

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI

County of Boone

} ea.

February Session of the January Adjourned

Term. 20 19

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

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

Now on this day, the County Commission of the County of Boone does hereby authorize the Presiding Commissioner to sign the attached Finding of Public Nuisance and Order for Abatement of a public nuisance located at 4538 W Bellview Drive, parcel #16-712-29-04-001.00 01.

Done this 19th day of February 2019.

ATTEST:

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

*[Signature]*

Daniel K. Atwill  
Presiding Commissioner

*[Signature]*

Fred J. Parry  
District I Commissioner

*[Signature]*

Janet M. Thompson  
District II Commissioner

**BEFORE THE COUNTY COMMISSION OF  
BOONE COUNTY, MISSOURI**

In Re: Nuisance Abatement            )  
4538 W Bellview Drive            )  
Columbia, MO 65203            )  
  )  
  February Session  
  January, Adjourned  
  Term 2019  
  Commission Order No. 60-2019

**FINDING OF PUBLIC NUISANCE AND ORDER FOR ABATEMENT**

**NOW** on this 19<sup>th</sup> day of February 2019, the County Commission of Boone County, Missouri met in regular session and entered the following findings of fact, conclusions of law and order for abatement of nuisance:

**Findings of Fact and Conclusions of Law**

The County Commission finds as fact and concludes as a matter of law the following:

1. The Boone County Code of Health Regulations (the "Code") are officially noticed and are made a part of the record in this proceeding.
2. The City of Columbia/Boone County Health Department administrative record is made a part of the record in this proceeding and incorporated herein by reference. In addition, any live testimony of the official(s) of the department and other interested persons are made a part of the record in this proceeding.
3. A public nuisance exists described as follows: trash, rubbish and garbage on the premises.
4. The location of the public nuisance is as follows: 4538 West Bellview Drive, Columbia, MO, a/k/a parcel# 16-712-29-04-001.00 01, Hinkson Heights Plat 1 Lot 101, Section 29, Township 48, Range 13 as shown by deed book 4981 page 0046, Boone County
5. The specific violation of the Code is: trash, rubbish and garbage in violation of section 6.5 of the Code.
6. The Health Director's designated Health Official made the above determination of the existence of the public nuisance at the above location. Notice of that determination and the requirement for abatement was given in accordance with section 6.10.1 of the Code on the 18<sup>th</sup> day of December 2019, to the property owner.
7. The above described public nuisance was not abated. As required by section 6.10.2 of the Code, the property owner was given notice of the hearing conducted this date before the Boone County Commission for an order to abate the above nuisance at government expense with the cost and expense thereof to be charged against the above described property as a special tax bill and added to the real estate taxes for said property for the current year.
8. No credible evidence has been presented at the hearing to demonstrate that no public nuisance exists or that abatement has been performed or is unnecessary; accordingly,

in accordance with section 6.10.2 of the Code and section 67.402, RSMo, the County Commission finds and determines from the credible evidence presented that a public nuisance exists at the above location which requires abatement and that the parties responsible for abating such nuisance have failed to do so as required by the Health Director or Official's original order referred to above.

**Order For Abatement Chargeable As a Special Assessment To The Property**

Based upon the foregoing, the County Commission hereby orders abatement of the above described public nuisance at public expense and the Health Director is hereby authorized and directed to carry out this order.

It is further ordered and directed that the Health Director submit a bill for the cost and expense of abatement to the County Clerk for attachment to this order and that the County Clerk submit a certified copy of this order and such bill to the County Collector for inclusion as a special assessment on the real property tax bill for the above described property for the current year in accordance with section 67.402, RSMo.

**WITNESS** the signature of the presiding commissioner on behalf Boone County Commission on the day and year first above written.

