 E. Ash Street, Room 113  
Columbia, MO 65201

**Robert Wilson, Buyer**  
(573) 886-4393 – Fax: (573) 886-4390  
Email: [rwilson@boonecountymo.org](mailto:rwilson@boonecountymo.org)

**Bid Data**

Bid Number: **03-03JAN19**  
Commodity Title: **Regulatory Signs Term & Supply**

**DIRECT BID FORMAT OR SUBMISSION QUESTIONS TO THE PURCHASING DEPARTMENT**

**Bid Questions Deadline**

Day / Date: **Friday, December 28, 2018**  
Time: **3:00 p.m.**  
Location / Mail Address: **All questions pertaining to this RFB must be received in writing by Bid Question deadline time and date.**

**Bid Submission Address and Deadline**

Day / Date: **Thursday, January 03, 2019**  
Time: **1:30 P.M. (Bids received after this time will be returned unopened)**  
Location / Mail Address: **Boone County Purchasing Department  
Boone County Annex Building  
613 E. Ash Street, Room 113  
Columbia, MO 65201**  
Directions: **The Purchasing office is located on the Southeast corner at 7<sup>th</sup> Street and Ash Street. Enter the building from the South side. Wheel chair accessible entrance is available.**

**Bid Opening**

Day / Date: **Thursday, January 03, 2019**  
Time: **1:30 P.M. C.T.**  
Location / Address: **Boone County Annex Building  
613 E. Ash Street  
Columbia, MO 65201**

**Bid Contents**

- 1.0: **Introduction and General Conditions of Bidding**
- 2.0: **Primary Specifications**
- 3.0: **Response Presentation and Review**
- 4.0: **Response Form**
- Attachment A – Special Design Sign Layouts**
- Attachment B - Brackets**
- Work Authorization Certification**
- Debarment Certification**
- Standard Terms and Conditions**
- “No Bid” Response Form**

## 1. Introduction and General Conditions of Bidding

- 1.1. **INVITATION** - The County of Boone, through its Purchasing Department, invites responses, which offer to provide the goods and/or services identified on the title page, and described in greater detail in Section 2.
- 1.2. **DEFINITIONS**
- 1.2.1. **County** - This term refers to the County of Boone, a duly organized public entity. It may also be used as a pronoun for various subsets of the County organization, including, as the context will indicate:  
*Purchasing* - The Purchasing Department, including its Purchasing Director and staff.  
*Department(s) or Office(s)* - The County Department(s) or Office(s) for which this Bid is prepared, and which will be the end user(s) of the goods and/or services sought.  
*Designee* - The County employee(s) assigned as your primary contact(s) for interaction regarding Contract performance.
- 1.2.2. **Bidder / Contractor / Supplier** - These terms refer generally to businesses having some sort of relationship to or with us. The term may apply differently to different classes of entities, as the context will indicate.  
*Bidder* - Any business entity submitting a response to this Bid. Suppliers, which may be invited to respond, or which express interest in this bid, but which do not submit a response, have no obligations with respect to the bid requirements.  
*Contractor* - The Bidder whose response to this bid is found by Purchasing to meet the best interests of the County. The Contractor will be selected for award and will enter into a Contract for provision of the goods and/or services described in the Bid.  
*Supplier* - All business(s) entities which may provide the subject goods and/or services.
- 1.2.3. **Bid** - This entire document, including attachments. A Bid may be used to solicit various kinds of information. The kind of information this Bid seeks is indicated by the title appearing at the top of the first page. A "Request for Bid" is used when the need is well defined. A "Request for Proposal" is used when the County will consider solutions, which may vary significantly from each other or from the County's initial expectations.
- 1.2.4. **Response** - The written, sealed document submitted according to the Bid instructions.
- 1.3. **BID CLARIFICATION** - Questions regarding this Bid should be directed in writing, by e-mail or fax, to the Purchasing Department. Answers, citing the question asked but not identifying the questioner, will be distributed simultaneously to all known prospective Bidders in the form of an addendum. Please check for any addenda in advance of the bid deadline. Bids, addendums, bid tabulations and bid awards are posted on our web site at: [www.showmeboone.com](http://www.showmeboone.com). Note: written requirements in the Bid or its Amendments are binding, but any oral communications between County and Bidder are not.
- 1.3.1. **Bidder Responsibility** - The Bidder is expected to be thoroughly familiar with all specifications and requirements of this Bid. Bidder's failure or omission to examine any relevant form, article, site or document will not relieve them from any obligation regarding this Bid. By submitting a Response, Bidder is presumed to concur with all terms, conditions and specifications of this Bid.
- 1.3.2. **Bid Amendment** - If it becomes evident that this Bid must be amended, the Purchasing Department will issue a formal written Amendment to all known prospective Bidders. If necessary, a new due date will be established.
- 1.4. **AWARD** - Award will be made to the Bidder(s) whose offer(s) provide the greatest value to the County from the standpoint of suitability to purpose, quality, service, previous experience, price, lifecycle cost, ability to deliver, or for any other reason deemed by Purchasing to be in the best interest of the County. Thus, the result will not be determined by price alone. The County will be seeking the least costly outcome that meets the County needs as interpreted by the County. The County reserves the right to award this bid on an item by item basis, or an "all or none" basis, whichever is in the best interest of the County. The County also reserves the right to not award any item or group of items if the services can be obtained from cooperative MMPPC or other governmental entities' contracts under more favorable terms.

- 1.5. **CONTRACT EXECUTION** - This Bid and the Contractor's Response will be made part of any resultant Contract and will be incorporated in the Contract as set forth, verbatim.
- 1.5.1. **Precedence** - In the event of contradictions or conflicts between the provisions of the documents comprising this Contract, they will be resolved by giving precedence in the following order:
  - 1) the provisions of the Contract (as it may be amended);
  - 2) the provisions of the Bid;
  - 3) the provisions of the Bidder's Response.
- 1.6. **CONTRACT PERIOD** – Any Term and Supply Contract resulting from this Bid will have an initial term from **January 1, 2019 through December 31, 2019** and may be automatically renewed for **up to an additional three (3) one-year periods** unless canceled by the Purchasing Director in writing prior to a renewal term.
- 1.7. **COMPLIANCE WITH STANDARD TERMS AND CONDITIONS** - Bidder agrees to be bound by the County's standard "boilerplate" terms and conditions for Contracts, a sample of which is attached to this Bid.

**2. Primary Specifications**

- 2.1. **ITEMS TO BE PROVIDED** – For a Term and Supply contract for the Furnishing and Delivery of **Regulatory Traffic Signs, Barricades and Sign Posts** as detailed in the Response Form, Section 4 of this Request for Bid.
- 2.2. The unit prices identified on the Response Form shall remain fixed for the identified original contract period. If the County exercises the option for renewal, the contractor shall agree that the prices for the items listed on the Response Form shall not increase by more than the maximum percent proposed on the Response Form.
- 2.2.1. If renewal percentages are not provided, then prices during any renewal period shall be the same as during the original contract period.
- 2.3. **CONTRACT EXTENSION** – The County Purchasing Director may exercise the option to extend the contract on a month-to-month basis for a maximum of six (6) months from the date of termination if it is deemed to be in the best interest of Boone County.
- 2.4. **CONTRACT DOCUMENTS** - The successful bidder(s) shall be obligated to enter into a written contract with the County within 30 days of award on contract forms provided by the County. If bidders desire to contract under their own written agreement, any such proposed agreement shall be submitted in blank with their bid. County reserves the right to modify any proposed form agreement or withdraw its award to a successful bidder if any proposed agreement contains terms and conditions inconsistent with its bid or are unacceptable to county legal counsel.
- 2.5. **QUANTITY** – Orders will be made on an “as needed basis.” Quantities are estimated based on past usage for a 12-month period. The County reserves the right to increase or decrease quantities as requirements dictate.
- 2.5.1. Boone County uses approximately 2,000 various signs, barricades, and sign posts each year. This figure is given not to guarantee a purchase amount, but so that bidders can have a reasonable assumption about the number of signs that are likely to be purchased.
- 2.6. **SAMPLES** - Boone County reserves the right to request samples after bids are opened and before the award is made. When samples are called for, they must be furnished free of expense and if not destroyed in testing will, upon request, be returned at the bidder’s expense. A request for the return of samples must be made within ten days following opening bids. Each individual sample must be labeled with the bidder’s name and manufacturer’s brand name and number.
- 2.7. **PRICING** – All prices shall be as indicated on the Response Form. The County shall not pay nor be liable for any other additional costs including but not limited to: taxes, packing, handling, shipping and freight, insurance, interest, penalties, termination payments, attorney fees, liquidated damages, etc. Additionally, the County shall not be subject to any minimum order quantities or total prices.
- 2.8. **MINIMUM TECHNICAL SPECIFICATIONS** - All signs and materials for this bid are required to meet the Manual on Uniform Traffic Control Devices (MUTCD) standards and specifications. Upon request by Boone County, Bidder shall supply Test Reports to the Boone County Road & Bridge Department, Operations Division.
- 2.8.1. **Traffic Signs:** All traffic signs shall be constructed from sheet aluminum .080” min gauge w/3/8” holes, with 3M 3930 series or equivalent sheeting and reflective lettering. Traffic signs in section 4.8.1 and 4.8.2 will be ordered utilizing MUTCD sign designations from MUTCD sign tables. MUTCD sign sizes utilized by Boone County are supplied in Section 4.8.1 used to assist in the proper identification for pricing. Design layouts for traffic signs in section 4.8.3 are provided in Attachment A.
- 2.8.2. All lettering and backing materials for section 4.9. on the Response Page must be equal to that of 3M 3930 Series of the High Intensity Prismatic or equal produced by the 3M Company. All sheeting sign faces, and films must be pressure sensitive for application.
- 2.8.3. **Sign Blanks: Sheeting material for sign blanks** must be equal to that of 3M 3930 Series of the High Intensity Prismatic or equal produced by the 3M Company. Required gauge for the aluminum sign blanks varies by size and is indicated in section 4.9.3.

- 2.8.4. **Barricades:** All Type II barricades shall be constructed of a heavy-duty, durable polyethylene material and of the fold-up design for easy storage and stacking. All Type III barricades shall be constructed of heavy-duty, durable polyethylene materials that are 8" wide x 8' in length; includes bolt-on galvanized mounting stands. All barricades shall be doubled-sided, 3M 3930 Series of the High Intensity Prismatic or equal markings to direct traffic either right or left of barricades.
- 2.8.5. **Traffic Cones:** All traffic cones shall be bright orange in color, 28" in height, with a 6" 3M 3930 Series of the High Intensity Prismatic or equal reflective collar at top and just below a 4" collar; weighted base.
- 2.8.6. **Brackets:** The contractor must provide brackets in accordance with the drawings and specifications on Attachment B, included herein as well as described herein. The County uses two sizes, one being 12" long as shown in Attachment B and the other being 5 ½" long.
- 2.8.7. **U-Channel Post Material and Finish:** Steel U-Channel Posts shall conform to the standard specification for hot rolled carbon steel, structural quality, ASTM designation A570, Grade 50. Yield strength after cold-forming shall be 60,000 psi minimum. Finish shall be baked green enamel paint. Holes will be 3/8 inch with one inch spacing. 2pound / foot weight.
- 2.8.7.1. **Length Tolerance:** The length of each post shall have a permissible length tolerance of + or - ¼".
- 2.8.7.2. **Delivery requirement:** Posts must be palletized or delivered via flat-bed trailer for efficient unloading. There is no loading dock at Road & Bridge, all deliveries are unloaded from the ground. Shipments should be packaged with that in mind.
- 2.9. **DEVIATION(S)** - It is the bidder's responsibility to submit a bid that meets all mandatory specifications stated within. The bidder must compare their product bid with the required listed minimum specifications and identify any deviations along with the specific section deviated from. Failure to properly identify deviations may render the bidder's proposal non-responsive and not capable of consideration for award.
- 2.10. **DELIVERY** – Delivery shall be to the Boone County Road & Bridge Department, Maintenance Operations Division. All deliveries shall be made FOB Destination with freight charges fully included and prepaid. The seller pays and bears the freight charges. All orders shall be delivered within 30 days after receipt of an order.
- 2.11. **DESIGNEE** - Boone County Road & Bridge Department, 5551 S Tom Bass Rd, Columbia, MO 65201. Telephone: (573) 449-8515.
- 2.12. **BID CLARIFICATION** - Any questions or clarifications concerning bid documents should be addressed to Robert Wilson, Buyer, 613 E. Ash Street, Room 113, Columbia, Missouri 65201. Telephone (573) 886-4393 Fax (573) 886-4390, E-mail: [rwilson@boonecountymo.org](mailto:rwilson@boonecountymo.org).
- 2.13. **BILLING AND PAYMENT** - Payment will be made within 30 days from receipt of a correct Monthly Statement. Invoices and Monthly Statement to be mailed to the Designee.
- 2.14. **DESCRIPTIVE LITERATURE** - Bidders proposing to furnish items other than specified must submit complete descriptive literature with bid. Bids received without descriptive literature are subject to rejection.
- 2.15. **METHOD OF ORDERING** - Orders will be requested via telephone, fax or on-line. The Contractor shall be required to confirm receipt of each request.
- 2.16. **EQUAL** - Items quoted to be as indicated or approved equal where equivalency is allowed in specifications.

**3. *Response Presentation and Review***

- 3.1. **RESPONSE CONTENT** - In order to enable direct comparison of competing Responses, you must submit your Response in strict conformity to the requirements stated here. Failure to adhere to all requirements may result in your Response being disqualified as non-responsive. All Responses must be submitted using the provided Response Sheet. Every question must be answered and if not applicable, the section must contain "N/A" or "No Bid." Manufacturer's published specifications for the items requested shall be included with the response.
- 3.2. **SUBMITTAL OF RESPONSES** - Responses MUST be received by the date and time noted on the title page under "Bid Submission Information and Deadline". NO EXCEPTIONS. We are not responsible for late or incorrect deliveries from the US Postal Service or any other mail carrier.
- 3.2.1. **Submittal Package** - Submit, to the location specified on the title page, **THREE (3) COMPLETE COPIES** of your Response in a single sealed envelope, clearly marked on the outside with your company name and return address, the proposal number and the due date and time.
- 3.2.2. **Advice of Award** - A Bid Tabulation of responses received as well as Award status can be viewed at [www.showmeboone.com](http://www.showmeboone.com).
- 3.3. **BID OPENING** - On the date and time and at the location specified on the title page under "Bid Opening," all Responses will be opened in public. Brief summary information from each will be read aloud.
- 3.3.1. **Removal from Vendor Database** - If any prospective Bidder currently in our Vendor Database to whom the Bid was sent elects not to submit a Response and fails to reply in writing stating reasons for not bidding, that Bidder's name may be removed from our database. Other reasons for removal include unwillingness or inability to show financial responsibility, reported poor performance, unsatisfactory service, or repeated inability to meet delivery requirements.
- 3.4. **RESPONSE CLARIFICATION** - We reserve the right to request additional written or oral information from Bidders in order to obtain clarification of their Responses.
- 3.4.1. **Rejection or Correction of Responses** - We reserve the right to reject any or all Responses. Minor irregularities or informalities in any Response which are immaterial or inconsequential in nature and are neither affected by law nor at substantial variance with Bid conditions, may be waived at our discretion whenever it is determined to be in the County's best interest.
- 3.5. **EVALUATION PROCESS** - Our sole purpose in the evaluation process is to determine from among the Responses received which one is best suited to meet the County's needs at the lowest possible cost. Any final analysis or weighted point score does not imply that one Bidder is superior to another, but simply that in our judgment the Contractor selected appears to offer the best overall solution for our current and anticipated needs at the lowest possible cost.
- 3.5.1. **Method of Evaluation** - We will evaluate submitted responses in relation to all aspects of this Bid.
- 3.5.2. **Acceptability** - We reserve the sole right to determine whether goods and/or services offered are acceptable for our use. We also reserve the right to request samples of any and/or all equivalent products bid in order to ensure comparative quality.
- 3.5.3. In the event of a discrepancy between a unit price and an extended line item price, the unit price shall govern.
- 3.5.4. **Endurance of Pricing** - Your pricing must be held until contract execution or 60 days, whichever comes first.
- 3.5.5. In the cost evaluation, a unit price conversion will be done to fairly evaluate bid prices. However, for any resulting contract, the unit of measure bid will be the unit of measure awarded. The bidder is cautioned that the County reserves the right to clarify the unit of measure modification or to disqualify the bid for that line item if the unit of measure modification is not deemed appropriate or in the best interests of the County.

**County of Boone****Purchasing Department****4. Response Form**

4.1. Company Name:

Vulcan Signs

4.2. Address:

P.O. Box 1850

4.3. City/Zip:

Foley, AL 36536

4.4. Phone Number:

800-633-6845

4.5. Fax Number:

251-943-1544

4.6. E-Mail Address:

vulcan3@vulcaninc.com

4.7. Federal Tax ID:

63-0513868

4.7.1.  Corporation Partnership - Name \_\_\_\_\_ Individual/Proprietorship - Individual Name \_\_\_\_\_ Other (Specify) \_\_\_\_\_

4.8.	<b>CATEGORY A: TRAFFIC SIGNS</b>			
4.8.1	<b>REGULATORY, WARNING AND TEMPORARY TRAFFIC CONTROL SIGNS</b>	<b>SIZE</b>	<b>DISCRIPTION</b>	<b>PRICE EACH</b>
4.8.1.1	STOP	36X36	R1-1	\$ 39.34
4.8.1.2	STOP	30X30	R1-1	\$ 27.32
4.8.1.3	YEILD	36X36X36	R1-2	\$ 19.95
4.8.1.4	YEILD	48x48X48	R1-2	\$ 40.36
4.8.1.5	ONE COLOR MUTCD STANDARD	6X12		\$ 2.87
4.8.1.6	ONE COLOR MUTCD STANDARD	12X36		\$ 13.87
4.8.1.7	ONE COLOR MUTCD DOUBLE FACED	12X36		\$ 21.06
4.8.1.8	ALL WAY	18X6		\$ 4.35
4.8.1.9	ONE COLOR MUTCD STANDARD	18X18		\$ 11.13
4.8.1.10	ONE COLOR MUTCD STANDARD	18X24		\$ 13.87
4.8.1.11	ONE COLOR MUTCD DOUBLE FACED	18X24		\$ 21.06
4.8.1.12	ONE COLOR MUTCD STANDARD	24X12		\$ 9.93
4.8.1.13	ONE COLOR MUTCD STANDARD	24X18		\$ 13.87
4.8.1.14	ONE COLOR MUTCD STANDARD	24X24		\$ 18.47
4.8.1.15	ONE COLOR MUTCD STANDARD	24X30		\$ 23.11
4.8.1.16	ONE COLOR MUTCD DOUBLE FACED	24X30		\$ 37.43
4.8.1.17	ONE COLOR MUTCD STANDARD	30X24		\$ 23.11
4.8.1.18	ONE COLOR MUTCD STANDARD	30X30		\$ 28.86
4.8.1.19	TWO COLOR MUTCD STANDARD	30X30		\$ 29.35
4.8.1.20	THREE COLOR MUTCD STANDARD	30X30		\$ 29.84
4.8.1.21	ONE COLOR MUTCD STANDARD	30 DIA		\$ 28.86
4.8.1.22	ONE COLOR MUTCD STANDARD	30X36		\$ 34.64
4.8.1.23	ONE COLOR MUTCD STANDARD	36X8		\$ 10.40
4.8.1.24	ONE COLOR MUTCD STANDARD	36X12		\$ 13.87
4.8.1.25	ONE COLOR MUTCD STANDARD	36X24		\$ 27.71
4.8.1.26	ONE COLOR MUTCD STANDARD	36X36		\$ 41.58



4.8.1.27	ONE COLOR MUTCD STANDARD	36 DIA		\$ 41.58
4.8.1.28	ONE COLOR MUTCD STANDARD	48X30		\$ 46.21
4.8.1.29	ONE COLOR MUTCD STANDARD	60X30		\$ 57.75
4.8.1.30	NO U-TURN	24 X 30	R4-7A	\$ 23.11
4.8.1.31	YELLOW	18X18	OM1	\$ 11.13
4.8.1.32	RED	18X18	OM4	\$ 11.13
<b>4.8.2 YELLOW/GREEN FLUORESCENT SCHOOL</b>				
4.8.2.1	SCHOOL CROSSING	30X30	S1-1 VIP/FYG	\$ 36.15
4.8.2.2	SCHOOL CROSSING	36X36	S1-1 VIP/FYG	\$ 52.07
4.8.2.3	AHEAD OR ARROWS	24X12	W16 SERIES VIP/FYG	\$ 13.09
4.8.2.4	SCHOOL BUS STOP AHEAD	30X30	S3-1 VIP/FYG	\$ 38.97
4.8.2.5	SCHOOL BUS TURN AROUND AHEAD	30X30	S3-2 VIP/FYG	\$ 38.48
4.8.2.6	SCHOOL SPEED ZONE AHEAD	30X30	S4-5 VIP/FYG	\$ 47.99
<b>4.8.3 SPECIAL DESIGN SIGNS (Layouts in Attachment A)</b>				
4.8.3.1	DO NOT ENTER WHEN FLOODED	24X30	BLACK / WHITE	\$ 29.25
4.8.3.2	FLOOD AREA AHEAD	30X30	BLACK / YELLOW	\$ 36.57
4.8.3.3	IMPASSIBLE DURING HIGH WATER	30X30	BLACK / YELLOW	\$ 36.57
4.8.3.4	CAUTION	30X30	BLACK / ORANGE	\$ 36.57
4.8.3.5	FRESH OIL LOOSE GRAVEL	30X30	BLACK / ORANGE	\$ 36.57
4.8.3.6	BOONE COUNTY MAINTENANCE BEGINS	18X12	BLACK / WHITE	\$ 10.38
4.8.3.7	BOONE COUNTY MAINTENANCE ENDS	18X12	BLACK / WHITE	\$ 10.38
4.8.3.8	W1-1R WITH SIDE INTERSECTION	30X30	BLACK / YELLOW	\$ 36.57
4.8.3.9	W1-1R WITH CORNER INTERSECTION	30X30	BLACK / YELLOW	\$ 36.57
4.8.3.10	W1-1R WITH FORWARD INTERSECTION	30X30	BLACK / YELLOW	\$ 36.57
4.8.3.11	W1-1L WITH SIDE INTERSECTION	30X30	BLACK / YELLOW	\$ 36.57
4.8.3.12	W1-1L WITH CORNER INTERSECTION	30X30	BLACK / YELLOW	\$ 36.57
4.8.3.13	W1-1L WITH FORWARD INTERSECTION	30X30	BLACK / YELLOW	\$ 36.57
4.8.3.14	W20-4 SPECIAL	30X30	BLACK / YELLOW	\$ 36.57
4.8.3.15	DNR PERMIT SIGN	18X24	BLACK / WHITE	\$ 17.55
<b>4.9 CATEGORY B: FABRICATION MATERIALS</b>				
<b>4.9.1 SIGN FACING SHEETS</b>				
4.9.1.1	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	12 X 18		\$ 2.31
4.9.1.2	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	12 X 36		\$ 4.62
4.9.1.3	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	18 X 18		\$ 3.47
4.9.1.4	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	18 X 24		\$ 4.62
4.9.1.5	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	24" STOP		\$ 6.16
4.9.1.6	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	24 X 30		\$ 7.70
4.9.1.7	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	30" STOP		\$ 9.63

4.9.1.8	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	30 X 30		\$ 9.63
4.9.1.9	TWO COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	30 X 30		\$ 10.07
4.9.1.10	THREE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	30 X 30		\$ 10.38
4.9.1.11	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	36 X 36		\$ 13.86
4.9.1.12	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	36" YEILD		\$ 6.20
4.9.1.13	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	36" STOP		\$ 13.86
4.9.2	<b>CUTTER/ PLOTTER MATERIALS</b>			
4.9.2.1	HIGH INTENSITY PRISMATIC SHEETING, PRESSURE SENSITIVE, ELCTRO CUT	24 IN X 50 YDS	3M 3930 SERIES OR EQUIV	\$ 372.00
4.9.2.2	HIGH INTENSITY PRISMATIC SHEETING, PRESSURE SENSITIVE, ELCTRO CUT	30 IN X 50 YDS	3M 3930 SERIES OR EQUIV	\$ 465.00
4.9.2.3	TRANSPARENT OVERLAY FILM, ELECTRO-CUT, PRESSURE SENSITIVE	24 IN X 50 YDS	3M 1170 SERIES OR EQUIV	\$ 288.00
4.9.2.4	TRANSPARENT OVERLAY FILM, ELECTRO-CUT, PRESSURE SENSITIVE	30 IN X 50 YDS	3M 1170 SERIES OR EQUIV	\$ 360.00
4.9.2.5	ANTI-GRAFFITI PROTECTIVE OVERLAY FILM, PRESSURE SENSITIVE	24 IN X 50 YDS	1160 3M <del>1150</del> EQUIVILENT	\$ 474.00
4.9.2.6	ANTI-GRAFFITI PROTECTIVE OVERLAY FILM, PRESSURE SENSITIVE	30 IN X 50 YDS	1160 3M <del>1150</del> EQUIVILENT	\$ 592.50
4.9.2.7	NON-REFLECTIVE VINYL, PRESSURE SENSITIVE, ELECTRO-CUT GRAFIC FILM	24 IN X 50 YDS	3M 7725 SERIES EQUIVILENT	\$ 351.00
4.9.2.8	TRANSFER TAPE, CLEAR, GRAFFIC APPLICATION FOR ELECTRO-CUT FILM	24 IN X 100 <del>50</del> YDS	3M TPM5 ECF EQUIVILENT	\$ 205.09
4.9.2.9	TRANSFER TAPE, CLEAR, GRAFFIC APPLICATION FOR ELECTRO-CUT FILM	30 IN X 100 <del>50</del> YDS	3M TPM5 ECF EQUIVILENT	\$ 256.38
4.9.3	<b>SIGN BLANKS</b>			
4.9.3.1	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	18 X 6, 0.080 ga		\$ 10.82
4.9.3.2	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	18 X 9, 0.080 ga		\$ 13.76
4.9.3.3	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	21 X 6, 0.080 ga		\$ 11.49
4.9.3.4	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	24 X 6,0.080 ga		\$ 13.12

4.9.3.5	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	24 X 9, 0.080 ga		\$ 18.25
4.9.3.6	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	27 X 6, 0.080 ga		\$ 13.76
4.9.3.7	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	30 X 6, 0.080 ga		\$ 15.13
4.9.3.8	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	30 X 9, 0.080 ga		\$ 22.68
4.9.3.9	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	33 X 6, 0.100 ga		\$ 17.62
4.9.3.10	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	36 X 6, 0.100 ga		\$ 19.13
4.9.3.11	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	36 X 9, 0.100 ga		\$ 28.72
4.9.3.12	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	36 X 12, 0.100 ga,		\$ 38.25
4.9.3.13	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	42 X 6, 0.100 ga		\$ 22.35
4.9.3.14	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	42 X 9, 0.100 ga		\$ 33.53
4.9.3.15	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	42 X 12, 0.100 ga		\$ 44.62
4.9.3.16	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	48 X 6, 0.100 ga		\$ 25.50
4.9.3.17	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	48 X 9, 0.100 ga		\$ 38.25
4.9.3.18	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	48 X 12, 0.100 ga		\$ 50.99
4.9.3.19	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	54 X 9, 0.100 ga		\$ 43.09
4.9.3.20	ALUM, ONE-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	30 X 12, 0.080 ga		\$ 18.00
4.9.3.21	ALUM, ONE-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	36 X 12, 0.100 ga		\$ 23.49

4.9.3.22	ALUM, ONE-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	42 X 12, 0.100 ga		\$ 27.39
4.9.3.23	ALUM, ONE-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	48 X 12, 0.100 ga		\$ 31.30
4.9.3.24	ALUM, ONE-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	54 X 12, 0.100 ga		\$ 35.23
4.9.3.25	ALUM, ONE-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	60 X 12, 0.100 ga		\$ 39.12
4.9.3.26	ALUM, ONE-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	66 X 12, 0.100 ga		\$ 43.05
4.9.3.27	ALUM, ONE-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	72 X 12, 0.100 ga		\$ 46.95
4.9.3.28	ALUM, ONE-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	78 X 12, 0.100 ga		\$ 50.86
4.9.3.29	ALUM, ONE-SIDED WHITE HIGH PRISMATIC, TWO HOLES CENTERED, SIGN BLANK	36 X 24, 0.080 ga		\$ 27.71
4.9.3.30	ALUM, ONE-SIDED YELLOW HIGH PRISMATIC, TWO HOLES CENTERED, SIGN BLANK	18 x 18	OM1	\$ 11.13
4.10.	<b>CATEGORY C: WORK ZONE SUPPLIES</b>			
4.10.1	<b>BARRICADES</b>			
4.10.1.1	TYPE II, DOUBLE SIDED, PLASTIC, 8" BOARD, 4" STRIPE, HIGH INTENSITY REFLECTIVITY	24" X 45"		\$ 73.40
4.10.1.2	TYPE III, DOUBLE SIDED, PLASTIC, 8" BOARD, 6" STRIPE, HIGH INTENSITY REFLECTIVITY	8' X 5'		\$ 138.36
4.10.1.3	BARRICADE LIGHT (AMBER), LED, PHOTOELECTRIC			\$ 40.08
4.10.1.4	BARRICADE TAPE, HI REFLECTIVITY, W/ 4"STRIPE	8" X 50YDS		\$ 193.00
4.10.1.5	BARRICADE TAPE, HI REFLECTIVITY, W/ 6"STRIPE	8" X 50YDS		\$ 193.00
4.10.1.6	TRAFFIC CONE, WEIGHTED, WITH TWO REFLECTIVE COLLARS	28 INCHES TALL		\$ 16.22
4.10.1.7	REFLECTIVE CONE COLLAR	6"		\$ 3.30
4.10.1.8	REFLECTIVE CONE COLLAR	4"		\$ 3.30
4.10.2	<b>ROLL-UP COLLAPSIBLE SIGN, HIGH REFLECTIVE VINYL, WITH RIBS AND POCKETS</b>			
4.10.2.1	ONE COLOR MUTCD STANDARD	36X36		\$ 80.83
4.10.2.2	FRESH OIL LOOSE GRAVEL	36X36		\$ 80.83
				\$

4.10.3	<b>MISCELLANEOUS</b>		
4.10.3.1	WARNING FLAGS, MESH, W/ WOOD STAFF 36" STAFF	24" X 24"	\$ 8.31
4.10.3.2	STOP/SLOW PADDLE KITS, W/ 60" STAFF *TELESCOPING FIBERGLASS HANDLE	18 x 18	\$ 39.28
4.10.3.3	BARRIER TAPE, CAUTION, 3 MIL (min)	3" X 1000'	\$ 14.97
4.10.3.4	CPC GT-2 (or Equal) Galvanized Tripod Compact Sign Stand		\$ 38.12
		V-11 TRIPOD	
4.11.	<b>CATEGORY D: MISC HARDWARE &amp; POSTS</b>		
4.11.1	<b>HARDWARE</b>		
4.11.1.1	BREAK-AWAY NUT, ALUM, NBA 5/16	PER 100	\$ .60
4.11.1.2	SIGN SAVER, ALUM, 3"min	PER 100	\$ 1.55
4.11.1.3	SET SCREW, KNURLED, 5/16", w/5/32 SOCKET	PER 100	\$ 4.58
4.11.1.4	FLAT STREET SIGN BRACKET FOR U-CHANNEL, 90 DEGREE	12" HOLDER	\$ 9.47
4.11.1.5	FLAT STREET SIGN BRACKET FOR U-CHANNEL, 90 DEGREE	5 1/2" HOLDER	\$ 4.14
4.11.1.6	FLAT STREET SIGN BRACKET FOR U-CHANNEL, 180 DEGREE	12" HOLDER	\$ 9.47
4.11.1.7	FLAT STREET SIGN BRACKET FOR U-CHANNEL, 180 DEGREE	5 1/2" HOLDER	\$ 4.14
4.11.1.8	FLAT STREET SIGN BRACKET FOR U-CHANNEL, CROSS	12" HOLDER	\$ 9.33
4.11.1.9	FLAT STREET SIGN BRACKET FOR U-CHANNEL, CROSS	5 1/2" HOLDER	\$ 4.50
4.11.2	<b>POSTS</b>		
4.11.2.1	U-CHANNEL, 2#/FT (MIN), 3/8 HOLE, 1" CENTER	8 FT	\$ 15.81
4.11.2.2	U-CHANNEL, 2#/FT (MIN), 3/8 HOLE, 1" CENTER	10 FT	\$ 19.77
4.11.2.3	U-CHANNEL, 2#/FT (MIN), 3/8 HOLE, 1" CENTER	12 FT	\$ 23.71
4.11.2.4	ROAD MARKER, WHITE, FLAT, 2-SIDED	3X 6X 62	\$ 6.93
4.11.2.5	CHANNELIZER, FLEXIBLE, BASE MOUNT, YELLOW, W/ 6" HI STRIP	36"	\$ 33.08
4.11.2.6	CHANNELIZER, FLEXIBLE, BASE MOUNT, WHITE, W/ 6" HI STRIP	48"	\$ 38.72

4.12. 10 % Increase 1<sup>st</sup> Renewal

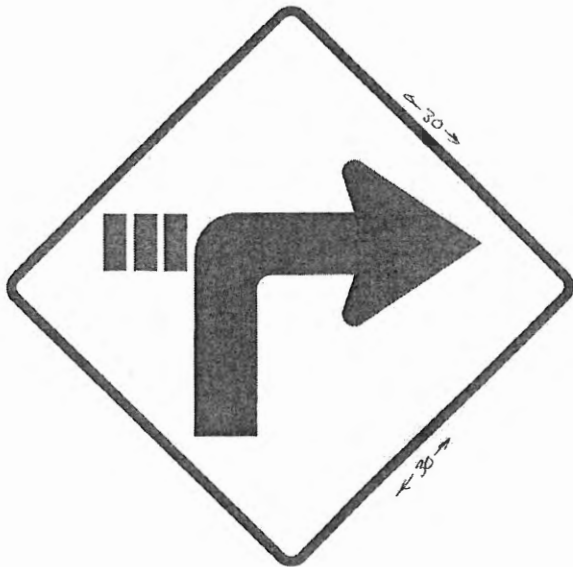
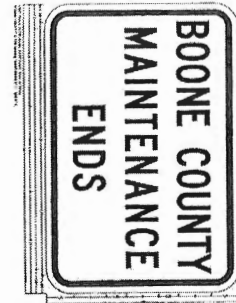
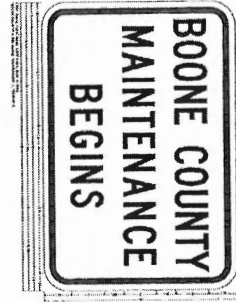
10 % Increase 2<sup>nd</sup> Renewal

10 % Increase 3<sup>rd</sup> Renewal

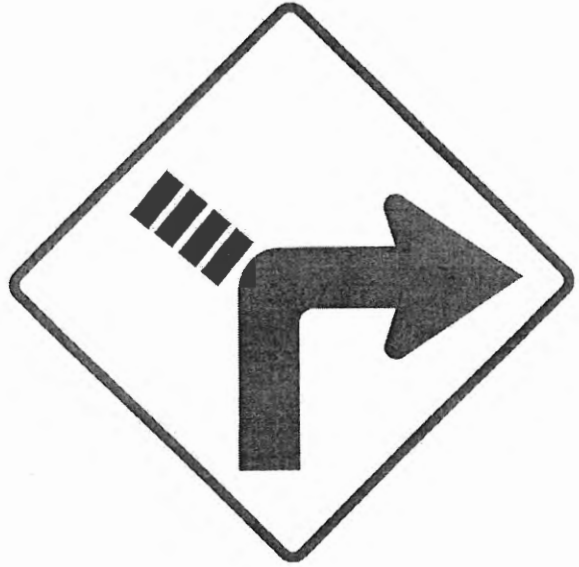
ATTACHMENT A  
SPECIAL DESIGN SIGN LAYOUTS



ATTACHMENT A  
SPECIAL DESIGN SIGN LAYOUTS

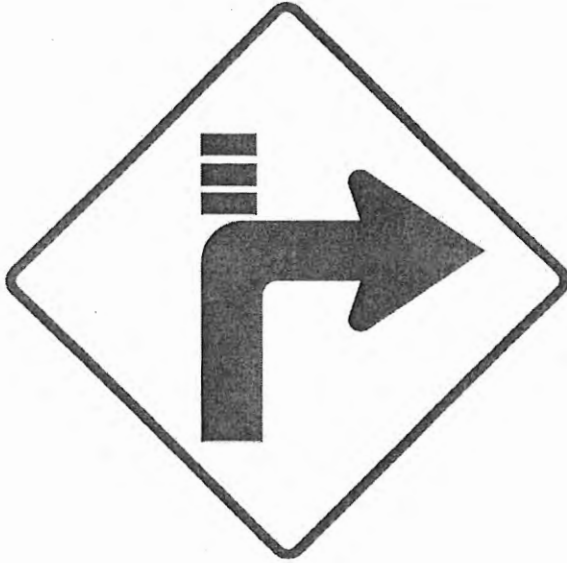


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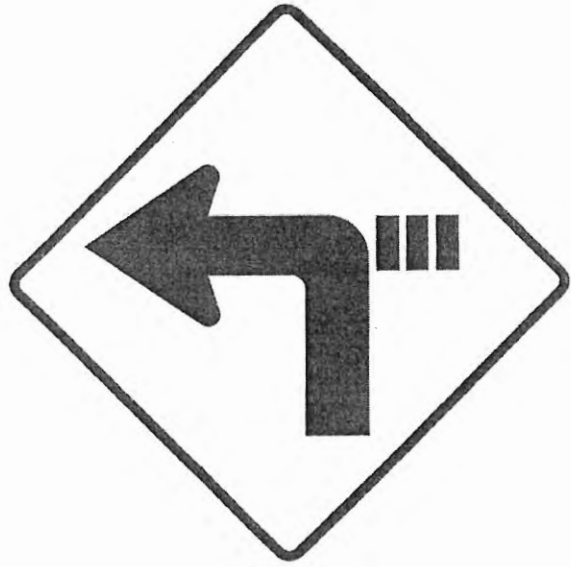


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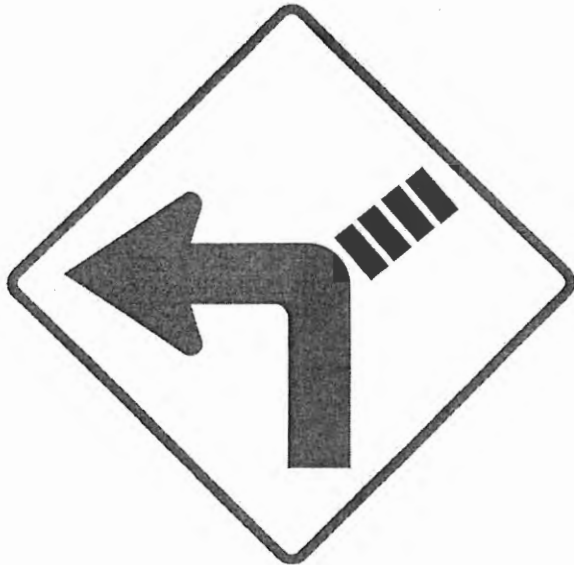
ATTACHMENT A  
SPECIAL DESIGN SIGN LAYOUTS



W1-RF



W1-L5



W1-LC



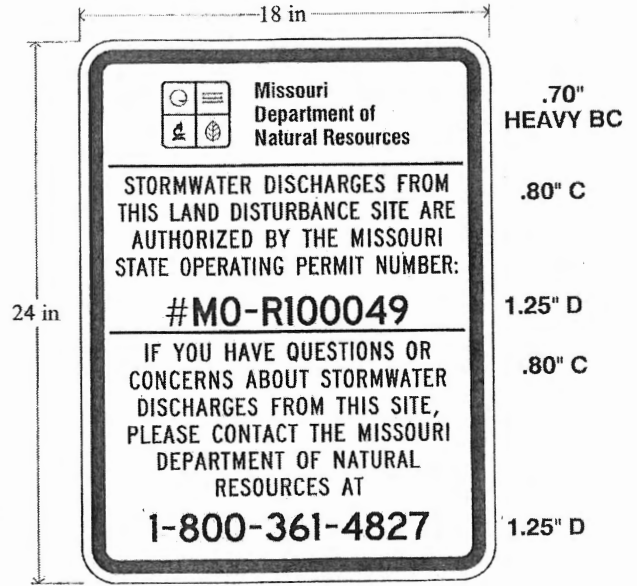
W1-LF



ATTACHMENT A  
SPECIAL DESIGN SIGN LAYOUTS



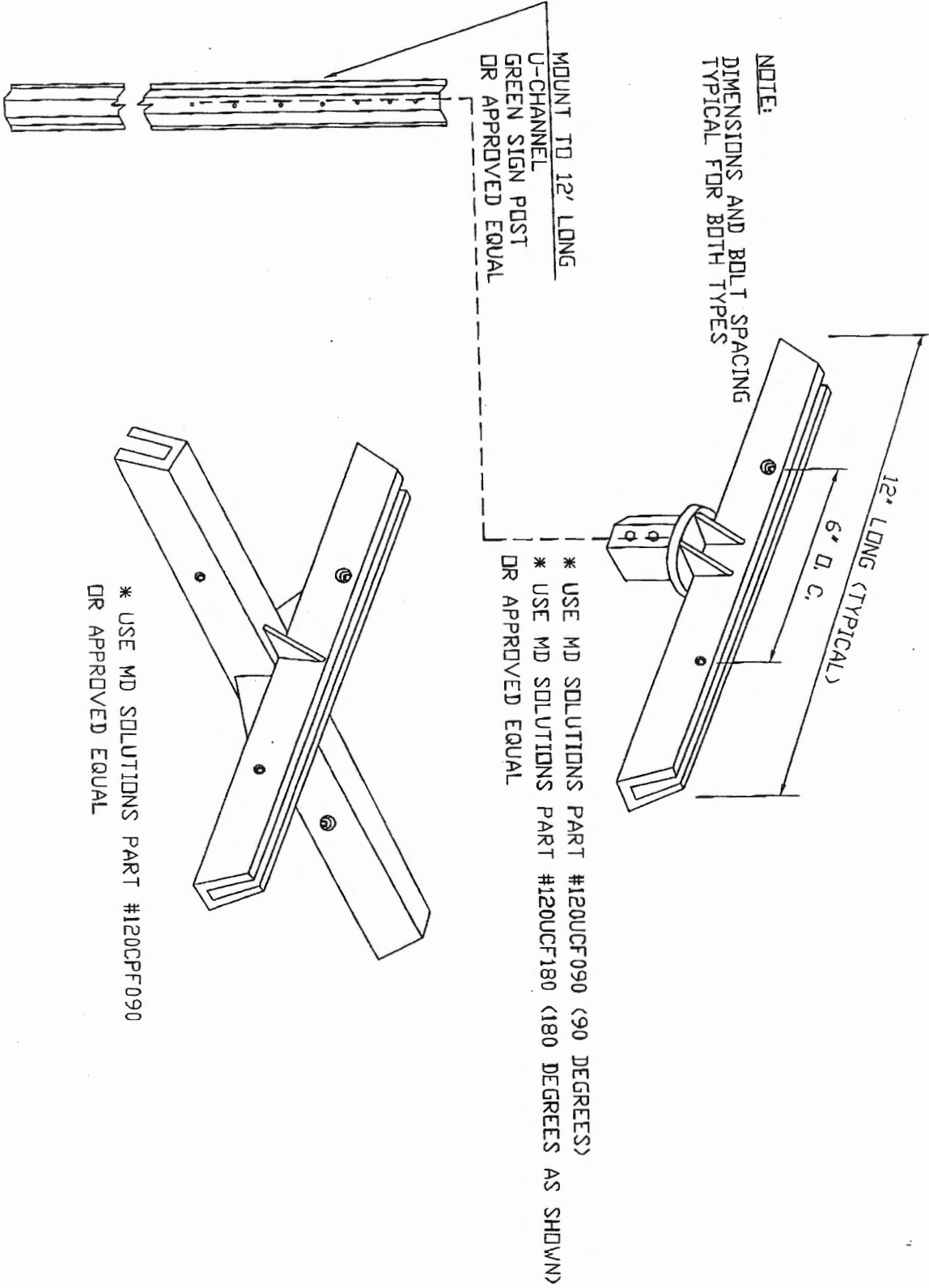
W 20-4 SPEC



DNR PERMIT

### ATTACHMENT B BRACKETS

(Please note that the example shown here is one of two different sizes used by Boone County. See section 2.8.6.)



4.13. Please Describe Warranty:  
STANDARD INDUSTRY WARRANTY  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

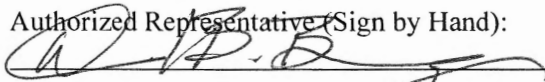
4.14. Please Describe On-Line Order Capability:  
N/A  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4.15. Delivery ARO: 30 days

4.16. Will you honor the submitted prices for purchase by other entities in Boone County who participate in cooperative purchasing with Boone County, Missouri?  
X Yes                      \_\_\_\_\_ No

4.17. **The undersigned offers to furnish and deliver the articles or services as specified at the prices and terms stated and in strict accordance with the specifications, instructions and general conditions of bidding which have been read and understood, and all of which are made part of this order.**

Authorized Representative (Sign by Hand):

 \_\_\_\_\_

Type or Print Signed Name:

\_\_\_\_\_ David B. Beviacqua General Manager \_\_\_\_\_

Today's Date: 12/20/18

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

County of Baldwin )

)ss

State of Alabama )

My name is David B. Bviacqua. I am an authorized agent of Vulcan Signs

(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.

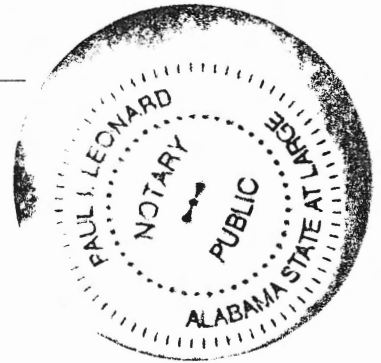
Furthermore, all subcontractors working on this contract shall affirmatively state in writing in their contracts that they are not in violation of Section 285.530.1, shall not thereafter be in violation and submit a sworn affidavit under penalty of perjury that all employees are lawfully present in the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

[Signature] 12/20/18  
Affiant Date  
David B. Bviacqua  
Printed Name

Subscribed and sworn to before me this 20<sup>th</sup> day of December, 2018.

[Signature]  
Notary Public

My Commission Expires 02/08/2022



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

**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

**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:

**(Please complete and return with Contract)**

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

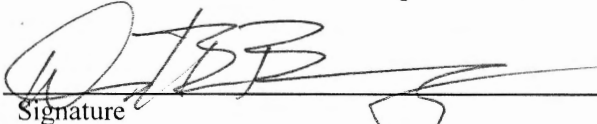
This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 29 CFR Part 98 Section 98.510, Participants' responsibilities. The regulations were published as Part VII of the May 26, 1988, Federal Register (pages 19160-19211).

(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.

David B. Beviacqua General Manager

\_\_\_\_\_  
Name and Title of Authorized Representative

  
\_\_\_\_\_  
Signature

12/20/18  
\_\_\_\_\_  
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 bid responses over \$25,000, if any manufactured goods or commodities proposed with bid/proposal response are manufactured or produced outside the United States, this MUST be noted on the Bid/Proposal Response Form or a Memo attached.
19. 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.
20. 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.



Company ID Number: 259974

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

### ARTICLE I

#### PURPOSE AND AUTHORITY

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

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

### ARTICLE II

#### FUNCTIONS TO BE PERFORMED

##### A. RESPONSIBILITIES OF SSA

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



Company ID Number: 259974

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

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

## **B. RESPONSIBILITIES OF DHS**

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

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

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

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

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

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

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

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



Company ID Number: 259974

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

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

### C. RESPONSIBILITIES OF THE EMPLOYER

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

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

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

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

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

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

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

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



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

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

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

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



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

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

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

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

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



E-VERIFY IS A SERVICE OF DHS

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

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

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

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

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

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

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



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

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

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

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

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





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### **ARTICLE III**

#### **REFERRAL OF INDIVIDUALS TO SSA AND DHS**

##### **A. REFERRAL TO SSA**

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

##### **B. REFERRAL TO DHS**

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



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after the Employer receives it.

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

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

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

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

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

#### **ARTICLE IV**

#### **SERVICE PROVISIONS**

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

#### **ARTICLE V**

#### **PARTIES**

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



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

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

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

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

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

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

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

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



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

Employer **Vulcan, Inc.**

**Gail E Thomas-Jackson**

Name (Please Type or Print)

Title

*Electronically Signed*

Signature

10/01/2009

Date

Department of Homeland Security – Verification Division

**USCIS Verification Division**

Name (Please Type or Print)

Title

*Electronically Signed*

Signature

10/01/2009

Date



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

**Information relating to your Company:**

Company Name: Vulcan, Inc.

Company Facility Address: 410 E. Berry Avenue

Foley, AL 36535

Company Alternate

Address: PO Box 1850

Foley, AL 36535

County or Parish: BALDWIN

Employer Identification

Number: 63051386

North American Industry  
Classification Systems

Code: 331

Parent Company: \_\_\_\_\_

Number of Employees: 100 to 499

Number of Sites Verified

for: 1

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

- ALABAMA 1 site(s)



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

Name:	<b>Flora A Morris</b>	Fax Number:	<b>(251) 943 - 9270</b>
Telephone Number:	<b>(251) 943 - 7000</b>		
E-mail Address:	<b>FloraA@vulcaninc.com</b>		
Name:	<b>Gail E Thomas-Jackson</b>	Fax Number:	<b>(251) 972 - 1596</b>
Telephone Number:	<b>(251) 972 - 1396</b>		
E-mail Address:	<b>gailtj@vulcaninc.com</b>		
Name:	<b>Patricia R Wilkins</b>	Fax Number:	<b>(251) 943 - 9270</b>
Telephone Number:	<b>(251) 943 - 7000</b>		
E-mail Address:	<b>dee@vulcaninc.com</b>		
Name:	<b>David M Mullins</b>	Fax Number:	<b>(251) 943 - 9270</b>
Telephone Number:	<b>(251) 943 - 7000</b>		
E-mail Address:	<b>dmullins@vulcaninc.com</b>		



*Request for Bid (RFB)*

**Boone County Purchasing**  
613 E. Ash Street, Room 113  
Columbia, MO 65201

**Robert Wilson, Buyer**  
(573) 886-4393 – Fax: (573) 886-4390  
Email: [rwilson@boonecountymmo.org](mailto:rwilson@boonecountymmo.org)

**Bid Data**

Bid Number: **03-03JAN19**  
Commodity Title: **Regulatory Signs Term & Supply**

**DIRECT BID FORMAT OR SUBMISSION QUESTIONS TO THE PURCHASING DEPARTMENT**

**Bid Questions Deadline**

Day / Date: **Friday, December 28, 2018**  
Time: **3:00 p.m.**  
Location / Mail Address: **All questions pertaining to this RFB must be received in writing by Bid Question deadline time and date.**

**Bid Submission Address and Deadline**

Day / Date: **Thursday, January 03, 2019**  
Time: **1:30 P.M. (Bids received after this time will be returned unopened)**  
Location / Mail Address: **Boone County Purchasing Department  
Boone County Annex Building  
613 E. Ash Street, Room 113  
Columbia, MO 65201**  
Directions: **The Purchasing office is located on the Southeast corner at 7<sup>th</sup> Street and Ash Street. Enter the building from the South side. Wheel chair accessible entrance is available.**

**Bid Opening**

Day / Date: **Thursday, January 03, 2019**  
Time: **1:30 P.M. C.T.**  
Location / Address: **Boone County Annex Building  
613 E. Ash Street  
Columbia, MO 65201**

**Bid Contents**

- 1.0: **Introduction and General Conditions of Bidding**
- 2.0: **Primary Specifications**
- 3.0: **Response Presentation and Review**
- 4.0: **Response Form**
- Attachment A – Special Design Sign Layouts**
- Attachment B - Brackets**
- Work Authorization Certification**
- Debarment Certification**
- Standard Terms and Conditions**
- “No Bid” Response Form**

**1. Introduction and General Conditions of Bidding**

- 1.1. **INVITATION** - The County of Boone, through its Purchasing Department, invites responses, which offer to provide the goods and/or services identified on the title page, and described in greater detail in Section 2.
- 1.2. **DEFINITIONS**
- 1.2.1. **County** - This term refers to the County of Boone, a duly organized public entity. It may also be used as a pronoun for various subsets of the County organization, including, as the context will indicate:  
*Purchasing* - The Purchasing Department, including its Purchasing Director and staff.  
*Department(s) or Office(s)* - The County Department(s) or Office(s) for which this Bid is prepared, and which will be the end user(s) of the goods and/or services sought.  
*Designee* - The County employee(s) assigned as your primary contact(s) for interaction regarding Contract performance.
- 1.2.2. **Bidder / Contractor / Supplier** - These terms refer generally to businesses having some sort of relationship to or with us. The term may apply differently to different classes of entities, as the context will indicate.  
*Bidder* - Any business entity submitting a response to this Bid. Suppliers, which may be invited to respond, or which express interest in this bid, but which do not submit a response, have no obligations with respect to the bid requirements.  
*Contractor* - The Bidder whose response to this bid is found by Purchasing to meet the best interests of the County. The Contractor will be selected for award and will enter into a Contract for provision of the goods and/or services described in the Bid.  
*Supplier* - All business(s) entities which may provide the subject goods and/or services.
- 1.2.3. **Bid** - This entire document, including attachments. A Bid may be used to solicit various kinds of information. The kind of information this Bid seeks is indicated by the title appearing at the top of the first page. A "Request for Bid" is used when the need is well defined. A "Request for Proposal" is used when the County will consider solutions, which may vary significantly from each other or from the County's initial expectations.
- 1.2.4. **Response** - The written, sealed document submitted according to the Bid instructions.
- 1.3. **BID CLARIFICATION** - Questions regarding this Bid should be directed in writing, by e-mail or fax, to the Purchasing Department. Answers, citing the question asked but not identifying the questioner, will be distributed simultaneously to all known prospective Bidders in the form of an addendum. Please check for any addenda in advance of the bid deadline. Bids, addendums, bid tabulations and bid awards are posted on our web site at: [www.showmeboone.com](http://www.showmeboone.com). Note: written requirements in the Bid or its Amendments are binding, but any oral communications between County and Bidder are not.
- 1.3.1. **Bidder Responsibility** - The Bidder is expected to be thoroughly familiar with all specifications and requirements of this Bid. Bidder's failure or omission to examine any relevant form, article, site or document will not relieve them from any obligation regarding this Bid. By submitting a Response, Bidder is presumed to concur with all terms, conditions and specifications of this Bid.
- 1.3.2. **Bid Amendment** - If it becomes evident that this Bid must be amended, the Purchasing Department will issue a formal written Amendment to all known prospective Bidders. If necessary, a new due date will be established.
- 1.4. **AWARD** - Award will be made to the Bidder(s) whose offer(s) provide the greatest value to the County from the standpoint of suitability to purpose, quality, service, previous experience, price, lifecycle cost, ability to deliver, or for any other reason deemed by Purchasing to be in the best interest of the County. Thus, the result will not be determined by price alone. The County will be seeking the least costly outcome that meets the County needs as interpreted by the County. The County reserves the right to award this bid on an item by item basis, or an "all or none" basis, whichever is in the best interest of the County. The County also reserves the right to not award any item or group of items if the services can be obtained from cooperative MMPPC or other governmental entities' contracts under more favorable terms.



- 1.5. **CONTRACT EXECUTION** - This Bid and the Contractor's Response will be made part of any resultant Contract and will be incorporated in the Contract as set forth, verbatim.
- 1.5.1. **Precedence** - In the event of contradictions or conflicts between the provisions of the documents comprising this Contract, they will be resolved by giving precedence in the following order:
  - 1) the provisions of the Contract (as it may be amended);
  - 2) the provisions of the Bid;
  - 3) the provisions of the Bidder's Response.
- 1.6. **CONTRACT PERIOD** – Any Term and Supply Contract resulting from this Bid will have an initial term from **January 1, 2019 through December 31, 2019** and may be automatically renewed for **up to an additional three (3) one-year periods** unless canceled by the Purchasing Director in writing prior to a renewal term.
- 1.7. **COMPLIANCE WITH STANDARD TERMS AND CONDITIONS** - Bidder agrees to be bound by the County's standard "boilerplate" terms and conditions for Contracts, a sample of which is attached to this Bid.

**2. Primary Specifications**

- 
- 2.1. **ITEMS TO BE PROVIDED** – For a Term and Supply contract for the Furnishing and Delivery of **Regulatory Traffic Signs, Barricades and Sign Posts** as detailed in the Response Form, Section 4 of this Request for Bid.
- 2.2. The unit prices identified on the Response Form shall remain fixed for the identified original contract period. If the County exercises the option for renewal, the contractor shall agree that the prices for the items listed on the Response Form shall not increase by more than the maximum percent proposed on the Response Form.
- 2.2.1. If renewal percentages are not provided, then prices during any renewal period shall be the same as during the original contract period.
- 2.3. **CONTRACT EXTENSION** – The County Purchasing Director may exercise the option to extend the contract on a month-to-month basis for a maximum of six (6) months from the date of termination if it is deemed to be in the best interest of Boone County.
- 2.4. **CONTRACT DOCUMENTS** - The successful bidder(s) shall be obligated to enter into a written contract with the County within 30 days of award on contract forms provided by the County. If bidders desire to contract under their own written agreement, any such proposed agreement shall be submitted in blank with their bid. County reserves the right to modify any proposed form agreement or withdraw its award to a successful bidder if any proposed agreement contains terms and conditions inconsistent with its bid or are unacceptable to county legal counsel.
- 2.5. **QUANTITY** – Orders will be made on an “as needed basis.” Quantities are estimated based on past usage for a 12-month period. The County reserves the right to increase or decrease quantities as requirements dictate.
- 2.5.1. Boone County uses approximately 2,000 various signs, barricades, and sign posts each year. This figure is given not to guarantee a purchase amount, but so that bidders can have a reasonable assumption about the number of signs that are likely to be purchased.
- 2.6. **SAMPLES** - Boone County reserves the right to request samples after bids are opened and before the award is made. When samples are called for, they must be furnished free of expense and if not destroyed in testing will, upon request, be returned at the bidder’s expense. A request for the return of samples must be made within ten days following opening bids. Each individual sample must be labeled with the bidder’s name and manufacturer’s brand name and number.
- 2.7. **PRICING** – All prices shall be as indicated on the Response Form. The County shall not pay nor be liable for any other additional costs including but not limited to: taxes, packing, handling, shipping and freight, insurance, interest, penalties, termination payments, attorney fees, liquidated damages, etc. Additionally, the County shall not be subject to any minimum order quantities or total prices.
- 2.8. **MINIMUM TECHNICAL SPECIFICATIONS** - All signs and materials for this bid are required to meet the Manual on Uniform Traffic Control Devices (MUTCD) standards and specifications. Upon request by Boone County, Bidder shall supply Test Reports to the Boone County Road & Bridge Department, Operations Division.
- 2.8.1. **Traffic Signs:** All traffic signs shall be constructed from sheet aluminum .080” min gauge w/3/8” holes, with 3M 3930 series or equivalent sheeting and reflective lettering. Traffic signs in section 4.8.1 and 4.8.2 will be ordered utilizing MUTCD sign designations from MUTCD sign tables. MUTCD sign sizes utilized by Boone County are supplied in Section 4.8.1 used to assist in the proper identification for pricing. Design layouts for traffic signs in section 4.8.3 are provided in Attachment A.
- 2.8.2. All lettering and backing materials for section 4.9. on the Response Page must be equal to that of 3M 3930 Series of the High Intensity Prismatic or equal produced by the 3M Company. All sheeting sign faces, and films must be pressure sensitive for application.
- 2.8.3. **Sign Blanks: Sheeting material for sign blanks** must be equal to that of 3M 3930 Series of the High Intensity Prismatic or equal produced by the 3M Company. Required gauge for the aluminum sign blanks varies by size and is indicated in section 4.9.3.

- 2.8.4. **Barricades:** All Type II barricades shall be constructed of a heavy-duty, durable polyethylene material and of the fold-up design for easy storage and stacking. All Type III barricades shall be constructed of heavy-duty, durable polyethylene materials that are 8" wide x 8' in length; includes bolt-on galvanized mounting stands. All barricades shall be doubled-sided, 3M 3930 Series of the High Intensity Prismatic or equal markings to direct traffic either right or left of barricades.
- 2.8.5. **Traffic Cones:** All traffic cones shall be bright orange in color, 28" in height, with a 6" 3M 3930 Series of the High Intensity Prismatic or equal reflective collar at top and just below a 4" collar; weighted base.
- 2.8.6. **Brackets:** The contractor must provide brackets in accordance with the drawings and specifications on Attachment B, included herein as well as described herein. The County uses two sizes, one being 12" long as shown in Attachment B and the other being 5 1/2" long.
- 2.8.7. **U-Channel Post Material and Finish:** Steel U-Channel Posts shall conform to the standard specification for hot rolled carbon steel, structural quality, ASTM designation A570, Grade 50. Yield strength after cold-forming shall be 60,000 psi minimum. Finish shall be baked green enamel paint. Holes will be 3/8 inch with one inch spacing. 2pound / foot weight.
- 2.8.7.1. **Length Tolerance:** The length of each post shall have a permissible length tolerance of + or - 1/4".
- 2.8.7.2. **Delivery requirement:** Posts must be palletized or delivered via flat-bed trailer for efficient unloading. There is no loading dock at Road & Bridge, all deliveries are unloaded from the ground. Shipments should be packaged with that in mind.
- 2.9. **DEVIATION(S)** - It is the bidder's responsibility to submit a bid that meets all mandatory specifications stated within. The bidder must compare their product bid with the required listed minimum specifications and identify any deviations along with the specific section deviated from. Failure to properly identify deviations may render the bidder's proposal non-responsive and not capable of consideration for award.
- 2.10. **DELIVERY** – Delivery shall be to the Boone County Road & Bridge Department, Maintenance Operations Division. All deliveries shall be made FOB Destination with freight charges fully included and prepaid. The seller pays and bears the freight charges. All orders shall be delivered within 30 days after receipt of an order.
- 2.11. **DESIGNEE** - Boone County Road & Bridge Department, 5551 S Tom Bass Rd, Columbia, MO 65201. Telephone: (573) 449-8515.
- 2.12. **BID CLARIFICATION** - Any questions or clarifications concerning bid documents should be addressed to Robert Wilson, Buyer, 613 E. Ash Street, Room 113, Columbia, Missouri 65201. Telephone (573) 886-4393 Fax (573) 886-4390, E-mail: [rwilson@boonecountymmo.org](mailto:rwilson@boonecountymmo.org).
- 2.13. **BILLING AND PAYMENT** - Payment will be made within 30 days from receipt of a correct Monthly Statement. Invoices and Monthly Statement to be mailed to the Designee.
- 2.14. **DESCRIPTIVE LITERATURE** - Bidders proposing to furnish items other than specified must submit complete descriptive literature with bid. Bids received without descriptive literature are subject to rejection.
- 2.15. **METHOD OF ORDERING** - Orders will be requested via telephone, fax or on-line. The Contractor shall be required to confirm receipt of each request.
- 2.16. **EQUAL** - Items quoted to be as indicated or approved equal where equivalency is allowed in specifications.

**3. Response Presentation and Review**

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- 3.1. **RESPONSE CONTENT** - In order to enable direct comparison of competing Responses, you must submit your Response in strict conformity to the requirements stated here. Failure to adhere to all requirements may result in your Response being disqualified as non-responsive. All Responses must be submitted using the provided Response Sheet. Every question must be answered and if not applicable, the section must contain "N/A" or "No Bid." Manufacturer's published specifications for the items requested shall be included with the response.
- 3.2. **SUBMITTAL OF RESPONSES** - Responses MUST be received by the date and time noted on the title page under "Bid Submission Information and Deadline". NO EXCEPTIONS. We are not responsible for late or incorrect deliveries from the US Postal Service or any other mail carrier.
- 3.2.1. **Submittal Package** - Submit, to the location specified on the title page, **THREE (3) COMPLETE COPIES** of your Response in a single sealed envelope, clearly marked on the outside with your company name and return address, the proposal number and the due date and time.
- 3.2.2. **Advice of Award** - A Bid Tabulation of responses received as well as Award status can be viewed at [www.showmeboone.com](http://www.showmeboone.com).
- 3.3. **BID OPENING** - On the date and time and at the location specified on the title page under "Bid Opening," all Responses will be opened in public. Brief summary information from each will be read aloud.
- 3.3.1. **Removal from Vendor Database** - If any prospective Bidder currently in our Vendor Database to whom the Bid was sent elects not to submit a Response and fails to reply in writing stating reasons for not bidding, that Bidder's name may be removed from our database. Other reasons for removal include unwillingness or inability to show financial responsibility, reported poor performance, unsatisfactory service, or repeated inability to meet delivery requirements.
- 3.4. **RESPONSE CLARIFICATION** - We reserve the right to request additional written or oral information from Bidders in order to obtain clarification of their Responses.
- 3.4.1. **Rejection or Correction of Responses** - We reserve the right to reject any or all Responses. Minor irregularities or informalities in any Response which are immaterial or inconsequential in nature and are neither affected by law nor at substantial variance with Bid conditions, may be waived at our discretion whenever it is determined to be in the County's best interest.
- 3.5. **EVALUATION PROCESS** - Our sole purpose in the evaluation process is to determine from among the Responses received which one is best suited to meet the County's needs at the lowest possible cost. Any final analysis or weighted point score does not imply that one Bidder is superior to another, but simply that in our judgment the Contractor selected appears to offer the best overall solution for our current and anticipated needs at the lowest possible cost.
- 3.5.1. **Method of Evaluation** - We will evaluate submitted responses in relation to all aspects of this Bid.
- 3.5.2. **Acceptability** - We reserve the sole right to determine whether goods and/or services offered are acceptable for our use. We also reserve the right to request samples of any and/or all equivalent products bid in order to ensure comparative quality.
- 3.5.3. In the event of a discrepancy between a unit price and an extended line item price, the unit price shall govern.
- 3.5.4. **Endurance of Pricing** - Your pricing must be held until contract execution or 60 days, whichever comes first.
- 3.5.5. In the cost evaluation, a unit price conversion will be done to fairly evaluate bid prices. However, for any resulting contract, the unit of measure bid will be the unit of measure awarded. The bidder is cautioned that the County reserves the right to clarify the unit of measure modification or to disqualify the bid for that line item if the unit of measure modification is not deemed appropriate or in the best interests of the County.

**County of Boone****Purchasing Department****4. Response Form**

4.1. Company Name: \_\_\_\_\_

4.2. Address: \_\_\_\_\_

4.3. City/Zip: \_\_\_\_\_

4.4. Phone Number: \_\_\_\_\_

4.5. Fax Number: \_\_\_\_\_

4.6. E-Mail Address: \_\_\_\_\_

4.7. Federal Tax ID: \_\_\_\_\_

4.7.1.  Corporation Partnership - Name \_\_\_\_\_ Individual/Proprietorship - Individual Name \_\_\_\_\_ Other (Specify) \_\_\_\_\_

4.8.	<b>CATEGORY A: TRAFFIC SIGNS</b>			
4.8.1	<b>REGULATORY, WARNING AND TEMPORARY TRAFFIC CONTROL SIGNS</b>	<b>SIZE</b>	<b>DISCRIPTION</b>	<b>PRICE EACH</b>
4.8.1.1	STOP	36X36	R1-1	\$
4.8.1.2	STOP	30X30	R1-1	\$
4.8.1.3	YEILD	36X36X36	R1-2	\$
4.8.1.4	YEILD	48x48X48	R1-2	\$
4.8.1.5	ONE COLOR MUTCD STANDARD	6X12		\$
4.8.1.6	ONE COLOR MUTCD STANDARD	12X36		\$
4.8.1.7	ONE COLOR MUTCD DOUBLE FACED	12X36		\$
4.8.1.8	ALL WAY	18X6		\$
4.8.1.9	ONE COLOR MUTCD STANDARD	18X18		\$
4.8.1.10	ONE COLOR MUTCD STANDARD	18X24		\$
4.8.1.11	ONE COLOR MUTCD DOUBLE FACED	18X24		\$
4.8.1.12	ONE COLOR MUTCD STANDARD	24X12		\$
4.8.1.13	ONE COLOR MUTCD STANDARD	24X18		\$
4.8.1.14	ONE COLOR MUTCD STANDARD	24X24		\$
4.8.1.15	ONE COLOR MUTCD STANDARD	24X30		\$
4.8.1.16	ONE COLOR MUTCD DOUBLE FACED	24X30		\$
4.8.1.17	ONE COLOR MUTCD STANDARD	30X24		\$
4.8.1.18	ONE COLOR MUTCD STANDARD	30X30		\$
4.8.1.19	TWO COLOR MUTCD STANDARD	30X30		\$
4.8.1.20	THREE COLOR MUTCD STANDARD	30X30		\$
4.8.1.21	ONE COLOR MUTCD STANDARD	30 DIA		\$
4.8.1.22	ONE COLOR MUTCD STANDARD	30X36		\$
4.8.1.23	ONE COLOR MUTCD STANDARD	36X8		\$
4.8.1.24	ONE COLOR MUTCD STANDARD	36X12		\$
4.8.1.25	ONE COLOR MUTCD STANDARD	36X24		\$
4.8.1.26	ONE COLOR MUTCD STANDARD	36X36		\$

4.8.1.27	ONE COLOR MUTCD STANDARD	36 DIA		\$
4.8.1.28	ONE COLOR MUTCD STANDARD	48X30		\$
4.8.1.29	ONE COLOR MUTCD STANDARD	60X30		\$
4.8.1.30	NO U-TURN	24 X 30	R4-7A	\$
4.8.1.31	YELLOW	18X18	OM1	\$
4.8.1.32	RED	18X18	OM4	\$
<b>4.8.2 YELLOW/GREEN FLUORESCENT SCHOOL</b>				
4.8.2.1	SCHOOL CROSSING	30X30	S1-1	\$
4.8.2.2	SCHOOL CROSSING	36X36	S1-1	\$
4.8.2.3	AHEAD OR ARROWS	24X12	W16 SERIES	\$
4.8.2.4	SCHOOL BUS STOP AHEAD	30X30	S3-1	\$
4.8.2.5	SCHOOL BUS TURN AROUND AHEAD	30X30	S3-2	\$
4.8.2.6	SCHOOL SPEED ZONE AHEAD	30X30	S4-5	\$
<b>4.8.3 SPECIAL DESIGN SIGNS (Layouts in Attachment A)</b>				
4.8.3.1	DO NOT ENTER WHEN FLOODED	24X30	BLACK / WHITE	\$
4.8.3.2	FLOOD AREA AHEAD	30X30	BLACK / YELLOW	\$
4.8.3.3	IMPASSIBLE DURING HIGH WATER	30X30	BLACK / YELLOW	\$
4.8.3.4	CAUTION	30X30	BLACK / ORANGE	\$
4.8.3.5	FRESH OIL LOOSE GRAVEL	30X30	BLACK / ORANGE	\$
4.8.3.6	BOONE COUNTY MAINTENANCE BEGINS	18X12	BLACK / WHITE	\$
4.8.3.7	BOONE COUNTY MAINTENANCE ENDS	18X12	BLACK / WHITE	\$
4.8.3.8	W1-1R WITH SIDE INTERSECTION	30X30	BLACK / YELLOW	\$
4.8.3.9	W1-1R WITH CORNER INTERSECTION	30X30	BLACK / YELLOW	\$
4.8.3.10	W1-1R WITH FORWARD INTERSECTION	30X30	BLACK / YELLOW	\$
4.8.3.11	W1-1L WITH SIDE INTERSECTION	30X30	BLACK / YELLOW	\$
4.8.3.12	W1-1L WITH CORNER INTERSECTION	30X30	BLACK / YELLOW	\$
4.8.3.13	W1-1L WITH FORWARD INTERSECTION	30X30	BLACK / YELLOW	\$
4.8.3.14	W20-4 SPECIAL	30X30	BLACK / YELLOW	\$
4.8.3.15	DNR PERMIT SIGN	18X24	BLACK / WHITE	\$
<b>4.9 CATEGORY B: FABRICATION MATERIALS</b>				
<b>4.9.1 SIGN FACING SHEETS</b>				
4.9.1.1	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	12 X 18		\$
4.9.1.2	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	12 X 36		\$
4.9.1.3	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	18 X 18		\$
4.9.1.4	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	18 X 24		\$
4.9.1.5	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	24" STOP		\$
4.9.1.6	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	24 X 30		\$
4.9.1.7	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	30" STOP		\$

4.9.1.8	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	30 X 30		\$
4.9.1.9	TWO COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	30 X 30		\$
4.9.1.10	THREE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	30 X 30		\$
4.9.1.11	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	36 X 36		\$
4.9.1.12	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	36" YEILD		\$
4.9.1.13	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	36" STOP		\$
<b>4.9.2 CUTTER/ PLOTTER MATERIALS</b>				
4.9.2.1	HIGH INTENSITY PRISMATIC SHEETING, PRESSURE SENSITIVE, ELCTRO CUT	24 IN X 50 YDS	3M 3930 SERIES OR EQUIV	\$
4.9.2.2	HIGH INTENSITY PRISMATIC SHEETING, PRESSURE SENSITIVE, ELCTRO CUT	30 IN X 50 YDS	3M 3930 SERIES OR EQUIV	\$
4.9.2.3	TRANSPARENT OVERLAY FILM, ELECTRO-CUT, PRESSURE SENSITIVE	24 IN X 50 YDS	3M 1170 SERIES OR EQUIV	\$
4.9.2.4	TRANSPARENT OVERLAY FILM, ELECTRO-CUT, PRESSURE SENSITIVE	30 IN X 50 YDS	3M 1170 SERIES OR EQUIV	\$
4.9.2.5	ANTI-GRAFFITI PROTECTIVE OVERLAY FILM, PRESSURE SENSITIVE	24 IN X 50 YDS	3M 1150 EQUIVILENT	\$
4.9.2.6	ANTI-GRAFFITI PROTECTIVE OVERLAY FILM, PRESSURE SENSITIVE	30 IN X 50 YDS	3M 1150 EQUIVILENT	\$
4.9.2.7	NON-REFLECTIVE VINYL, PRESSURE SENSITIVE, ELECTRO-CUT GRAFIC FILM	24 IN X 50 YDS	3M 7725 SERIES EQUIVILENT	\$
4.9.2.8	TRANSFER TAPE, CLEAR, GRAFFIC APPLICATION FOR ELECTRO-CUT FILM	24 IN X 50 YDS	3M TPM5 ECF EQUIVILENT	\$
4.9.2.9	TRANSFER TAPE, CLEAR, GRAFFIC APPLICATION FOR ELECTRO-CUT FILM	30 IN X 50 YDS	3M TPM5 ECF EQUIVILENT	\$
<b>4.9.3 SIGN BLANKS</b>				
4.9.3.1	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	18 X 6, 0.080 ga		\$
4.9.3.2	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	18 X 9, 0.080 ga		\$
4.9.3.3	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	21 X 6, 0.080 ga		\$
4.9.3.4	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	24 X 6,0.080 ga		\$

4.9.3.5	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	24 X 9, 0.080 ga		\$
4.9.3.6	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	27 X 6, 0.080 ga		\$
4.9.3.7	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	30 X 6, 0.080 ga		\$
4.9.3.8	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	30 X 9, 0.080 ga		\$
4.9.3.9	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	33 X 6, 0.100 ga		\$
4.9.3.10	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	36 X 6, 0.100 ga		\$
4.9.3.11	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	36 X 9, 0.100 ga		\$
4.9.3.12	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	36 X 12, 0.100 ga,		\$
4.9.3.13	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	42 X 6, 0.100 ga		\$
4.9.3.14	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	42 X 9, 0.100 ga		\$
4.9.3.15	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	42 X 12, 0.100 ga		\$
4.9.3.16	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	48 X 6, 0.100 ga		\$
4.9.3.17	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	48 X 9, 0.100 ga		\$
4.9.3.18	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	48 X 12, 0.100 ga		\$
4.9.3.19	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	54 X 9, 0.100 ga		\$
4.9.3.20	ALUM, ONE-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	30 X 12, 0.080 ga		\$
4.9.3.21	ALUM, ONE-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	36 X 12, 0.100 ga		\$



4.9.3.22	ALUM, ONE-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	42 X 12, 0.100 ga		\$
4.9.3.23	ALUM, ONE-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	48 X 12, 0.100 ga		\$
4.9.3.24	ALUM, ONE-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	54 X 12, 0.100 ga		\$
4.9.3.25	ALUM, ONE-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	60 X 12, 0.100 ga		\$
4.9.3.26	ALUM, ONE-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	66 X 12, 0.100 ga		\$
4.9.3.27	ALUM, ONE-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	72 X 12, 0.100 ga		\$
4.9.3.28	ALUM, ONE-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	78 X 12, 0.100 ga		\$
4.9.3.29	ALUM, ONE-SIDED WHITE HIGH PRISMATIC, TWO HOLES CENTERED, SIGN BLANK	36 X 24, 0.080 ga		\$
4.9.3.30	ALUM, ONE-SIDED YELLOW HIGH PRISMATIC, TWO HOLES CENTERED, SIGN BLANK	18 x 18	OM1	\$
4.10.	<b>CATEGORY C: WORK ZONE SUPPLIES</b>			
4.10.1	<b>BARRICADES</b>			
4.10.1.1	TYPE II, DOUBLE SIDED, PLASTIC, 8" BOARD, 4" STRIPE, HIGH INTENSITY REFLECTIVITY	24" X 45"		\$
4.10.1.2	TYPE III, DOUBLE SIDED, PLASTIC, 8" BOARD, 6" STRIPE, HIGH INTENSITY REFLECTIVITY	8' X 5'		\$
4.10.1.3	BARRICADE LIGHT (AMBER), LED, PHOTOELECTRIC			\$
4.10.1.4	BARRICADE TAPE, HI REFLECTIVITY, W/ 4"STRIPE	8" X 50YDS		\$
4.10.1.5	BARRICADE TAPE, HI REFLECTIVITY, W/ 6"STRIPE	8" X 50YDS		\$
4.10.1.6	TRAFFIC CONE, WEIGHTED, WITH TWO REFLECTIVE COLLARS	28 INCHES TALL		\$
4.10.1.7	REFLECTIVE CONE COLLAR	6"		\$
4.10.1.8	REFLECTIVE CONE COLLAR	4"		\$
4.10.2	<b>ROLL-UP COLLAPSIBLE SIGN, HIGH REFLECTIVE VINYL, WITH RIBS AND POCKETS</b>			
4.10.2.1	ONE COLOR MUTCD STANDARD	36X36		\$
4.10.2.2	FRESH OIL LOOSE GRAVEL	36X36		\$
				\$

4.10.3	<b>MISCELLANEOUS</b>		
4.10.3.1	WARNING FLAGS, MESH, W/ WOOD STAFF	24" X 24"	\$
4.10.3.2	STOP/SLOW PADDLE KITS, W/ 60" STAFF	18 x 18	\$
4.10.3.3	BARRIER TAPE, CAUTION, 3 MIL (min)	3" X 1000'	\$
4.10.3.4	CPC GT-2 (or Equal) Galvanized Tripod Compact Sign Stand		\$
4.11.	<b>CATEGORY D: MISC HARDWARE &amp; POSTS</b>		
4.11.1	<b>HARDWARE</b>		
4.11.1.1	BREAK-AWAY NUT, ALUM, NBA 5/16	PER 100	\$
4.11.1.2	SIGN SAVER, ALUM, 3"min	PER 100	\$
4.11.1.3	SET SCREW, KNURLED, 5/16", w/5/32 SOCKET	PER 100	\$
4.11.1.4	FLAT STREET SIGN BRACKET FOR U-CHANNEL, 90 DEGREE	12" HOLDER	\$
4.11.1.5	FLAT STREET SIGN BRACKET FOR U-CHANNEL, 90 DEGREE	5 1/2" HOLDER	\$
4.11.1.6	FLAT STREET SIGN BRACKET FOR U-CHANNEL, 180 DEGREE	12" HOLDER	\$
4.11.1.7	FLAT STREET SIGN BRACKET FOR U-CHANNEL, 180 DEGREE	5 1/2" HOLDER	\$
4.11.1.8	FLAT STREET SIGN BRACKET FOR U-CHANNEL, CROSS	12" HOLDER	\$
4.11.1.9	FLAT STREET SIGN BRACKET FOR U-CHANNEL, CROSS	5 1/2" HOLDER	\$
4.11.2	<b>POSTS</b>		
4.11.2.1	U-CHANNEL, 2#/FT (MIN), 3/8 HOLE, 1" CENTER	8 FT	\$
4.11.2.2	U-CHANNEL, 2#/FT (MIN), 3/8 HOLE, 1" CENTER	10 FT	\$
4.11.2.3	U-CHANNEL, 2#/FT (MIN), 3/8 HOLE, 1" CENTER	12 FT	\$
4.11.2.4	ROAD MARKER, WHITE, FLAT, 2-SIDED	3X 6X 62	\$
4.11.2.5	CHANNELIZER, FLEXIBLE, BASE MOUNT, YELLOW, W/ 6" HI STRIP	36"	\$
4.11.2.6	CHANNELIZER, FLEXIBLE, BASE MOUNT, WHITE, W/ 6" HI STRIP	48"	\$

- 4.12. \_\_\_\_\_ % Increase 1<sup>st</sup> Renewal  
 \_\_\_\_\_ % Increase 2<sup>nd</sup> Renewal  
 \_\_\_\_\_ % Increase 3<sup>rd</sup> Renewal

4.13. Please Describe Warranty:

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4.14. Please Describe On-Line Order Capability:

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4.15. Delivery ARO: \_\_\_\_\_ days

4.16. Will you honor the submitted prices for purchase by other entities in Boone County who participate in cooperative purchasing with Boone County, Missouri?