Boone County, Missouri  
By Boone County Commission

  
\_\_\_\_\_  
Presiding Commissioner

ATTEST:

  
\_\_\_\_\_  
Boone County Clerk

Photographs taken 2/4/19 @ ~ 10:15 am

4538 W Bellview Drive

Trash, junk, and other refuse on the property



Benreeva A Series LLC

4538 W Bellview Drive

Health Department nuisance notice – timeline

- 12/3/18: citizen complaint received
- 12/11/18: initial inspection conducted
- 12/12/18: notice of violation sent to owner, return receipt requested
- 12/18/18: owner notice received
- 2/4/19: reinspection conducted – violation not abated – photographs taken at ~ 10:15 am
- 2/5/19: Hearing notice sent

# Boone County, Missouri

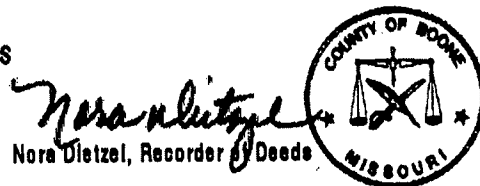


Recorded in Boone County, Missouri

Unofficial Document

Date and Time: 01/16/2019 at 09:02:47 AM  
Instrument #: 2019000700 Book: 4981 Page: 46

Instrument Type: WD  
Recording Fee: \$27.00 \$  
No. of Pages: 2



## GENERAL WARRANTY DEED

**This Indenture**, Made on the 8<sup>th</sup> day of January, 2019, by and between the

**Kurtzman Family Trust, dated May 17, 1995**, as GRANTOR, and

**BENREEVA A SERIES, LLC A SEPARATE SERIES OF BENREEVA LLC, A MISSOURI LIMITED LIABILITY COMPANY**

As GRANTEE, whose mailing address is PO Box 14296, South Lake Tahoe, CA 96151

Property Address: **4538 Bellview Drive, Columbia MO 65202**

WITNESSETH: THAT THE GRANTOR, in consideration of the sum of Ten Dollars (\$10.00) and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, does hereby Grant, Bargain, Sell, Convey and Confirm unto GRANTEE, GRANTEE'S heirs and assigns, the following described lots, tracts and parcels of land situated in the County of **Boone**, and State of **Missouri**, to-wit:

Lot One Hundred One (101) of Hinkson Heights Plat One (1), a minor subdivision in Boone County, Missouri, as shown by the plat thereof recorded in Plat Book 38, Page 77, Records of Boone County, Missouri

Subject to easements, restrictions, reservations, and covenants of record, if any.

TO HAVE AND TO HOLD The premises aforesaid with all singular, the rights, privileges, appurtenances and immunities thereto belonging or in any wise appertaining unto GRANTEE and unto GRANTEE'S heirs and assigns forever; the GRANTOR hereby covenanting that GRANTOR is lawfully seized of an indefeasible estate in fee of the premises herein conveyed; that GRANTOR has good right to convey the same; that the said premises are free and clear from any encumbrance done or suffered by GRANTOR or those under whom GRANTOR claims, except as stated above and except for all taxes assessments, general and special, not now due and payable, and that GRANTOR will warrant and defend the title to the said premises unto GRANTEE and unto GRANTEE'S heirs and assigns forever, against the lawful claims and demands of all persons whomsoever. If two or more persons constitute the GRANTOR or GRANTEE, the words GRANTOR and GRANTEE will be construed to read GRANTORS and GRANTEES whenever the sense of this Deed requires.

Nora Dietzel, Recorder of Deeds

Unofficial Document

IN WITNESS WHEREOF, The GRANTOR has hereunto execut4ed this instrument on the day and year above written.

Kurtzman Family Trust dated May 17, 1995

By: [Signature]  
David S. Kurtzman, Trustee

By: [Signature]  
Karen M. Kurtzman, Trustee

STATE OF NEVADA  
COUNTY OF WASHOE

On this 8th day of January, 2019 appeared before me, a Notary Public, David S. Kurtzman and Karen M. Kurtzman personally known or proven to me to be the persons whose names are subscribed to the above instrument, who acknowledged that they executed the instrument for the purposes therein contained.