\_\_\_\_\_ Yes                      \_\_\_\_\_ No

4.17. **The undersigned offers to furnish and deliver the articles or services as specified at the prices and terms stated and in strict accordance with the specifications, instructions and general conditions of bidding which have been read and understood, and all of which are made part of this order.**

Authorized Representative (Sign by Hand):

---

Type or Print Signed Name:

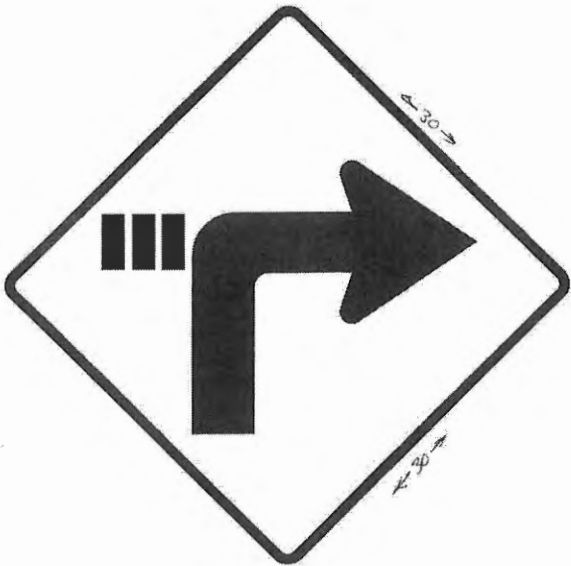
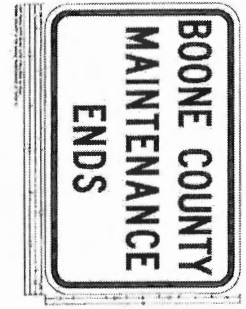
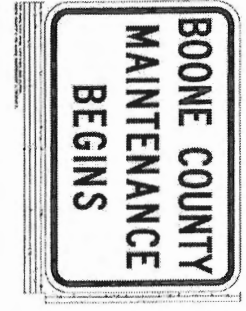
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Today's Date: \_\_\_\_\_

ATTACHMENT A  
SPECIAL DESIGN SIGN LAYOUTS



ATTACHMENT A  
SPECIAL DESIGN SIGN LAYOUTS

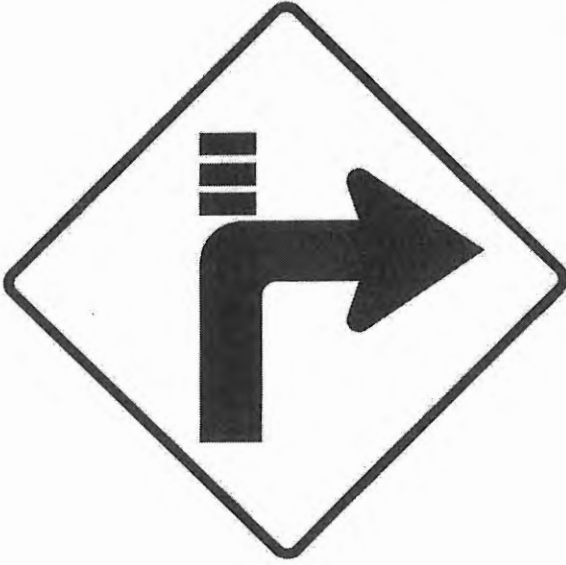


WI-IRS

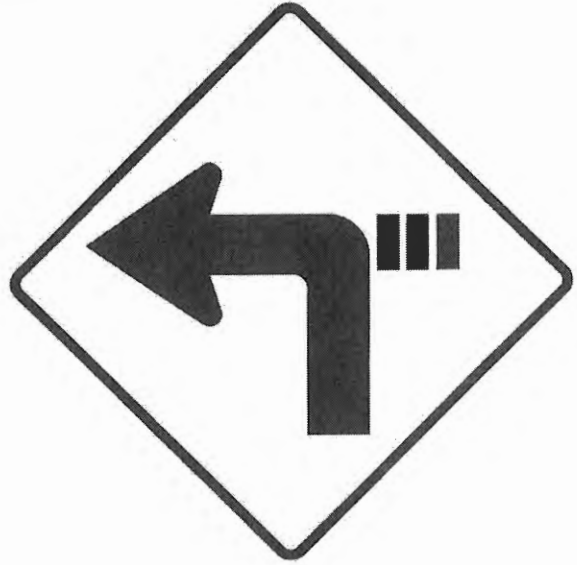


WI-IRC

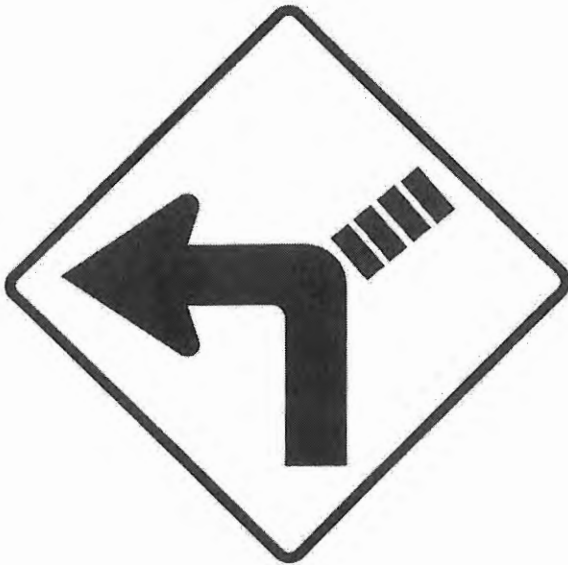
ATTACHMENT A  
SPECIAL DESIGN SIGN LAYOUTS



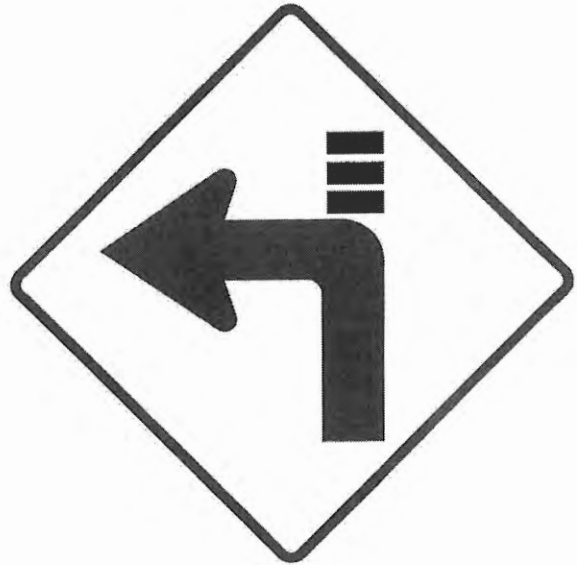
W1-R F



W1-L S



W1-L C



W1-L F

**ATTACHMENT A  
SPECIAL DESIGN SIGN LAYOUTS**



W20-4 SPEC



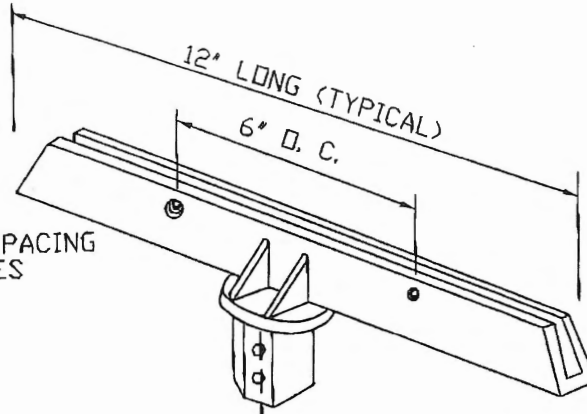
DNR PERMIT

**ATTACHMENT B  
BRACKETS**

(Please note that the example shown here is one of two different sizes used by Boone County. See section 2.8.6.)

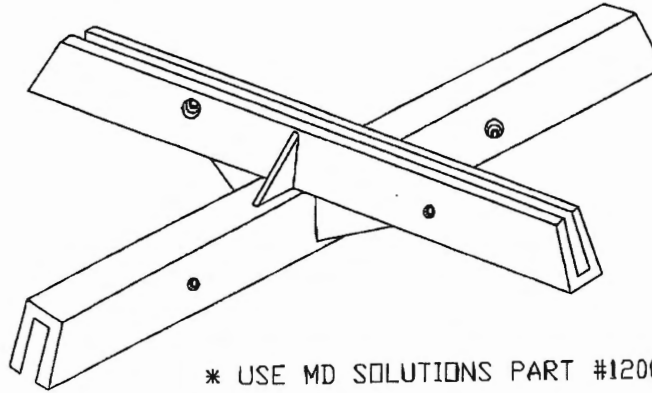
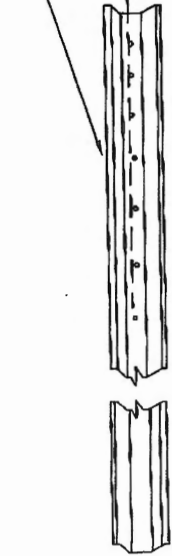
**NOTE:**

DIMENSIONS AND BOLT SPACING  
TYPICAL FOR BOTH TYPES



MOUNT TO 12' LONG  
U-CHANNEL  
GREEN SIGN POST  
OR APPROVED EQUAL

- \* USE MD SOLUTIONS PART #120UCF090 (90 DEGREES)
- \* USE MD SOLUTIONS PART #120UCF180 (180 DEGREES AS SHOWN)
- OR APPROVED EQUAL



- \* USE MD SOLUTIONS PART #120CPF090
- OR APPROVED EQUAL





### 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



**(Please complete and return with Contract)**

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.

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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 bid responses over \$25,000, if any manufactured goods or commodities proposed with bid/proposal response are manufactured or produced outside the United States, this MUST be noted on the Bid/Proposal Response Form or a Memo attached.
19. 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.
20. 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.



*"No Bid" Response Form*

**Boone County Purchasing**  
613 E. Ash Street, Room 113  
Columbia, MO 65201

Robert Wilson, Buyer  
(573) 886-4393– Fax: (573) 886-4390

**"NO BID RESPONSE FORM"**

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

If you do not wish to respond to this bid 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.

**Bid: 03-03JAN19– Regulatory Signs Term and Supply**

Business Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Telephone: \_\_\_\_\_

Contact: \_\_\_\_\_

Date: \_\_\_\_\_

Reason(s) for not bidding:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**PURCHASE AGREEMENT  
FOR  
REGULATORY SIGNS**

**THIS AGREEMENT** dated the 29<sup>th</sup> day of January 2019 is made between Boone County, Missouri, a political subdivision of the State of Missouri through the Boone County Commission, herein "County" and **Osburn Associates, Inc.**, herein "Contractor."

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

**1. Contract Documents** - This agreement shall consist of this Purchase Agreement, the County of Boone Request for Bid for **Regulatory Signs Term and Supply**, bid number **03-03JAN19**, any applicable addenda, and the Contractor's bid response dated **December 28, 2018** and executed by **Robbie Jenks** on behalf of the Contractor. All such documents shall constitute the contract documents, which are attached hereto and incorporated herein by reference. Service or product data, specification and literature submitted with bid response may be permanently maintained in the County Purchasing Office bid file for this bid if not attached. In the event of conflict between any of the foregoing documents, this Purchase Agreement, the Request for Bid and any applicable addenda shall prevail and control over the Contractor's bid response.

**2. Contract Duration** - This agreement shall be beginning on **January 1, 2019** and continuing through **December 31, 2019** subject to the provisions for termination specified below. This agreement may be extended beyond the expiration date by order of the County for **three (3) additional one-year periods** subject to the pricing clauses in the Contractor's bid response. This agreement may be extended beyond the expiration date by order of the County on a month to month basis in the event the County is unable to re-bid and/or award a new contract prior to the expiration date.

**3. Purchase** - The County agrees to purchase from the Contractor and the Contractor agrees to supply the County the items and services as required in the bid specifications and in conformity with the contract documents for the prices set forth in the Contractor's bid response.

**4. Delivery** - Contractor agrees to deliver the items as specified and with in the time limit specified by the bid after receipt of order.

**5. Billing and Payment** - All billing shall be invoiced to the **Boone County Road & Bridge Department, 5551 Tom Bass Road, Columbia Missouri 65201** and billings may only include the prices listed in the Contractor's bid response. No additional fees for delivery or extra services not included in the bid response or taxes shall be included as additional charges in excess of the charges in the Contractor's bid response to the specifications. The County agrees to pay all monthly statements within thirty days of receipt; Contractor agrees to honor any cash or prompt payment discounts offered in its bid response if county makes payment as provided therein. In the event of a billing dispute, the County reserves the right to withhold payment on the disputed amount; in the event the billing dispute is resolved in favor of the Contractor, the County agrees to pay interest at a rate of 9% per annum on disputed amounts withheld commencing from the last date that payment was due.

**6. Binding Effect** - This agreement shall be binding upon the parties hereto and their successors and assigns for so long as this agreement remains in full force and effect.

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

**8. Termination** - This agreement may be terminated by the County upon thirty days advance written notice for any of the following reasons or under any of the following circumstances:

- a. County may terminate this agreement due to material breach of any term or condition of this agreement, or

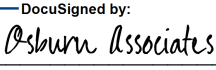


- b. County may terminate this agreement if in the opinion of the Boone County Commission if delivery of products are delayed or products delivered are not in conformity with bidding specifications or variances authorized by County, or
- c. If appropriations are not made available and budgeted for any calendar year.

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

**OSBURN ASSOCIATES, INC.**

**BOONE COUNTY, MISSOURI**

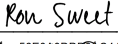
By   
DocuSigned by:  
8B3B9B7EB717499...

By: Boone County Commission

Title Bidding agent

  
DocuSigned by:  
BA4B974CED8E4EB...  
 Daniel K. Atwill, Presiding Commissioner


**APPROVED AS TO FORM:**

  
DocuSigned by:  
66E04A0D070AC44F6...  
 County Counselor

**ATTEST:**  
  
DocuSigned by:  
7D82DA886BF6495...  
 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.)

  
DocuSigned by:  
FE82C2243D8B450...  
 Signature

1/11/2019

Term/Supply – 2040 / 26500, 26600

Date

Appropriation Account

## 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.
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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 bid responses over \$25,000, if any manufactured goods or commodities proposed with bid/proposal response are manufactured or produced outside the United States, this MUST be noted on the Bid/Proposal Response Form or a Memo attached.
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20. 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.



*Request for Bid (RFB)*

**Boone County Purchasing**  
613 E. Ash Street, Room 113  
Columbia, MO 65201

**Robert Wilson, Buyer**  
(573) 886-4393 – Fax: (573) 886-4390  
Email: [rwilson@boonecountymo.org](mailto:rwilson@boonecountymo.org)

**Bid Data**

Bid Number: **03-03JAN19**  
Commodity Title: **Regulatory Signs Term & Supply**

**DIRECT BID FORMAT OR SUBMISSION QUESTIONS TO THE PURCHASING DEPARTMENT**

**Bid Questions Deadline**

Day / Date: **Friday, December 28, 2018**  
Time: **3:00 p.m.**  
Location / Mail Address: **All questions pertaining to this RFB must be received in writing by Bid Question deadline time and date.**

**Bid Submission Address and Deadline**

Day / Date: **Thursday, January 03, 2019**  
Time: **1:30 P.M. (Bids received after this time will be returned unopened)**  
Location / Mail Address: **Boone County Purchasing Department  
Boone County Annex Building  
613 E. Ash Street, Room 113  
Columbia, MO 65201**  
Directions: **The Purchasing office is located on the Southeast corner at 7<sup>th</sup> Street and Ash Street. Enter the building from the South side. Wheel chair accessible entrance is available.**

**Bid Opening**

Day / Date: **Thursday, January 03, 2019**  
Time: **1:30 P.M. C.T.**  
Location / Address: **Boone County Annex Building  
613 E. Ash Street  
Columbia, MO 65201**

**Bid Contents**

- 1.0: **Introduction and General Conditions of Bidding**
- 2.0: **Primary Specifications**
- 3.0: **Response Presentation and Review**
- 4.0: **Response Form**  
**Attachment A – Special Design Sign Layouts**  
**Attachment B - Brackets**  
**Work Authorization Certification**  
**Debarment Certification**  
**Standard Terms and Conditions**  
**“No Bid” Response Form**

**1. Introduction and General Conditions of Bidding**

- 1.1. **INVITATION** - The County of Boone, through its Purchasing Department, invites responses, which offer to provide the goods and/or services identified on the title page, and described in greater detail in Section 2.
- 1.2. **DEFINITIONS**
- 1.2.1. **County** - This term refers to the County of Boone, a duly organized public entity. It may also be used as a pronoun for various subsets of the County organization, including, as the context will indicate:  
*Purchasing* - The Purchasing Department, including its Purchasing Director and staff.  
*Department(s) or Office(s)* - The County Department(s) or Office(s) for which this Bid is prepared, and which will be the end user(s) of the goods and/or services sought.  
*Designee* - The County employee(s) assigned as your primary contact(s) for interaction regarding Contract performance.
- 1.2.2. **Bidder / Contractor / Supplier** - These terms refer generally to businesses having some sort of relationship to or with us. The term may apply differently to different classes of entities, as the context will indicate.  
*Bidder* - Any business entity submitting a response to this Bid. Suppliers, which may be invited to respond, or which express interest in this bid, but which do not submit a response, have no obligations with respect to the bid requirements.  
*Contractor* - The Bidder whose response to this bid is found by Purchasing to meet the best interests of the County. The Contractor will be selected for award and will enter into a Contract for provision of the goods and/or services described in the Bid.  
*Supplier* - All business(s) entities which may provide the subject goods and/or services.
- 1.2.3. **Bid** - This entire document, including attachments. A Bid may be used to solicit various kinds of information. The kind of information this Bid seeks is indicated by the title appearing at the top of the first page. A "Request for Bid" is used when the need is well defined. A "Request for Proposal" is used when the County will consider solutions, which may vary significantly from each other or from the County's initial expectations.
- 1.2.4. **Response** - The written, sealed document submitted according to the Bid instructions.
- 1.3. **BID CLARIFICATION** - Questions regarding this Bid should be directed in writing, by e-mail or fax, to the Purchasing Department. Answers, citing the question asked but not identifying the questioner, will be distributed simultaneously to all known prospective Bidders in the form of an addendum. Please check for any addenda in advance of the bid deadline. Bids, addendums, bid tabulations and bid awards are posted on our web site at: [www.showmeboone.com](http://www.showmeboone.com). Note: written requirements in the Bid or its Amendments are binding, but any oral communications between County and Bidder are not.
- 1.3.1. **Bidder Responsibility** - The Bidder is expected to be thoroughly familiar with all specifications and requirements of this Bid. Bidder's failure or omission to examine any relevant form, article, site or document will not relieve them from any obligation regarding this Bid. By submitting a Response, Bidder is presumed to concur with all terms, conditions and specifications of this Bid.
- 1.3.2. **Bid Amendment** - If it becomes evident that this Bid must be amended, the Purchasing Department will issue a formal written Amendment to all known prospective Bidders. If necessary, a new due date will be established.
- 1.4. **AWARD** - Award will be made to the Bidder(s) whose offer(s) provide the greatest value to the County from the standpoint of suitability to purpose, quality, service, previous experience, price, lifecycle cost, ability to deliver, or for any other reason deemed by Purchasing to be in the best interest of the County. Thus, the result will not be determined by price alone. The County will be seeking the least costly outcome that meets the County needs as interpreted by the County. The County reserves the right to award this bid on an item by item basis, or an "all or none" basis, whichever is in the best interest of the County. The County also reserves the right to not award any item or group of items if the services can be obtained from cooperative MMPPC or other governmental entities' contracts under more favorable terms.

- 1.5. **CONTRACT EXECUTION** - This Bid and the Contractor's Response will be made part of any resultant Contract and will be incorporated in the Contract as set forth, verbatim.
- 1.5.1. **Precedence** - In the event of contradictions or conflicts between the provisions of the documents comprising this Contract, they will be resolved by giving precedence in the following order:
  - 1) the provisions of the Contract (as it may be amended);
  - 2) the provisions of the Bid;
  - 3) the provisions of the Bidder's Response.
- 1.6. **CONTRACT PERIOD** – Any Term and Supply Contract resulting from this Bid will have an initial term from **January 1, 2019 through December 31, 2019** and may be automatically renewed for **up to an additional three (3) one-year periods** unless canceled by the Purchasing Director in writing prior to a renewal term.
- 1.7. **COMPLIANCE WITH STANDARD TERMS AND CONDITIONS** - Bidder agrees to be bound by the County's standard "boilerplate" terms and conditions for Contracts, a sample of which is attached to this Bid.

**2. Primary Specifications**

- 2.1. **ITEMS TO BE PROVIDED** – For a Term and Supply contract for the Furnishing and Delivery of **Regulatory Traffic Signs, Barricades and Sign Posts** as detailed in the Response Form, Section 4 of this Request for Bid.
- 2.2. The unit prices identified on the Response Form shall remain fixed for the identified original contract period. If the County exercises the option for renewal, the contractor shall agree that the prices for the items listed on the Response Form shall not increase by more than the maximum percent proposed on the Response Form.
  - 2.2.1. If renewal percentages are not provided, then prices during any renewal period shall be the same as during the original contract period.
- 2.3. **CONTRACT EXTENSION** – The County Purchasing Director may exercise the option to extend the contract on a month-to-month basis for a maximum of six (6) months from the date of termination if it is deemed to be in the best interest of Boone County.
- 2.4. **CONTRACT DOCUMENTS** - The successful bidder(s) shall be obligated to enter into a written contract with the County within 30 days of award on contract forms provided by the County. If bidders desire to contract under their own written agreement, any such proposed agreement shall be submitted in blank with their bid. County reserves the right to modify any proposed form agreement or withdraw its award to a successful bidder if any proposed agreement contains terms and conditions inconsistent with its bid or are unacceptable to county legal counsel.
- 2.5. **QUANTITY** – Orders will be made on an “as needed basis.” Quantities are estimated based on past usage for a 12-month period. The County reserves the right to increase or decrease quantities as requirements dictate.
  - 2.5.1. Boone County uses approximately 2,000 various signs, barricades, and sign posts each year. This figure is given not to guarantee a purchase amount, but so that bidders can have a reasonable assumption about the number of signs that are likely to be purchased.
- 2.6. **SAMPLES** - Boone County reserves the right to request samples after bids are opened and before the award is made. When samples are called for, they must be furnished free of expense and if not destroyed in testing will, upon request, be returned at the bidder’s expense. A request for the return of samples must be made within ten days following opening bids. Each individual sample must be labeled with the bidder’s name and manufacturer’s brand name and number.
- 2.7. **PRICING** – All prices shall be as indicated on the Response Form. The County shall not pay nor be liable for any other additional costs including but not limited to: taxes, packing, handling, shipping and freight, insurance, interest, penalties, termination payments, attorney fees, liquidated damages, etc. Additionally, the County shall not be subject to any minimum order quantities or total prices.
- 2.8. **MINIMUM TECHNICAL SPECIFICATIONS** - All signs and materials for this bid are required to meet the Manual on Uniform Traffic Control Devices (MUTCD) standards and specifications. Upon request by Boone County, Bidder shall supply Test Reports to the Boone County Road & Bridge Department, Operations Division.
  - 2.8.1. **Traffic Signs:** All traffic signs shall be constructed from sheet aluminum .080” min gauge w/3/8” holes, with 3M 3930 series or equivalent sheeting and reflective lettering. Traffic signs in section 4.8.1 and 4.8.2 will be ordered utilizing MUTCD sign designations from MUTCD sign tables. MUTCD sign sizes utilized by Boone County are supplied in Section 4.8.1 used to assist in the proper identification for pricing. Design layouts for traffic signs in section 4.8.3 are provided in Attachment A.
  - 2.8.2. All lettering and backing materials for section 4.9. on the Response Page must be equal to that of 3M 3930 Series of the High Intensity Prismatic or equal produced by the 3M Company. All sheeting sign faces, and films must be pressure sensitive for application.
  - 2.8.3. **Sign Blanks: Sheeting material for sign blanks** must be equal to that of 3M 3930 Series of the High Intensity Prismatic or equal produced by the 3M Company. Required gauge for the aluminum sign blanks varies by size and is indicated in section 4.9.3.

- 2.8.4. **Barricades:** All Type II barricades shall be constructed of a heavy-duty, durable polyethylene material and of the fold-up design for easy storage and stacking. All Type III barricades shall be constructed of heavy-duty, durable polyethylene materials that are 8" wide x 8' in length; includes bolt-on galvanized mounting stands. All barricades shall be doubled-sided, 3M 3930 Series of the High Intensity Prismatic or equal markings to direct traffic either right or left of barricades.
- 2.8.5. **Traffic Cones:** All traffic cones shall be bright orange in color, 28" in height, with a 6" 3M 3930 Series of the High Intensity Prismatic or equal reflective collar at top and just below a 4" collar; weighted base.
- 2.8.6. **Brackets:** The contractor must provide brackets in accordance with the drawings and specifications on Attachment B, included herein as well as described herein. The County uses two sizes, one being 12" long as shown in Attachment B and the other being 5 ½" long.
- 2.8.7. **U-Channel Post Material and Finish:** Steel U-Channel Posts shall conform to the standard specification for hot rolled carbon steel, structural quality, ASTM designation A570, Grade 50. Yield strength after cold-forming shall be 60,000 psi minimum. Finish shall be baked green enamel paint. Holes will be 3/8 inch with one inch spacing. 2pound / foot weight.
- 2.8.7.1. **Length Tolerance:** The length of each post shall have a permissible length tolerance of + or - ¼".
- 2.8.7.2. **Delivery requirement:** Posts must be palletized or delivered via flat-bed trailer for efficient unloading. There is no loading dock at Road & Bridge, all deliveries are unloaded from the ground. Shipments should be packaged with that in mind.
- 2.9. **DEVIATION(S)** - It is the bidder's responsibility to submit a bid that meets all mandatory specifications stated within. The bidder must compare their product bid with the required listed minimum specifications and identify any deviations along with the specific section deviated from. Failure to properly identify deviations may render the bidder's proposal non-responsive and not capable of consideration for award.
- 2.10. **DELIVERY** - Delivery shall be to the Boone County Road & Bridge Department, Maintenance Operations Division. All deliveries shall be made FOB Destination with freight charges fully included and prepaid. The seller pays and bears the freight charges. All orders shall be delivered within 30 days after receipt of an order.
- 2.11. **DESIGNEE** - Boone County Road & Bridge Department, 5551 S Tom Bass Rd, Columbia, MO 65201. Telephone: (573) 449-8515.
- 2.12. **BID CLARIFICATION** - Any questions or clarifications concerning bid documents should be addressed to Robert Wilson, Buyer, 613 E. Ash Street, Room 113, Columbia, Missouri 65201. Telephone (573) 886-4393 Fax (573) 886-4390, E-mail: [rwilson@boonecountymo.org](mailto:rwilson@boonecountymo.org).
- 2.13. **BILLING AND PAYMENT** - Payment will be made within 30 days from receipt of a correct Monthly Statement. Invoices and Monthly Statement to be mailed to the Designee.
- 2.14. **DESCRIPTIVE LITERATURE** - Bidders proposing to furnish items other than specified must submit complete descriptive literature with bid. Bids received without descriptive literature are subject to rejection.
- 2.15. **METHOD OF ORDERING** - Orders will be requested via telephone, fax or on-line. The Contractor shall be required to confirm receipt of each request.
- 2.16. **EQUAL** - Items quoted to be as indicated or approved equal where equivalency is allowed in specifications.



**3. Response Presentation and Review**

- 3.1. **RESPONSE CONTENT** - In order to enable direct comparison of competing Responses, you must submit your Response in strict conformity to the requirements stated here. Failure to adhere to all requirements may result in your Response being disqualified as non-responsive. All Responses must be submitted using the provided Response Sheet. Every question must be answered and if not applicable, the section must contain "N/A" or "No Bid." Manufacturer's published specifications for the items requested shall be included with the response.
- 3.2. **SUBMITTAL OF RESPONSES** - Responses MUST be received by the date and time noted on the title page under "Bid Submission Information and Deadline". NO EXCEPTIONS. We are not responsible for late or incorrect deliveries from the US Postal Service or any other mail carrier.
- 3.2.1. **Submittal Package** - Submit, to the location specified on the title page, **THREE (3) COMPLETE COPIES** of your Response in a single sealed envelope, clearly marked on the outside with your company name and return address, the proposal number and the due date and time.
- 3.2.2. **Advice of Award** - A Bid Tabulation of responses received as well as Award status can be viewed at [www.showmeboone.com](http://www.showmeboone.com).
- 3.3. **BID OPENING** - On the date and time and at the location specified on the title page under "Bid Opening," all Responses will be opened in public. Brief summary information from each will be read aloud.
- 3.3.1. **Removal from Vendor Database** - If any prospective Bidder currently in our Vendor Database to whom the Bid was sent elects not to submit a Response and fails to reply in writing stating reasons for not bidding, that Bidder's name may be removed from our database. Other reasons for removal include unwillingness or inability to show financial responsibility, reported poor performance, unsatisfactory service, or repeated inability to meet delivery requirements.
- 3.4. **RESPONSE CLARIFICATION** - We reserve the right to request additional written or oral information from Bidders in order to obtain clarification of their Responses.
- 3.4.1. **Rejection or Correction of Responses** - We reserve the right to reject any or all Responses. Minor irregularities or informalities in any Response which are immaterial or inconsequential in nature and are neither affected by law nor at substantial variance with Bid conditions, may be waived at our discretion whenever it is determined to be in the County's best interest.
- 3.5. **EVALUATION PROCESS** - Our sole purpose in the evaluation process is to determine from among the Responses received which one is best suited to meet the County's needs at the lowest possible cost. Any final analysis or weighted point score does not imply that one Bidder is superior to another, but simply that in our judgment the Contractor selected appears to offer the best overall solution for our current and anticipated needs at the lowest possible cost.
- 3.5.1. **Method of Evaluation** - We will evaluate submitted responses in relation to all aspects of this Bid.
- 3.5.2. **Acceptability** - We reserve the sole right to determine whether goods and/or services offered are acceptable for our use. We also reserve the right to request samples of any and/or all equivalent products bid in order to ensure comparative quality.
- 3.5.3. In the event of a discrepancy between a unit price and an extended line item price, the unit price shall govern.
- 3.5.4. **Endurance of Pricing** - Your pricing must be held until contract execution or 60 days, whichever comes first.
- 3.5.5. In the cost evaluation, a unit price conversion will be done to fairly evaluate bid prices. However, for any resulting contract, the unit of measure bid will be the unit of measure awarded. The bidder is cautioned that the County reserves the right to clarify the unit of measure modification or to disqualify the bid for that line item if the unit of measure modification is not deemed appropriate or in the best interests of the County.

County of BoonePurchasing Department**4. Response Form**

4.1. Company Name:

Osburn Associates Inc

4.2. Address:

Po Box 912

4.3. City/Zip:

Logan, OH 43138

4.4. Phone Number:

(800) 523-8917

4.5. Fax Number:

(40) 385-8016

4.6. E-Mail Address:

robj@osburns.com

4.7. Federal Tax ID:

31-10413884.7.1.  Corporation Partnership - Name \_\_\_\_\_ Individual/Proprietorship - Individual Name \_\_\_\_\_ Other (Specify) \_\_\_\_\_

4.8.	CATEGORY A: TRAFFIC SIGNS			
4.8.1	REGULATORY, WARNING AND TEMPORARY TRAFFIC CONTROL SIGNS	SIZE	DISCRIPTION	PRICE EACH
4.8.1.1	STOP	36X36	R1-1	\$ 52.92
4.8.1.2	STOP	30X30	R1-1	\$ 36.75
4.8.1.3	YEILD	36X36X36	R1-2	\$ 41.16
4.8.1.4	YEILD	48x48X48	R1-2	\$ 70.56
4.8.1.5	ONE COLOR MUTCD STANDARD	6X12		\$ 2.94
4.8.1.6	ONE COLOR MUTCD STANDARD	12X36		\$ 17.64
4.8.1.7	ONE COLOR MUTCD DOUBLE FACED	12X36		\$
4.8.1.8	ALL WAY	18X6		\$ 4.41
4.8.1.9	ONE COLOR MUTCD STANDARD	18X18		\$ 13.23
4.8.1.10	ONE COLOR MUTCD STANDARD	18X24		\$ 17.64
4.8.1.11	ONE COLOR MUTCD DOUBLE FACED	18X24		\$
4.8.1.12	ONE COLOR MUTCD STANDARD	24X12		\$ 11.76
4.8.1.13	ONE COLOR MUTCD STANDARD	24X18		\$ 17.64
4.8.1.14	ONE COLOR MUTCD STANDARD	24X24		\$ 23.52
4.8.1.15	ONE COLOR MUTCD STANDARD	24X30		\$ 29.40
4.8.1.16	ONE COLOR MUTCD DOUBLE FACED	24X30		\$
4.8.1.17	ONE COLOR MUTCD STANDARD	30X24		\$ 29.40
4.8.1.18	ONE COLOR MUTCD STANDARD	30X30		\$ 36.75
4.8.1.19	TWO COLOR MUTCD STANDARD	30X30		\$
4.8.1.20	THREE COLOR MUTCD STANDARD	30X30		\$
4.8.1.21	ONE COLOR MUTCD STANDARD	30 DIA		\$ 36.75
4.8.1.22	ONE COLOR MUTCD STANDARD	30X36		\$ 44.10
4.8.1.23	ONE COLOR MUTCD STANDARD	36X8		\$ 11.76
4.8.1.24	ONE COLOR MUTCD STANDARD	36X12		\$ 17.64
4.8.1.25	ONE COLOR MUTCD STANDARD	36X24		\$ 35.28
4.8.1.26	ONE COLOR MUTCD STANDARD	36X36		\$ 52.92

4.8.1.27	ONE COLOR MUTCD STANDARD	36 DIA		\$ 52.92
4.8.1.28	ONE COLOR MUTCD STANDARD	48X30		\$ 58.80
4.8.1.29	ONE COLOR MUTCD STANDARD	60X30		\$ 73.50
4.8.1.30	NO U-TURN	24 X 30	R4-7A	\$ 29.40
4.8.1.31	YELLOW	18X18	OM1	\$ 13.23
4.8.1.32	RED	18X18	OM4	\$ 13.23
<b>4.8.2 YELLOW/GREEN FLUORESCENT SCHOOL</b>				
4.8.2.1	SCHOOL CROSSING	30X30	S1-1	\$ 44.06
4.8.2.2	SCHOOL CROSSING	36X36	S1-1	\$ 63.45
4.8.2.3	AHEAD OR ARROWS	24X12	W16 SERIES	\$ 14.10
4.8.2.4	SCHOOL BUS STOP AHEAD	30X30	S3-1	\$ 44.06
4.8.2.5	SCHOOL BUS TURN AROUND AHEAD	30X30	S3-2	\$ 44.06
4.8.2.6	SCHOOL SPEED ZONE AHEAD	30X30	S4-5	\$ 44.06
<b>4.8.3 SPECIAL DESIGN SIGNS (Layouts in Attachment A)</b>				
4.8.3.1	DO NOT ENTER WHEN FLOODED	24X30	BLACK / WHITE	\$ 29.40
4.8.3.2	FLOOD AREA AHEAD	30X30	BLACK / YELLOW	\$ 36.75
4.8.3.3	IMPASSIBLE DURING HIGH WATER	30X30	BLACK / YELLOW	\$ 36.75
4.8.3.4	CAUTION	30X30	BLACK / ORANGE	\$ 36.75
4.8.3.5	FRESH OIL LOOSE GRAVEL	30X30	BLACK / ORANGE	\$ 36.75
4.8.3.6	BOONE COUNTY MAINTENANCE BEGINS	18X12	BLACK / WHITE	\$ 8.82
4.8.3.7	BOONE COUNTY MAINTENANCE ENDS	18X12	BLACK / WHITE	\$ 8.82
4.8.3.8	W1-1R WITH SIDE INTERSECTION	30X30	BLACK / YELLOW	\$ 36.75
4.8.3.9	W1-1R WITH CORNER INTERSECTION	30X30	BLACK / YELLOW	\$ 36.75
4.8.3.10	W1-1R WITH FORWARD INTERSECTION	30X30	BLACK / YELLOW	\$ 36.75
4.8.3.11	W1-1L WITH SIDE INTERSECTION	30X30	BLACK / YELLOW	\$ 36.75
4.8.3.12	W1-1L WITH CORNER INTERSECTION	30X30	BLACK / YELLOW	\$ 36.75
4.8.3.13	W1-1L WITH FORWARD INTERSECTION	30X30	BLACK / YELLOW	\$ 36.75
4.8.3.14	W20-4 SPECIAL	30X30	BLACK / YELLOW	\$ 36.75
4.8.3.15	DNR PERMIT SIGN	18X24	BLACK / WHITE	\$ 17.64
<b>4.9 CATEGORY B: FABRICATION MATERIALS</b>				
<b>4.9.1 SIGN FACING SHEETS</b>				
4.9.1.1	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	12 X 18		\$ 2.06
4.9.1.2	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	12 X 36		\$ 4.11
4.9.1.3	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	18 X 18		\$ 3.08
4.9.1.4	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	18 X 24		\$ 4.11
4.9.1.5	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	24" STOP		\$ 5.48
4.9.1.6	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	24 X 30		\$ 6.85
4.9.1.7	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	30" STOP		\$ 8.56

4.9.1.8	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	30 X 30		\$ 8.56
4.9.1.9	TWO COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	30 X 30		\$
4.9.1.10	THREE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	30 X 30		\$
4.9.1.11	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	36 X 36		\$ 12.33
4.9.1.12	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	36" YEILD		\$ 9.59
4.9.1.13	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	36" STOP		\$ 12.33
<b>4.9.2 CUTTER/ PLOTTER MATERIALS</b>				
4.9.2.1	HIGH INTENSITY PRISMATIC SHEETING, PRESSURE SENSITIVE, ELCTRO CUT	24 IN X 50 YDS	3M 3930 SERIES OR EQUIV	\$ 363.00
4.9.2.2	HIGH INTENSITY PRISMATIC SHEETING, PRESSURE SENSITIVE, ELCTRO CUT	30 IN X 50 YDS	3M 3930 SERIES OR EQUIV	\$ 453.75
4.9.2.3	TRANSPARENT OVERLAY FILM, ELECTRO-CUT, PRESSURE SENSITIVE	24 IN X 50 YDS	3M 1170 SERIES OR EQUIV	\$ 288.00
4.9.2.4	TRANSPARENT OVERLAY FILM, ELECTRO-CUT, PRESSURE SENSITIVE	30 IN X 50 YDS	3M 1170 SERIES OR EQUIV	\$ 360.00
4.9.2.5	ANTI-GRAFFITI PROTECTIVE OVERLAY FILM, PRESSURE SENSITIVE	24 IN X 50 YDS	1160 3M <del>1150</del> EQUIVILENT	\$ 468.00
4.9.2.6	ANTI-GRAFFITI PROTECTIVE OVERLAY FILM, PRESSURE SENSITIVE	30 IN X 50 YDS	1160 3M <del>1150</del> EQUIVILENT	\$ 585.00
4.9.2.7	NON-REFLECTIVE VINYL, PRESSURE SENSITIVE, ELECTRO-CUT GRAFIC FILM	24 IN X 50 YDS	3M 7725 SERIES EQUIVILENT	\$ 312.00
4.9.2.8	TRANSFER TAPE, CLEAR, GRAFFIC APPLICATION FOR ELECTRO-CUT FILM	24 IN X 50 YDS	3M TPM5 ECF EQUIVILENT	\$ 93.00
4.9.2.9	TRANSFER TAPE, CLEAR, GRAFFIC APPLICATION FOR ELECTRO-CUT FILM	30 IN X 50 YDS	3M TPM5 ECF EQUIVILENT	\$ 116.25
<b>4.9.3 SIGN BLANKS</b>				
4.9.3.1	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET, 1.5" CORNER RADIUS	18 X 6, 0.080 ga		\$ 6.41
4.9.3.2	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET, 1.5" CORNER RADIUS	18 X 9, 0.080 ga		\$ 9.58
4.9.3.3	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET, 1.5" CORNER RADIUS	21 X 6, 0.080 ga		\$ 7.48
4.9.3.4	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET, 1.5" CORNER RADIUS	24 X 6, 0.080 ga		\$ 8.55

4.9.3.5	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	24 X 9, 0.080 ga		\$ 12.83
4.9.3.6	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	27 X 6, 0.080 ga		\$ 9.62
4.9.3.7	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	30 X 6, 0.080 ga		\$ 10.69
4.9.3.8	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	30 X 9, 0.080 ga		\$ 16.03
4.9.3.9	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	33 X 6, 0.100 ga		\$ 19.37
4.9.3.10	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	36 X 6, 0.100 ga		\$ 14.09
4.9.3.11	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	36 X 9, 0.100 ga		\$ 21.13
4.9.3.12	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	36 X 12, 0.100 ga,		\$ 28.17
4.9.3.13	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	42 X 6, 0.100 ga		\$ 16.43
4.9.3.14	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	42 X 9, 0.100 ga		\$ 24.60
4.9.3.15	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	42 X 12, 0.100 ga		\$ 32.87
4.9.3.16	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	48 X 6, 0.100 ga		\$ 18.78
4.9.3.17	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	48 X 9, 0.100 ga		\$ 28.17
4.9.3.18	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	48 X 12, 0.100 ga		\$ 37.56
4.9.3.19	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	54 X 9, 0.100 ga		\$ 31.64
4.9.3.20	ALUM, ONE-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	30 X 12, 0.080 ga		\$ 14.70
4.9.3.21	ALUM, ONE-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	36 X 12, 0.100 ga		\$ 20.16

4.9.3.22	ALUM, ONE-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	42 X 12, 0.100 ga		\$ 23.52
4.9.3.23	ALUM, ONE-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	48 X 12, 0.100 ga		\$ 26.88
4.9.3.24	ALUM, ONE-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	54 X 12, 0.100 ga		\$ 30.24
4.9.3.25	ALUM, ONE-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	60 X 12, 0.100 ga		\$ 33.60
4.9.3.26	ALUM, ONE-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	66 X 12, 0.100 ga		\$ 36.96
4.9.3.27	ALUM, ONE-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	72 X 12, 0.100 ga		\$ 40.32
4.9.3.28	ALUM, ONE-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	78 X 12, 0.100 ga		\$ 43.68
4.9.3.29	ALUM, ONE-SIDED WHITE HIGH PRISMATIC, TWO HOLES CENTERED, SIGN BLANK	36 X 24, 0.080 ga		\$ 35.28
4.9.3.30	ALUM, ONE-SIDED YELLOW HIGH PRISMATIC, TWO HOLES CENTERED, SIGN BLANK	18 x 18	OM1	\$ 13.23
4.10.	<b>CATEGORY C: WORK ZONE SUPPLIES</b>			
4.10.1	<b>BARRICADES</b>			
4.10.1.1	TYPE II, DOUBLE SIDED, PLASTIC, 8" BOARD, 4" STRIPE, HIGH INTENSITY REFLECTIVITY	24" X 45"		\$ no bid
4.10.1.2	TYPE III, DOUBLE SIDED, PLASTIC, 8" BOARD, 6" STRIPE, HIGH INTENSITY REFLECTIVITY	8' X 5'		\$ 
4.10.1.3	BARRICADE LIGHT (AMBER), LED, PHOTOELECTRIC			\$ 
4.10.1.4	BARRICADE TAPE, HI REFLECTIVITY, W/ 4"STRIPE	8" X 50YDS		\$ 159.00
4.10.1.5	BARRICADE TAPE, HI REFLECTIVITY, W/ 6"STRIPE	8" X 50YDS		\$ 159.00
4.10.1.6	TRAFFIC CONE, WEIGHTED, WITH TWO REFLECTIVE COLLARS	28 INCHES TALL		\$ no bid
4.10.1.7	REFLECTIVE CONE COLLAR	6"		\$ 
4.10.1.8	REFLECTIVE CONE COLLAR	4"		\$ 
4.10.2	<b>ROLL-UP COLLAPSIBLE SIGN, HIGH REFLECTIVE VINYL, WITH RIBS AND POCKETS</b>			
4.10.2.1	ONE COLOR MUTCD STANDARD	36X36		\$ 108.80
4.10.2.2	FRESH OIL LOOSE GRAVEL	36X36		\$ 108.80
				\$

4.10.3	<b>MISCELLANEOUS</b>		
4.10.3.1	WARNING FLAGS, MESH, W/ WOOD STAFF	24" X 24"	\$ 7.12
4.10.3.2	STOP/SLOW PADDLE KITS, W/ 60" STAFF	18 x 18	\$ 84.00
4.10.3.3	BARRIER TAPE, CAUTION, 3 MIL (min)	3" X 1000'	\$ 35.00
4.10.3.4	CPC GT-2 (or Equal) Galvanized Tripod Compact Sign Stand * Dicke *		\$ 35.00
4.11.	<b>CATEGORY D: MISC HARDWARE &amp; POSTS</b>		
4.11.1	<b>HARDWARE</b>		
4.11.1.1	BREAK-AWAY NUT, ALUM, NBA 5/16	PER 100	\$ 72.00
4.11.1.2	SIGN SAVER, ALUM, 3"min	PER 100	\$ 150.00
4.11.1.3	SET SCREW, KNURLED, 5/16", w/5/32 SOCKET	PER 100	\$ no B. d
4.11.1.4	FLAT STREET SIGN BRACKET FOR U-CHANNEL, 90 DEGREE	12" HOLDER	\$ 8.75
4.11.1.5	FLAT STREET SIGN BRACKET FOR U-CHANNEL, 90 DEGREE	5 1/2" HOLDER	\$ 4.25
4.11.1.6	FLAT STREET SIGN BRACKET FOR U-CHANNEL, 180 DEGREE	12" HOLDER	\$ 8.75
4.11.1.7	FLAT STREET SIGN BRACKET FOR U-CHANNEL, 180 DEGREE	5 1/2" HOLDER	\$ 4.25
4.11.1.8	FLAT STREET SIGN BRACKET FOR U-CHANNEL, CROSS	12" HOLDER	\$ 8.75
4.11.1.9	FLAT STREET SIGN BRACKET FOR U-CHANNEL, CROSS	5 1/2" HOLDER	\$ 4.25
4.11.2	<b>POSTS</b>		
4.11.2.1	U-CHANNEL, 2#/FT (MIN), 3/8 HOLE, 1" CENTER	8 FT	\$ no B. d
4.11.2.2	U-CHANNEL, 2#/FT (MIN), 3/8 HOLE, 1" CENTER	10 FT	\$
4.11.2.3	U-CHANNEL, 2#/FT (MIN), 3/8 HOLE, 1" CENTER	12 FT	\$
4.11.2.4	ROAD MARKER, WHITE, FLAT, 2-SIDED	3X 6X 62	\$
4.11.2.5	CHANNELIZER, FLEXIBLE, BASE MOUNT, YELLOW, W/ 6" HI STRIP	36"	\$
4.11.2.6	CHANNELIZER, FLEXIBLE, BASE MOUNT, WHITE, W/ 6" HI STRIP	48"	\$

- 4.12. 10 % Increase 1<sup>st</sup> Renewal  
10 % Increase 2<sup>nd</sup> Renewal  
10 % Increase 3<sup>rd</sup> Renewal

4.13. Please Describe Warranty:

Manufacture specified on each Item

4.14. Please Describe On-Line Order Capability:

Yes It's Available

4.15. Delivery ARO: 30 days

4.16. Will you honor the submitted prices for purchase by other entities in Boone County who participate in cooperative purchasing with Boone County, Missouri?

Yes  No

4.17. **The undersigned offers to furnish and deliver the articles or services as specified at the prices and terms stated and in strict accordance with the specifications, instructions and general conditions of bidding which have been read and understood, and all of which are made part of this order.**

Authorized Representative (Sign by Hand):



Type or Print Signed Name:

Robbie Jenks

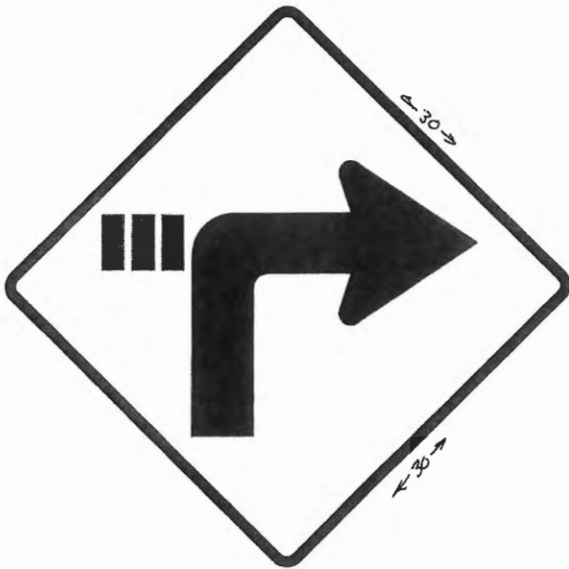
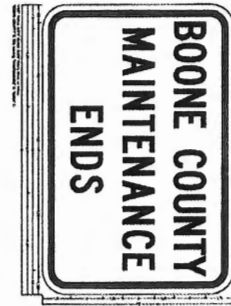
Today's Date: 12/28/2018



**ATTACHMENT A  
SPECIAL DESIGN SIGN LAYOUTS**



ATTACHMENT A  
SPECIAL DESIGN SIGN LAYOUTS

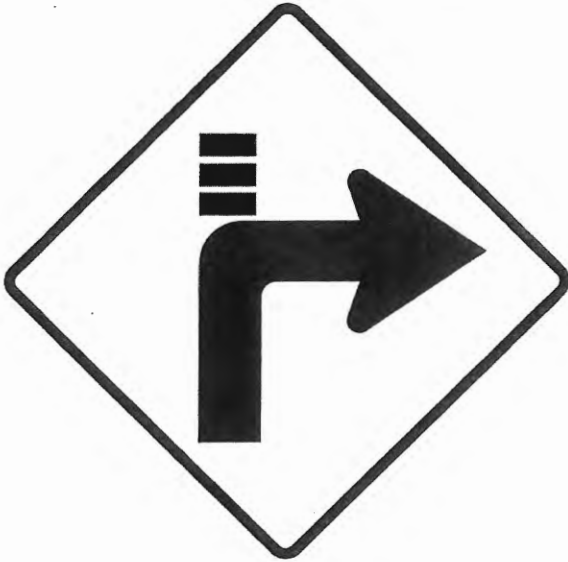


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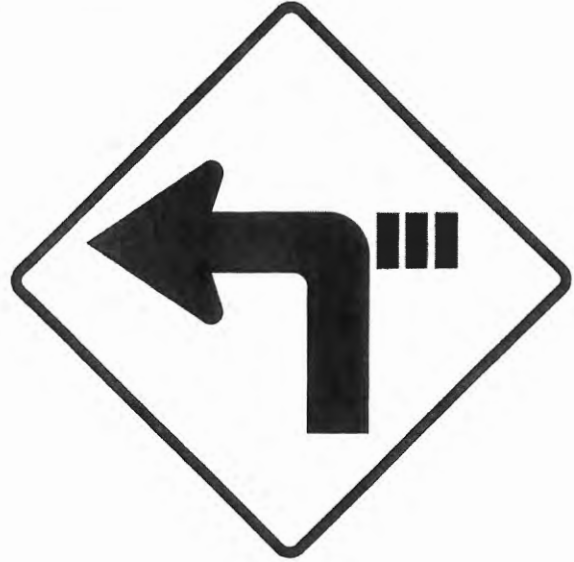


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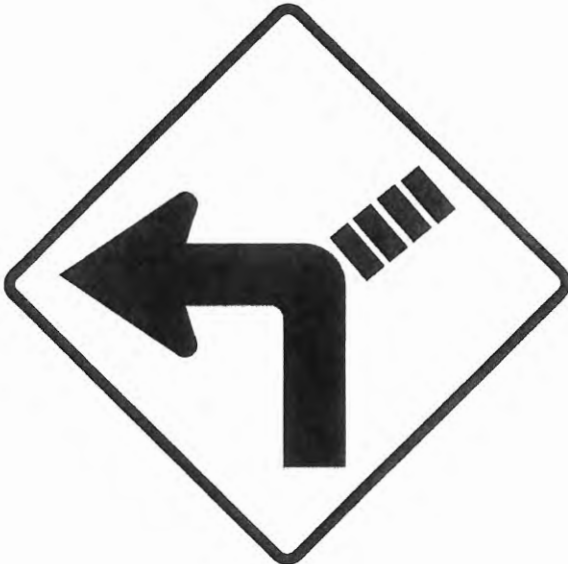
**ATTACHMENT A  
SPECIAL DESIGN SIGN LAYOUTS**



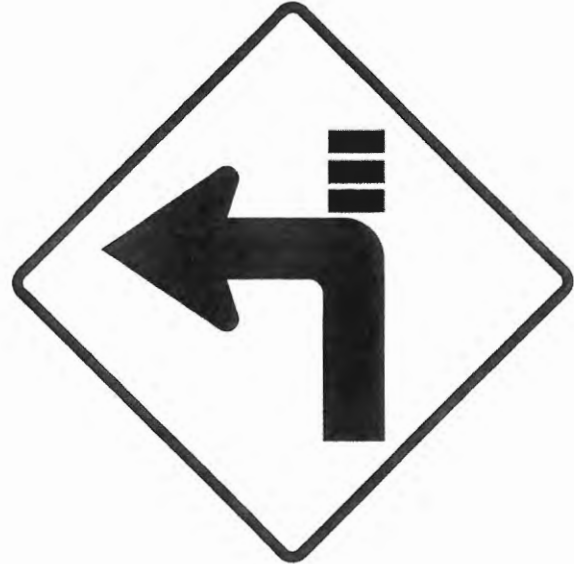
WI-IRF



WI-ILS



WI-LC



WI-LF

**ATTACHMENT A  
SPECIAL DESIGN SIGN LAYOUTS**



W 20 -4 SPEC

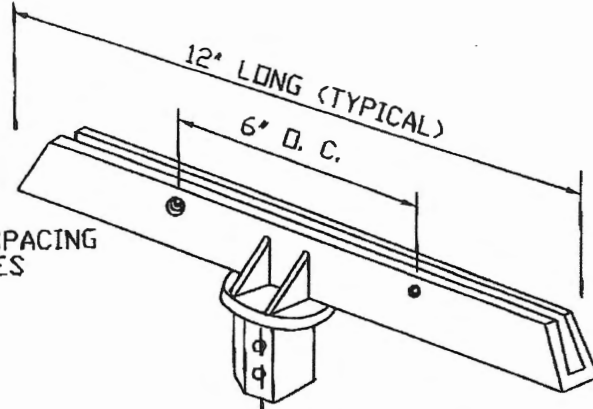


DNR PERMIT

**ATTACHMENT B  
BRACKETS**

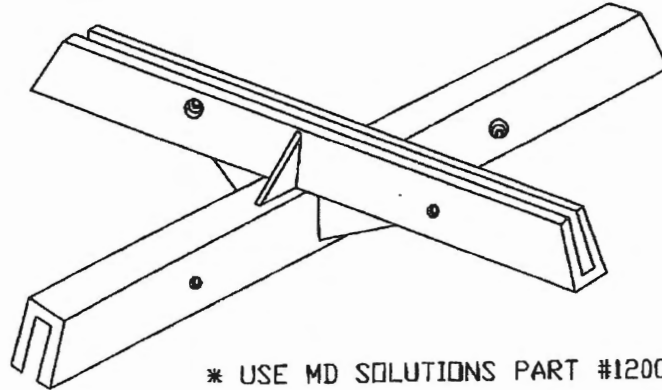
(Please note that the example shown here is one of two different sizes used by Boone County. See section 2.8.6.)

**NOTE:**  
DIMENSIONS AND BOLT SPACING  
TYPICAL FOR BOTH TYPES



MOUNT TO 12' LONG  
U-CHANNEL  
GREEN SIGN POST  
OR APPROVED EQUAL

- \* USE MD SOLUTIONS PART #120UCF090 (90 DEGREES)
- \* USE MD SOLUTIONS PART #120UCF180 (180 DEGREES AS SHOWN)  
OR APPROVED EQUAL



\* USE MD SOLUTIONS PART #120CPF090  
OR APPROVED EQUAL

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

County of Hocking )  
State of OH:O )ss  
)

My name is Robbie Jenks. I am an authorized agent of Osburn Associates Inc (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, shall not thereafter be in violation and submit a sworn affidavit under penalty of perjury that all employees are lawfully present in the United States.



MELINDA THOMPSON  
Notary Public, State of Ohio  
My Commission Expires  
February 12, 2023

[Signature]  
Date 12/28/2018  
Robbie Jenks  
Printed Name

Subscribed and sworn to before me this 28 day of December, 2018.

[Signature]  
Notary Public

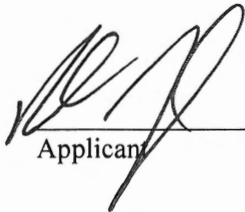
**Attach to this form the E-Verify Memorandum of Understanding (or the first and last page) that you completed when enrolling that verifies proof of enrollment.**

**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.

N/A

- \_\_\_ 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

12/28/2018  
Date

Robbie Jenkins  
Printed Name

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

State of <sup>OH:O</sup> ~~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:



**(Please complete and return with Contract)**

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

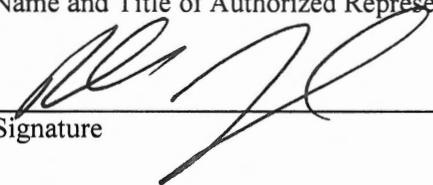
This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 29 CFR Part 98 Section 98.510, Participants' responsibilities. The regulations were published as Part VII of the May 26, 1988, Federal Register (pages 19160-19211).

(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.

Robbie Jenks                      Bidding Agent

Name and Title of Authorized Representative



Signature

12/28/2018

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 bid responses over \$25,000, if any manufactured goods or commodities proposed with bid/proposal response are manufactured or produced outside the United States, this MUST be noted on the Bid/Proposal Response Form or a Memo attached.
19. 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.
20. 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.



*"No Bid" Response Form*

**Boone County Purchasing**  
613 E. Ash Street, Room 113  
Columbia, MO 65201

Robert Wilson, Buyer  
(573) 886-4393– Fax: (573) 886-4390

**"NO BID RESPONSE FORM"**

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

If you do not wish to respond to this bid 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.

**Bid: 03-03JAN19– Regulatory Signs Term and Supply**

Business Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Telephone: \_\_\_\_\_

Contact: \_\_\_\_\_

Date: \_\_\_\_\_

Reason(s) for not bidding:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



*Request for Bid (RFB)*

**Boone County Purchasing**  
613 E. Ash Street, Room 113  
Columbia, MO 65201

**Robert Wilson, Buyer**  
(573) 886-4393 – Fax: (573) 886-4390  
Email: [rwilson@boonecountymo.org](mailto:rwilson@boonecountymo.org)

**Bid Data**

Bid Number: **03-03JAN19**  
Commodity Title: **Regulatory Signs Term & Supply**

**DIRECT BID FORMAT OR SUBMISSION QUESTIONS TO THE PURCHASING DEPARTMENT**

**Bid Questions Deadline**

Day / Date: **Friday, December 28, 2018**  
Time: **3:00 p.m.**  
Location / Mail Address: **All questions pertaining to this RFB must be received in writing by Bid Question deadline time and date.**

**Bid Submission Address and Deadline**

Day / Date: **Thursday, January 03, 2019**  
Time: **1:30 P.M. (Bids received after this time will be returned unopened)**  
Location / Mail Address: **Boone County Purchasing Department  
Boone County Annex Building  
613 E. Ash Street, Room 113  
Columbia, MO 65201**  
Directions: **The Purchasing office is located on the Southeast corner at 7<sup>th</sup> Street and Ash Street. Enter the building from the South side. Wheel chair accessible entrance is available.**

**Bid Opening**

Day / Date: **Thursday, January 03, 2019**  
Time: **1:30 P.M. C.T.**  
Location / Address: **Boone County Annex Building  
613 E. Ash Street  
Columbia, MO 65201**

**Bid Contents**

- 1.0: **Introduction and General Conditions of Bidding**
- 2.0: **Primary Specifications**
- 3.0: **Response Presentation and Review**
- 4.0: **Response Form**
- Attachment A – Special Design Sign Layouts**
- Attachment B - Brackets**
- Work Authorization Certification**
- Debarment Certification**
- Standard Terms and Conditions**
- “No Bid” Response Form**

**1. Introduction and General Conditions of Bidding**

- 1.1. **INVITATION** - The County of Boone, through its Purchasing Department, invites responses, which offer to provide the goods and/or services identified on the title page, and described in greater detail in Section 2.
- 1.2. **DEFINITIONS**
- 1.2.1. **County** - This term refers to the County of Boone, a duly organized public entity. It may also be used as a pronoun for various subsets of the County organization, including, as the context will indicate:  
*Purchasing* - The Purchasing Department, including its Purchasing Director and staff.  
*Department(s) or Office(s)* - The County Department(s) or Office(s) for which this Bid is prepared, and which will be the end user(s) of the goods and/or services sought.  
*Designee* - The County employee(s) assigned as your primary contact(s) for interaction regarding Contract performance.
- 1.2.2. **Bidder / Contractor / Supplier** - These terms refer generally to businesses having some sort of relationship to or with us. The term may apply differently to different classes of entities, as the context will indicate.  
*Bidder* - Any business entity submitting a response to this Bid. Suppliers, which may be invited to respond, or which express interest in this bid, but which do not submit a response, have no obligations with respect to the bid requirements.  
*Contractor* - The Bidder whose response to this bid is found by Purchasing to meet the best interests of the County. The Contractor will be selected for award and will enter into a Contract for provision of the goods and/or services described in the Bid.  
*Supplier* - All business(s) entities which may provide the subject goods and/or services.
- 1.2.3. **Bid** - This entire document, including attachments. A Bid may be used to solicit various kinds of information. The kind of information this Bid seeks is indicated by the title appearing at the top of the first page. A "Request for Bid" is used when the need is well defined. A "Request for Proposal" is used when the County will consider solutions, which may vary significantly from each other or from the County's initial expectations.
- 1.2.4. **Response** - The written, sealed document submitted according to the Bid instructions.
- 1.3. **BID CLARIFICATION** - Questions regarding this Bid should be directed in writing, by e-mail or fax, to the Purchasing Department. Answers, citing the question asked but not identifying the questioner, will be distributed simultaneously to all known prospective Bidders in the form of an addendum. Please check for any addenda in advance of the bid deadline. Bids, addendums, bid tabulations and bid awards are posted on our web site at: [www.showmeboone.com](http://www.showmeboone.com). Note: written requirements in the Bid or its Amendments are binding, but any oral communications between County and Bidder are not.
- 1.3.1. **Bidder Responsibility** - The Bidder is expected to be thoroughly familiar with all specifications and requirements of this Bid. Bidder's failure or omission to examine any relevant form, article, site or document will not relieve them from any obligation regarding this Bid. By submitting a Response, Bidder is presumed to concur with all terms, conditions and specifications of this Bid.
- 1.3.2. **Bid Amendment** - If it becomes evident that this Bid must be amended, the Purchasing Department will issue a formal written Amendment to all known prospective Bidders. If necessary, a new due date will be established.
- 1.4. **AWARD** - Award will be made to the Bidder(s) whose offer(s) provide the greatest value to the County from the standpoint of suitability to purpose, quality, service, previous experience, price, lifecycle cost, ability to deliver, or for any other reason deemed by Purchasing to be in the best interest of the County. Thus, the result will not be determined by price alone. The County will be seeking the least costly outcome that meets the County needs as interpreted by the County. The County reserves the right to award this bid on an item by item basis, or an "all or none" basis, whichever is in the best interest of the County. The County also reserves the right to not award any item or group of items if the services can be obtained from cooperative MMPPC or other governmental entities' contracts under more favorable terms.

- 1.5. **CONTRACT EXECUTION** - This Bid and the Contractor's Response will be made part of any resultant Contract and will be incorporated in the Contract as set forth, verbatim.
- 1.5.1. **Precedence** - In the event of contradictions or conflicts between the provisions of the documents comprising this Contract, they will be resolved by giving precedence in the following order:
  - 1) the provisions of the Contract (as it may be amended);
  - 2) the provisions of the Bid;
  - 3) the provisions of the Bidder's Response.
- 1.6. **CONTRACT PERIOD** – Any Term and Supply Contract resulting from this Bid will have an initial term from **January 1, 2019 through December 31, 2019** and may be automatically renewed for **up to an additional three (3) one-year periods** unless canceled by the Purchasing Director in writing prior to a renewal term.
- 1.7. **COMPLIANCE WITH STANDARD TERMS AND CONDITIONS** - Bidder agrees to be bound by the County's standard "boilerplate" terms and conditions for Contracts, a sample of which is attached to this Bid.

**2. Primary Specifications**

- 
- 2.1. **ITEMS TO BE PROVIDED** – For a Term and Supply contract for the Furnishing and Delivery of **Regulatory Traffic Signs, Barricades and Sign Posts** as detailed in the Response Form, Section 4 of this Request for Bid.
- 2.2. The unit prices identified on the Response Form shall remain fixed for the identified original contract period. If the County exercises the option for renewal, the contractor shall agree that the prices for the items listed on the Response Form shall not increase by more than the maximum percent proposed on the Response Form.
- 2.2.1. If renewal percentages are not provided, then prices during any renewal period shall be the same as during the original contract period.
- 2.3. **CONTRACT EXTENSION** – The County Purchasing Director may exercise the option to extend the contract on a month-to-month basis for a maximum of six (6) months from the date of termination if it is deemed to be in the best interest of Boone County.
- 2.4. **CONTRACT DOCUMENTS** - The successful bidder(s) shall be obligated to enter into a written contract with the County within 30 days of award on contract forms provided by the County. If bidders desire to contract under their own written agreement, any such proposed agreement shall be submitted in blank with their bid. County reserves the right to modify any proposed form agreement or withdraw its award to a successful bidder if any proposed agreement contains terms and conditions inconsistent with its bid or are unacceptable to county legal counsel.
- 2.5. **QUANTITY** – Orders will be made on an “as needed basis.” Quantities are estimated based on past usage for a 12-month period. The County reserves the right to increase or decrease quantities as requirements dictate.
- 2.5.1. Boone County uses approximately 2,000 various signs, barricades, and sign posts each year. This figure is given not to guarantee a purchase amount, but so that bidders can have a reasonable assumption about the number of signs that are likely to be purchased.
- 2.6. **SAMPLES** - Boone County reserves the right to request samples after bids are opened and before the award is made. When samples are called for, they must be furnished free of expense and if not destroyed in testing will, upon request, be returned at the bidder’s expense. A request for the return of samples must be made within ten days following opening bids. Each individual sample must be labeled with the bidder’s name and manufacturer’s brand name and number.
- 2.7. **PRICING** – All prices shall be as indicated on the Response Form. The County shall not pay nor be liable for any other additional costs including but not limited to: taxes, packing, handling, shipping and freight, insurance, interest, penalties, termination payments, attorney fees, liquidated damages, etc. Additionally, the County shall not be subject to any minimum order quantities or total prices.
- 2.8. **MINIMUM TECHNICAL SPECIFICATIONS** - All signs and materials for this bid are required to meet the Manual on Uniform Traffic Control Devices (MUTCD) standards and specifications. Upon request by Boone County, Bidder shall supply Test Reports to the Boone County Road & Bridge Department, Operations Division.
- 2.8.1. **Traffic Signs:** All traffic signs shall be constructed from sheet aluminum .080” min gauge w/3/8” holes, with 3M 3930 series or equivalent sheeting and reflective lettering. Traffic signs in section 4.8.1 and 4.8.2 will be ordered utilizing MUTCD sign designations from MUTCD sign tables. MUTCD sign sizes utilized by Boone County are supplied in Section 4.8.1 used to assist in the proper identification for pricing. Design layouts for traffic signs in section 4.8.3 are provided in Attachment A.
- 2.8.2. All lettering and backing materials for section 4.9. on the Response Page must be equal to that of 3M 3930 Series of the High Intensity Prismatic or equal produced by the 3M Company. All sheeting sign faces, and films must be pressure sensitive for application.
- 2.8.3. **Sign Blanks: Sheeting material for sign blanks** must be equal to that of 3M 3930 Series of the High Intensity Prismatic or equal produced by the 3M Company. Required gauge for the aluminum sign blanks varies by size and is indicated in section 4.9.3.



- 2.8.4. **Barricades:** All Type II barricades shall be constructed of a heavy-duty, durable polyethylene material and of the fold-up design for easy storage and stacking. All Type III barricades shall be constructed of heavy-duty, durable polyethylene materials that are 8” wide x 8’ in length; includes bolt-on galvanized mounting stands. All barricades shall be doubled-sided, 3M 3930 Series of the High Intensity Prismatic or equal markings to direct traffic either right or left of barricades.
- 2.8.5. **Traffic Cones:** All traffic cones shall be bright orange in color, 28” in height, with a 6” 3M 3930 Series of the High Intensity Prismatic or equal reflective collar at top and just below a 4” collar; weighted base.
- 2.8.6. **Brackets:** The contractor must provide brackets in accordance with the drawings and specifications on Attachment B, included herein as well as described herein. The County uses two sizes, one being 12” long as shown in Attachment B and the other being 5 ½” long.
- 2.8.7. **U-Channel Post Material and Finish:** Steel U-Channel Posts shall conform to the standard specification for hot rolled carbon steel, structural quality, ASTM designation A570, Grade 50. Yield strength after cold-forming shall be 60,000 psi minimum. Finish shall be baked green enamel paint. Holes will be 3/8 inch with one inch spacing. 2pound / foot weight.
- 2.8.7.1. **Length Tolerance:** The length of each post shall have a permissible length tolerance of + or – ¼”.
- 2.8.7.2. **Delivery requirement:** Posts must be palletized or delivered via flat-bed trailer for efficient unloading. There is no loading dock at Road & Bridge, all deliveries are unloaded from the ground. Shipments should be packaged with that in mind.
- 2.9. **DEVIATION(S)** - It is the bidder’s responsibility to submit a bid that meets all mandatory specifications stated within. The bidder must compare their product bid with the required listed minimum specifications and identify any deviations along with the specific section deviated from. Failure to properly identify deviations may render the bidder’s proposal non-responsive and not capable of consideration for award.
- 2.10. **DELIVERY** – Delivery shall be to the Boone County Road & Bridge Department, Maintenance Operations Division. All deliveries shall be made FOB Destination with freight charges fully included and prepaid. The seller pays and bears the freight charges. All orders shall be delivered within 30 days after receipt of an order.
- 2.11. **DESIGNEE** - Boone County Road & Bridge Department, 5551 S Tom Bass Rd, Columbia, MO 65201. Telephone: (573) 449-8515.
- 2.12. **BID CLARIFICATION** - Any questions or clarifications concerning bid documents should be addressed to Robert Wilson, Buyer, 613 E. Ash Street, Room 113, Columbia, Missouri 65201. Telephone (573) 886-4393 Fax (573) 886-4390, E-mail: [rwilson@boonecountymmo.org](mailto:rwilson@boonecountymmo.org).
- 2.13. **BILLING AND PAYMENT** - Payment will be made within 30 days from receipt of a correct Monthly Statement. Invoices and Monthly Statement to be mailed to the Designee.
- 2.14. **DESCRIPTIVE LITERATURE** - Bidders proposing to furnish items other than specified must submit complete descriptive literature with bid. Bids received without descriptive literature are subject to rejection.
- 2.15. **METHOD OF ORDERING** - Orders will be requested via telephone, fax or on-line. The Contractor shall be required to confirm receipt of each request.
- 2.16. **EQUAL** - Items quoted to be as indicated or approved equal where equivalency is allowed in specifications.

**3. Response Presentation and Review**

- 
- 3.1. **RESPONSE CONTENT** - In order to enable direct comparison of competing Responses, you must submit your Response in strict conformity to the requirements stated here. Failure to adhere to all requirements may result in your Response being disqualified as non-responsive. All Responses must be submitted using the provided Response Sheet. Every question must be answered and if not applicable, the section must contain "N/A" or "No Bid." Manufacturer's published specifications for the items requested shall be included with the response.
- 3.2. **SUBMITTAL OF RESPONSES** - Responses MUST be received by the date and time noted on the title page under "Bid Submission Information and Deadline". NO EXCEPTIONS. We are not responsible for late or incorrect deliveries from the US Postal Service or any other mail carrier.
- 3.2.1. **Submittal Package** - Submit, to the location specified on the title page, **THREE (3) COMPLETE COPIES** of your Response in a single sealed envelope, clearly marked on the outside with your company name and return address, the proposal number and the due date and time.
- 3.2.2. **Advice of Award** - A Bid Tabulation of responses received as well as Award status can be viewed at [www.showmeboone.com](http://www.showmeboone.com).
- 3.3. **BID OPENING** - On the date and time and at the location specified on the title page under "Bid Opening," all Responses will be opened in public. Brief summary information from each will be read aloud.
- 3.3.1. **Removal from Vendor Database** - If any prospective Bidder currently in our Vendor Database to whom the Bid was sent elects not to submit a Response and fails to reply in writing stating reasons for not bidding, that Bidder's name may be removed from our database. Other reasons for removal include unwillingness or inability to show financial responsibility, reported poor performance, unsatisfactory service, or repeated inability to meet delivery requirements.
- 3.4. **RESPONSE CLARIFICATION** - We reserve the right to request additional written or oral information from Bidders in order to obtain clarification of their Responses.
- 3.4.1. **Rejection or Correction of Responses** - We reserve the right to reject any or all Responses. Minor irregularities or informalities in any Response which are immaterial or inconsequential in nature and are neither affected by law nor at substantial variance with Bid conditions, may be waived at our discretion whenever it is determined to be in the County's best interest.
- 3.5. **EVALUATION PROCESS** - Our sole purpose in the evaluation process is to determine from among the Responses received which one is best suited to meet the County's needs at the lowest possible cost. Any final analysis or weighted point score does not imply that one Bidder is superior to another, but simply that in our judgment the Contractor selected appears to offer the best overall solution for our current and anticipated needs at the lowest possible cost.
- 3.5.1. **Method of Evaluation** - We will evaluate submitted responses in relation to all aspects of this Bid.
- 3.5.2. **Acceptability** - We reserve the sole right to determine whether goods and/or services offered are acceptable for our use. We also reserve the right to request samples of any and/or all equivalent products bid in order to ensure comparative quality.
- 3.5.3. In the event of a discrepancy between a unit price and an extended line item price, the unit price shall govern.
- 3.5.4. **Endurance of Pricing** - Your pricing must be held until contract execution or 60 days, whichever comes first.
- 3.5.5. In the cost evaluation, a unit price conversion will be done to fairly evaluate bid prices. However, for any resulting contract, the unit of measure bid will be the unit of measure awarded. The bidder is cautioned that the County reserves the right to clarify the unit of measure modification or to disqualify the bid for that line item if the unit of measure modification is not deemed appropriate or in the best interests of the County.

**County of Boone****Purchasing Department****4. Response Form**

4.1. Company Name: \_\_\_\_\_

4.2. Address: \_\_\_\_\_

4.3. City/Zip: \_\_\_\_\_

4.4. Phone Number: \_\_\_\_\_

4.5. Fax Number: \_\_\_\_\_

4.6. E-Mail Address: \_\_\_\_\_

4.7. Federal Tax ID: \_\_\_\_\_

4.7.1.  Corporation Partnership - Name \_\_\_\_\_ Individual/Proprietorship - Individual Name \_\_\_\_\_ Other (Specify) \_\_\_\_\_

4.8.	<b>CATEGORY A: TRAFFIC SIGNS</b>			
4.8.1	<b>REGULATORY, WARNING AND TEMPORARY TRAFFIC CONTROL SIGNS</b>	<b>SIZE</b>	<b>DISCRIPTION</b>	<b>PRICE EACH</b>
4.8.1.1	STOP	36X36	R1-1	\$
4.8.1.2	STOP	30X30	R1-1	\$
4.8.1.3	YEILD	36X36X36	R1-2	\$
4.8.1.4	YEILD	48x48X48	R1-2	\$
4.8.1.5	ONE COLOR MUTCD STANDARD	6X12		\$
4.8.1.6	ONE COLOR MUTCD STANDARD	12X36		\$
4.8.1.7	ONE COLOR MUTCD DOUBLE FACED	12X36		\$
4.8.1.8	ALL WAY	18X6		\$
4.8.1.9	ONE COLOR MUTCD STANDARD	18X18		\$
4.8.1.10	ONE COLOR MUTCD STANDARD	18X24		\$
4.8.1.11	ONE COLOR MUTCD DOUBLE FACED	18X24		\$
4.8.1.12	ONE COLOR MUTCD STANDARD	24X12		\$
4.8.1.13	ONE COLOR MUTCD STANDARD	24X18		\$
4.8.1.14	ONE COLOR MUTCD STANDARD	24X24		\$
4.8.1.15	ONE COLOR MUTCD STANDARD	24X30		\$
4.8.1.16	ONE COLOR MUTCD DOUBLE FACED	24X30		\$
4.8.1.17	ONE COLOR MUTCD STANDARD	30X24		\$
4.8.1.18	ONE COLOR MUTCD STANDARD	30X30		\$
4.8.1.19	TWO COLOR MUTCD STANDARD	30X30		\$
4.8.1.20	THREE COLOR MUTCD STANDARD	30X30		\$
4.8.1.21	ONE COLOR MUTCD STANDARD	30 DIA		\$
4.8.1.22	ONE COLOR MUTCD STANDARD	30X36		\$
4.8.1.23	ONE COLOR MUTCD STANDARD	36X8		\$
4.8.1.24	ONE COLOR MUTCD STANDARD	36X12		\$
4.8.1.25	ONE COLOR MUTCD STANDARD	36X24		\$
4.8.1.26	ONE COLOR MUTCD STANDARD	36X36		\$

4.8.1.27	ONE COLOR MUTCD STANDARD	36 DIA		\$
4.8.1.28	ONE COLOR MUTCD STANDARD	48X30		\$
4.8.1.29	ONE COLOR MUTCD STANDARD	60X30		\$
4.8.1.30	NO U-TURN	24 X 30	R4-7A	\$
4.8.1.31	YELLOW	18X18	OM1	\$
4.8.1.32	RED	18X18	OM4	\$
<b>4.8.2 YELLOW/GREEN FLUORESCENT SCHOOL</b>				
4.8.2.1	SCHOOL CROSSING	30X30	S1-1	\$
4.8.2.2	SCHOOL CROSSING	36X36	S1-1	\$
4.8.2.3	AHEAD OR ARROWS	24X12	W16 SERIES	\$
4.8.2.4	SCHOOL BUS STOP AHEAD	30X30	S3-1	\$
4.8.2.5	SCHOOL BUS TURN AROUND AHEAD	30X30	S3-2	\$
4.8.2.6	SCHOOL SPEED ZONE AHEAD	30X30	S4-5	\$
<b>4.8.3 SPECIAL DESIGN SIGNS (Layouts in Attachment A)</b>				
4.8.3.1	DO NOT ENTER WHEN FLOODED	24X30	BLACK / WHITE	\$
4.8.3.2	FLOOD AREA AHEAD	30X30	BLACK / YELLOW	\$
4.8.3.3	IMPASSIBLE DURING HIGH WATER	30X30	BLACK / YELLOW	\$
4.8.3.4	CAUTION	30X30	BLACK / ORANGE	\$
4.8.3.5	FRESH OIL LOOSE GRAVEL	30X30	BLACK / ORANGE	\$
4.8.3.6	BOONE COUNTY MAINTENANCE BEGINS	18X12	BLACK / WHITE	\$
4.8.3.7	BOONE COUNTY MAINTENANCE ENDS	18X12	BLACK / WHITE	\$
4.8.3.8	W1-1R WITH SIDE INTERSECTION	30X30	BLACK / YELLOW	\$
4.8.3.9	W1-1R WITH CORNER INTERSECTION	30X30	BLACK / YELLOW	\$
4.8.3.10	W1-1R WITH FORWARD INTERSECTION	30X30	BLACK / YELLOW	\$
4.8.3.11	W1-1L WITH SIDE INTERSECTION	30X30	BLACK / YELLOW	\$
4.8.3.12	W1-1L WITH CORNER INTERSECTION	30X30	BLACK / YELLOW	\$
4.8.3.13	W1-1L WITH FORWARD INTERSECTION	30X30	BLACK / YELLOW	\$
4.8.3.14	W20-4 SPECIAL	30X30	BLACK / YELLOW	\$
4.8.3.15	DNR PERMIT SIGN	18X24	BLACK / WHITE	\$
<b>4.9 CATEGORY B: FABRICATION MATERIALS</b>				
<b>4.9.1 SIGN FACING SHEETS</b>				
4.9.1.1	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	12 X 18		\$
4.9.1.2	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	12 X 36		\$
4.9.1.3	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	18 X 18		\$
4.9.1.4	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	18 X 24		\$
4.9.1.5	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	24" STOP		\$
4.9.1.6	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	24 X 30		\$
4.9.1.7	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	30" STOP		\$

4.9.1.8	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	30 X 30		\$
4.9.1.9	TWO COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	30 X 30		\$
4.9.1.10	THREE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	30 X 30		\$
4.9.1.11	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	36 X 36		\$
4.9.1.12	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	36" YEILD		\$
4.9.1.13	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	36" STOP		\$
<b>4.9.2 CUTTER/ PLOTTER MATERIALS</b>				
4.9.2.1	HIGH INTENSITY PRISMATIC SHEETING, PRESSURE SENSITIVE, ELCTRO CUT	24 IN X 50 YDS	3M 3930 SERIES OR EQUIV	\$
4.9.2.2	HIGH INTENSITY PRISMATIC SHEETING, PRESSURE SENSITIVE, ELCTRO CUT	30 IN X 50 YDS	3M 3930 SERIES OR EQUIV	\$
4.9.2.3	TRANSPARENT OVERLAY FILM, ELECTRO-CUT, PRESSURE SENSITIVE	24 IN X 50 YDS	3M 1170 SERIES OR EQUIV	\$
4.9.2.4	TRANSPARENT OVERLAY FILM, ELECTRO-CUT, PRESSURE SENSITIVE	30 IN X 50 YDS	3M 1170 SERIES OR EQUIV	\$
4.9.2.5	ANTI-GRAFFITI PROTECTIVE OVERLAY FILM, PRESSURE SENSITIVE	24 IN X 50 YDS	3M 1150 EQUIVILENT	\$
4.9.2.6	ANTI-GRAFFITI PROTECTIVE OVERLAY FILM, PRESSURE SENSITIVE	30 IN X 50 YDS	3M 1150 EQUIVILENT	\$
4.9.2.7	NON-REFLECTIVE VINYL, PRESSURE SENSITIVE, ELECTRO-CUT GRAFIC FILM	24 IN X 50 YDS	3M 7725 SERIES EQUIVILENT	\$
4.9.2.8	TRANSFER TAPE, CLEAR, GRAFFIC APPLICATION FOR ELECTRO-CUT FILM	24 IN X 50 YDS	3M TPM5 ECF EQUIVILENT	\$
4.9.2.9	TRANSFER TAPE, CLEAR, GRAFFIC APPLICATION FOR ELECTRO-CUT FILM	30 IN X 50 YDS	3M TPM5 ECF EQUIVILENT	\$
<b>4.9.3 SIGN BLANKS</b>				
4.9.3.1	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	18 X 6, 0.080 ga		\$
4.9.3.2	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	18 X 9, 0.080 ga		\$
4.9.3.3	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	21 X 6, 0.080 ga		\$
4.9.3.4	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	24 X 6,0.080 ga		\$

4.9.3.5	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	24 X 9, 0.080 ga		\$
4.9.3.6	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	27 X 6, 0.080 ga		\$
4.9.3.7	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	30 X 6, 0.080 ga		\$
4.9.3.8	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	30 X 9, 0.080 ga		\$
4.9.3.9	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	33 X 6, 0.100 ga		\$
4.9.3.10	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	36 X 6, 0.100 ga		\$
4.9.3.11	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	36 X 9, 0.100 ga		\$
4.9.3.12	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	36 X 12, 0.100 ga,		\$
4.9.3.13	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	42 X 6, 0.100 ga		\$
4.9.3.14	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	42 X 9, 0.100 ga		\$
4.9.3.15	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	42 X 12, 0.100 ga		\$
4.9.3.16	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	48 X 6, 0.100 ga		\$
4.9.3.17	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	48 X 9, 0.100 ga		\$
4.9.3.18	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	48 X 12, 0.100 ga		\$
4.9.3.19	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	54 X 9, 0.100 ga		\$
4.9.3.20	ALUM, ONE-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	30 X 12, 0.080 ga		\$
4.9.3.21	ALUM, ONE-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	36 X 12, 0.100 ga		\$

4.9.3.22	ALUM, ONE-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	42 X 12, 0.100 ga		\$
4.9.3.23	ALUM, ONE-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	48 X 12, 0.100 ga		\$
4.9.3.24	ALUM, ONE-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	54 X 12, 0.100 ga		\$
4.9.3.25	ALUM, ONE-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	60 X 12, 0.100 ga		\$
4.9.3.26	ALUM, ONE-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	66 X 12, 0.100 ga		\$
4.9.3.27	ALUM, ONE-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	72 X 12, 0.100 ga		\$
4.9.3.28	ALUM, ONE-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	78 X 12, 0.100 ga		\$
4.9.3.29	ALUM, ONE-SIDED WHITE HIGH PRISMATIC, TWO HOLES CENTERED, SIGN BLANK	36 X 24, 0.080 ga		\$
4.9.3.30	ALUM, ONE-SIDED YELLOW HIGH PRISMATIC, TWO HOLES CENTERED, SIGN BLANK	18 x 18	OM1	\$
4.10.	<b>CATEGORY C: WORK ZONE SUPPLIES</b>			
4.10.1	<b>BARRICADES</b>			
4.10.1.1	TYPE II, DOUBLE SIDED, PLASTIC, 8" BOARD, 4" STRIPE, HIGH INTENSITY REFLECTIVITY	24" X 45"		\$
4.10.1.2	TYPE III, DOUBLE SIDED, PLASTIC, 8" BOARD, 6" STRIPE, HIGH INTENSITY REFLECTIVITY	8' X 5'		\$
4.10.1.3	BARRICADE LIGHT (AMBER), LED, PHOTOELECTRIC			\$
4.10.1.4	BARRICADE TAPE, HI REFLECTIVITY, W/ 4"STRIPE	8" X 50YDS		\$
4.10.1.5	BARRICADE TAPE, HI REFLECTIVITY, W/ 6"STRIPE	8" X 50YDS		\$
4.10.1.6	TRAFFIC CONE, WEIGHTED, WITH TWO REFLECTIVE COLLARS	28 INCHES TALL		\$
4.10.1.7	REFLECTIVE CONE COLLAR	6"		\$
4.10.1.8	REFLECTIVE CONE COLLAR	4"		\$
4.10.2	<b>ROLL-UP COLLAPSIBLE SIGN, HIGH REFLECTIVE VINYL, WITH RIBS AND POCKETS</b>			
4.10.2.1	ONE COLOR MUTCD STANDARD	36X36		\$
4.10.2.2	FRESH OIL LOOSE GRAVEL	36X36		\$
				\$

4.10.3	<b>MISCELLANEOUS</b>		
4.10.3.1	WARNING FLAGS, MESH, W/ WOOD STAFF	24" X 24"	\$
4.10.3.2	STOP/SLOW PADDLE KITS, W/ 60" STAFF	18 x 18	\$
4.10.3.3	BARRIER TAPE, CAUTION, 3 MIL (min)	3" X 1000'	\$
4.10.3.4	CPC GT-2 (or Equal) Galvanized Tripod Compact Sign Stand		\$
4.11.	<b>CATEGORY D: MISC HARDWARE &amp; POSTS</b>		
4.11.1	<b>HARDWARE</b>		
4.11.1.1	BREAK-AWAY NUT, ALUM, NBA 5/16	PER 100	\$
4.11.1.2	SIGN SAVER, ALUM, 3"min	PER 100	\$
4.11.1.3	SET SCREW, KNURLED, 5/16", w/5/32 SOCKET	PER 100	\$
4.11.1.4	FLAT STREET SIGN BRACKET FOR U-CHANNEL, 90 DEGREE	12" HOLDER	\$
4.11.1.5	FLAT STREET SIGN BRACKET FOR U-CHANNEL, 90 DEGREE	5 1/2" HOLDER	\$
4.11.1.6	FLAT STREET SIGN BRACKET FOR U-CHANNEL, 180 DEGREE	12" HOLDER	\$
4.11.1.7	FLAT STREET SIGN BRACKET FOR U-CHANNEL, 180 DEGREE	5 1/2" HOLDER	\$
4.11.1.8	FLAT STREET SIGN BRACKET FOR U-CHANNEL, CROSS	12" HOLDER	\$
4.11.1.9	FLAT STREET SIGN BRACKET FOR U-CHANNEL, CROSS	5 1/2" HOLDER	\$
4.11.2	<b>POSTS</b>		
4.11.2.1	U-CHANNEL, 2#/FT (MIN), 3/8 HOLE, 1" CENTER	8 FT	\$
4.11.2.2	U-CHANNEL, 2#/FT (MIN), 3/8 HOLE, 1" CENTER	10 FT	\$
4.11.2.3	U-CHANNEL, 2#/FT (MIN), 3/8 HOLE, 1" CENTER	12 FT	\$
4.11.2.4	ROAD MARKER, WHITE, FLAT, 2-SIDED	3X 6X 62	\$
4.11.2.5	CHANNELIZER, FLEXIBLE, BASE MOUNT, YELLOW, W/ 6" HI STRIP	36"	\$
4.11.2.6	CHANNELIZER, FLEXIBLE, BASE MOUNT, WHITE, W/ 6" HI STRIP	48"	\$

- 4.12. \_\_\_\_\_ % Increase 1<sup>st</sup> Renewal  
 \_\_\_\_\_ % Increase 2<sup>nd</sup> Renewal  
 \_\_\_\_\_ % Increase 3<sup>rd</sup> Renewal



4.13. Please Describe Warranty:

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4.14. Please Describe On-Line Order Capability:

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4.15. Delivery ARO: \_\_\_\_\_ days

4.16. Will you honor the submitted prices for purchase by other entities in Boone County who participate in cooperative purchasing with Boone County, Missouri?