[Signature]  
Notary Public



My commission expires: June 18, 2020

# Tom Schauwecker Assessor

Parcel 16-712-29-04-001.00 01

Property Location 4538 W BELLVIEW DR

City ..... Road COMMON ROAD DISTRICT (CO) ..... School COLUMBIA (C1)  
 Library COL BC LIBRARY (L4) ..... Fire BOONE COUNTY (F1)

Owner BENREEVA A SERIES LLC  
 Address PO BOX 14296  
 Care Of  
 City, State, Zip SOUTH LAKE TAHOE, CA 96151

Subdivision Plat Book/Page 0038 0077  
 Section/Township/Range 29 48 13  
 Legal Description HINKSON HEIGHTS PLAT 1  
 LOT 101  
 Lot Size 162.11 x 175.22  
 Irregular Shape Y  
 Deeded Acreage .80  
 Calculated Acreage .00  
 Deed Book/Page 4981 0046 4958 0037  
 4766 0057 4146 0002

**CURRENT APPRAISED**

Type	Land	Bldgs	Total
RI	29,860	480,600	510,460
<b>Totals</b>	<b>29,860</b>	<b>480,600</b>	<b>510,460</b>

**CURRENT ASSESSED**

Type	Land	Bldgs	Total
RI	5,673	91,314	96,987
<b>Totals</b>	<b>5,673</b>	<b>91,314</b>	<b>96,987</b>

**RESIDENCE DESCRIPTION**

Year Built 2000  
 Use  
 Basement 0 Attic 0  
 Bedrooms 0 Main Area 0  
 Full Bath 0 Finished Basement Area 0  
 Half Bath 0  
 Total Rooms 0 Total Square Feet 0

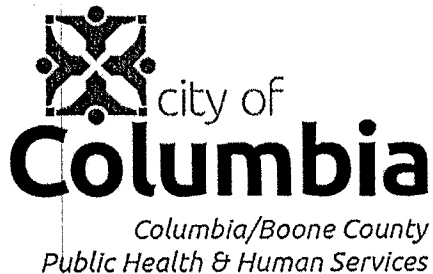
**Boone County Assessor**

801 E. Walnut St., Rm 143  
 Columbia, MO 65201-7733

[assessor@boonecountymmo.org](mailto:assessor@boonecountymmo.org)

Office (573) 886-4251  
 Fax (573) 886-4254





## HEARING NOTICE

BENREEVA A SERIES LLC  
PO BOX 14296  
SOUTH LAKE TAHOE, CA 96151

An inspection of the property you own located at 4538 West Bellview Drive (parcel # 16-712-29-04-001.00 01) was conducted on February 4, 2019 and revealed trash, rubbish and garbage on the premises. This condition was declared to be a nuisance and a violation of Boone County Public Nuisance Ordinance Section 6.5.

You are herewith notified that the a hearing will be held before the County Commission on February, 19, 2019 at 9:30 am in the County Commission Chambers at the Boone County Government Center, 801 E. Walnut Street, Columbia, Missouri. The purpose of this hearing will be to determine whether a violation exists. If the County Commission determines that a violation exists, it will order the violation to be abated.

If the nuisance is not removed as ordered, any property contributing to the nuisance is deemed forfeited, and the County Commission may have the nuisance seized, removed, and abated. All costs of seizure, removal, and abatement, plus administrative fees, will be assessed against the property in a tax bill. **If the above nuisance condition has been corrected prior to the hearing, you do not have to appear for the hearing.**

The purpose of these ordinances is to create and maintain a cleaner, healthier community. If you have any questions, please do not hesitate to contact our office. If you are not the owner or the person responsible for the care of this property, please call our office at the number listed at the bottom of this letter.