\_\_\_\_\_ Yes                      \_\_\_\_\_ No

4.17. **The undersigned offers to furnish and deliver the articles or services as specified at the prices and terms stated and in strict accordance with the specifications, instructions and general conditions of bidding which have been read and understood, and all of which are made part of this order.**

Authorized Representative (Sign by Hand):

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Type or Print Signed Name:

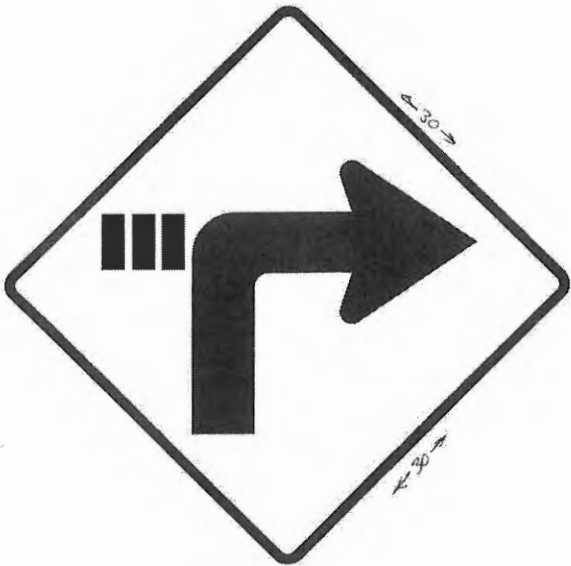
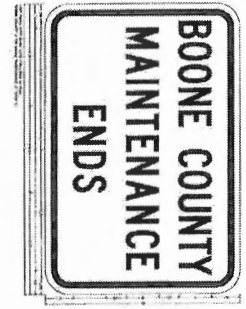
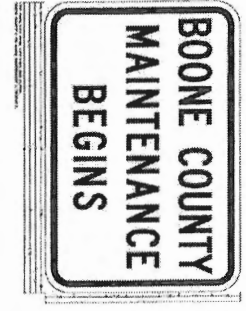
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Today's Date: \_\_\_\_\_

ATTACHMENT A  
SPECIAL DESIGN SIGN LAYOUTS



ATTACHMENT A  
SPECIAL DESIGN SIGN LAYOUTS

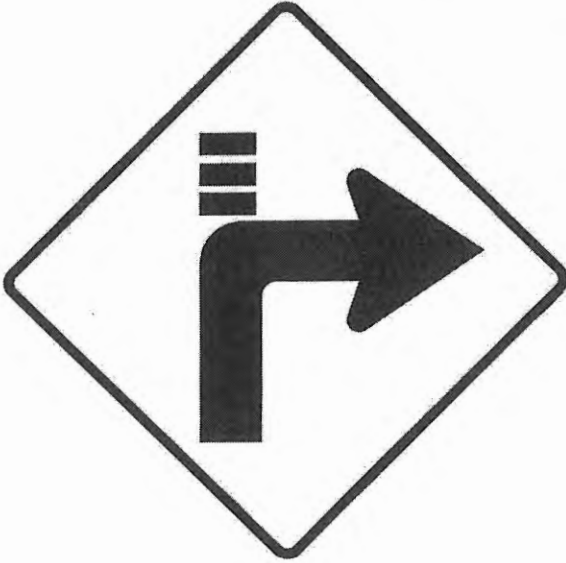


WI-1RS

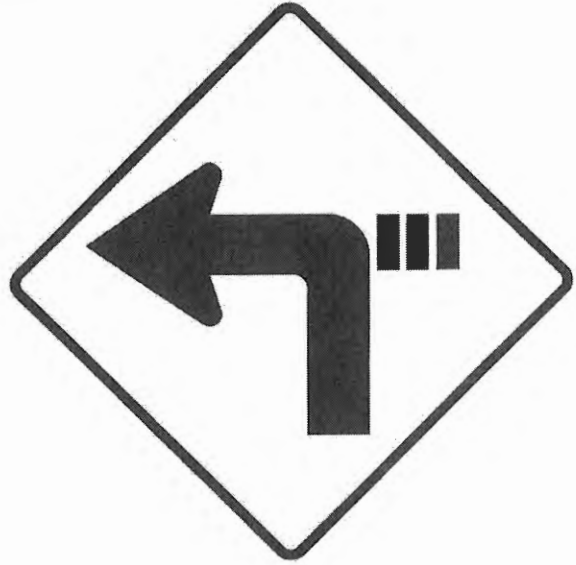


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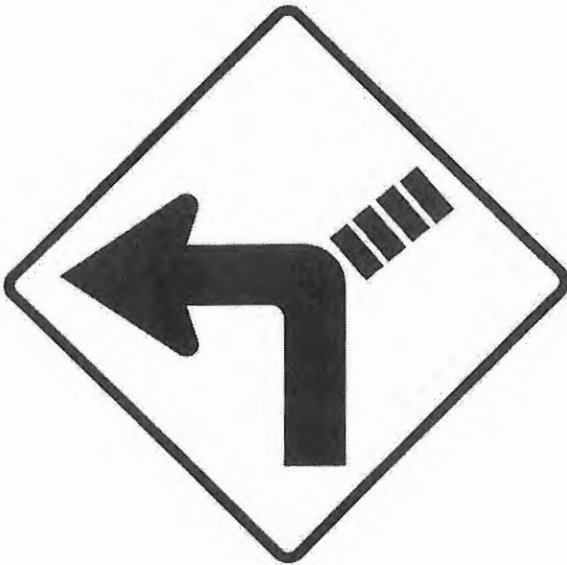
ATTACHMENT A  
SPECIAL DESIGN SIGN LAYOUTS



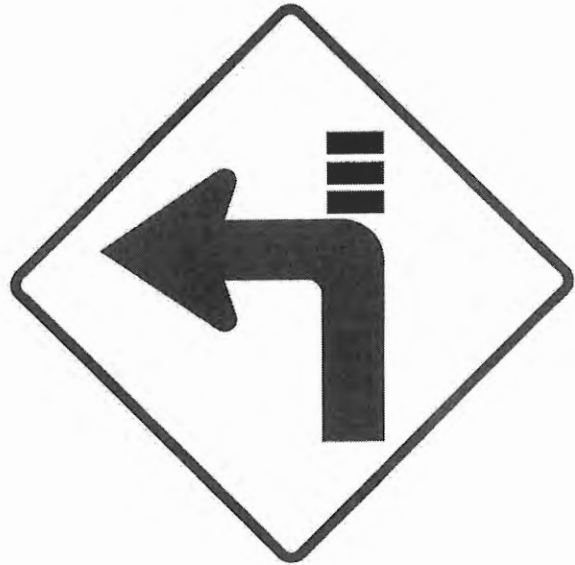
W1-R F



W1-L S



W1-L C

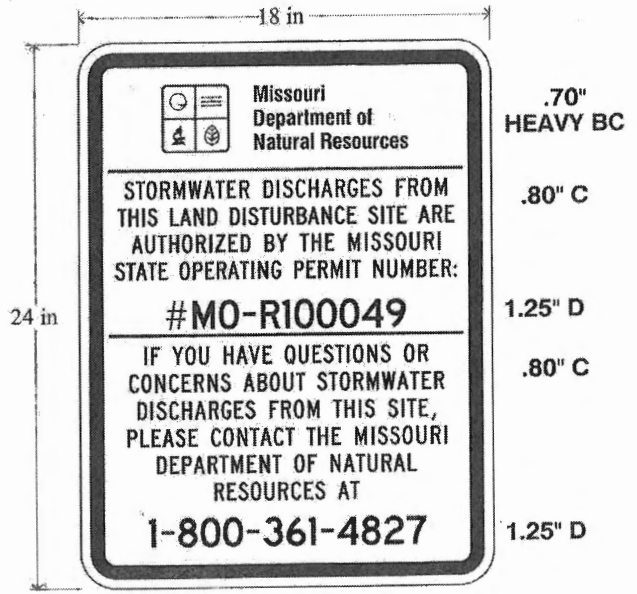


W1-L F

**ATTACHMENT A  
SPECIAL DESIGN SIGN LAYOUTS**



W20-4 SPEC



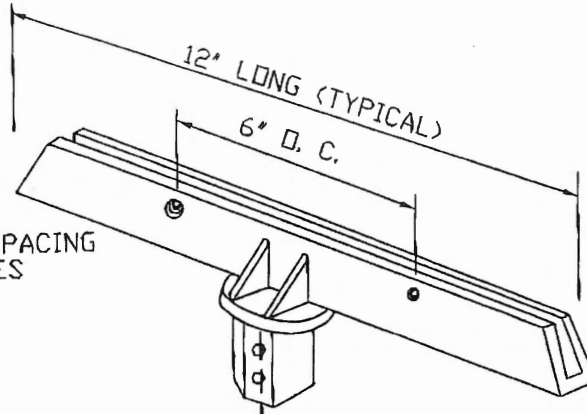
DNR PERMIT

**ATTACHMENT B  
BRACKETS**

(Please note that the example shown here is one of two different sizes used by Boone County. See section 2.8.6.)

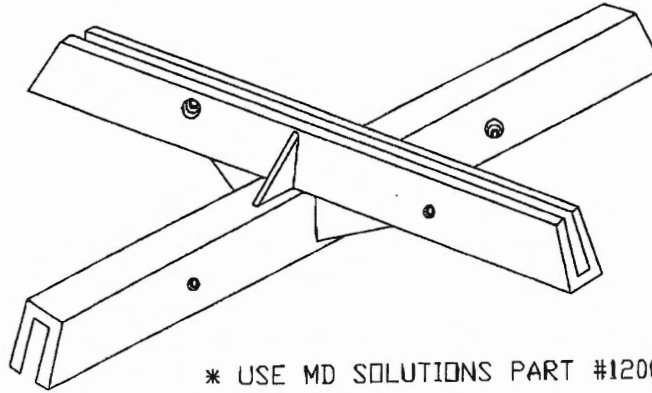
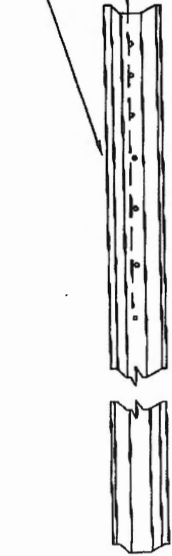
**NOTE:**

DIMENSIONS AND BOLT SPACING  
TYPICAL FOR BOTH TYPES



MOUNT TO 12' LONG  
U-CHANNEL  
GREEN SIGN POST  
OR APPROVED EQUAL

- \* USE MD SOLUTIONS PART #120UCF090 (90 DEGREES)
- \* USE MD SOLUTIONS PART #120UCF180 (180 DEGREES AS SHOWN)
- OR APPROVED EQUAL



- \* USE MD SOLUTIONS PART #120CPF090
- OR APPROVED EQUAL



### 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





**(Please complete and return with Contract)**

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 bid responses over \$25,000, if any manufactured goods or commodities proposed with bid/proposal response are manufactured or produced outside the United States, this MUST be noted on the Bid/Proposal Response Form or a Memo attached.
19. 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.
20. 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.



*"No Bid" Response Form*

**Boone County Purchasing**  
613 E. Ash Street, Room 113  
Columbia, MO 65201

Robert Wilson, Buyer  
(573) 886-4393– Fax: (573) 886-4390

**"NO BID RESPONSE FORM"**

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

If you do not wish to respond to this bid 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.

**Bid: 03-03JAN19– Regulatory Signs Term and Supply**

Business Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Telephone: \_\_\_\_\_

Contact: \_\_\_\_\_

Date: \_\_\_\_\_

Reason(s) for not bidding:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**PURCHASE AGREEMENT  
FOR  
REGULATORY SIGNS**

**THIS AGREEMENT** dated the 29th day of January 2019 is made between Boone County, Missouri, a political subdivision of the State of Missouri through the Boone County Commission, herein "County" and **Lightle Enterprises of Ohio, LLC**, herein "Contractor."

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

**1. Contract Documents** - This agreement shall consist of this Purchase Agreement, the County of Boone Request for Bid for **Regulatory Signs Term and Supply**, bid number **03-03JAN19**, any applicable addenda, and the Contractor's bid response dated **December 26, 2018** and executed by **David Lightle** on behalf of the Contractor. All such documents shall constitute the contract documents, which are attached hereto and incorporated herein by reference. Service or product data, specification and literature submitted with bid response may be permanently maintained in the County Purchasing Office bid file for this bid if not attached. In the event of conflict between any of the foregoing documents, this Purchase Agreement, the Request for Bid and any applicable addenda shall prevail and control over the Contractor's bid response.

**2. Contract Duration** - This agreement shall be beginning on **January 1, 2019** and continuing through **December 31, 2019** subject to the provisions for termination specified below. This agreement may be extended beyond the expiration date by order of the County for **three (3) additional one-year periods** subject to the pricing clauses in the Contractor's bid response. This agreement may be extended beyond the expiration date by order of the County on a month to month basis in the event the County is unable to re-bid and/or award a new contract prior to the expiration date.

**3. Purchase** - The County agrees to purchase from the Contractor and the Contractor agrees to supply the County the items and services as required in the bid specifications and in conformity with the contract documents for the prices set forth in the Contractor's bid response.

**4. Delivery** - Contractor agrees to deliver the items as specified and with in the time limit specified by the bid after receipt of order.

**5. Billing and Payment** - All billing shall be invoiced to the **Boone County Road & Bridge Department, 5551 Tom Bass Road, Columbia Missouri 65201** and billings may only include the prices listed in the Contractor's bid response. No additional fees for delivery or extra services not included in the bid response or taxes shall be included as additional charges in excess of the charges in the Contractor's bid response to the specifications. The County agrees to pay all monthly statements within thirty days of receipt; Contractor agrees to honor any cash or prompt payment discounts offered in its bid response if county makes payment as provided therein. In the event of a billing dispute, the County reserves the right to withhold payment on the disputed amount; in the event the billing dispute is resolved in favor of the Contractor, the County agrees to pay interest at a rate of 9% per annum on disputed amounts withheld commencing from the last date that payment was due.

**6. Binding Effect** - This agreement shall be binding upon the parties hereto and their successors and assigns for so long as this agreement remains in full force and effect.

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

**8. Termination** - This agreement may be terminated by the County upon thirty days advance written notice for any of the following reasons or under any of the following circumstances:

- a. County may terminate this agreement due to material breach of any term or condition of this agreement, or

- b. County may terminate this agreement if in the opinion of the Boone County Commission if delivery of products are delayed or products delivered are not in conformity with bidding specifications or variances authorized by County, or
- c. If appropriations are not made available and budgeted for any calendar year.

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

**LIGHTLE ENTERPRISES OF OHIO, LLC**

**BOONE COUNTY, MISSOURI**

DocuSigned by:  
 By Lightle Enterprises of Ohio  
 7E4463416FBC420...

By: Boone County Commission

Title Member

DocuSigned by:  
Daniel K. Atwill  
 BA4B94CED8E4EB...  
 Daniel K. Atwill, Presiding Commissioner

APPROVED AS TO FORM:

ATTEST:

DocuSigned by:  
Ken Sweet  
 66FC1A0D970AC44E...  
 County Counselor

DocuSigned by:  
Brianna L Lennon by MT  
 7D82DA988F8495...  
 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.)

DocuSigned by:  
Jane Pitchford, by Caryn Ginter  
 FEB2C224D8B450...  
 Signature

1/11/2019

Term/Supply – 2040 / 26500, 26600

Date

Appropriation Account

## 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.
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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.
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19. 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.
20. 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.



*Request for Bid (RFB)*

**Boone County Purchasing**  
613 E. Ash Street, Room 113  
Columbia, MO 65201

**Robert Wilson, Buyer**  
(573) 886-4393 – Fax: (573) 886-4390  
Email: [rwilson@boonecountymo.org](mailto:rwilson@boonecountymo.org)

**Bid Data**

Bid Number: **03-03JAN19**  
Commodity Title: **Regulatory Signs Term & Supply**

**DIRECT BID FORMAT OR SUBMISSION QUESTIONS TO THE PURCHASING DEPARTMENT**

**Bid Questions Deadline**

Day / Date: **Friday, December 28, 2018**  
Time: **3:00 p.m.**  
Location / Mail Address: **All questions pertaining to this RFB must be received in writing by Bid Question deadline time and date.**

**Bid Submission Address and Deadline**

Day / Date: **Thursday, January 03, 2019**  
Time: **1:30 P.M.** (Bids received after this time will be returned unopened)  
Location / Mail Address: **Boone County Purchasing Department  
Boone County Annex Building  
613 E. Ash Street, Room 113  
Columbia, MO 65201**  
Directions: **The Purchasing office is located on the Southeast corner at 7<sup>th</sup> Street and Ash Street. Enter the building from the South side. Wheel chair accessible entrance is available.**

**Bid Opening**

Day / Date: **Thursday, January 03, 2019**  
Time: **1:30 P.M. C.T.**  
Location / Address: **Boone County Annex Building  
613 E. Ash Street  
Columbia, MO 65201**

**Bid Contents**

- 1.0: **Introduction and General Conditions of Bidding**
  - 2.0: **Primary Specifications**
  - 3.0: **Response Presentation and Review**
  - 4.0: **Response Form**
- Attachment A – Special Design Sign Layouts**  
**Attachment B - Brackets**  
**Work Authorization Certification**  
**Debarment Certification**  
**Standard Terms and Conditions**  
**“No Bid” Response Form**

**1. Introduction and General Conditions of Bidding**

- 1.1. **INVITATION** - The County of Boone, through its Purchasing Department, invites responses, which offer to provide the goods and/or services identified on the title page, and described in greater detail in Section 2.
- 1.2. **DEFINITIONS**
- 1.2.1. **County** - This term refers to the County of Boone, a duly organized public entity. It may also be used as a pronoun for various subsets of the County organization, including, as the context will indicate:  
*Purchasing* - The Purchasing Department, including its Purchasing Director and staff.  
*Department(s) or Office(s)* - The County Department(s) or Office(s) for which this Bid is prepared, and which will be the end user(s) of the goods and/or services sought.  
*Designee* - The County employee(s) assigned as your primary contact(s) for interaction regarding Contract performance.
- 1.2.2. **Bidder / Contractor / Supplier** - These terms refer generally to businesses having some sort of relationship to or with us. The term may apply differently to different classes of entities, as the context will indicate.  
*Bidder* - Any business entity submitting a response to this Bid. Suppliers, which may be invited to respond, or which express interest in this bid, but which do not submit a response, have no obligations with respect to the bid requirements.  
*Contractor* - The Bidder whose response to this bid is found by Purchasing to meet the best interests of the County. The Contractor will be selected for award and will enter into a Contract for provision of the goods and/or services described in the Bid.  
*Supplier* - All business(s) entities which may provide the subject goods and/or services.
- 1.2.3. **Bid** - This entire document, including attachments. A Bid may be used to solicit various kinds of information. The kind of information this Bid seeks is indicated by the title appearing at the top of the first page. A "Request for Bid" is used when the need is well defined. A "Request for Proposal" is used when the County will consider solutions, which may vary significantly from each other or from the County's initial expectations.
- 1.2.4. **Response** - The written, sealed document submitted according to the Bid instructions.
- 1.3. **BID CLARIFICATION** - Questions regarding this Bid should be directed in writing, by e-mail or fax, to the Purchasing Department. Answers, citing the question asked but not identifying the questioner, will be distributed simultaneously to all known prospective Bidders in the form of an addendum. Please check for any addenda in advance of the bid deadline. Bids, addendums, bid tabulations and bid awards are posted on our web site at: [www.showmeboone.com](http://www.showmeboone.com). Note: written requirements in the Bid or its Amendments are binding, but any oral communications between County and Bidder are not.
- 1.3.1. **Bidder Responsibility** - The Bidder is expected to be thoroughly familiar with all specifications and requirements of this Bid. Bidder's failure or omission to examine any relevant form, article, site or document will not relieve them from any obligation regarding this Bid. By submitting a Response, Bidder is presumed to concur with all terms, conditions and specifications of this Bid.
- 1.3.2. **Bid Amendment** - If it becomes evident that this Bid must be amended, the Purchasing Department will issue a formal written Amendment to all known prospective Bidders. If necessary, a new due date will be established.
- 1.4. **AWARD** - Award will be made to the Bidder(s) whose offer(s) provide the greatest value to the County from the standpoint of suitability to purpose, quality, service, previous experience, price, lifecycle cost, ability to deliver, or for any other reason deemed by Purchasing to be in the best interest of the County. Thus, the result will not be determined by price alone. The County will be seeking the least costly outcome that meets the County needs as interpreted by the County. The County reserves the right to award this bid on an item by item basis, or an "all or none" basis, whichever is in the best interest of the County. The County also reserves the right to not award any item or group of items if the services can be obtained from cooperative MMPPC or other governmental entities' contracts under more favorable terms.

- 1.5. **CONTRACT EXECUTION** - This Bid and the Contractor's Response will be made part of any resultant Contract and will be incorporated in the Contract as set forth, verbatim.
- 1.5.1. **Precedence** - In the event of contradictions or conflicts between the provisions of the documents comprising this Contract, they will be resolved by giving precedence in the following order:
  - 1) the provisions of the Contract (as it may be amended);
  - 2) the provisions of the Bid;
  - 3) the provisions of the Bidder's Response.
- 1.6. **CONTRACT PERIOD** – Any Term and Supply Contract resulting from this Bid will have an initial term from **January 1, 2019 through December 31, 2019** and may be automatically renewed for **up to an additional three (3) one-year periods** unless canceled by the Purchasing Director in writing prior to a renewal term.
- 1.7. **COMPLIANCE WITH STANDARD TERMS AND CONDITIONS** - Bidder agrees to be bound by the County's standard "boilerplate" terms and conditions for Contracts, a sample of which is attached to this Bid.

**2. Primary Specifications**

- 2.1. **ITEMS TO BE PROVIDED** – For a Term and Supply contract for the Furnishing and Delivery of **Regulatory Traffic Signs, Barricades and Sign Posts** as detailed in the Response Form, Section 4 of this Request for Bid.
- 2.2. The unit prices identified on the Response Form shall remain fixed for the identified original contract period. If the County exercises the option for renewal, the contractor shall agree that the prices for the items listed on the Response Form shall not increase by more than the maximum percent proposed on the Response Form.
- 2.2.1. If renewal percentages are not provided, then prices during any renewal period shall be the same as during the original contract period.
- 2.3. **CONTRACT EXTENSION** – The County Purchasing Director may exercise the option to extend the contract on a month-to-month basis for a maximum of six (6) months from the date of termination if it is deemed to be in the best interest of Boone County.
- 2.4. **CONTRACT DOCUMENTS** - The successful bidder(s) shall be obligated to enter into a written contract with the County within 30 days of award on contract forms provided by the County. If bidders desire to contract under their own written agreement, any such proposed agreement shall be submitted in blank with their bid. County reserves the right to modify any proposed form agreement or withdraw its award to a successful bidder if any proposed agreement contains terms and conditions inconsistent with its bid or are unacceptable to county legal counsel.
- 2.5. **QUANTITY** – Orders will be made on an “as needed basis.” Quantities are estimated based on past usage for a 12-month period. The County reserves the right to increase or decrease quantities as requirements dictate.
- 2.5.1. Boone County uses approximately 2,000 various signs, barricades, and sign posts each year. This figure is given not to guarantee a purchase amount, but so that bidders can have a reasonable assumption about the number of signs that are likely to be purchased.
- 2.6. **SAMPLES** - Boone County reserves the right to request samples after bids are opened and before the award is made. When samples are called for, they must be furnished free of expense and if not destroyed in testing will, upon request, be returned at the bidder’s expense. A request for the return of samples must be made within ten days following opening bids. Each individual sample must be labeled with the bidder’s name and manufacturer’s brand name and number.
- 2.7. **PRICING** – All prices shall be as indicated on the Response Form. The County shall not pay nor be liable for any other additional costs including but not limited to: taxes, packing, handling, shipping and freight, insurance, interest, penalties, termination payments, attorney fees, liquidated damages, etc. Additionally, the County shall not be subject to any minimum order quantities or total prices.
- 2.8. **MINIMUM TECHNICAL SPECIFICATIONS** - All signs and materials for this bid are required to meet the Manual on Uniform Traffic Control Devices (MUTCD) standards and specifications. Upon request by Boone County, Bidder shall supply Test Reports to the Boone County Road & Bridge Department, Operations Division.
- 2.8.1. **Traffic Signs:** All traffic signs shall be constructed from sheet aluminum .080” min gauge w/3/8” holes, with 3M 3930 series or equivalent sheeting and reflective lettering. Traffic signs in section 4.8.1 and 4.8.2 will be ordered utilizing MUTCD sign designations from MUTCD sign tables. MUTCD sign sizes utilized by Boone County are supplied in Section 4.8.1 used to assist in the proper identification for pricing. Design layouts for traffic signs in section 4.8.3 are provided in Attachment A.
- 2.8.2. All lettering and backing materials for section 4.9. on the Response Page must be equal to that of 3M 3930 Series of the High Intensity Prismatic or equal produced by the 3M Company. All sheeting sign faces, and films must be pressure sensitive for application.
- 2.8.3. **Sign Blanks: Sheeting material for sign blanks** must be equal to that of 3M 3930 Series of the High Intensity Prismatic or equal produced by the 3M Company. Required gauge for the aluminum sign blanks varies by size and is indicated in section 4.9.3.

- 2.8.4. **Barricades:** All Type II barricades shall be constructed of a heavy-duty, durable polyethylene material and of the fold-up design for easy storage and stacking. All Type III barricades shall be constructed of heavy-duty, durable polyethylene materials that are 8" wide x 8' in length; includes bolt-on galvanized mounting stands. All barricades shall be doubled-sided, 3M 3930 Series of the High Intensity Prismatic or equal markings to direct traffic either right or left of barricades.
- 2.8.5. **Traffic Cones:** All traffic cones shall be bright orange in color, 28" in height, with a 6" 3M 3930 Series of the High Intensity Prismatic or equal reflective collar at top and just below a 4" collar; weighted base.
- 2.8.6. **Brackets:** The contractor must provide brackets in accordance with the drawings and specifications on Attachment B, included herein as well as described herein. The County uses two sizes, one being 12" long as shown in Attachment B and the other being 5 ½" long.
- 2.8.7. **U-Channel Post Material and Finish:** Steel U-Channel Posts shall conform to the standard specification for hot rolled carbon steel, structural quality, ASTM designation A570, Grade 50. Yield strength after cold-forming shall be 60,000 psi minimum. Finish shall be baked green enamel paint. Holes will be 3/8 inch with one inch spacing. 2pound / foot weight.
- 2.8.7.1. **Length Tolerance:** The length of each post shall have a permissible length tolerance of + or - ¼".
- 2.8.7.2. **Delivery requirement:** Posts must be palletized or delivered via flat-bed trailer for efficient unloading. There is no loading dock at Road & Bridge, all deliveries are unloaded from the ground. Shipments should be packaged with that in mind.
- 2.9. **DEVIATION(S)** - It is the bidder's responsibility to submit a bid that meets all mandatory specifications stated within. The bidder must compare their product bid with the required listed minimum specifications and identify any deviations along with the specific section deviated from. Failure to properly identify deviations may render the bidder's proposal non-responsive and not capable of consideration for award.
- 2.10. **DELIVERY** – Delivery shall be to the Boone County Road & Bridge Department, Maintenance Operations Division. All deliveries shall be made FOB Destination with freight charges fully included and prepaid. The seller pays and bears the freight charges. All orders shall be delivered within 30 days after receipt of an order.
- 2.11. **DESIGNEE** - Boone County Road & Bridge Department, 5551 S Tom Bass Rd, Columbia, MO 65201. Telephone: (573) 449-8515.
- 2.12. **BID CLARIFICATION** - Any questions or clarifications concerning bid documents should be addressed to Robert Wilson, Buyer, 613 E. Ash Street, Room 113, Columbia, Missouri 65201. Telephone (573) 886-4393 Fax (573) 886-4390, E-mail: [rwilson@boonecountymo.org](mailto:rwilson@boonecountymo.org).
- 2.13. **BILLING AND PAYMENT** - Payment will be made within 30 days from receipt of a correct Monthly Statement. Invoices and Monthly Statement to be mailed to the Designee.
- 2.14. **DESCRIPTIVE LITERATURE** - Bidders proposing to furnish items other than specified must submit complete descriptive literature with bid. Bids received without descriptive literature are subject to rejection.
- 2.15. **METHOD OF ORDERING** - Orders will be requested via telephone, fax or on-line. The Contractor shall be required to confirm receipt of each request.
- 2.16. **EQUAL** - Items quoted to be as indicated or approved equal where equivalency is allowed in specifications.

**3. Response Presentation and Review**

- 3.1. **RESPONSE CONTENT** - In order to enable direct comparison of competing Responses, you must submit your Response in strict conformity to the requirements stated here. Failure to adhere to all requirements may result in your Response being disqualified as non-responsive. All Responses must be submitted using the provided Response Sheet. Every question must be answered and if not applicable, the section must contain "N/A" or "No Bid." Manufacturer's published specifications for the items requested shall be included with the response.
- 3.2. **SUBMITTAL OF RESPONSES** - Responses MUST be received by the date and time noted on the title page under "Bid Submission Information and Deadline". NO EXCEPTIONS. We are not responsible for late or incorrect deliveries from the US Postal Service or any other mail carrier.
- 3.2.1. **Submittal Package** - Submit, to the location specified on the title page, **THREE (3) COMPLETE COPIES** of your Response in a single sealed envelope, clearly marked on the outside with your company name and return address, the proposal number and the due date and time.
- 3.2.2. **Advice of Award** - A Bid Tabulation of responses received as well as Award status can be viewed at [www.showmeboone.com](http://www.showmeboone.com).
- 3.3. **BID OPENING** - On the date and time and at the location specified on the title page under "Bid Opening," all Responses will be opened in public. Brief summary information from each will be read aloud.
- 3.3.1. **Removal from Vendor Database** - If any prospective Bidder currently in our Vendor Database to whom the Bid was sent elects not to submit a Response and fails to reply in writing stating reasons for not bidding, that Bidder's name may be removed from our database. Other reasons for removal include unwillingness or inability to show financial responsibility, reported poor performance, unsatisfactory service, or repeated inability to meet delivery requirements.
- 3.4. **RESPONSE CLARIFICATION** - We reserve the right to request additional written or oral information from Bidders in order to obtain clarification of their Responses.
- 3.4.1. **Rejection or Correction of Responses** - We reserve the right to reject any or all Responses. Minor irregularities or informalities in any Response which are immaterial or inconsequential in nature and are neither affected by law nor at substantial variance with Bid conditions, may be waived at our discretion whenever it is determined to be in the County's best interest.
- 3.5. **EVALUATION PROCESS** - Our sole purpose in the evaluation process is to determine from among the Responses received which one is best suited to meet the County's needs at the lowest possible cost. Any final analysis or weighted point score does not imply that one Bidder is superior to another, but simply that in our judgment the Contractor selected appears to offer the best overall solution for our current and anticipated needs at the lowest possible cost.
- 3.5.1. **Method of Evaluation** - We will evaluate submitted responses in relation to all aspects of this Bid.
- 3.5.2. **Acceptability** - We reserve the sole right to determine whether goods and/or services offered are acceptable for our use. We also reserve the right to request samples of any and/or all equivalent products bid in order to ensure comparative quality.
- 3.5.3. In the event of a discrepancy between a unit price and an extended line item price, the unit price shall govern.
- 3.5.4. **Endurance of Pricing** - Your pricing must be held until contract execution or 60 days, whichever comes first.
- 3.5.5. In the cost evaluation, a unit price conversion will be done to fairly evaluate bid prices. However, for any resulting contract, the unit of measure bid will be the unit of measure awarded. The bidder is cautioned that the County reserves the right to clarify the unit of measure modification or to disqualify the bid for that line item if the unit of measure modification is not deemed appropriate or in the best interests of the County.

4. Response Form

- 4.1. Company Name: Lightle Enterprises of Ohio, LLC
- 4.2. Address: P.O. Box 329
- 4.3. City/Zip: Frankford, OH 45628
- 4.4. Phone Number: 740-998-5363
- 4.5. Fax Number: 740-998-5364
- 4.6. E-Mail Address: dlightle@lightleenterprises.com
- 4.7. Federal Tax ID: 20-8135704
- 4.7.1. ( ) Corporation  
 Partnership - Name Lightle Enterprises of Ohio, LLC  
 ( ) Individual/Proprietorship - Individual Name \_\_\_\_\_  
 ( ) Other (Specify) \_\_\_\_\_

4.8.	CATEGORY A: TRAFFIC SIGNS			
4.8.1	REGULATORY, WARNING AND TEMPORARY TRAFFIC CONTROL SIGNS	SIZE	DISCRIPTION	PRICE EACH
4.8.1.1	STOP	36X36	R1-1	\$ 50.00
4.8.1.2	STOP	30X30	R1-1	\$ 33.10
4.8.1.3	YEILD	36X36X36	R1-2	\$ 25.30
4.8.1.4	YEILD	48x48X48	R1-2	\$ 44.96
4.8.1.5	ONE COLOR MUTCD STANDARD	6X12		\$ 2.84
4.8.1.6	ONE COLOR MUTCD STANDARD	12X36		\$ 16.83
4.8.1.7	ONE COLOR MUTCD DOUBLE FACED	12X36		\$ 21.20 <sup>PRC</sup>
4.8.1.8	ALL WAY	18X6		\$ 4.25
4.8.1.9	ONE COLOR MUTCD STANDARD	18X18		\$ 12.62
4.8.1.10	ONE COLOR MUTCD STANDARD	18X24		\$ 16.83
4.8.1.11	ONE COLOR MUTCD DOUBLE FACED	18X24		\$ 21.20 <sup>PRC</sup>
4.8.1.12	ONE COLOR MUTCD STANDARD	24X12		\$ 11.22
4.8.1.13	ONE COLOR MUTCD STANDARD	24X18		\$ 16.83
4.8.1.14	ONE COLOR MUTCD STANDARD	24X24		\$ 22.44
4.8.1.15	ONE COLOR MUTCD STANDARD	24X30		\$ 28.05
4.8.1.16	ONE COLOR MUTCD DOUBLE FACED	24X30		\$ 35.10 <sup>PRC</sup>
4.8.1.17	ONE COLOR MUTCD STANDARD	30X24		\$ 28.05
4.8.1.18	ONE COLOR MUTCD STANDARD	30X30		\$ 35.06
4.8.1.19	TWO COLOR MUTCD STANDARD	30X30		\$ 35.40
4.8.1.20	THREE COLOR MUTCD STANDARD	30X30		\$ 37.80
4.8.1.21	ONE COLOR MUTCD STANDARD	30 DIA		\$ 35.06
4.8.1.22	ONE COLOR MUTCD STANDARD	30X36		\$ 42.08
4.8.1.23	ONE COLOR MUTCD STANDARD	36X8		\$ 11.22
4.8.1.24	ONE COLOR MUTCD STANDARD	36X12		\$ 16.83
4.8.1.25	ONE COLOR MUTCD STANDARD	36X24		\$ 33.66
4.8.1.26	ONE COLOR MUTCD STANDARD	36X36		\$ 50.49



4.8.1.27	ONE COLOR MUTCD STANDARD	36 DIA		\$ 50.49
4.8.1.28	ONE COLOR MUTCD STANDARD	48X30		\$ 56.10
4.8.1.29	ONE COLOR MUTCD STANDARD	60X30		\$ 70.13
4.8.1.30	NO U-TURN	24 X 30	R4-7A	\$ 28.05
4.8.1.31	YELLOW	18X18	OM1	\$ 22.50 <sup>com</sup>
4.8.1.32	RED	18X18	OM4	\$ 22.50
4.8.2	<b>YELLOW/GREEN FLUORESCENT SCHOOL</b>			
4.8.2.1	SCHOOL CROSSING	30X30	S1-1	\$ 41.90
4.8.2.2	SCHOOL CROSSING	36X36	S1-1	\$ 61.80
4.8.2.3	AHEAD OR ARROWS	24X12	W16 SERIES	\$ 13.94
4.8.2.4	SCHOOL BUS STOP AHEAD	30X30	S3-1	\$ 43.60
4.8.2.5	SCHOOL BUS TURN AROUND AHEAD	30X30	S3-2	\$ 43.60
4.8.2.6	SCHOOL SPEED ZONE AHEAD	30X30	S4-5	\$ 49.90
4.8.3	<b>SPECIAL DESIGN SIGNS (Layouts in Attachment A)</b>			
4.8.3.1	DO NOT ENTER WHEN FLOODED	24X30	BLACK / WHITE	\$ 32.05
4.8.3.2	FLOOD AREA AHEAD	30X30	BLACK / YELLOW	\$ 40.06
4.8.3.3	IMPASSIBLE DURING HIGH WATER	30X30	BLACK / YELLOW	\$ 40.06
4.8.3.4	CAUTION	30X30	BLACK / ORANGE	\$ 40.06
4.8.3.5	FRESH OIL LOOSE GRAVEL	30X30	BLACK / ORANGE	\$ 40.06
4.8.3.6	BOONE COUNTY MAINTENANCE BEGINS	18X12	BLACK / WHITE	\$ 9.62
4.8.3.7	BOONE COUNTY MAINTENANCE ENDS	18X12	BLACK / WHITE	\$ 9.62
4.8.3.8	W1-1R WITH SIDE INTERSECTION	30X30	BLACK / YELLOW	\$ 40.06
4.8.3.9	W1-1R WITH CORNER INTERSECTION	30X30	BLACK / YELLOW	\$ 40.06
4.8.3.10	W1-1R WITH FORWARD INTERSECTION	30X30	BLACK / YELLOW	\$ 40.06
4.8.3.11	W1-1L WITH SIDE INTERSECTION	30X30	BLACK / YELLOW	\$ 40.06
4.8.3.12	W1-1L WITH CORNER INTERSECTION	30X30	BLACK / YELLOW	\$ 40.06
4.8.3.13	W1-1L WITH FORWARD INTERSECTION	30X30	BLACK / YELLOW	\$ 40.06
4.8.3.14	W20-4 SPECIAL	30X30	BLACK / YELLOW	\$ 40.06
4.8.3.15	DNR PERMIT SIGN	18X24	BLACK / WHITE	\$ 19.23
4.9	<b>CATEGORY B: FABRICATION MATERIALS</b>			
4.9.1	<b>SIGN FACING SHEETS</b>			
4.9.1.1	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	12 X 18		\$ 2.97
4.9.1.2	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	12 X 36		\$ 5.94
4.9.1.3	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	18 X 18		\$ 4.46
4.9.1.4	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	18 X 24		\$ 5.94
4.9.1.5	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	24" STOP		\$ 7.92
4.9.1.6	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	24 X 30		\$ 9.90
4.9.1.7	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	30" STOP		\$ 12.38

4.9.1.8	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	30 X 30		\$ 12,38
4.9.1.9	TWO COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	30 X 30		\$ 12,60
4.9.1.10	THREE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	30 X 30		\$ 14,60
4.9.1.11	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	36 X 36		\$ 17,82
4.9.1.12	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	36" YEILD		\$ 17,82
4.9.1.13	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	36" STOP		\$ 17,82
<b>4.9.2 CUTTER/ PLOTTER MATERIALS</b>				
4.9.2.1	HIGH INTENSITY PRISMATIC SHEETING, PRESSURE SENSITIVE, ELCTRO CUT	24 IN X 50 YDS	3M 3930 SERIES OR EQUIV	\$ 422,40
4.9.2.2	HIGH INTENSITY PRISMATIC SHEETING, PRESSURE SENSITIVE, ELCTRO CUT	30 IN X 50 YDS	3M 3930 SERIES OR EQUIV	\$ 528,00
4.9.2.3	TRANSPARENT OVERLAY FILM, ELECTRO-CUT, PRESSURE SENSITIVE	24 IN X 50 YDS	3M 1170 SERIES OR EQUIV	\$ 343,82
4.9.2.4	TRANSPARENT OVERLAY FILM, ELECTRO-CUT, PRESSURE SENSITIVE	30 IN X 50 YDS	3M 1170 SERIES OR EQUIV	\$ 429,77
4.9.2.5	ANTI-GRAFFITI PROTECTIVE OVERLAY FILM, PRESSURE SENSITIVE	24 IN X 50 YDS	3M 1150 EQUIVILENT	\$ 516,00
4.9.2.6	ANTI-GRAFFITI PROTECTIVE OVERLAY FILM, PRESSURE SENSITIVE	30 IN X 50 YDS	3M 1150 EQUIVILENT	\$ 645,00
4.9.2.7	NON-REFLECTIVE VINYL, PRESSURE SENSITIVE, ELECTRO-CUT GRAFIC FILM	24 IN X 50 YDS	3M 7725 SERIES EQUIVILENT	\$ 378,00
4.9.2.8	TRANSFER TAPE, CLEAR, GRAFFIC APPLICATION FOR ELECTRO-CUT FILM	24 IN X 50 YDS	3M TPM5 ECF EQUIVILENT	\$ 103,45
4.9.2.9	TRANSFER TAPE, CLEAR, GRAFFIC APPLICATION FOR ELECTRO-CUT FILM	30 IN X 50 YDS	3M TPM5 ECF EQUIVILENT	\$ 129,30
<b>4.9.3 SIGN BLANKS</b>				
4.9.3.1	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET, 1.5" CORNER RADIUS	18 X 6, 0.080 ga		\$ 5,08
4.9.3.2	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET, 1.5" CORNER RADIUS	18 X 9, 0.080 ga		\$ 7,62
4.9.3.3	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET, 1.5" CORNER RADIUS	21 X 6, 0.080 ga		\$ 5,92
4.9.3.4	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET, 1.5" CORNER RADIUS	24 X 6,0.080 ga		\$ 6,77

4.9.3.5	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	24 X 9, 0.080 ga	\$ 10.16
4.9.3.6	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	27 X 6, 0.080 ga	\$ 7.62
4.9.3.7	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	30 X 6, 0.080 ga	\$ 8.46
4.9.3.8	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	30 X 9, 0.080 ga	\$ 12.69
4.9.3.9	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	33 X 6, 0.100 ga	\$ 9.31
4.9.3.10	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	36 X 6, 0.100 ga	\$ 10.68
4.9.3.11	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	36 X 9, 0.100 ga	\$ 16.02
4.9.3.12	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	36 X 12, 0.100 ga,	\$ 21.36
4.9.3.13	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	42 X 6, 0.100 ga	\$ 12.46
4.9.3.14	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	42 X 9, 0.100 ga	\$ 18.69
4.9.3.15	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	42 X 12, 0.100 ga	\$ 24.92
4.9.3.16	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	48 X 6, 0.100 ga	\$ 14.24
4.9.3.17	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	48 X 9, 0.100 ga	\$ 21.36
4.9.3.18	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	48 X 12, 0.100 ga	\$ 28.48
4.9.3.19	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	54 X 9, 0.100 ga	\$ 24.03
4.9.3.20	ALUM, ONE-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	30 X 12, 0.080 ga	\$ 13.25 <sup>ORL</sup>
4.9.3.21	ALUM, ONE-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	36 X 12, 0.100 ga	\$ 16.95 <sup>ORL</sup>

4.9.3.22	ALUM, ONE-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	42 X 12, 0.100 ga		\$ 1978 <sup>ORL</sup>
4.9.3.23	ALUM, ONE-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	48 X 12, 0.100 ga		\$ 2260 <sup>ORL</sup>
4.9.3.24	ALUM, ONE-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	54 X 12, 0.100 ga		\$ 2543 <sup>ORL</sup>
4.9.3.25	ALUM, ONE-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	60 X 12, 0.100 ga		\$ 2825 <sup>ORL</sup>
4.9.3.26	ALUM, ONE-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	66 X 12, 0.100 ga		\$ 3108 <sup>ORL</sup>
4.9.3.27	ALUM, ONE-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	72 X 12, 0.100 ga		\$ 3390 <sup>ORL</sup>
4.9.3.28	ALUM, ONE-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	78 X 12, 0.100 ga		\$ 3673 <sup>ORL</sup>
4.9.3.29	ALUM, ONE-SIDED WHITE HIGH PRISMATIC, TWO HOLES CENTERED, SIGN BLANK	36 X 24, 0.080 ga		\$ 3180 <sup>ORL</sup>
4.9.3.30	ALUM, ONE-SIDED YELLOW HIGH PRISMATIC, TWO HOLES CENTERED, SIGN BLANK	18 x 18	OMI	\$ 11.93
4.10.	<b>CATEGORY C: WORK ZONE SUPPLIES</b>			
4.10.1	<b>BARRICADES</b>			
4.10.1.1	TYPE II, DOUBLE SIDED, PLASTIC, 8" BOARD, 4" STRIPE, HIGH INTENSITY REFLECTIVITY	24" X 45"		\$ 57.75
4.10.1.2	TYPE III, DOUBLE SIDED, PLASTIC, 8" BOARD, 6" STRIPE, HIGH INTENSITY REFLECTIVITY	8' X 5'		\$ 186.00
4.10.1.3	BARRICADE LIGHT (AMBER), LED, PHOTOELECTRIC			\$ 14.90
4.10.1.4	BARRICADE TAPE, HI REFLECTIVITY, W/ 4"STRIPE	8" X 50YDS		\$ 170.00
4.10.1.5	BARRICADE TAPE, HI REFLECTIVITY, W/ 6"STRIPE	8" X 50YDS		\$ 170.00
4.10.1.6	TRAFFIC CONE, WEIGHTED, WITH TWO REFLECTIVE COLLARS	28 INCHES TALL	10 lb.	\$ 17.20
4.10.1.7	REFLECTIVE CONE COLLAR	6"		\$ 2.45
4.10.1.8	REFLECTIVE CONE COLLAR	4"		\$ 2.45
4.10.2	<b>ROLL-UP COLLAPSIBLE SIGN, HIGH REFLECTIVE VINYL, WITH RIBS AND POCKETS</b>			
4.10.2.1	ONE COLOR MUTCD STANDARD	36X36		\$ 72.20
4.10.2.2	FRESH OIL LOOSE GRAVEL	36X36		\$ 72.20
				\$

4.10.3	<b>MISCELLANEOUS</b>		
4.10.3.1	WARNING FLAGS, MESH, W/ WOOD STAFF	24" X 24"	\$ 495
4.10.3.2	STOP/SLOW PADDLE KITS, W/ 60"STAFF	18 x 18	\$ 38.40
4.10.3.3	BARRIER TAPE, CAUTION, 3 MIL (min)	3" X 1000'	\$ 44.00
4.10.3.4	CPC GT-2 (or Equal) Galvanized Tripod Compact Sign Stand		\$ 68.75
4.11.	<b>CATEGORY D: MISC HARDWARE &amp; POSTS</b>		
4.11.1	<b>HARDWARE</b>		
4.11.1.1	BREAK-AWAY NUT, ALUM, NBA 5/16	PER 100	\$ 54.85
4.11.1.2	SIGN SAVER, ALUM, 3"min	PER 100	\$ 45.70
4.11.1.3	SET SCREW, KNURLED, 5/16", w/5/32 SOCKET	PER 100	\$ 6.50
4.11.1.4	FLAT STREET SIGN BRACKET FOR U-CHANNEL, 90 DEGREE	12" HOLDER	\$ 9.50 <sup>ORL</sup>
4.11.1.5	FLAT STREET SIGN BRACKET FOR U-CHANNEL, 90 DEGREE	5 1/2" HOLDER	\$ 2.98 <sup>ORL</sup>
4.11.1.6	FLAT STREET SIGN BRACKET FOR U-CHANNEL, 180 DEGREE	12" HOLDER	\$ 9.50
4.11.1.7	FLAT STREET SIGN BRACKET FOR U-CHANNEL, 180 DEGREE	5 1/2" HOLDER	\$ 2.98
4.11.1.8	FLAT STREET SIGN BRACKET FOR U-CHANNEL, CROSS	12" HOLDER	\$ 9.90 <sup>ORL</sup>
4.11.1.9	FLAT STREET SIGN BRACKET FOR U-CHANNEL, CROSS	5 1/2" HOLDER	\$ 3.30 <sup>ORL</sup>
4.11.2	<b>POSTS</b>		
4.11.2.1	U-CHANNEL, 2#/FT (MIN), 3/8 HOLE, 1" CENTER	8 FT	\$ 13.76
4.11.2.2	U-CHANNEL, 2#/FT (MIN), 3/8 HOLE, 1" CENTER	10 FT	\$ 17.20
4.11.2.3	U-CHANNEL, 2#/FT (MIN), 3/8 HOLE, 1" CENTER	12 FT	\$ 20.64
4.11.2.4	ROAD MARKER, WHITE, FLAT, 2-SIDED	3X 6X 62	\$ 14.96
4.11.2.5	CHANNELIZER, FLEXIBLE, BASE MOUNT, YELLOW, W/ 6" HI STRIP	36"	\$ 24.75
4.11.2.6	CHANNELIZER, FLEXIBLE, BASE MOUNT, WHITE, W/ 6" HI STRIP	48"	\$ 27.90

- 4.12. 5 % Increase 1<sup>st</sup> Renewal  
5 % Increase 2<sup>nd</sup> Renewal  
5 % Increase 3<sup>rd</sup> Renewal

4.13. Please Describe Warranty:

Per 3M Co. Standard

4.14. Please Describe On-Line Order Capability:

Not Available

4.15. Delivery ARO: 30 days

4.16. Will you honor the submitted prices for purchase by other entities in Boone County who participate in cooperative purchasing with Boone County, Missouri?

Yes  No

4.17. **The undersigned offers to furnish and deliver the articles or services as specified at the prices and terms stated and in strict accordance with the specifications, instructions and general conditions of bidding which have been read and understood, and all of which are made part of this order.**

Authorized Representative (Sign by Hand):

David R. Lightle

Type or Print Signed Name:

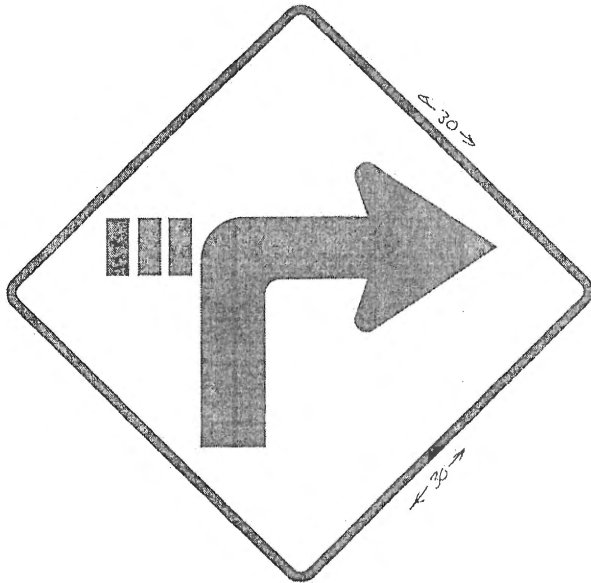
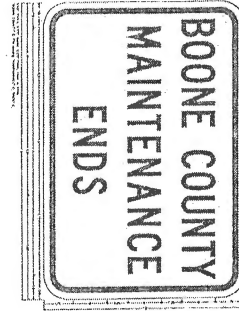
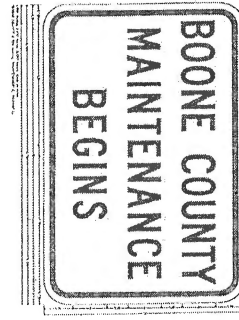
David R. Lightle

Today's Date: 12/26/2018

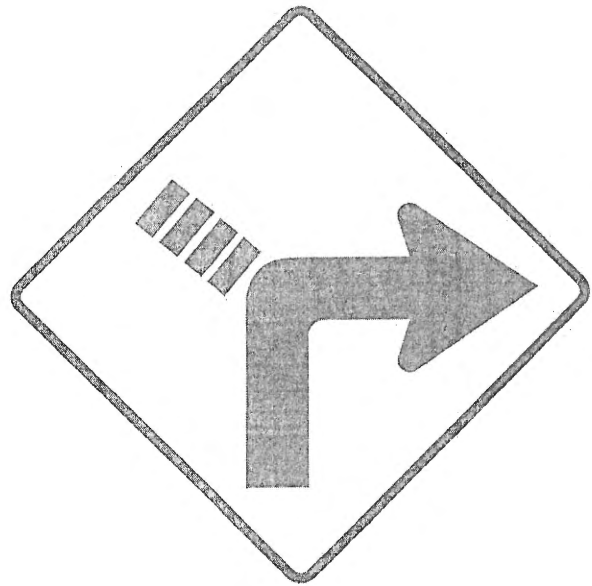
ATTACHMENT A  
SPECIAL DESIGN SIGN LAYOUTS



ATTACHMENT A  
SPECIAL DESIGN SIGN LAYOUTS



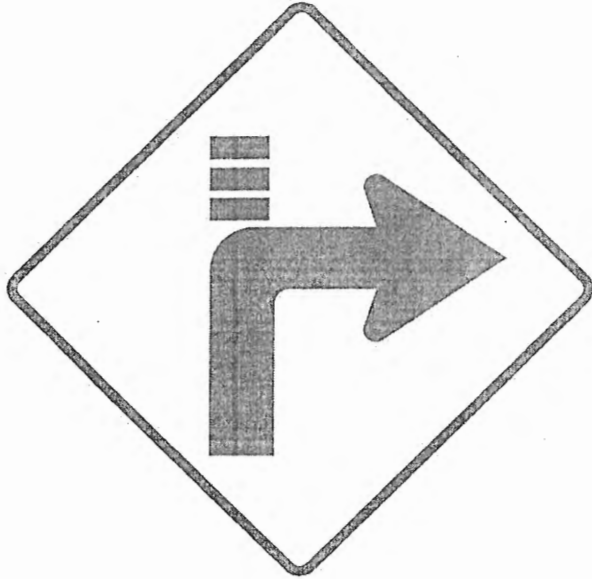
WI-1RS



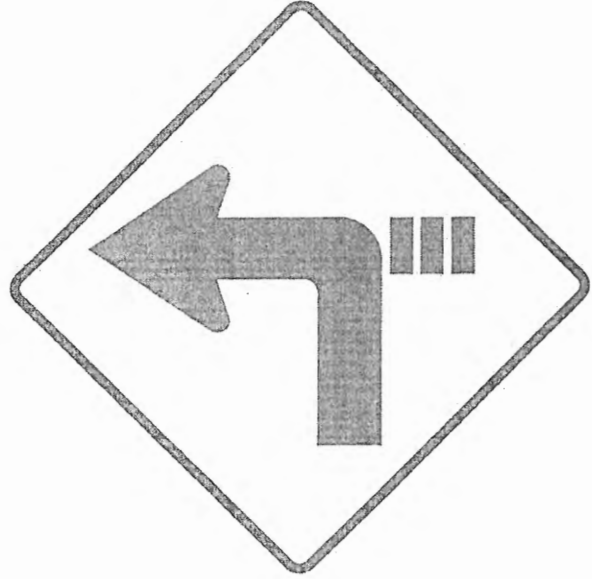
WI-1RC



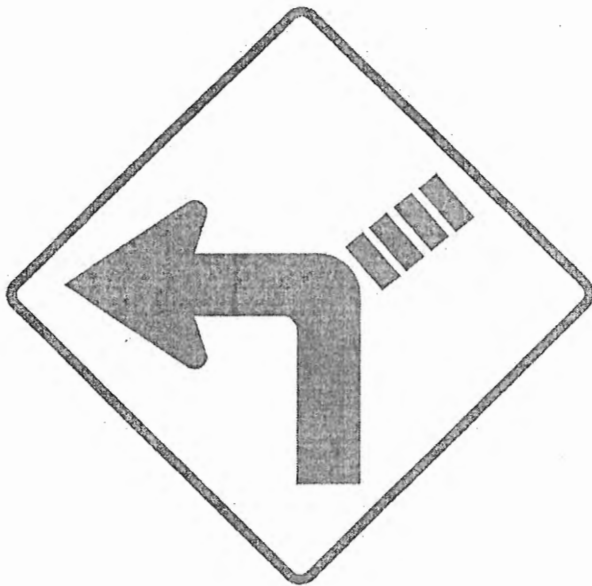
ATTACHMENT A  
SPECIAL DESIGN SIGN LAYOUTS



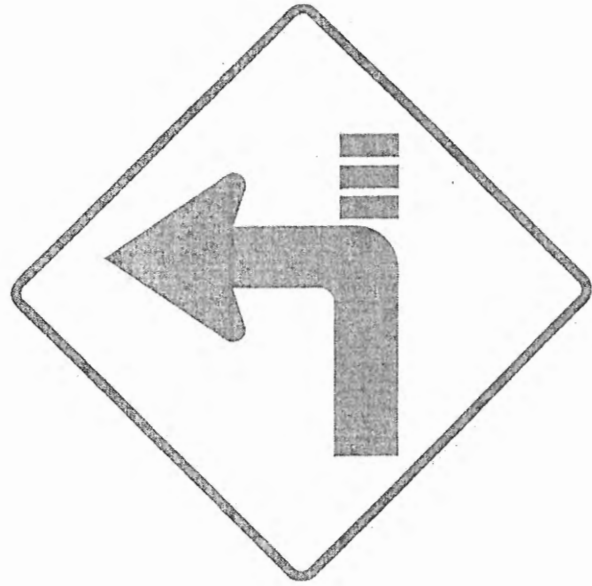
W1-1 R F



W1-1 L S



W1-1 L C



W1-1 L F

ATTACHMENT A  
SPECIAL DESIGN SIGN LAYOUTS



W 24 -4 SPEC



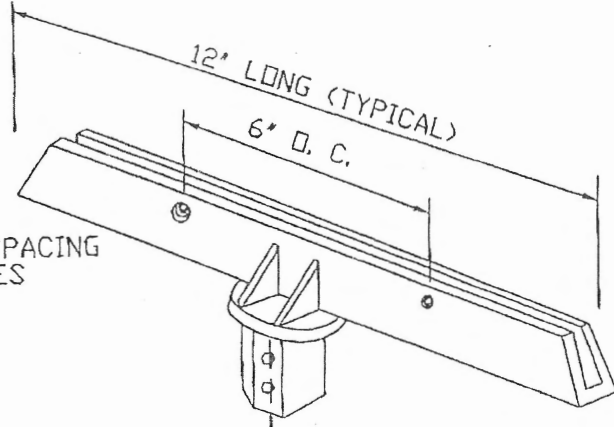
DNR PERMIT

**ATTACHMENT B  
BRACKETS**

(Please note that the example shown here is one of two different sizes used by Boone County. See section 2.8.6.)

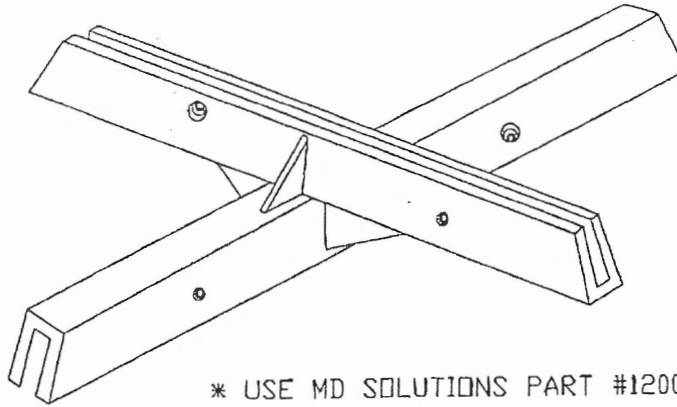
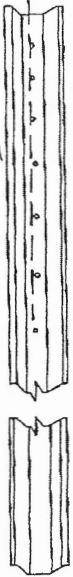
**NOTE:**

DIMENSIONS AND BOLT SPACING  
TYPICAL FOR BOTH TYPES



MOUNT TO 12' LONG  
U-CHANNEL  
GREEN SIGN POST  
OR APPROVED EQUAL

- \* USE MD SOLUTIONS PART #120UCF090 (90 DEGREES)
- \* USE MD SOLUTIONS PART #120UCF180 (180 DEGREES AS SHOWN)  
OR APPROVED EQUAL



\* USE MD SOLUTIONS PART #120CPF090  
OR APPROVED EQUAL



### 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

**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:



**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 bid responses over \$25,000, if any manufactured goods or commodities proposed with bid/proposal response are manufactured or produced outside the United States, this MUST be noted on the Bid/Proposal Response Form or a Memo attached.
19. 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.
20. 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.



*"No Bid" Response Form*

**Boone County Purchasing**  
613 E. Ash Street, Room 113  
Columbia, MO 65201

Robert Wilson, Buyer  
(573) 886-4393 – Fax: (573) 886-4390

**"NO BID RESPONSE FORM"**

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

If you do not wish to respond to this bid 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.

**Bid: 03-03JAN19– Regulatory Signs Term and Supply**

Business Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Telephone: \_\_\_\_\_

Contact: \_\_\_\_\_

Date: \_\_\_\_\_

Reason(s) for not bidding:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



**Request for Bid (RFB)**

**Boone County Purchasing**  
613 E. Ash Street, Room 113  
Columbia, MO 65201

**Robert Wilson, Buyer**  
(573) 886-4393 – Fax: (573) 886-4390  
Email: [rwilson@boonecountymo.org](mailto:rwilson@boonecountymo.org)

**Bid Data**

Bid Number: **03-03JAN19**  
Commodity Title: **Regulatory Signs Term & Supply**

**DIRECT BID FORMAT OR SUBMISSION QUESTIONS TO THE PURCHASING DEPARTMENT**

**Bid Questions Deadline**

Day / Date: **Friday, December 28, 2018**  
Time: **3:00 p.m.**  
Location / Mail Address: **All questions pertaining to this RFB must be received in writing by Bid Question deadline time and date.**

**Bid Submission Address and Deadline**

Day / Date: **Thursday, January 03, 2019**  
Time: **1:30 P.M. (Bids received after this time will be returned unopened)**  
Location / Mail Address: **Boone County Purchasing Department  
Boone County Annex Building  
613 E. Ash Street, Room 113  
Columbia, MO 65201**  
Directions: **The Purchasing office is located on the Southeast corner at 7<sup>th</sup> Street and Ash Street. Enter the building from the South side. Wheel chair accessible entrance is available.**

**Bid Opening**

Day / Date: **Thursday, January 03, 2019**  
Time: **1:30 P.M. C.T.**  
Location / Address: **Boone County Annex Building  
613 E. Ash Street  
Columbia, MO 65201**

**Bid Contents**

- 1.0: **Introduction and General Conditions of Bidding**
- 2.0: **Primary Specifications**
- 3.0: **Response Presentation and Review**
- 4.0: **Response Form**
- Attachment A – Special Design Sign Layouts**
- Attachment B - Brackets**
- Work Authorization Certification**
- Debarment Certification**
- Standard Terms and Conditions**
- “No Bid” Response Form**

**1. Introduction and General Conditions of Bidding**

- 1.1. **INVITATION** - The County of Boone, through its Purchasing Department, invites responses, which offer to provide the goods and/or services identified on the title page, and described in greater detail in Section 2.
- 1.2. **DEFINITIONS**
- 1.2.1. **County** - This term refers to the County of Boone, a duly organized public entity. It may also be used as a pronoun for various subsets of the County organization, including, as the context will indicate:  
*Purchasing* - The Purchasing Department, including its Purchasing Director and staff.  
*Department(s) or Office(s)* - The County Department(s) or Office(s) for which this Bid is prepared, and which will be the end user(s) of the goods and/or services sought.  
*Designee* - The County employee(s) assigned as your primary contact(s) for interaction regarding Contract performance.
- 1.2.2. **Bidder / Contractor / Supplier** - These terms refer generally to businesses having some sort of relationship to or with us. The term may apply differently to different classes of entities, as the context will indicate.  
*Bidder* - Any business entity submitting a response to this Bid. Suppliers, which may be invited to respond, or which express interest in this bid, but which do not submit a response, have no obligations with respect to the bid requirements.  
*Contractor* - The Bidder whose response to this bid is found by Purchasing to meet the best interests of the County. The Contractor will be selected for award and will enter into a Contract for provision of the goods and/or services described in the Bid.  
*Supplier* - All business(s) entities which may provide the subject goods and/or services.
- 1.2.3. **Bid** - This entire document, including attachments. A Bid may be used to solicit various kinds of information. The kind of information this Bid seeks is indicated by the title appearing at the top of the first page. A "Request for Bid" is used when the need is well defined. A "Request for Proposal" is used when the County will consider solutions, which may vary significantly from each other or from the County's initial expectations.
- 1.2.4. **Response** - The written, sealed document submitted according to the Bid instructions.
- 1.3. **BID CLARIFICATION** - Questions regarding this Bid should be directed in writing, by e-mail or fax, to the Purchasing Department. Answers, citing the question asked but not identifying the questioner, will be distributed simultaneously to all known prospective Bidders in the form of an addendum. Please check for any addenda in advance of the bid deadline. Bids, addendums, bid tabulations and bid awards are posted on our web site at: [www.showmeboone.com](http://www.showmeboone.com). Note: written requirements in the Bid or its Amendments are binding, but any oral communications between County and Bidder are not.
- 1.3.1. **Bidder Responsibility** - The Bidder is expected to be thoroughly familiar with all specifications and requirements of this Bid. Bidder's failure or omission to examine any relevant form, article, site or document will not relieve them from any obligation regarding this Bid. By submitting a Response, Bidder is presumed to concur with all terms, conditions and specifications of this Bid.
- 1.3.2. **Bid Amendment** - If it becomes evident that this Bid must be amended, the Purchasing Department will issue a formal written Amendment to all known prospective Bidders. If necessary, a new due date will be established.
- 1.4. **AWARD** - Award will be made to the Bidder(s) whose offer(s) provide the greatest value to the County from the standpoint of suitability to purpose, quality, service, previous experience, price, lifecycle cost, ability to deliver, or for any other reason deemed by Purchasing to be in the best interest of the County. Thus, the result will not be determined by price alone. The County will be seeking the least costly outcome that meets the County needs as interpreted by the County. The County reserves the right to award this bid on an item by item basis, or an "all or none" basis, whichever is in the best interest of the County. The County also reserves the right to not award any item or group of items if the services can be obtained from cooperative MMPPC or other governmental entities' contracts under more favorable terms.

- 1.5. **CONTRACT EXECUTION** - This Bid and the Contractor's Response will be made part of any resultant Contract and will be incorporated in the Contract as set forth, verbatim.
- 1.5.1. **Precedence** - In the event of contradictions or conflicts between the provisions of the documents comprising this Contract, they will be resolved by giving precedence in the following order:
  - 1) the provisions of the Contract (as it may be amended);
  - 2) the provisions of the Bid;
  - 3) the provisions of the Bidder's Response.
- 1.6. **CONTRACT PERIOD** – Any Term and Supply Contract resulting from this Bid will have an initial term from **January 1, 2019 through December 31, 2019** and may be automatically renewed for **up to an additional three (3) one-year periods** unless canceled by the Purchasing Director in writing prior to a renewal term.
- 1.7. **COMPLIANCE WITH STANDARD TERMS AND CONDITIONS** - Bidder agrees to be bound by the County's standard "boilerplate" terms and conditions for Contracts, a sample of which is attached to this Bid.

**2. Primary Specifications**

- 
- 2.1. **ITEMS TO BE PROVIDED** – For a Term and Supply contract for the Furnishing and Delivery of **Regulatory Traffic Signs, Barricades and Sign Posts** as detailed in the Response Form, Section 4 of this Request for Bid.
- 2.2. The unit prices identified on the Response Form shall remain fixed for the identified original contract period. If the County exercises the option for renewal, the contractor shall agree that the prices for the items listed on the Response Form shall not increase by more than the maximum percent proposed on the Response Form.
- 2.2.1. If renewal percentages are not provided, then prices during any renewal period shall be the same as during the original contract period.
- 2.3. **CONTRACT EXTENSION** – The County Purchasing Director may exercise the option to extend the contract on a month-to-month basis for a maximum of six (6) months from the date of termination if it is deemed to be in the best interest of Boone County.
- 2.4. **CONTRACT DOCUMENTS** - The successful bidder(s) shall be obligated to enter into a written contract with the County within 30 days of award on contract forms provided by the County. If bidders desire to contract under their own written agreement, any such proposed agreement shall be submitted in blank with their bid. County reserves the right to modify any proposed form agreement or withdraw its award to a successful bidder if any proposed agreement contains terms and conditions inconsistent with its bid or are unacceptable to county legal counsel.
- 2.5. **QUANTITY** – Orders will be made on an “as needed basis.” Quantities are estimated based on past usage for a 12-month period. The County reserves the right to increase or decrease quantities as requirements dictate.
- 2.5.1. Boone County uses approximately 2,000 various signs, barricades, and sign posts each year. This figure is given not to guarantee a purchase amount, but so that bidders can have a reasonable assumption about the number of signs that are likely to be purchased.
- 2.6. **SAMPLES** - Boone County reserves the right to request samples after bids are opened and before the award is made. When samples are called for, they must be furnished free of expense and if not destroyed in testing will, upon request, be returned at the bidder’s expense. A request for the return of samples must be made within ten days following opening bids. Each individual sample must be labeled with the bidder’s name and manufacturer’s brand name and number.
- 2.7. **PRICING** – All prices shall be as indicated on the Response Form. The County shall not pay nor be liable for any other additional costs including but not limited to: taxes, packing, handling, shipping and freight, insurance, interest, penalties, termination payments, attorney fees, liquidated damages, etc. Additionally, the County shall not be subject to any minimum order quantities or total prices.
- 2.8. **MINIMUM TECHNICAL SPECIFICATIONS** - All signs and materials for this bid are required to meet the Manual on Uniform Traffic Control Devices (MUTCD) standards and specifications. Upon request by Boone County, Bidder shall supply Test Reports to the Boone County Road & Bridge Department, Operations Division.
- 2.8.1. **Traffic Signs:** All traffic signs shall be constructed from sheet aluminum .080” min gauge w/3/8” holes, with 3M 3930 series or equivalent sheeting and reflective lettering. Traffic signs in section 4.8.1 and 4.8.2 will be ordered utilizing MUTCD sign designations from MUTCD sign tables. MUTCD sign sizes utilized by Boone County are supplied in Section 4.8.1 used to assist in the proper identification for pricing. Design layouts for traffic signs in section 4.8.3 are provided in Attachment A.
- 2.8.2. All lettering and backing materials for section 4.9. on the Response Page must be equal to that of 3M 3930 Series of the High Intensity Prismatic or equal produced by the 3M Company. All sheeting sign faces, and films must be pressure sensitive for application.
- 2.8.3. **Sign Blanks: Sheeting material for sign blanks** must be equal to that of 3M 3930 Series of the High Intensity Prismatic or equal produced by the 3M Company. Required gauge for the aluminum sign blanks varies by size and is indicated in section 4.9.3.

- 2.8.4. **Barricades:** All Type II barricades shall be constructed of a heavy-duty, durable polyethylene material and of the fold-up design for easy storage and stacking. All Type III barricades shall be constructed of heavy-duty, durable polyethylene materials that are 8" wide x 8' in length; includes bolt-on galvanized mounting stands. All barricades shall be doubled-sided, 3M 3930 Series of the High Intensity Prismatic or equal markings to direct traffic either right or left of barricades.
- 2.8.5. **Traffic Cones:** All traffic cones shall be bright orange in color, 28" in height, with a 6" 3M 3930 Series of the High Intensity Prismatic or equal reflective collar at top and just below a 4" collar; weighted base.
- 2.8.6. **Brackets:** The contractor must provide brackets in accordance with the drawings and specifications on Attachment B, included herein as well as described herein. The County uses two sizes, one being 12" long as shown in Attachment B and the other being 5 1/2" long.
- 2.8.7. **U-Channel Post Material and Finish:** Steel U-Channel Posts shall conform to the standard specification for hot rolled carbon steel, structural quality, ASTM designation A570, Grade 50. Yield strength after cold-forming shall be 60,000 psi minimum. Finish shall be baked green enamel paint. Holes will be 3/8 inch with one inch spacing. 2pound / foot weight.
- 2.8.7.1. **Length Tolerance:** The length of each post shall have a permissible length tolerance of + or - 1/4".
- 2.8.7.2. **Delivery requirement:** Posts must be palletized or delivered via flat-bed trailer for efficient unloading. There is no loading dock at Road & Bridge, all deliveries are unloaded from the ground. Shipments should be packaged with that in mind.
- 2.9. **DEVIATION(S)** - It is the bidder's responsibility to submit a bid that meets all mandatory specifications stated within. The bidder must compare their product bid with the required listed minimum specifications and identify any deviations along with the specific section deviated from. Failure to properly identify deviations may render the bidder's proposal non-responsive and not capable of consideration for award.
- 2.10. **DELIVERY** - Delivery shall be to the Boone County Road & Bridge Department, Maintenance Operations Division. All deliveries shall be made FOB Destination with freight charges fully included and prepaid. The seller pays and bears the freight charges. All orders shall be delivered within 30 days after receipt of an order.
- 2.11. **DESIGNEE** - Boone County Road & Bridge Department, 5551 S Tom Bass Rd, Columbia, MO 65201. Telephone: (573) 449-8515.
- 2.12. **BID CLARIFICATION** - Any questions or clarifications concerning bid documents should be addressed to Robert Wilson, Buyer, 613 E. Ash Street, Room 113, Columbia, Missouri 65201. Telephone (573) 886-4393 Fax (573) 886-4390, E-mail: [rwilson@boonecountymmo.org](mailto:rwilson@boonecountymmo.org).
- 2.13. **BILLING AND PAYMENT** - Payment will be made within 30 days from receipt of a correct Monthly Statement. Invoices and Monthly Statement to be mailed to the Designee.
- 2.14. **DESCRIPTIVE LITERATURE** - Bidders proposing to furnish items other than specified must submit complete descriptive literature with bid. Bids received without descriptive literature are subject to rejection.
- 2.15. **METHOD OF ORDERING** - Orders will be requested via telephone, fax or on-line. The Contractor shall be required to confirm receipt of each request.
- 2.16. **EQUAL** - Items quoted to be as indicated or approved equal where equivalency is allowed in specifications.

**3. Response Presentation and Review**

- 
- 3.1. **RESPONSE CONTENT** - In order to enable direct comparison of competing Responses, you must submit your Response in strict conformity to the requirements stated here. Failure to adhere to all requirements may result in your Response being disqualified as non-responsive. All Responses must be submitted using the provided Response Sheet. Every question must be answered and if not applicable, the section must contain "N/A" or "No Bid." Manufacturer's published specifications for the items requested shall be included with the response.
- 3.2. **SUBMITTAL OF RESPONSES** - Responses MUST be received by the date and time noted on the title page under "Bid Submission Information and Deadline". NO EXCEPTIONS. We are not responsible for late or incorrect deliveries from the US Postal Service or any other mail carrier.
- 3.2.1. **Submittal Package** - Submit, to the location specified on the title page, **THREE (3) COMPLETE COPIES** of your Response in a single sealed envelope, clearly marked on the outside with your company name and return address, the proposal number and the due date and time.
- 3.2.2. **Advice of Award** - A Bid Tabulation of responses received as well as Award status can be viewed at [www.showmeboone.com](http://www.showmeboone.com).
- 3.3. **BID OPENING** - On the date and time and at the location specified on the title page under "Bid Opening," all Responses will be opened in public. Brief summary information from each will be read aloud.
- 3.3.1. **Removal from Vendor Database** - If any prospective Bidder currently in our Vendor Database to whom the Bid was sent elects not to submit a Response and fails to reply in writing stating reasons for not bidding, that Bidder's name may be removed from our database. Other reasons for removal include unwillingness or inability to show financial responsibility, reported poor performance, unsatisfactory service, or repeated inability to meet delivery requirements.
- 3.4. **RESPONSE CLARIFICATION** - We reserve the right to request additional written or oral information from Bidders in order to obtain clarification of their Responses.
- 3.4.1. **Rejection or Correction of Responses** - We reserve the right to reject any or all Responses. Minor irregularities or informalities in any Response which are immaterial or inconsequential in nature and are neither affected by law nor at substantial variance with Bid conditions, may be waived at our discretion whenever it is determined to be in the County's best interest.
- 3.5. **EVALUATION PROCESS** - Our sole purpose in the evaluation process is to determine from among the Responses received which one is best suited to meet the County's needs at the lowest possible cost. Any final analysis or weighted point score does not imply that one Bidder is superior to another, but simply that in our judgment the Contractor selected appears to offer the best overall solution for our current and anticipated needs at the lowest possible cost.
- 3.5.1. **Method of Evaluation** - We will evaluate submitted responses in relation to all aspects of this Bid.
- 3.5.2. **Acceptability** - We reserve the sole right to determine whether goods and/or services offered are acceptable for our use. We also reserve the right to request samples of any and/or all equivalent products bid in order to ensure comparative quality.
- 3.5.3. In the event of a discrepancy between a unit price and an extended line item price, the unit price shall govern.
- 3.5.4. **Endurance of Pricing** - Your pricing must be held until contract execution or 60 days, whichever comes first.
- 3.5.5. In the cost evaluation, a unit price conversion will be done to fairly evaluate bid prices. However, for any resulting contract, the unit of measure bid will be the unit of measure awarded. The bidder is cautioned that the County reserves the right to clarify the unit of measure modification or to disqualify the bid for that line item if the unit of measure modification is not deemed appropriate or in the best interests of the County.



**County of Boone****Purchasing Department****4. Response Form**

4.1. Company Name: \_\_\_\_\_

4.2. Address: \_\_\_\_\_

4.3. City/Zip: \_\_\_\_\_

4.4. Phone Number: \_\_\_\_\_

4.5. Fax Number: \_\_\_\_\_

4.6. E-Mail Address: \_\_\_\_\_

4.7. Federal Tax ID: \_\_\_\_\_

4.7.1.  Corporation Partnership - Name \_\_\_\_\_ Individual/Proprietorship - Individual Name \_\_\_\_\_ Other (Specify) \_\_\_\_\_

4.8.	<b>CATEGORY A: TRAFFIC SIGNS</b>			
4.8.1	<b>REGULATORY, WARNING AND TEMPORARY TRAFFIC CONTROL SIGNS</b>	<b>SIZE</b>	<b>DISCRIPTION</b>	<b>PRICE EACH</b>
4.8.1.1	STOP	36X36	R1-1	\$
4.8.1.2	STOP	30X30	R1-1	\$
4.8.1.3	YEILD	36X36X36	R1-2	\$
4.8.1.4	YEILD	48x48X48	R1-2	\$
4.8.1.5	ONE COLOR MUTCD STANDARD	6X12		\$
4.8.1.6	ONE COLOR MUTCD STANDARD	12X36		\$
4.8.1.7	ONE COLOR MUTCD DOUBLE FACED	12X36		\$
4.8.1.8	ALL WAY	18X6		\$
4.8.1.9	ONE COLOR MUTCD STANDARD	18X18		\$
4.8.1.10	ONE COLOR MUTCD STANDARD	18X24		\$
4.8.1.11	ONE COLOR MUTCD DOUBLE FACED	18X24		\$
4.8.1.12	ONE COLOR MUTCD STANDARD	24X12		\$
4.8.1.13	ONE COLOR MUTCD STANDARD	24X18		\$
4.8.1.14	ONE COLOR MUTCD STANDARD	24X24		\$
4.8.1.15	ONE COLOR MUTCD STANDARD	24X30		\$
4.8.1.16	ONE COLOR MUTCD DOUBLE FACED	24X30		\$
4.8.1.17	ONE COLOR MUTCD STANDARD	30X24		\$
4.8.1.18	ONE COLOR MUTCD STANDARD	30X30		\$
4.8.1.19	TWO COLOR MUTCD STANDARD	30X30		\$
4.8.1.20	THREE COLOR MUTCD STANDARD	30X30		\$
4.8.1.21	ONE COLOR MUTCD STANDARD	30 DIA		\$
4.8.1.22	ONE COLOR MUTCD STANDARD	30X36		\$
4.8.1.23	ONE COLOR MUTCD STANDARD	36X8		\$
4.8.1.24	ONE COLOR MUTCD STANDARD	36X12		\$
4.8.1.25	ONE COLOR MUTCD STANDARD	36X24		\$
4.8.1.26	ONE COLOR MUTCD STANDARD	36X36		\$

4.8.1.27	ONE COLOR MUTCD STANDARD	36 DIA		\$
4.8.1.28	ONE COLOR MUTCD STANDARD	48X30		\$
4.8.1.29	ONE COLOR MUTCD STANDARD	60X30		\$
4.8.1.30	NO U-TURN	24 X 30	R4-7A	\$
4.8.1.31	YELLOW	18X18	OM1	\$
4.8.1.32	RED	18X18	OM4	\$
<b>4.8.2 YELLOW/GREEN FLUORESCENT SCHOOL</b>				
4.8.2.1	SCHOOL CROSSING	30X30	S1-1	\$
4.8.2.2	SCHOOL CROSSING	36X36	S1-1	\$
4.8.2.3	AHEAD OR ARROWS	24X12	W16 SERIES	\$
4.8.2.4	SCHOOL BUS STOP AHEAD	30X30	S3-1	\$
4.8.2.5	SCHOOL BUS TURN AROUND AHEAD	30X30	S3-2	\$
4.8.2.6	SCHOOL SPEED ZONE AHEAD	30X30	S4-5	\$
<b>4.8.3 SPECIAL DESIGN SIGNS (Layouts in Attachment A)</b>				
4.8.3.1	DO NOT ENTER WHEN FLOODED	24X30	BLACK / WHITE	\$
4.8.3.2	FLOOD AREA AHEAD	30X30	BLACK / YELLOW	\$
4.8.3.3	IMPASSIBLE DURING HIGH WATER	30X30	BLACK / YELLOW	\$
4.8.3.4	CAUTION	30X30	BLACK / ORANGE	\$
4.8.3.5	FRESH OIL LOOSE GRAVEL	30X30	BLACK / ORANGE	\$
4.8.3.6	BOONE COUNTY MAINTENANCE BEGINS	18X12	BLACK / WHITE	\$
4.8.3.7	BOONE COUNTY MAINTENANCE ENDS	18X12	BLACK / WHITE	\$
4.8.3.8	W1-1R WITH SIDE INTERSECTION	30X30	BLACK / YELLOW	\$
4.8.3.9	W1-1R WITH CORNER INTERSECTION	30X30	BLACK / YELLOW	\$
4.8.3.10	W1-1R WITH FORWARD INTERSECTION	30X30	BLACK / YELLOW	\$
4.8.3.11	W1-1L WITH SIDE INTERSECTION	30X30	BLACK / YELLOW	\$
4.8.3.12	W1-1L WITH CORNER INTERSECTION	30X30	BLACK / YELLOW	\$
4.8.3.13	W1-1L WITH FORWARD INTERSECTION	30X30	BLACK / YELLOW	\$
4.8.3.14	W20-4 SPECIAL	30X30	BLACK / YELLOW	\$
4.8.3.15	DNR PERMIT SIGN	18X24	BLACK / WHITE	\$
<b>4.9 CATEGORY B: FABRICATION MATERIALS</b>				
<b>4.9.1 SIGN FACING SHEETS</b>				
4.9.1.1	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	12 X 18		\$
4.9.1.2	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	12 X 36		\$
4.9.1.3	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	18 X 18		\$
4.9.1.4	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	18 X 24		\$
4.9.1.5	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	24" STOP		\$
4.9.1.6	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	24 X 30		\$
4.9.1.7	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	30" STOP		\$