Sincerely,

Garth Baker  
Environmental Public Health Specialist

This notice deposited in the U.S. Mail, first class postage paid on the 5 day of February 2019

by GB

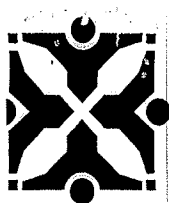
573.874.7781  
573.874.7756 fax

1005 W. Worley Street  
Columbia, Missouri 65203

CoMo.gov

*Our vision: Columbia is the best place for everyone to live, work, learn and play.*





# CITY OF COLUMBIA/BOONE COUNTY, MISSOURI



HEALTH DEPARTMENT  
DIVISION OF ENVIRONMENTAL HEALTH

## NOTIFICATION OF DETERMINATION OF PUBLIC HEALTH HAZARD AND/OR NUISANCE AND ORDER FOR ABATEMENT

KURTZMAN DAVID S & KAREN M  
PO BOX 14296  
SOUTH LAKE TAHOE, CA 96151

An inspection of the property you own located at 4538 W BELLVIEW DR (parcel # 16-712-29-04-001.00 01) was conducted on December 11, 2018 and revealed trash, rubbish and garbage on the premises.

This condition is hereby declared to be a public nuisance. You are herewith notified that you must begin correcting this condition within 7 days of receipt of this notice and order and that if the above nuisance condition has not been fully corrected within **15 days** after the receipt of this notice, an additional enforcement action will result for violation of Boone County Public Nuisance Ordinance Section 6.5. A reinspection will be conducted at the end of the 15-day period. If the above nuisance condition has not been fully corrected by that time, a hearing before the Boone County Commission will be called to determine whether a violation exists. If the County Commission determines that a violation exists and the nuisance has not been removed as ordered under this notice, any property contributing to the nuisance is deemed forfeited, and the County Commission may have the nuisance seized, removed, and abated with the cost of such seizure, removal and abatement, plus administrative fees, charged against the property in a special tax bill. In addition, a complaint may be filed against you in Circuit Court. **If the above nuisance condition has been corrected within the 15-day period, no further action is necessary.**

The purpose of these ordinances is to create and maintain a cleaner, healthier community. If you have any questions, please do not hesitate to contact our office. If you are not the owner or the person responsible for the care of this property, please call our office at the number listed at the bottom of this letter. Your cooperation is greatly appreciated.

Sincerely,

Garth Baker  
Environmental Public Health Specialist

This notice deposited in the U.S. Mail certified, return receipt requested on the 12 day of December 2018 by AB.

1005 W. Worley ♦ P.O. Box 6015 ♦ Columbia, Missouri 65205-6015  
Phone: (573) 874-7346 ♦ TTY: (573) 874-7356 ♦ Fax: (573) 817-6407  
[www.GoColumbiaMo.com](http://www.GoColumbiaMo.com)



# USPS Tracking®

FAQs > (<https://www.usps.com/faqs/uspstracking-faqs.htm>)

Track Another Package +

Tracking Number: 70172680000088337381

Remove X

Your item was delivered at 2:22 pm on December 18, 2018 in SOUTH LAKE TAHOE, CA 96150.

## Delivered

December 18, 2018 at 2:22 pm  
Delivered  
SOUTH LAKE TAHOE, CA 96150

Get Updates 

Feedback

Text & Email Updates 

Tracking History 

Product Information 

See Less 

## Can't find what you're looking for?

Go to our FAQs section to find answers to your tracking questions.

FAQs (<https://www.usps.com/faqs/uspstracking-faqs.htm>)

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI

February Session of the January Adjourned

Term. 20 19

County of Boone

} ea.

In the County Commission of said county, on the

19th

day of

February

20 19

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

Now on this day, the County Commission of the County of Boone does hereby authorize the Presiding Commissioner to sign the attached Finding of Public Nuisance and Order for Abatement of a public nuisance located at W 4333-4335 Bethany Drive, parcel #16-712-29-02-009.00 01.

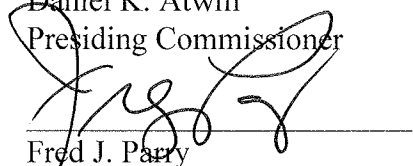
Done this 19th day of February 2019.