4.9.1.8	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	30 X 30		\$
4.9.1.9	TWO COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	30 X 30		\$
4.9.1.10	THREE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	30 X 30		\$
4.9.1.11	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	36 X 36		\$
4.9.1.12	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	36" YEILD		\$
4.9.1.13	ONE COLOR SIGN FACE, HI REFLECTIVITY, PRESSURE SENSITIVE	36" STOP		\$
<b>4.9.2 CUTTER/ PLOTTER MATERIALS</b>				
4.9.2.1	HIGH INTENSITY PRISMATIC SHEETING, PRESSURE SENSITIVE, ELCTRO CUT	24 IN X 50 YDS	3M 3930 SERIES OR EQUIV	\$
4.9.2.2	HIGH INTENSITY PRISMATIC SHEETING, PRESSURE SENSITIVE, ELCTRO CUT	30 IN X 50 YDS	3M 3930 SERIES OR EQUIV	\$
4.9.2.3	TRANSPARENT OVERLAY FILM, ELECTRO-CUT, PRESSURE SENSITIVE	24 IN X 50 YDS	3M 1170 SERIES OR EQUIV	\$
4.9.2.4	TRANSPARENT OVERLAY FILM, ELECTRO-CUT, PRESSURE SENSITIVE	30 IN X 50 YDS	3M 1170 SERIES OR EQUIV	\$
4.9.2.5	ANTI-GRAFFITI PROTECTIVE OVERLAY FILM, PRESSURE SENSITIVE	24 IN X 50 YDS	3M 1150 EQUIVILENT	\$
4.9.2.6	ANTI-GRAFFITI PROTECTIVE OVERLAY FILM, PRESSURE SENSITIVE	30 IN X 50 YDS	3M 1150 EQUIVILENT	\$
4.9.2.7	NON-REFLECTIVE VINYL, PRESSURE SENSITIVE, ELECTRO-CUT GRAFIC FILM	24 IN X 50 YDS	3M 7725 SERIES EQUIVILENT	\$
4.9.2.8	TRANSFER TAPE, CLEAR, GRAFFIC APPLICATION FOR ELECTRO-CUT FILM	24 IN X 50 YDS	3M TPM5 ECF EQUIVILENT	\$
4.9.2.9	TRANSFER TAPE, CLEAR, GRAFFIC APPLICATION FOR ELECTRO-CUT FILM	30 IN X 50 YDS	3M TPM5 ECF EQUIVILENT	\$
<b>4.9.3 SIGN BLANKS</b>				
4.9.3.1	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	18 X 6, 0.080 ga		\$
4.9.3.2	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	18 X 9, 0.080 ga		\$
4.9.3.3	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	21 X 6, 0.080 ga		\$
4.9.3.4	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	24 X 6,0.080 ga		\$

4.9.3.5	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	24 X 9, 0.080 ga		\$
4.9.3.6	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	27 X 6, 0.080 ga		\$
4.9.3.7	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	30 X 6, 0.080 ga		\$
4.9.3.8	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	30 X 9, 0.080 ga		\$
4.9.3.9	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	33 X 6, 0.100 ga		\$
4.9.3.10	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	36 X 6, 0.100 ga		\$
4.9.3.11	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	36 X 9, 0.100 ga		\$
4.9.3.12	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	36 X 12, 0.100 ga,		\$
4.9.3.13	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	42 X 6, 0.100 ga		\$
4.9.3.14	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	42 X 9, 0.100 ga		\$
4.9.3.15	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	42 X 12, 0.100 ga		\$
4.9.3.16	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	48 X 6, 0.100 ga		\$
4.9.3.17	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	48 X 9, 0.100 ga		\$
4.9.3.18	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	48 X 12, 0.100 ga		\$
4.9.3.19	ALUM, TWO-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	54 X 9, 0.100 ga		\$
4.9.3.20	ALUM, ONE-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	30 X 12, 0.080 ga		\$
4.9.3.21	ALUM, ONE-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	36 X 12, 0.100 ga		\$

4.9.3.22	ALUM, ONE-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	42 X 12, 0.100 ga		\$
4.9.3.23	ALUM, ONE-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	48 X 12, 0.100 ga		\$
4.9.3.24	ALUM, ONE-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	54 X 12, 0.100 ga		\$
4.9.3.25	ALUM, ONE-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	60 X 12, 0.100 ga		\$
4.9.3.26	ALUM, ONE-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	66 X 12, 0.100 ga		\$
4.9.3.27	ALUM, ONE-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	72 X 12, 0.100 ga		\$
4.9.3.28	ALUM, ONE-SIDED WHITE HIGH PRISMATIC, FLAT STREET,1.5" CORNER RADIUS	78 X 12, 0.100 ga		\$
4.9.3.29	ALUM, ONE-SIDED WHITE HIGH PRISMATIC, TWO HOLES CENTERED, SIGN BLANK	36 X 24, 0.080 ga		\$
4.9.3.30	ALUM, ONE-SIDED YELLOW HIGH PRISMATIC, TWO HOLES CENTERED, SIGN BLANK	18 x 18	OM1	\$
4.10.	<b>CATEGORY C: WORK ZONE SUPPLIES</b>			
4.10.1	<b>BARRICADES</b>			
4.10.1.1	TYPE II, DOUBLE SIDED, PLASTIC, 8" BOARD, 4" STRIPE, HIGH INTENSITY REFLECTIVITY	24" X 45"		\$
4.10.1.2	TYPE III, DOUBLE SIDED, PLASTIC, 8" BOARD, 6" STRIPE, HIGH INTENSITY REFLECTIVITY	8' X 5'		\$
4.10.1.3	BARRICADE LIGHT (AMBER), LED, PHOTOELECTRIC			\$
4.10.1.4	BARRICADE TAPE, HI REFLECTIVITY, W/ 4"STRIPE	8" X 50YDS		\$
4.10.1.5	BARRICADE TAPE, HI REFLECTIVITY, W/ 6"STRIPE	8" X 50YDS		\$
4.10.1.6	TRAFFIC CONE, WEIGHTED, WITH TWO REFLECTIVE COLLARS	28 INCHES TALL		\$
4.10.1.7	REFLECTIVE CONE COLLAR	6"		\$
4.10.1.8	REFLECTIVE CONE COLLAR	4"		\$
4.10.2	<b>ROLL-UP COLLAPSIBLE SIGN, HIGH REFLECTIVE VINYL, WITH RIBS AND POCKETS</b>			
4.10.2.1	ONE COLOR MUTCD STANDARD	36X36		\$
4.10.2.2	FRESH OIL LOOSE GRAVEL	36X36		\$
				\$

4.10.3	<b>MISCELLANEOUS</b>		
4.10.3.1	WARNING FLAGS, MESH, W/ WOOD STAFF	24" X 24"	\$
4.10.3.2	STOP/SLOW PADDLE KITS, W/ 60" STAFF	18 x 18	\$
4.10.3.3	BARRIER TAPE, CAUTION, 3 MIL (min)	3" X 1000'	\$
4.10.3.4	CPC GT-2 (or Equal) Galvanized Tripod Compact Sign Stand		\$
4.11.	<b>CATEGORY D: MISC HARDWARE &amp; POSTS</b>		
4.11.1	<b>HARDWARE</b>		
4.11.1.1	BREAK-AWAY NUT, ALUM, NBA 5/16	PER 100	\$
4.11.1.2	SIGN SAVER, ALUM, 3"min	PER 100	\$
4.11.1.3	SET SCREW, KNURLED, 5/16", w/5/32 SOCKET	PER 100	\$
4.11.1.4	FLAT STREET SIGN BRACKET FOR U-CHANNEL, 90 DEGREE	12" HOLDER	\$
4.11.1.5	FLAT STREET SIGN BRACKET FOR U-CHANNEL, 90 DEGREE	5 1/2" HOLDER	\$
4.11.1.6	FLAT STREET SIGN BRACKET FOR U-CHANNEL, 180 DEGREE	12" HOLDER	\$
4.11.1.7	FLAT STREET SIGN BRACKET FOR U-CHANNEL, 180 DEGREE	5 1/2" HOLDER	\$
4.11.1.8	FLAT STREET SIGN BRACKET FOR U-CHANNEL, CROSS	12" HOLDER	\$
4.11.1.9	FLAT STREET SIGN BRACKET FOR U-CHANNEL, CROSS	5 1/2" HOLDER	\$
4.11.2	<b>POSTS</b>		
4.11.2.1	U-CHANNEL, 2#/FT (MIN), 3/8 HOLE, 1" CENTER	8 FT	\$
4.11.2.2	U-CHANNEL, 2#/FT (MIN), 3/8 HOLE, 1" CENTER	10 FT	\$
4.11.2.3	U-CHANNEL, 2#/FT (MIN), 3/8 HOLE, 1" CENTER	12 FT	\$
4.11.2.4	ROAD MARKER, WHITE, FLAT, 2-SIDED	3X 6X 62	\$
4.11.2.5	CHANNELIZER, FLEXIBLE, BASE MOUNT, YELLOW, W/ 6" HI STRIP	36"	\$
4.11.2.6	CHANNELIZER, FLEXIBLE, BASE MOUNT, WHITE, W/ 6" HI STRIP	48"	\$

- 4.12. \_\_\_\_\_ % Increase 1<sup>st</sup> Renewal  
 \_\_\_\_\_ % Increase 2<sup>nd</sup> Renewal  
 \_\_\_\_\_ % Increase 3<sup>rd</sup> Renewal

4.13. Please Describe Warranty:

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4.14. Please Describe On-Line Order Capability:

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4.15. Delivery ARO: \_\_\_\_\_ days

4.16. Will you honor the submitted prices for purchase by other entities in Boone County who participate in cooperative purchasing with Boone County, Missouri?

\_\_\_\_\_ Yes                      \_\_\_\_\_ No

4.17. **The undersigned offers to furnish and deliver the articles or services as specified at the prices and terms stated and in strict accordance with the specifications, instructions and general conditions of bidding which have been read and understood, and all of which are made part of this order.**

Authorized Representative (Sign by Hand):

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Type or Print Signed Name:

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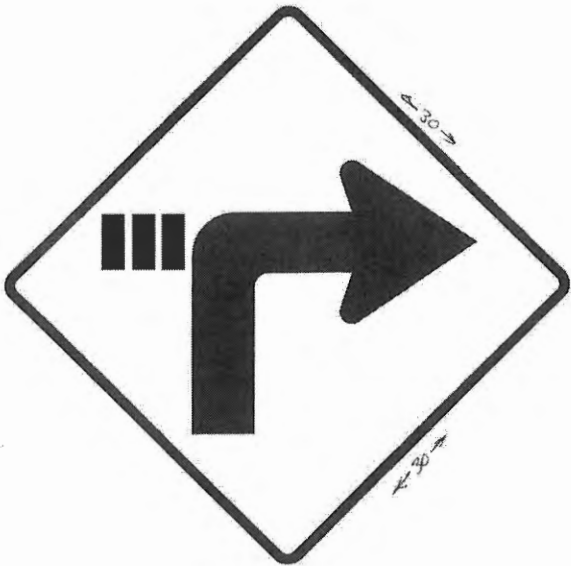
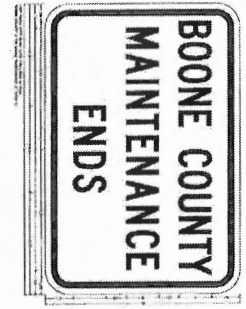
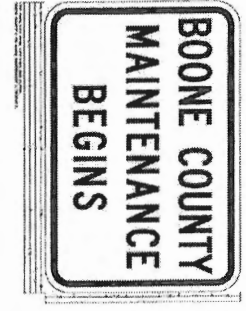
Today's Date: \_\_\_\_\_

ATTACHMENT A  
SPECIAL DESIGN SIGN LAYOUTS





ATTACHMENT A  
SPECIAL DESIGN SIGN LAYOUTS

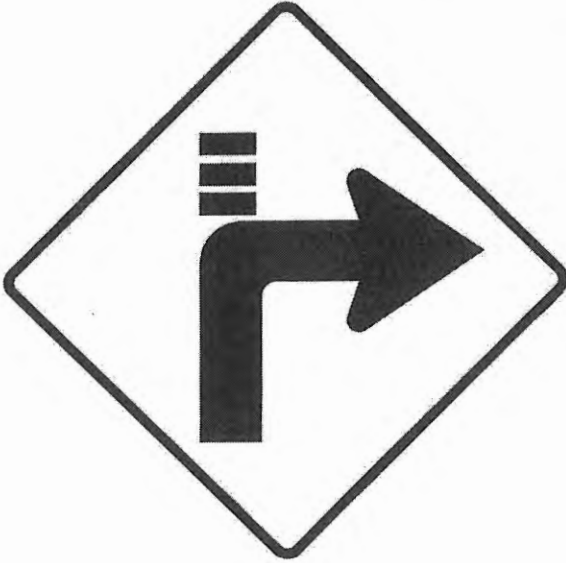


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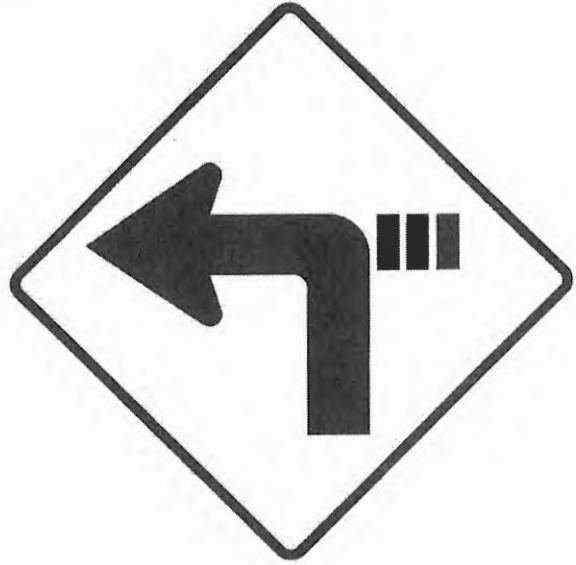


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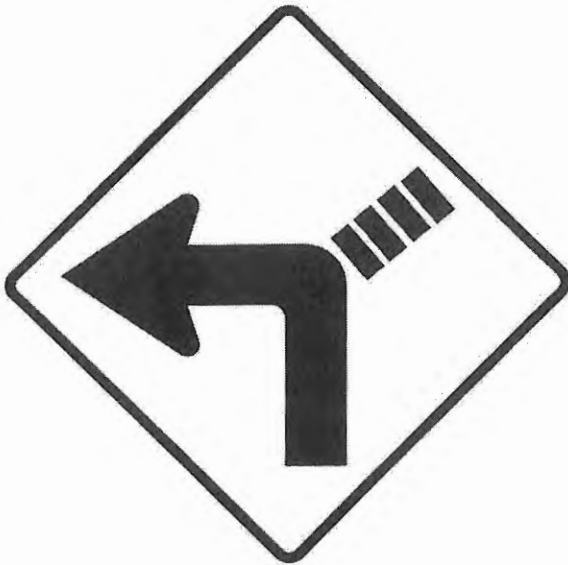
ATTACHMENT A  
SPECIAL DESIGN SIGN LAYOUTS



W1-R F



W1-L S



W1-L C



W1-L F

**ATTACHMENT A  
SPECIAL DESIGN SIGN LAYOUTS**



W20-4 SPEC



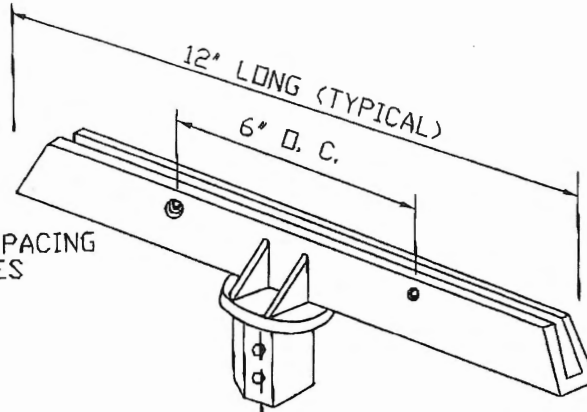
DNR PERMIT

**ATTACHMENT B  
BRACKETS**

(Please note that the example shown here is one of two different sizes used by Boone County. See section 2.8.6.)

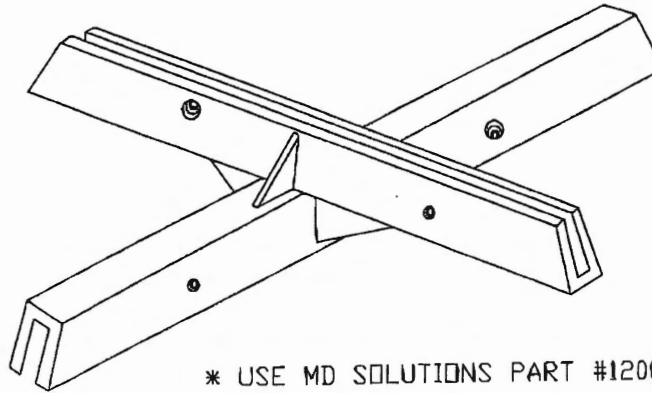
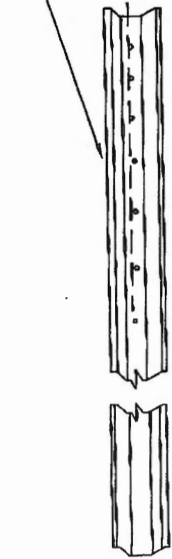
**NOTE:**

DIMENSIONS AND BOLT SPACING  
TYPICAL FOR BOTH TYPES



MOUNT TO 12' LONG  
U-CHANNEL  
GREEN SIGN POST  
OR APPROVED EQUAL

- \* USE MD SOLUTIONS PART #120UCF090 (90 DEGREES)
- \* USE MD SOLUTIONS PART #120UCF180 (180 DEGREES AS SHOWN)
- OR APPROVED EQUAL



- \* USE MD SOLUTIONS PART #120CPF090
- OR APPROVED EQUAL



### 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

**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:

**(Please complete and return with Contract)**

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.

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Name and Title of Authorized Representative

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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 bid responses over \$25,000, if any manufactured goods or commodities proposed with bid/proposal response are manufactured or produced outside the United States, this MUST be noted on the Bid/Proposal Response Form or a Memo attached.
19. 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.
20. 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.



*"No Bid" Response Form*

**Boone County Purchasing**  
613 E. Ash Street, Room 113  
Columbia, MO 65201

Robert Wilson, Buyer  
(573) 886-4393– Fax: (573) 886-4390

**"NO BID RESPONSE FORM"**

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

If you do not wish to respond to this bid 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.

**Bid: 03-03JAN19– Regulatory Signs Term and Supply**

Business Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Telephone: \_\_\_\_\_

Contact: \_\_\_\_\_

Date: \_\_\_\_\_

Reason(s) for not bidding:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI

January Session of the January Adjourned

Term. 20 19

County of Boone

} ea.

In the County Commission of said county, on the

29th

day of

January

20 19

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 2019 Annual Consultant Service Agreements for Professional Services with the following:

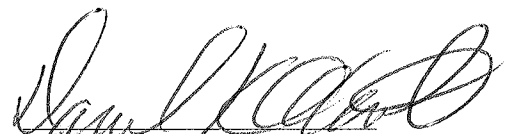
- Bartlett & West, Inc
- CBB
- PW Architects, Inc
- Ross & Baruzzini

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

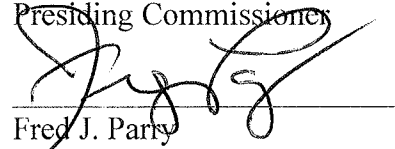
Done this 29th day of January 2019.

ATTEST:

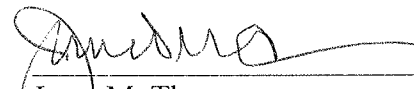
*Brianna L. Lennon*  
 Brianna L. Lennon  
 Clerk of the County Commission



Daniel K. Atwill  
 Presiding Commissioner



Fred J. Parry  
 District I Commissioner



Janet M. Thompson  
 District II Commissioner

## GENERAL CONSULTANT SERVICES AGREEMENT

THIS AGREEMENT dated this 29 day of January, 2018/2019, by and between Boone County, Missouri, a first class county and political subdivision of the state of Missouri through its County Commission, (herein "Owner") and Bartlett & West Inc. (herein "Consultant").

IN CONSIDERATION OF the performance of the services rendered under this Agreement and payment for such services, the parties agree to the following:

1. **Agreement duration** – This contract shall be in effect beginning January 1, 2019 or the date of full execution; which ever is later and run through the calendar year ending on December 31, 2019. This agreement may be terminated in accordance with the terms and conditions set forth in this agreement.

2. **Services** - As authorized by the Owner in writing, the Consultant shall provide the Owner all engineering, surveying, and other professional services for the benefit of the Owner as prescribed by the Owner based upon requests for proposals for projects assigned during the term of this agreement and the Consultant shall provide the Owner, as applicable, with the services, reports, studies, surveys, plans, specifications, and other work required by the Owner's request for proposal. Consultant agrees to provide all such services in a timely manner as established by the Owner in writing for each assigned project, or in the absence of the designation, within a reasonable time after receipt of Owner directives. Consultant agrees to provide services by and through qualified personnel under standards and conditions generally accepted by professionals in the field or occupations for which services are provided. Services shall be provided based only upon requests for proposals provided to the Consultant by the Owner or Owner's representative and to which the Consultant prepares and submits a written proposal for services which is approved by the Owner in writing. No work shall be performed nor shall compensation be paid for Consultant work performed without an Owner approved written proposal for professional services. Proposals for services shall be in written form, as required by the request for proposal, and shall be specifically responsive to the criteria provided by the Owner in its request for proposal. All work performed by the Consultant, based upon Owner approved proposals submitted by the Consultant, shall be subject to the terms and conditions of this agreement unless otherwise specifically agreed upon by the Owner and Consultant in writing. All proposals for work submitted by the Consultant to the Owner for work shall at a minimum contain the following:

2.1 **Scope of Services** - Each proposal for services shall contain a detailed description of work to be performed by the Consultant. When the Owner provides the Consultant with a written and/or graphic request for proposal, the Consultant's proposal shall be responsive to the request with the same or greater level of specificity required by the request for proposal. The Consultant shall specifically identify services which are included as basic services and those services which are excluded from basic services in the proposal. Services which the Consultant does not identify as excluded from basic services under the proposal and which are necessary for successful completion of the work in the judgment of the Owner shall be presumed to be a part of basic services under the proposal. If a request for proposal requires the Consultant to provide optional services, the Consultant's proposal shall respond to the options requested, or provide

reasons why the Consultant cannot provide or respond to the request for optional services.

2.2 **Time for Completion** - Each proposal for services shall contain a detailed description of the estimated time to complete each task or item of work to be performed by the Consultant under the proposal. When the Owner provides the Consultant with a written and/or graphic request for proposal, the Consultant's proposal shall be responsive to any request for estimated or maximum completion times for work with the same or greater level of specificity required by the request for proposal.

2.3 **Compensation** - Each proposal for services shall state the basis of compensation on either: (1) an hourly fee plus expense basis with a statement of a maximum compensation to be charged, or, (2) a lump sum payment of compensation for all work to be performed, or, (3) a payment based upon unit prices. Proposals for compensation for an hourly fee plus expense basis shall provide detailed time and expense estimates to support a maximum contract amount to be charged and shall be consistent with the hourly rates, unit prices and reimbursement rates made a part of this agreement by reference in paragraph two (2) below. When the Owner or Owner's representative requests the Consultant to provide work on an hourly fee plus expense basis, the Consultant's proposal shall be responsive to the request and shall not propose payment on another basis unless otherwise authorized. Unit price proposals shall identify and estimate the quantity of units as a part of the proposal when they can be identified and estimated, or as necessary in response to a particular request for proposal requesting such information. Each proposal for services shall also state a proposed payment schedule at a frequency no greater than monthly in such amounts as are consistent with amount of work to be performed and billed. Reimbursable expenses proposed shall be specifically identified and estimated as a part of the proposal with a statement of the maximum amount to be charged unless the Owner's request for proposal specifies otherwise.

2.4 **Signatures** - Consultant proposals for services under this agreement shall be signed and dated by the Consultant or an authorized representative of the Consultant (as applicable), and shall be considered binding offers to contract open for acceptance by the Owner for an indefinite duration unless limited in the proposal or withdrawn prior to acceptance by the Owner. All proposals for services under this agreement shall be on forms approved by the Owner; use of the signature block shown in this agreement on a proposal for services shall be considered an adequate signature block. In the absence of an Owner provided form, the signature block shall contain a signature line for Boone County, Missouri by its Presiding Commissioner, a signature line for attestation by the County Clerk, a signature line approving the proposal by the Director of Resource Management, and a signature line for the County Attorney approving the proposal as to legal form. In addition, the signature block shall contain a line for insertion of the date the proposal is approved by the Owner.

3. **Compensation** - In consideration for the Consultant's provision of services under this agreement, the Owner agrees to compensate the Consultant for services rendered in accordance with the hourly rates, unit prices and reimbursement rates for expenses set forth in the schedule for hourly rates and expense charges to be in effect for the calendar year of this agreement which is either attached to this agreement or maintained on file with the Boone County Resource Management Department and is hereby incorporated by reference. No increases in the rates and charges set forth in the attached schedule shall be permitted for this

calendar year without the written authorization of the Owner. Payments shall be made within thirty (30) days of receipt of invoice by the Owner. Invoices shall be submitted periodically as mutually agreed upon by the Owner and Consultant, or in the absence of such agreement, upon completion of the work constituting the task or project for which services are provided. Invoices for services on an hourly fee plus expense basis shall individually describe the task or project by name, show hours expended by classes of personnel in increments of not less than one-half hour and rates applied, as well as describe work performed during the invoice period; reimbursable expenses shall be itemized. Invoices for services performed on a unit price basis shall identify the task or project by name, identify and quantify units charged for services during the invoice period. Invoices for services on a lump sum basis shall identify the task or project by name and the invoiced amount. Periodic invoices shall not exceed the amounts permitted in the Consultant's proposal approved by the Owner. The Owner reserves the right to withhold payment for inadequately documented invoices until documented as required herein. The Owner further reserves the right to withhold payments for unperformed work or work not performed on a timely basis in accordance with the Consultant's proposal when delays in performance of services are not attributable to the Owner, or as a result of a billing dispute between the Owner and Consultant. However, Owner agrees to pay interest at a rate of nine percent (9%) annum on any disputed billed amounts for which payments are withheld beyond thirty (30) days of invoice if and to the extent that those disputed amounts are resolved in favor of the Consultant.

4. **Owner Responsibilities** - Owner agrees to furnish Consultant with all current and available information for each task or project assigned to Consultant, along with any information necessitated by changes in work or services initiated by the Owner which may affect services rendered thereunder.

5. **Coordination of Work and Work Product** - Consultant shall coordinate all work with the Owner's designated representative for each task or project assigned to Consultant and submit to the Owner's representative all work product in written or graphic form (and in electronic form if requested) as applicable or required. All reports, surveys, test data, memoranda, samples, plans, specifications, and other documents or materials submitted by or to the Owner shall be considered the property of the Owner. When available and requested by the Owner, work product shall be provided in electronic form at actual cost in media compatible for use with Owner software and equipment.

6. **Insurance** - Consultant shall procure and maintain professional liability insurance in such amounts as are deemed mutually agreeable to the parties and approved by the Owner or the Owner's representative in writing within thirty (30) days of this Agreement. Consultant shall also maintain general public liability insurance with coverage's no less than \$2,000,000.00 per occurrence, and worker's compensation insurance as required by state law. Failure of Consultant to obtain or maintain such insurance during this contract, or to provide proper proofs thereof upon request of the Owner, shall not diminish, waive or otherwise reduce the Consultant's obligations to maintain such insurance coverage and Consultant shall indemnify and hold the Owner and all its personnel harmless from and against any and all claims, damages, losses and expenses, including reasonable attorney's fees and litigation costs, arising out of or resulting from the performance of services, provided that any such claim, damage, loss or expenses, is caused in whole or in part by the negligent act, omission and or liability of the Consultant, its agents or employees. The Consultant shall provide the Owner with certificates of insurance

exhibiting the coverage as specified above within thirty (30) days of execution of this agreement and thereafter within five (5) working days after request by the Owner. All certificates of insurance shall contain provision that insurance provided shall not be canceled or altered except upon ten (10) days written notice to the Owner.

7. **Delegation and Subcontracting** - Unless otherwise proposed and approved in the Consultant's proposal for services, the Consultant shall not delegate or subcontract any work to be performed by the Consultant under this agreement to any other person, business or entity without the express advance written approval of the Owner for such delegation or subcontract work.

8. **Records and Samples** - To the extent not otherwise transferred to the Owner's possession, Consultant agrees to retain and provide the Owner with reasonable access to all work product, records, papers and other documents involving transactions and work related to or performed under this agreement for a period of three (3) years after this agreement expires. When services involve testing or sampling, Consultant agrees to either retain all test products or samples collected by or submitted to Consultant, or return same to the Owner as mutually agreed upon. In absence of agreement, Consultant shall not dispose of test samples or products without notice to or consent by the Owner or the Owner's representative.

9. **Additional Services** - No compensation shall be paid for any service rendered by the Consultant considered an additional service beyond the scope of services approved by the Owner unless rendition of that service and expense thereof has been authorized in writing by the Owner in advance of performance of such service. Any additional services performed by the Consultant prior to such authorization by the Owner shall be deemed a part of basic services for work performed under an Owner approved proposal for services governed by this agreement, whether enumerated in this agreement or not, for which the Consultant shall be entitled to no additional compensation.

10. **Owner Authorization** -When the term Owner is used in this agreement, it shall mean the government of Boone County, Missouri or the Boone County Commission, as the context requires. Authorization by the Owner shall mean authorization obtained by recorded majority vote of the Boone County Commission. It is further understood and agreed that no person or party is authorized to bind the Owner to any proposed agreement for services under the auspices of this agreement without having obtained the prior approval of the Boone County Commission by recorded majority vote for such authorization. In this regard, it is understood and agreed that the Consultant shall not be entitled to rely upon verbal or written representations by any agent or employee of the Owner in deviation to the terms and conditions of this agreement, or as authorization for compensation for services except as may be approved by recorded vote of the Boone County Commission. When the term Owner's representative is used, it shall mean the Director of the Boone County Resource Management Department or his designee as specified in writing. It shall be presumed that such representative shall have all necessary decision making authority with respect to services provided under this agreement and Owner approved proposals for services except such representative shall have no authority to make decisions concerning changes to the Consultant's compensation or reimbursement, or with respect to services to be performed under this agreement or Owner approved proposal for services which involve or affect cost, expense or budgetary allowances.



11. **Termination** - The Owner may and reserves the right to terminate this agreement at any time with or without cause by giving the Consultant written notice of termination. Upon receipt of such notice, Consultant shall discontinue all services in connection with the performance of services authorized under this agreement or Owner approved proposal for services and Owner shall upon invoice remit payment for all authorized services completed up to the date of termination notice. Upon payment of this invoice, the Consultant shall deliver any and all work product including drawings, plans, and specifications, or other documents, prepared as instruments of service, whether complete or in progress. It is further agreed that if services are terminated the Consultant shall be compensated for all services rendered through the date of termination not to exceed the amount authorized for services through the date of termination. If the Owner questions the extent of work on a final invoice, the Consultant shall give the Owner the opportunity to review and evaluate all work upon which the invoice is based in the offices of the Consultant prior to payment. This agreement or work performed under the provisions of this agreement may also be terminated by the Consultant upon not less than seven days written notice in the event the Owner shall substantially fail to perform in accordance with the terms and conditions of this agreement, through no fault of the Consultant. In the event of termination by the Consultant, the other provisions concerning termination contained in this paragraph shall be applicable.

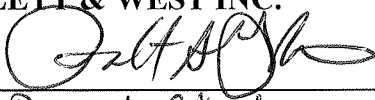
12. **Governing Law** - This agreement shall be governed by the laws of the state of Missouri and it is agreed that this agreement is made in Boone County, Missouri and that Boone County, Missouri is proper venue for any action pertaining to the interpretation or enforcement of any provision within or services performed under this agreement.

13. **Certification of Lawful Presence / Work Authorization** - Consultant shall complete and return the Work Authorization Certification attached hereto, and if applicable, the other required lawful presence documents for an individual Consultant.

14. **Miscellaneous** - This agreement constitutes the entire agreement of the parties superseding all prior negotiations, written or verbal, and may only be amended by signed writing executed by the parties through their authorized representatives hereunder.

IN WITNESS WHEREOF, the parties have executed this agreement by their duly authorized signatories effective the date and year first-above written.

**BARTLETT & WEST INC.**

By   
Robert A. Gilbert

Title COO, Sr VP

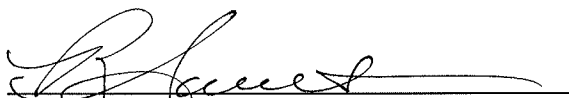
Dated: 12-26-18

**BOONE COUNTY, MISSOURI**


By   
Presiding Commissioner

Dated: 1-29-19

APPROVED AS TO FORM:

  
County Attorney

ATTEST:

  
County Clerk

APPROVED:

  
Director, Boone County Resource Management

Company ID Number: 46140

**INFORMATION REQUIRED  
FOR THE E-VERIFY PROGRAM**

Information relating to your Company:

Company Name: Bartlett & West, Inc.

Company Facility Address: 1200 SW Executive Drive  
Topeka, KS 66615

Company Alternate Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

County or Parish: SHAWNEE

Employer Identification Number: 480770612

North American Industry  
Classification Systems Code: 541

Parent Company: \_\_\_\_\_

Number of Employees: 100 to 499      Number of Sites Verified for: 10

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

- MISSOURI                                      3    site(s)
- NORTH DAKOTA                                1    site(s)
- KANSAS                                         3    site(s)
- IOWA    1    site(s)
- TEXAS    1    site(s)
- SOUTH DAKOTA                                1    site(s)

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

Name: **Erin M Gerety**  
Telephone Number: **(785) 272 - 2252 ext. 246**      Fax Number: **(785) 228 - 6210**  
E-mail Address: **erin.gerety@bartwest.com**

# DISCIPLINE LIST



**Bartlett & West Inc.**

**2019 Discipline List**

*Instructions: Please place a check mark in the Services Offered box next to those disciplines provided by your firm*

Discipline	Services Offered
Architecture	X
Bridge Design	X
Civil Engineering	X
Construction Management	
Electrical Engineering	X
Geotechnical Engineering	
Lab Testing	
Mechanical Engineering	X
Planning	
Structural Engineering	X
Surveying	X
Traffic	X
Transportation	X
Acoustical	
Building Enclosure Consulting	
Control System Integration	
Design/Build	
Environmental	
Forensic	
GIS	X
Industrial	
Interior Design	
Landscape Architecture	
Natural Gas	X
Photogrammetry	
Telecommunications	X

sub

Reviewed by: *JW*

**BARTLETT & WEST, INC.**  
**2019 SCHEDULE OF HOURLY CHARGES**  
**Effective January 1, 2019**

Engineer Landscape Architect Architect Planner	XI	\$225.00	Right-of-Way Technician VI	\$119.00
	X	205.00	Right-of-Way Technician V	110.00
	IX	190.00	Right-of-Way Technician IV	100.00
	VIII	178.00	Right-of-Way Technician III	90.00
	VII	165.00	Right-of-Way Technician II	79.00
	VI	150.00	Right-of-Way Technician I	68.00
	V	140.00		
	IV	130.00	GIS Coordinator IX	\$225.00
	III	120.00	GIS Coordinator VIII	210.00
	II	110.00	GIS Coordinator VII	200.00
	I	98.00	GIS Coordinator VI	184.00
		GIS Coordinator V	174.00	
		GIS Coordinator IV	160.00	
		GIS Coordinator III	145.00	
		GIS Coordinator II	130.00	
		GIS Coordinator I	120.00	
		GIS Developer/DBA V	\$160.00	
		GIS Developer/DBA IV	150.00	
		GIS Developer/DBA III	140.00	
		GIS Developer/DBA II	130.00	
		GIS Developer/DBA I	120.00	
		GIS Analyst V	\$130.00	
		GIS Analyst IV	120.00	
		GIS Analyst III	110.00	
		GIS Analyst II	100.00	
		GIS Analyst I	90.00	
		GIS Technician IV	\$90.00	
		GIS Technician III	80.00	
		GIS Technician II	70.00	
		GIS Technician I	60.00	
		Project Coordinator VII	\$208.00	
		Project Coordinator VI	180.00	
		Project Coordinator V	165.00	
		Project Coordinator IV	140.00	
		Project Coordinator III	125.00	
		Project Coordinator II	115.00	
		Project Coordinator I	103.00	
		Systems Analyst	\$160.00	
		Systems Administrator	120.00	
		Systems Technician	80.00	
		Administrator VI	\$125.00	
		Administrator V	110.00	
		Administrator IV	100.00	
		Administrator III	85.00	
		Administrator II	74.00	
		Administrator I	66.00	
		Administrative Technician V	\$72.00	
		Administrative Technician IV	65.00	
		Administrative Technician III	58.00	
		Administrative Technician II	53.00	
		Administrative Technician I	47.00	
Engineering Technician XI		\$175.00		
Engineering Technician X		150.00		
Engineering Technician IX		130.00		
Engineering Technician VIII		117.00		
Engineering Technician VII		105.00		
Engineering Technician VI		97.00		
Engineering Technician V		90.00		
Engineering Technician IV		83.00		
Engineering Technician III		70.00		
Engineering Technician II		60.00		
Engineering Technician I		50.00		
Surveyor X		\$180.00		
Surveyor IX		165.00		
Surveyor VIII		150.00		
Surveyor VII		135.00		
Surveyor VI		123.00		
Surveyor V		110.00		
Surveyor IV		98.00		
Surveyor III		88.00		
Surveyor II		77.00		
Surveyor I		67.00		
Survey Technician VIII		\$125.00		
Survey Technician VII		109.00		
Survey Technician VI		98.00		
Survey Technician V		85.00		
Survey Technician IV		75.00		
Survey Technician III		66.00		
Survey Technician II		58.00		
Survey Technician I		53.00		
Construction Eng. Tech IX		\$155.00		
Construction Eng. Tech VIII		145.00		
Construction Eng. Tech VII		130.00		
Construction Eng. Tech VI		120.00		
Construction Eng. Tech V		110.00		
Construction Eng. Tech IV		99.00		
Construction Eng. Tech III		87.00		
Construction Eng. Tech II		77.00		
Construction Eng. Tech I		68.00		
Right-of-Way Specialist IV		\$208.00		
Right-of-Way Specialist III		165.00		
Right-of-Way Specialist II		143.00		
Right-of-Way Specialist I		127.00		

## GENERAL CONSULTANT SERVICES AGREEMENT

THIS AGREEMENT dated this 29 day of January, ~~2018~~ 2019 by and between Boone County, Missouri, a first class county and political subdivision of the state of Missouri through its County Commission, (herein "Owner") and CBB (herein "Consultant").

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1. **Agreement duration** – This contract shall be in effect beginning January 1, 2019 or the date of full execution; which ever is later and run through the calendar year ending on December 31, 2019. This agreement may be terminated in accordance with the terms and conditions set forth in this agreement.

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services.

**2.2 Time for Completion** - Each proposal for services shall contain a detailed description of the estimated time to complete each task or item of work to be performed by the Consultant under the proposal. When the Owner provides the Consultant with a written and/or graphic request for proposal, the Consultant's proposal shall be responsive to any request for estimated or maximum completion times for work with the same or greater level of specificity required by the request for proposal.

**2.3 Compensation** - Each proposal for services shall state the basis of compensation on either: (1) an hourly fee plus expense basis with a statement of a maximum compensation to be charged, or, (2) a lump sum payment of compensation for all work to be performed, or, (3) a payment based upon unit prices. Proposals for compensation for an hourly fee plus expense basis shall provide detailed time and expense estimates to support a maximum contract amount to be charged and shall be consistent with the hourly rates, unit prices and reimbursement rates made a part of this agreement by reference in paragraph two (2) below. When the Owner or Owner's representative requests the Consultant to provide work on an hourly fee plus expense basis, the Consultant's proposal shall be responsive to the request and shall not propose payment on another basis unless otherwise authorized. Unit price proposals shall identify and estimate the quantity of units as a part of the proposal when they can be identified and estimated, or as necessary in response to a particular request for proposal requesting such information. Each proposal for services shall also state a proposed payment schedule at a frequency no greater than monthly in such amounts as are consistent with amount of work to be performed and billed. Reimbursable expenses proposed shall be specifically identified and estimated as a part of the proposal with a statement of the maximum amount to be charged unless the Owner's request for proposal specifies otherwise.

**2.4 Signatures** - Consultant proposals for services under this agreement shall be signed and dated by the Consultant or an authorized representative of the Consultant (as applicable), and shall be considered binding offers to contract open for acceptance by the Owner for an indefinite duration unless limited in the proposal or withdrawn prior to acceptance by the Owner. All proposals for services under this agreement shall be on forms approved by the Owner; use of the signature block shown in this agreement on a proposal for services shall be considered an adequate signature block. In the absence of an Owner provided form, the signature block shall contain a signature line for Boone County, Missouri by its Presiding Commissioner, a signature line for attestation by the County Clerk, a signature line approving the proposal by the Director of Resource Management, and a signature line for the County Attorney approving the proposal as to legal form. In addition, the signature block shall contain a line for insertion of the date the proposal is approved by the Owner.

**3. Compensation** - In consideration for the Consultant's provision of services under this agreement, the Owner agrees to compensate the Consultant for services rendered in accordance with the hourly rates, unit prices and reimbursement rates for expenses set forth in the schedule for hourly rates and expense charges to be in effect for the calendar year of this agreement which is either attached to this agreement or maintained on file with the Boone County Resource Management Department and is hereby incorporated by reference. No increases in the rates and charges set forth in the attached schedule shall be permitted for this calendar year without the written authorization of the Owner. Payments shall be made within

thirty (30) days of receipt of invoice by the Owner. Invoices shall be submitted periodically as mutually agreed upon by the Owner and Consultant, or in the absence of such agreement, upon completion of the work constituting the task or project for which services are provided. Invoices for services on an hourly fee plus expense basis shall individually describe the task or project by name, show hours expended by classes of personnel in increments of not less than one-half hour and rates applied, as well as describe work performed during the invoice period; reimbursable expenses shall be itemized. Invoices for services performed on a unit price basis shall identify the task or project by name, identify and quantify units charged for services during the invoice period. Invoices for services on a lump sum basis shall identify the task or project by name and the invoiced amount. Periodic invoices shall not exceed the amounts permitted in the Consultant's proposal approved by the Owner. The Owner reserves the right to withhold payment for inadequately documented invoices until documented as required herein. The Owner further reserves the right to withhold payments for unperformed work or work not performed on a timely basis in accordance with the Consultant's proposal when delays in performance of services are not attributable to the Owner, or as a result of a billing dispute between the Owner and Consultant. However, Owner agrees to pay interest at a rate of nine percent (9%) annum on any disputed billed amounts for which payments are withheld beyond thirty (30) days of invoice if and to the extent that those disputed amounts are resolved in favor of the Consultant.

4. **Owner Responsibilities** - Owner agrees to furnish Consultant with all current and available information for each task or project assigned to Consultant, along with any information necessitated by changes in work or services initiated by the Owner which may affect services rendered thereunder.

5. **Coordination of Work and Work Product** - Consultant shall coordinate all work with the Owner's designated representative for each task or project assigned to Consultant and submit to the Owner's representative all work product in written or graphic form (and in electronic form if requested) as applicable or required. All reports, surveys, test data, memoranda, samples, plans, specifications, and other documents or materials submitted by or to the Owner shall be considered the property of the Owner. When available and requested by the Owner, work product shall be provided in electronic form at actual cost in media compatible for use with Owner software and equipment.

6. **Insurance** - Consultant shall procure and maintain professional liability insurance in such amounts as are deemed mutually agreeable to the parties and approved by the Owner or the Owner's representative in writing within thirty (30) days of this Agreement. Consultant shall also maintain general public liability insurance with coverage's no less than \$2,000,000.00 per occurrence, and worker's compensation insurance as required by state law. Failure of Consultant to obtain or maintain such insurance during this contract, or to provide proper proofs thereof upon request of the Owner, shall not diminish, waive or otherwise reduce the Consultant's obligations to maintain such insurance coverage and Consultant shall indemnify and hold the Owner and all its personnel harmless from and against any and all claims, damages, losses and expenses, including reasonable attorney's fees and litigation costs, arising out of or resulting from the performance of services, provided that any such claim, damage, loss or expenses, is caused in whole or in part by the negligent act, omission and or liability of the Consultant, its agents or employees. The Consultant shall provide the Owner with certificates of insurance exhibiting the coverage as specified above within thirty (30) days of execution of this agreement



and thereafter within five (5) working days after request by the Owner. All certificates of insurance shall contain provision that insurance provided shall not be canceled or altered except upon ten (10) days written notice to the Owner.

7. **Delegation and Subcontracting** - Unless otherwise proposed and approved in the Consultant's proposal for services, the Consultant shall not delegate or subcontract any work to be performed by the Consultant under this agreement to any other person, business or entity without the express advance written approval of the Owner for such delegation or subcontract work.

8. **Records and Samples** - To the extent not otherwise transferred to the Owner's possession, Consultant agrees to retain and provide the Owner with reasonable access to all work product, records, papers and other documents involving transactions and work related to or performed under this agreement for a period of three (3) years after this agreement expires. When services involve testing or sampling, Consultant agrees to either retain all test products or samples collected by or submitted to Consultant, or return same to the Owner as mutually agreed upon. In absence of agreement, Consultant shall not dispose of test samples or products without notice to or consent by the Owner or the Owner's representative.

9. **Additional Services** - No compensation shall be paid for any service rendered by the Consultant considered an additional service beyond the scope of services approved by the Owner unless rendition of that service and expense thereof has been authorized in writing by the Owner in advance of performance of such service. Any additional services performed by the Consultant prior to such authorization by the Owner shall be deemed a part of basic services for work performed under an Owner approved proposal for services governed by this agreement, whether enumerated in this agreement or not, for which the Consultant shall be entitled to no additional compensation.

10. **Owner Authorization** -When the term Owner is used in this agreement, it shall mean the government of Boone County, Missouri or the Boone County Commission, as the context requires. Authorization by the Owner shall mean authorization obtained by recorded majority vote of the Boone County Commission. It is further understood and agreed that no person or party is authorized to bind the Owner to any proposed agreement for services under the auspices of this agreement without having obtained the prior approval of the Boone County Commission by recorded majority vote for such authorization. In this regard, it is understood and agreed that the Consultant shall not be entitled to rely upon verbal or written representations by any agent or employee of the Owner in deviation to the terms and conditions of this agreement, or as authorization for compensation for services except as may be approved by recorded vote of the Boone County Commission. When the term Owner's representative is used, it shall mean the Director of the Boone County Resource Management Department or his designee as specified in writing. It shall be presumed that such representative shall have all necessary decision making authority with respect to services provided under this agreement and Owner approved proposals for services except such representative shall have no authority to make decisions concerning changes to the Consultant's compensation or reimbursement, or with respect to services to be performed under this agreement or Owner approved proposal for services which involve or affect cost, expense or budgetary allowances.

11. **Termination** - The Owner may and reserves the right to terminate this agreement at any time with or without cause by giving the Consultant written notice of termination. Upon receipt of such notice, Consultant shall discontinue all services in connection with the performance of services authorized under this agreement or Owner approved proposal for services and Owner shall upon invoice remit payment for all authorized services completed up to the date of termination notice. Upon payment of this invoice, the Consultant shall deliver any and all work product including drawings, plans, and specifications, or other documents, prepared as instruments of service, whether complete or in progress. It is further agreed that if services are terminated the Consultant shall be compensated for all services rendered through the date of termination not to exceed the amount authorized for services through the date of termination. If the Owner questions the extent of work on a final invoice, the Consultant shall give the Owner the opportunity to review and evaluate all work upon which the invoice is based in the offices of the Consultant prior to payment. This agreement or work performed under the provisions of this agreement may also be terminated by the Consultant upon not less than seven days written notice in the event the Owner shall substantially fail to perform in accordance with the terms and conditions of this agreement, through no fault of the Consultant. In the event of termination by the Consultant, the other provisions concerning termination contained in this paragraph shall be applicable.


12. **Governing Law** - This agreement shall be governed by the laws of the state of Missouri and it is agreed that this agreement is made in Boone County, Missouri and that Boone County, Missouri is proper venue for any action pertaining to the interpretation or enforcement of any provision within or services performed under this agreement.

13. **Certification of Lawful Presence / Work Authorization** - Consultant shall complete and return the Work Authorization Certification attached hereto, and if applicable, the other required lawful presence documents for an individual Consultant.

14. **Miscellaneous** - This agreement constitutes the entire agreement of the parties superseding all prior negotiations, written or verbal, and may only be amended by signed writing executed by the parties through their authorized representatives hereunder.

IN WITNESS WHEREOF, the parties have executed this agreement by their duly authorized signatories effective the date and year first-above written.


CBB

By   
SHAWN LEIGHT

Title VICE PRESIDENT


Dated: JAN 12, 2019

BOONE COUNTY, MISSOURI


By   
Presiding Commissioner

Dated: 1-29-19

APPROVED AS TO FORM:

  
County Attorney

ATTEST:

  
County Clerk

APPROVED:

  
Director, Boone County Resource Management

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

County of St. Louis )  
State of Missouri )ss

My name is SRINIWASA R. YANAMANAMANDA. I am an authorized agent of George L. Crawford &

Associates, Inc dba CBB (Consultant). 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, shall not thereafter be in violation and submit a sworn affidavit under penalty of perjury that all employees are lawfully present in the United States.

Srin R. Yanamananda 01/14/2019  
Affiant Date

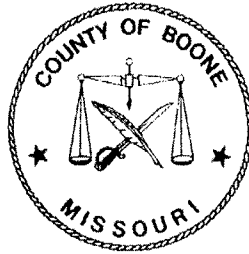
SRINIWASA R. YANAMANAMANDA  
Printed Name President & CEO

Subscribed and sworn to before me this 14<sup>th</sup> day of January, 2018.

Alice M. Meromonti  
Notary Public



CBB DISCIPLINE LIST



CBB

2019 Discipline List

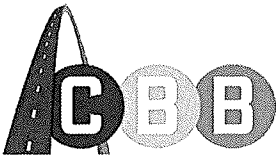
Instructions: Please place a check mark in the Services Offered box next to those disciplines provided by your firm

Discipline	Services Offered
Architecture	
Bridge Design	
Civil Engineering	X
Construction Management	X
Electrical Engineering	
Geotechnical Engineering	
Lab Testing	
Mechanical Engineering	
Planning	X
Structural Engineering	
Surveying	
Traffic	X
Transportation	X
Acoustical	
Building Enclosure Consulting	
Control System Integration	
Design/Build	
Environmental	
Forensic	
GIS	
Industrial	
Interior Design	
Landscape Architecture	
Natural Gas	
Photogrammetry	
Telecommunications	

TRAFFIC SIGNALS AND ITS PROJECTS

TRANSPORTATION PLANNING

Reviewed by: *Jm*



**2019 FEE SCHEDULE\***  
For Contracted Services

<u>Classification</u>		<u>Hourly Rate</u>
Sr. Principal		\$225.00
Senior Engineer	Level V	\$185.00
Senior Engineer	Level IV	\$180.00
Senior Engineer	Level III	\$175.00
Senior Engineer	Level II	\$170.00
Senior Engineer	Level I	\$165.00
Project Engineer	Level V	\$145.00
Project Engineer	Level IV	\$140.00
Project Engineer	Level III	\$135.00
Project Engineer	Level II	\$130.00
Project Engineer	Level I	\$125.00
Project Planner	Level I	\$125.00
Staff Engineer	Level IV	\$115.00
Staff Engineer	Level III	\$110.00
Staff Engineer	Level II	\$105.00
Staff Engineer	Level I	\$100.00
Staff Planner	Level I	\$100.00
Jr. Engineer		\$90.00
Designer		\$95.00
CADD Tech	Level II	\$85.00
CADD Tech	Level I	\$75.00
Construction Inspector		\$85.00
Field Tech	Level II	\$85.00
Field Tech	Level I	\$70.00
Financial Admin.		\$100.00
Office Admin.		\$50.00

Other Direct Costs (ODC)

Mileage	IRS Standard Rate/Mile
Xerox Copies	\$ 0.12/Copy
Plan Sheets (Standard)	\$ 1.25/Sheet
Plan Sheets (Color or Enlarged)	Varies
Overnight Mail/Express	Actual Cost
Miscellaneous	Actual Cost

\* Note: Effective January 1, 2019  
 Rates subject to change January 1 of each calendar year.

## GENERAL CONSULTANT SERVICES AGREEMENT

THIS AGREEMENT dated this 29 day of January, 2018(2019), by and between Boone County, Missouri, a first class county and political subdivision of the state of Missouri through its County Commission, (herein "Owner") and PW Architects, Inc (herein "Consultant").

IN CONSIDERATION OF the performance of the services rendered under this Agreement and payment for such services, the parties agree to the following:

1. **Agreement duration** – This contract shall be in effect beginning January 1, 2019 or the date of full execution; which ever is later and run through the calendar year ending on December 31, 2019. This agreement may be terminated in accordance with the terms and conditions set forth in this agreement.

2. **Services** - As authorized by the Owner in writing, the Consultant shall provide the Owner all engineering, surveying, and other professional services for the benefit of the Owner as prescribed by the Owner based upon requests for proposals for projects assigned during the term of this agreement and the Consultant shall provide the Owner, as applicable, with the services, reports, studies, surveys, plans, specifications, and other work required by the Owner's request for proposal. Consultant agrees to provide all such services in a timely manner as established by the Owner in writing for each assigned project, or in the absence of the designation, within a reasonable time after receipt of Owner directives. Consultant agrees to provide services by and through qualified personnel under standards and conditions generally accepted by professionals in the field or occupations for which services are provided. Services shall be provided based only upon requests for proposals provided to the Consultant by the Owner or Owner's representative and to which the Consultant prepares and submits a written proposal for services which is approved by the Owner in writing. No work shall be performed nor shall compensation be paid for Consultant work performed without an Owner approved written proposal for professional services. Proposals for services shall be in written form, as required by the request for proposal, and shall be specifically responsive to the criteria provided by the Owner in its request for proposal. All work performed by the Consultant, based upon Owner approved proposals submitted by the Consultant, shall be subject to the terms and conditions of this agreement unless otherwise specifically agreed upon by the Owner and Consultant in writing. All proposals for work submitted by the Consultant to the Owner for work shall at a minimum contain the following:

2.1 **Scope of Services** - Each proposal for services shall contain a detailed description of work to be performed by the Consultant. When the Owner provides the Consultant with a written and/or graphic request for proposal, the Consultant's proposal shall be responsive to the request with the same or greater level of specificity required by the request for proposal. The Consultant shall specifically identify services which are included as basic services and those services which are excluded from basic services in the proposal. Services which the Consultant does not identify as excluded from basic services under the proposal and which are necessary for successful completion of the work in the judgment of the Owner shall be presumed to be a part of basic services under the proposal. If a request for proposal requires the Consultant to provide optional services, the Consultant's proposal shall respond to the options requested, or provide

reasons why the Consultant cannot provide or respond to the request for optional services.

2.2 **Time for Completion** - Each proposal for services shall contain a detailed description of the estimated time to complete each task or item of work to be performed by the Consultant under the proposal. When the Owner provides the Consultant with a written and/or graphic request for proposal, the Consultant's proposal shall be responsive to any request for estimated or maximum completion times for work with the same or greater level of specificity required by the request for proposal.

2.3 **Compensation** - Each proposal for services shall state the basis of compensation on either: (1) an hourly fee plus expense basis with a statement of a maximum compensation to be charged, or, (2) a lump sum payment of compensation for all work to be performed, or, (3) a payment based upon unit prices. Proposals for compensation for an hourly fee plus expense basis shall provide detailed time and expense estimates to support a maximum contract amount to be charged and shall be consistent with the hourly rates, unit prices and reimbursement rates made a part of this agreement by reference in paragraph two (2) below. When the Owner or Owner's representative requests the Consultant to provide work on an hourly fee plus expense basis, the Consultant's proposal shall be responsive to the request and shall not propose payment on another basis unless otherwise authorized. Unit price proposals shall identify and estimate the quantity of units as a part of the proposal when they can be identified and estimated, or as necessary in response to a particular request for proposal requesting such information. Each proposal for services shall also state a proposed payment schedule at a frequency no greater than monthly in such amounts as are consistent with amount of work to be performed and billed. Reimbursable expenses proposed shall be specifically identified and estimated as a part of the proposal with a statement of the maximum amount to be charged unless the Owner's request for proposal specifies otherwise.

2.4 **Signatures** - Consultant proposals for services under this agreement shall be signed and dated by the Consultant or an authorized representative of the Consultant (as applicable), and shall be considered binding offers to contract open for acceptance by the Owner for an indefinite duration unless limited in the proposal or withdrawn prior to acceptance by the Owner. All proposals for services under this agreement shall be on forms approved by the Owner; use of the signature block shown in this agreement on a proposal for services shall be considered an adequate signature block. In the absence of an Owner provided form, the signature block shall contain a signature line for Boone County, Missouri by its Presiding Commissioner, a signature line for attestation by the County Clerk, a signature line approving the proposal by the Director of Resource Management, and a signature line for the County Attorney approving the proposal as to legal form. In addition, the signature block shall contain a line for insertion of the date the proposal is approved by the Owner.

3. **Compensation** - In consideration for the Consultant's provision of services under this agreement, the Owner agrees to compensate the Consultant for services rendered in accordance with the hourly rates, unit prices and reimbursement rates for expenses set forth in the schedule for hourly rates and expense charges to be in effect for the calendar year of this agreement which is either attached to this agreement or maintained on file with the Boone County Resource Management Department and is hereby incorporated by reference. No increases in the rates and charges set forth in the attached schedule shall be permitted for this



calendar year without the written authorization of the Owner. Payments shall be made within thirty (30) days of receipt of invoice by the Owner. Invoices shall be submitted periodically as mutually agreed upon by the Owner and Consultant, or in the absence of such agreement, upon completion of the work constituting the task or project for which services are provided. Invoices for services on an hourly fee plus expense basis shall individually describe the task or project by name, show hours expended by classes of personnel in increments of not less than one-half hour and rates applied, as well as describe work performed during the invoice period; reimbursable expenses shall be itemized. Invoices for services performed on a unit price basis shall identify the task or project by name, identify and quantify units charged for services during the invoice period. Invoices for services on a lump sum basis shall identify the task or project by name and the invoiced amount. Periodic invoices shall not exceed the amounts permitted in the Consultant's proposal approved by the Owner. The Owner reserves the right to withhold payment for inadequately documented invoices until documented as required herein. The Owner further reserves the right to withhold payments for unperformed work or work not performed on a timely basis in accordance with the Consultant's proposal when delays in performance of services are not attributable to the Owner, or as a result of a billing dispute between the Owner and Consultant. However, Owner agrees to pay interest at a rate of nine percent (9%) annum on any disputed billed amounts for which payments are withheld beyond thirty (30) days of invoice if and to the extent that those disputed amounts are resolved in favor of the Consultant.

4. **Owner Responsibilities** - Owner agrees to furnish Consultant with all current and available information for each task or project assigned to Consultant, along with any information necessitated by changes in work or services initiated by the Owner which may affect services rendered thereunder.

5. **Coordination of Work and Work Product** - Consultant shall coordinate all work with the Owner's designated representative for each task or project assigned to Consultant and submit to the Owner's representative all work product in written or graphic form (and in electronic form if requested) as applicable or required. All reports, surveys, test data, memoranda, samples, plans, specifications, and other documents or materials submitted by or to the Owner shall be considered the property of the Owner. When available and requested by the Owner, work product shall be provided in electronic form at actual cost in media compatible for use with Owner software and equipment.

6. **Insurance** - Consultant shall procure and maintain professional liability insurance in such amounts as are deemed mutually agreeable to the parties and approved by the Owner or the Owner's representative in writing within thirty (30) days of this Agreement. Consultant shall also maintain general public liability insurance with coverage's no less than \$2,000,000.00 per occurrence, and worker's compensation insurance as required by state law. Failure of Consultant to obtain or maintain such insurance during this contract, or to provide proper proofs thereof upon request of the Owner, shall not diminish, waive or otherwise reduce the Consultant's obligations to maintain such insurance coverage and Consultant shall indemnify and hold the Owner and all its personnel harmless from and against any and all claims, damages, losses and expenses, including reasonable attorney's fees and litigation costs, arising out of or resulting from the performance of services, provided that any such claim, damage, loss or expenses, is caused in whole or in part by the negligent act, omission and or liability of the Consultant, its agents or employees. The Consultant shall provide the Owner with certificates of insurance

exhibiting the coverage as specified above within thirty (30) days of execution of this agreement and thereafter within five (5) working days after request by the Owner. All certificates of insurance shall contain provision that insurance provided shall not be canceled or altered except upon ten (10) days written notice to the Owner.

7. **Delegation and Subcontracting** - Unless otherwise proposed and approved in the Consultant's proposal for services, the Consultant shall not delegate or subcontract any work to be performed by the Consultant under this agreement to any other person, business or entity without the express advance written approval of the Owner for such delegation or subcontract work.

8. **Records and Samples** - To the extent not otherwise transferred to the Owner's possession, Consultant agrees to retain and provide the Owner with reasonable access to all work product, records, papers and other documents involving transactions and work related to or performed under this agreement for a period of three (3) years after this agreement expires. When services involve testing or sampling, Consultant agrees to either retain all test products or samples collected by or submitted to Consultant, or return same to the Owner as mutually agreed upon. In absence of agreement, Consultant shall not dispose of test samples or products without notice to or consent by the Owner or the Owner's representative.

9. **Additional Services** - No compensation shall be paid for any service rendered by the Consultant considered an additional service beyond the scope of services approved by the Owner unless rendition of that service and expense thereof has been authorized in writing by the Owner in advance of performance of such service. Any additional services performed by the Consultant prior to such authorization by the Owner shall be deemed a part of basic services for work performed under an Owner approved proposal for services governed by this agreement, whether enumerated in this agreement or not, for which the Consultant shall be entitled to no additional compensation.

10. **Owner Authorization** -When the term Owner is used in this agreement, it shall mean the government of Boone County, Missouri or the Boone County Commission, as the context requires. Authorization by the Owner shall mean authorization obtained by recorded majority vote of the Boone County Commission. It is further understood and agreed that no person or party is authorized to bind the Owner to any proposed agreement for services under the auspices of this agreement without having obtained the prior approval of the Boone County Commission by recorded majority vote for such authorization. In this regard, it is understood and agreed that the Consultant shall not be entitled to rely upon verbal or written representations by any agent or employee of the Owner in deviation to the terms and conditions of this agreement, or as authorization for compensation for services except as may be approved by recorded vote of the Boone County Commission. When the term Owner's representative is used, it shall mean the Director of the Boone County Resource Management Department or his designee as specified in writing. It shall be presumed that such representative shall have all necessary decision making authority with respect to services provided under this agreement and Owner approved proposals for services except such representative shall have no authority to make decisions concerning changes to the Consultant's compensation or reimbursement, or with respect to services to be performed under this agreement or Owner approved proposal for services which involve or affect cost, expense or budgetary allowances.

11. **Termination** - The Owner may and reserves the right to terminate this agreement at any time with or without cause by giving the Consultant written notice of termination. Upon receipt of such notice, Consultant shall discontinue all services in connection with the performance of services authorized under this agreement or Owner approved proposal for services and Owner shall upon invoice remit payment for all authorized services completed up to the date of termination notice. Upon payment of this invoice, the Consultant shall deliver any and all work product including drawings, plans, and specifications, or other documents, prepared as instruments of service, whether complete or in progress. It is further agreed that if services are terminated the Consultant shall be compensated for all services rendered through the date of termination not to exceed the amount authorized for services through the date of termination. If the Owner questions the extent of work on a final invoice, the Consultant shall give the Owner the opportunity to review and evaluate all work upon which the invoice is based in the offices of the Consultant prior to payment. This agreement or work performed under the provisions of this agreement may also be terminated by the Consultant upon not less than seven days written notice in the event the Owner shall substantially fail to perform in accordance with the terms and conditions of this agreement, through no fault of the Consultant. In the event of termination by the Consultant, the other provisions concerning termination contained in this paragraph shall be applicable.

12. **Governing Law** - This agreement shall be governed by the laws of the state of Missouri and it is agreed that this agreement is made in Boone County, Missouri and that Boone County, Missouri is proper venue for any action pertaining to the interpretation or enforcement of any provision within or services performed under this agreement.

13. **Certification of Lawful Presence / Work Authorization** - Consultant shall complete and return the Work Authorization Certification attached hereto, and if applicable, the other required lawful presence documents for an individual Consultant.

14. **Miscellaneous** - This agreement constitutes the entire agreement of the parties superseding all prior negotiations, written or verbal, and may only be amended by signed writing executed by the parties through their authorized representatives hereunder.

IN WITNESS WHEREOF, the parties have executed this agreement by their duly authorized signatories effective the date and year first-above written.

PW ARCHITECTS, INC

By

  
\_\_\_\_\_

Title

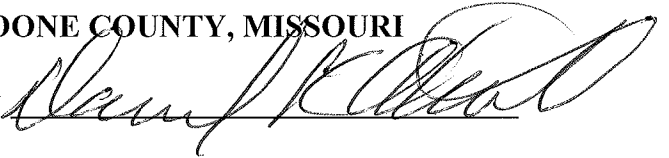
VICE PRESIDENT

Dated:

1/2/19

BOONE COUNTY, MISSOURI

By

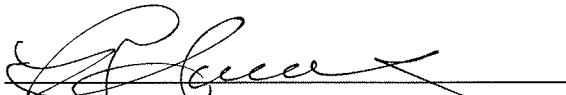
  
\_\_\_\_\_

Presiding Commissioner

Dated:

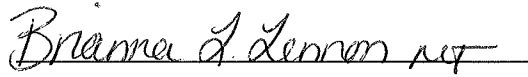
1-29-19

APPROVED AS TO FORM:

  
\_\_\_\_\_

County Attorney

ATTEST:

  
\_\_\_\_\_

County Clerk

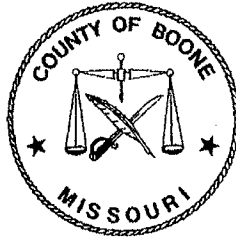
APPROVED:

  
\_\_\_\_\_

Director, Boone County Resource Management



# Discipline List



## PWArchitects, Inc

### 2019 Discipline List

*Instructions: Please place a check mark in the Services Offered box next to those disciplines provided by your firm*

Discipline	Services Offered
Architecture	X
Bridge Design	
Civil Engineering	
Construction Management	
Electrical Engineering	
Geotechnical Engineering	
Lab Testing	
Mechanical Engineering	
Planning	X
Structural Engineering	
Surveying	
Traffic	
Transportation	
Acoustical	
Building Enclosure Consulting	
Control System Integration	
Design/Build	
Environmental	
Forensic	
GIS	
Industrial	
Interior Design	X
Landscape Architecture	
Natural Gas	
Photogrammetry	
Telecommunications	

Reviewed by:





PWA Architects, Inc.

2120 Forum Blvd., Ste. 101  
Columbia, Missouri 65203  
(573) 449-2683  
Fax: (573) 442-6213  
www.PWAarchitects.com

## PWA HOURLY RATE SCHEDULE

as of January 2019

PRINCIPAL	\$195.00
PROJECT MANAGER	\$140.00
ARCHITECT IV	\$125.00
ARCHITECT III	\$115.00
ARCHITECT II	\$100.00
ARCHITECTURAL DESIGNER	\$100.00
INTERIOR DESIGNER	\$100.00
ARCHITECT I	\$90.00
CAD TECHNICIAN	\$85.00
SR. ADMINISTRATIVE	\$75.00
ADMINISTRATIVE	\$60.00

The following expenses will be billed at our cost x 1.2: (sub)consultants, reproduction, out-of-town travel, long-distance phone, photographs, renderings, and postage/shipping/delivery.

## GENERAL CONSULTANT SERVICES AGREEMENT

THIS AGREEMENT dated this 29 day of January, ~~2018~~ 2019 by and between Boone County, Missouri, a first class county and political subdivision of the state of Missouri through its County Commission, (herein "Owner") and Ross & Baruzzini (herein "Consultant").

IN CONSIDERATION OF the performance of the services rendered under this Agreement and payment for such services, the parties agree to the following:

1. **Agreement duration** – This contract shall be in effect beginning January 1, 2019 or the date of full execution; which ever is later and run through the calendar year ending on December 31, 2019. This agreement may be terminated in accordance with the terms and conditions set forth in this agreement.

2. **Services** - As authorized by the Owner in writing, the Consultant shall provide the Owner all engineering, surveying, and other professional services for the benefit of the Owner as prescribed by the Owner based upon requests for proposals for projects assigned during the term of this agreement and the Consultant shall provide the Owner, as applicable, with the services, reports, studies, surveys, plans, specifications, and other work required by the Owner's request for proposal. Consultant agrees to provide all such services in a timely manner as established by the Owner in writing for each assigned project, or in the absence of the designation, within a reasonable time after receipt of Owner directives. Consultant agrees to provide services by and through qualified personnel under standards and conditions generally accepted by professionals in the field or occupations for which services are provided. Services shall be provided based only upon requests for proposals provided to the Consultant by the Owner or Owner's representative and to which the Consultant prepares and submits a written proposal for services which is approved by the Owner in writing. No work shall be performed nor shall compensation be paid for Consultant work performed without an Owner approved written proposal for professional services. Proposals for services shall be in written form, as required by the request for proposal, and shall be specifically responsive to the criteria provided by the Owner in its request for proposal. All work performed by the Consultant, based upon Owner approved proposals submitted by the Consultant, shall be subject to the terms and conditions of this agreement unless otherwise specifically agreed upon by the Owner and Consultant in writing. All proposals for work submitted by the Consultant to the Owner for work shall at a minimum contain the following:

2.1 **Scope of Services** - Each proposal for services shall contain a detailed description of work to be performed by the Consultant. When the Owner provides the Consultant with a written and/or graphic request for proposal, the Consultant's proposal shall be responsive to the request with the same or greater level of specificity required by the request for proposal. The Consultant shall specifically identify services which are included as basic services and those services which are excluded from basic services in the proposal. Services which the Consultant does not identify as excluded from basic services under the proposal and which are necessary for successful completion of the work in the judgment of the Owner shall be presumed to be a part of basic services under the proposal. If a request for proposal requires the Consultant to provide optional services, the Consultant's proposal shall respond to the options requested, or provide



reasons why the Consultant cannot provide or respond to the request for optional services.

2.2 **Time for Completion** - Each proposal for services shall contain a detailed description of the estimated time to complete each task or item of work to be performed by the Consultant under the proposal. When the Owner provides the Consultant with a written and/or graphic request for proposal, the Consultant's proposal shall be responsive to any request for estimated or maximum completion times for work with the same or greater level of specificity required by the request for proposal.

2.3 **Compensation** - Each proposal for services shall state the basis of compensation on either: (1) an hourly fee plus expense basis with a statement of a maximum compensation to be charged, or, (2) a lump sum payment of compensation for all work to be performed, or, (3) a payment based upon unit prices. Proposals for compensation for an hourly fee plus expense basis shall provide detailed time and expense estimates to support a maximum contract amount to be charged and shall be consistent with the hourly rates, unit prices and reimbursement rates made a part of this agreement by reference in paragraph two (2) below. When the Owner or Owner's representative requests the Consultant to provide work on an hourly fee plus expense basis, the Consultant's proposal shall be responsive to the request and shall not propose payment on another basis unless otherwise authorized. Unit price proposals shall identify and estimate the quantity of units as a part of the proposal when they can be identified and estimated, or as necessary in response to a particular request for proposal requesting such information. Each proposal for services shall also state a proposed payment schedule at a frequency no greater than monthly in such amounts as are consistent with amount of work to be performed and billed. Reimbursable expenses proposed shall be specifically identified and estimated as a part of the proposal with a statement of the maximum amount to be charged unless the Owner's request for proposal specifies otherwise.

2.4 **Signatures** - Consultant proposals for services under this agreement shall be signed and dated by the Consultant or an authorized representative of the Consultant (as applicable), and shall be considered binding offers to contract open for acceptance by the Owner for an indefinite duration unless limited in the proposal or withdrawn prior to acceptance by the Owner. All proposals for services under this agreement shall be on forms approved by the Owner; use of the signature block shown in this agreement on a proposal for services shall be considered an adequate signature block. In the absence of an Owner provided form, the signature block shall contain a signature line for Boone County, Missouri by its Presiding Commissioner, a signature line for attestation by the County Clerk, a signature line approving the proposal by the Director of Resource Management, and a signature line for the County Attorney approving the proposal as to legal form. In addition, the signature block shall contain a line for insertion of the date the proposal is approved by the Owner.

3. **Compensation** - In consideration for the Consultant's provision of services under this agreement, the Owner agrees to compensate the Consultant for services rendered in accordance with the hourly rates, unit prices and reimbursement rates for expenses set forth in the schedule for hourly rates and expense charges to be in effect for the calendar year of this agreement which is either attached to this agreement or maintained on file with the Boone County Resource Management Department and is hereby incorporated by reference. No increases in the rates and charges set forth in the attached schedule shall be permitted for this

calendar year without the written authorization of the Owner. Payments shall be made within thirty (30) days of receipt of invoice by the Owner. Invoices shall be submitted periodically as mutually agreed upon by the Owner and Consultant, or in the absence of such agreement, upon completion of the work constituting the task or project for which services are provided. Invoices for services on an hourly fee plus expense basis shall individually describe the task or project by name, show hours expended by classes of personnel in increments of not less than one-half hour and rates applied, as well as describe work performed during the invoice period; reimbursable expenses shall be itemized. Invoices for services performed on a unit price basis shall identify the task or project by name, identify and quantify units charged for services during the invoice period. Invoices for services on a lump sum basis shall identify the task or project by name and the invoiced amount. Periodic invoices shall not exceed the amounts permitted in the Consultant's proposal approved by the Owner. The Owner reserves the right to withhold payment for inadequately documented invoices until documented as required herein. The Owner further reserves the right to withhold payments for unperformed work or work not performed on a timely basis in accordance with the Consultant's proposal when delays in performance of services are not attributable to the Owner, or as a result of a billing dispute between the Owner and Consultant. However, Owner agrees to pay interest at a rate of nine percent (9%) annum on any disputed billed amounts for which payments are withheld beyond thirty (30) days of invoice if and to the extent that those disputed amounts are resolved in favor of the Consultant.

4. **Owner Responsibilities** - Owner agrees to furnish Consultant with all current and available information for each task or project assigned to Consultant, along with any information necessitated by changes in work or services initiated by the Owner which may affect services rendered thereunder.

5. **Coordination of Work and Work Product** - Consultant shall coordinate all work with the Owner's designated representative for each task or project assigned to Consultant and submit to the Owner's representative all work product in written or graphic form (and in electronic form if requested) as applicable or required. All reports, surveys, test data, memoranda, samples, plans, specifications, and other documents or materials submitted by or to the Owner shall be considered the property of the Owner. When available and requested by the Owner, work product shall be provided in electronic form at actual cost in media compatible for use with Owner software and equipment.

6. **Insurance** - Consultant shall procure and maintain professional liability insurance in such amounts as are deemed mutually agreeable to the parties and approved by the Owner or the Owner's representative in writing within thirty (30) days of this Agreement. Consultant shall also maintain general public liability insurance with coverage's no less than \$2,000,000.00 per occurrence, and worker's compensation insurance as required by state law. Failure of Consultant to obtain or maintain such insurance during this contract, or to provide proper proofs thereof upon request of the Owner, shall not diminish, waive or otherwise reduce the Consultant's obligations to maintain such insurance coverage and Consultant shall indemnify and hold the Owner and all its personnel harmless from and against any and all claims, damages, losses and expenses, including reasonable attorney's fees and litigation costs, arising out of or resulting from the performance of services, provided that any such claim, damage, loss or expenses, is caused in whole or in part by the negligent act, omission and or liability of the Consultant, its agents or employees. The Consultant shall provide the Owner with certificates of insurance

exhibiting the coverage as specified above within thirty (30) days of execution of this agreement and thereafter within five (5) working days after request by the Owner. All certificates of insurance shall contain provision that insurance provided shall not be canceled or altered except upon ten (10) days written notice to the Owner.

7. **Delegation and Subcontracting** - Unless otherwise proposed and approved in the Consultant's proposal for services, the Consultant shall not delegate or subcontract any work to be performed by the Consultant under this agreement to any other person, business or entity without the express advance written approval of the Owner for such delegation or subcontract work.

8. **Records and Samples** - To the extent not otherwise transferred to the Owner's possession, Consultant agrees to retain and provide the Owner with reasonable access to all work product, records, papers and other documents involving transactions and work related to or performed under this agreement for a period of three (3) years after this agreement expires. When services involve testing or sampling, Consultant agrees to either retain all test products or samples collected by or submitted to Consultant, or return same to the Owner as mutually agreed upon. In absence of agreement, Consultant shall not dispose of test samples or products without notice to or consent by the Owner or the Owner's representative.

9. **Additional Services** - No compensation shall be paid for any service rendered by the Consultant considered an additional service beyond the scope of services approved by the Owner unless rendition of that service and expense thereof has been authorized in writing by the Owner in advance of performance of such service. Any additional services performed by the Consultant prior to such authorization by the Owner shall be deemed a part of basic services for work performed under an Owner approved proposal for services governed by this agreement, whether enumerated in this agreement or not, for which the Consultant shall be entitled to no additional compensation.

10. **Owner Authorization** -When the term Owner is used in this agreement, it shall mean the government of Boone County, Missouri or the Boone County Commission, as the context requires. Authorization by the Owner shall mean authorization obtained by recorded majority vote of the Boone County Commission. It is further understood and agreed that no person or party is authorized to bind the Owner to any proposed agreement for services under the auspices of this agreement without having obtained the prior approval of the Boone County Commission by recorded majority vote for such authorization. In this regard, it is understood and agreed that the Consultant shall not be entitled to rely upon verbal or written representations by any agent or employee of the Owner in deviation to the terms and conditions of this agreement, or as authorization for compensation for services except as may be approved by recorded vote of the Boone County Commission. When the term Owner's representative is used, it shall mean the Director of the Boone County Resource Management Department or his designee as specified in writing. It shall be presumed that such representative shall have all necessary decision making authority with respect to services provided under this agreement and Owner approved proposals for services except such representative shall have no authority to make decisions concerning changes to the Consultant's compensation or reimbursement, or with respect to services to be performed under this agreement or Owner approved proposal for services which involve or affect cost, expense or budgetary allowances.

11. **Termination** - The Owner may and reserves the right to terminate this agreement at any time with or without cause by giving the Consultant written notice of termination. Upon receipt of such notice, Consultant shall discontinue all services in connection with the performance of services authorized under this agreement or Owner approved proposal for services and Owner shall upon invoice remit payment for all authorized services completed up to the date of termination notice. Upon payment of this invoice, the Consultant shall deliver any and all work product including drawings, plans, and specifications, or other documents, prepared as instruments of service, whether complete or in progress. It is further agreed that if services are terminated the Consultant shall be compensated for all services rendered through the date of termination not to exceed the amount authorized for services through the date of termination. If the Owner questions the extent of work on a final invoice, the Consultant shall give the Owner the opportunity to review and evaluate all work upon which the invoice is based in the offices of the Consultant prior to payment. This agreement or work performed under the provisions of this agreement may also be terminated by the Consultant upon not less than seven days written notice in the event the Owner shall substantially fail to perform in accordance with the terms and conditions of this agreement, through no fault of the Consultant. In the event of termination by the Consultant, the other provisions concerning termination contained in this paragraph shall be applicable.

12. **Governing Law** - This agreement shall be governed by the laws of the state of Missouri and it is agreed that this agreement is made in Boone County, Missouri and that Boone County, Missouri is proper venue for any action pertaining to the interpretation or enforcement of any provision within or services performed under this agreement.

13. **Certification of Lawful Presence / Work Authorization** - Consultant shall complete and return the Work Authorization Certification attached hereto, and if applicable, the other required lawful presence documents for an individual Consultant.

14. **Miscellaneous** - This agreement constitutes the entire agreement of the parties superseding all prior negotiations, written or verbal, and may only be amended by signed writing executed by the parties through their authorized representatives hereunder.

IN WITNESS WHEREOF, the parties have executed this agreement by their duly authorized signatories effective the date and year first-above written.


ROSS & BARUZZINI

By   
Michael E. Shea

Title SVP

Dated: 12/21/18

BOONE COUNTY, MISSOURI

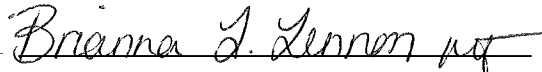
By   
Presiding Commissioner

Dated: 1.29.19

APPROVED AS TO FORM:

  
County Attorney

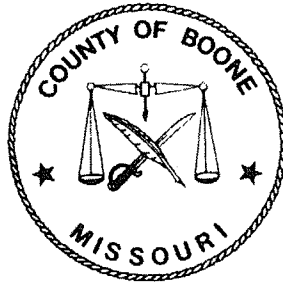
ATTEST:

  
County Clerk

APPROVED:

  
Director, Boone County Resource Management





**Ross & Baruzzini**

**2019 Discipline List**

*Instructions: Please place a check mark in the Services Offered box next to those disciplines provided by your firm*

Discipline	Services Offered
Architecture	X
Bridge Design	
Civil Engineering	
Construction Management	X
Electrical Engineering	X
Geotechnical Engineering	
Lab Testing	
Mechanical Engineering	X
Planning	X
Structural Engineering	
Surveying	
Traffic	
Transportation	
Acoustical	
Building Enclosure Consulting	X
Control System Integration	X
Design/Build	X
Environmental	
Forensic	
GIS	
Industrial	
Interior Design	X
Landscape Architecture	
Natural Gas	
Photogrammetry	
Telecommunications	X

Reviewed by:  12.3.12 

# Ross & Baruzzini

## STANDARD HOURLY RATES

As of January 1, 2019

Good through December 31, 2019

<i>Classification</i>	<i>Rates</i>
Senior Project Principal	\$285.00
Project Principal	\$255.00
Senior Design Consultant	\$218.00
Senior Project Manager	\$188.00
Design Consultant	\$172.00
Project Manager	\$170.00
Commissioning Authority	\$170.00
Senior Engineer/Architect	\$150.00
Construction Engineer/Architect	\$140.00
Project Engineer/Architect	\$135.00
Engineer	\$130.00
Commissioning Agent	\$125.00
Architect	\$115.00
Senior Designer	\$105.00
Commissioning Field Engineer	\$88.00
Designer	\$88.00
Senior Project Coordinator	\$88.00
Interior Designer	\$73.00
Technician	\$67.00
Project Coordinator	\$65.00
Intern	\$50.00



# CERTIFIED COPY OF ORDER

STATE OF MISSOURI

January Session of the January Adjourned

Term. 20 19

County of Boone

} ea.

In the County Commission of said county, on the 29th day of January 20 19

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

Now on this day, the County Commission of the County of Boone does hereby approve the Organizational Use of the Boone County Commission Chambers by Mid-Missouri Peaceworks on February 10<sup>th</sup>, 2019 from 2:30 pm to 5:30 pm.

Done this 29th day of January 2019.

ATTEST:

*Brianna L. Lennon*  
Brianna L. Lennon  
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



# Boone County Commission

## APPLICATION FOR ORGANIZATIONAL USE OF BOONE COUNTY CONFERENCE ROOMS

The undersigned organization hereby applies for a use permit to use Boone County Government conference rooms as follows:

Organization: Mid-Missouri Peaceworks

Address: 804 C.E. Broadway

City: Columbia State: MO ZIP Code 65201

Phone: 573-875-0539 Website: www.midmopeaceworks.org

Individual Requesting Use: Mark Haim Position in Organization: Director

Facility requested:  Chambers  Room 301  Room 311  Room 332  Centralia Clinic

Event: Solidarity Network Meeting

Description of Use (ex. Speaker, meeting, reception): organizational meeting

Date(s) of Use: 2/10/19

Start Time of Setup: 2:30 PM Start Time of Event: 3:00 PM

End Time of Event: 5:00 PM End Time of Cleanup: 5:30 PM

The undersigned organization agrees to abide by the following terms and conditions in the event this application is approved:

1. To abide by all applicable laws, ordinances and county policies in using Boone County Government conference rooms.
2. To remove all trash or other debris that may be deposited (by participants) in rooms by the organizational use.
3. To repair, replace, or pay for the repair or replacement of damaged property including carpet and furnishings in rooms.
4. To conduct its use in such a manner as to not unreasonably interfere with Boone County Government building functions.
5. To indemnify and hold the County of Boone, its officers, agents and employees, harmless from any and all claims, demands, damages, actions, causes of action or suits of any kind or nature including costs, litigation expenses, attorney fees, judgments, settlements on account of bodily injury or property damage incurred by anyone participating in or attending the organizational use of rooms as specified in this application.

Organization Representative/Title: Mark Haim, Director

Phone Number: 573-875-0539 Date of Application: 1/24/19

Email Address: mail@midmopeaceworks.org

**Applications may be submitted in person or by mail to the Boone County Commission, 801 E. Walnut, Room 333, Columbia, MO 65201 or by email to [commission@boonecountymo.org](mailto:commission@boonecountymo.org).**

## PERMIT FOR ORGANIZATIONAL USE OF BOONE COUNTY GOVERNMENT CONFERENCE ROOMS

The County of Boone hereby grants the above application for permit in accordance with the terms and conditions above written. The above permit is subject to termination for any reason by duly entered order of the Boone County Commission.

ATTEST:

BOONE COUNTY, MISSOURI

Brianna L. Lennon  
County Clerk

[Signature]  
County Commissioner

DATE: 1-29-19