ATTEST:

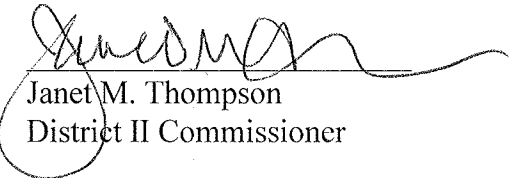
*Brianna L. Lennon*  
Brianna L. Lennon  
Clerk of the County Commission



Daniel K. Atwill  
Presiding Commissioner



Fred J. Parry  
District I Commissioner



Janet M. Thompson  
District II Commissioner

**BEFORE THE COUNTY COMMISSION OF  
BOONE COUNTY, MISSOURI**

In Re: Nuisance Abatement )  
W 4333-4335 BETHANY DR )  
Columbia, MO 65203 )  
 )

February Session  
January Adjourned  
Term 2019  
Commission Order No. 61-2019

**FINDING OF PUBLIC NUISANCE AND ORDER FOR ABATEMENT**

**NOW** on this 19<sup>th</sup> day of February 2019, the County Commission of Boone County, Missouri met in regular session and entered the following findings of fact, conclusions of law and order for abatement of nuisance:

**Findings of Fact and Conclusions of Law**

The County Commission finds as fact and concludes as a matter of law the following:

1. The Boone County Code of Health Regulations (the "Code") are officially noticed and are made a part of the record in this proceeding.
2. The City of Columbia/Boone County Health Department administrative record is made a part of the record in this proceeding and incorporated herein by reference. In addition, any live testimony of the official(s) of the department and other interested persons are made a part of the record in this proceeding.
3. A public nuisance exists described as follows: trash, rubbish and garbage on the premises.
4. The location of the public nuisance is as follows: 4333-4335 West Bethany Drive, Columbia, MO, a/k/a parcel# 16-712-29-02-009.00 01, Bellview Acres block 2 Lot 41, Section 29, Township 48, Range 13 as shown by deed book 4564 page 0158, Boone County
5. The specific violation of the Code is: trash, rubbish and garbage in violation of section 6.5 of the Code.
6. The Health Director's designated Health Official made the above determination of the existence of the public nuisance at the above location. Notice of that determination and the requirement for abatement was given in accordance with section 6.10.1 of the Code on the 27<sup>th</sup> day of December 2018, to the property owner.
7. The above described public nuisance was not abated. As required by section 6.10.2 of the Code, the property owner were given notice of the hearing conducted this date before the Boone County Commission for an order to abate the above nuisance at government expense with the cost and expense thereof to be charged against the above described property as a special tax bill and added to the real estate taxes for said property for the current year.
8. No credible evidence has been presented at the hearing to demonstrate that no public nuisance exists or that abatement has been performed or is unnecessary; accordingly,

in accordance with section 6.10.2 of the Code and section 67.402, RSMo, the County Commission finds and determines from the credible evidence presented that a public nuisance exists at the above location which requires abatement and that the parties responsible for abating such nuisance have failed to do so as required by the Health Director or Official's original order referred to above.

**Order For Abatement Chargeable As a Special Assessment To The Property**

Based upon the foregoing, the County Commission hereby orders abatement of the above described public nuisance at public expense and the Health Director is hereby authorized and directed to carry out this order.


It is further ordered and directed that the Health Director submit a bill for the cost and expense of abatement to the County Clerk for attachment to this order and that the County Clerk submit a certified copy of this order and such bill to the County Collector for inclusion as a special assessment on the real property tax bill for the above described property for the current year in accordance with section 67.402, RSMo.

**WITNESS** the signature of the presiding commissioner on behalf Boone County Commission on the day and year first above written.

Boone County, Missouri  
By Boone County Commission

  
\_\_\_\_\_  
Presiding Commissioner

ATTEST:

  
\_\_\_\_\_  
Boone County Clerk

Photographs taken 2/13/19 @ ~ 3:30 pm

4333-4335 West Bethany Drive

Trash, rubbish, and garbage on the premises

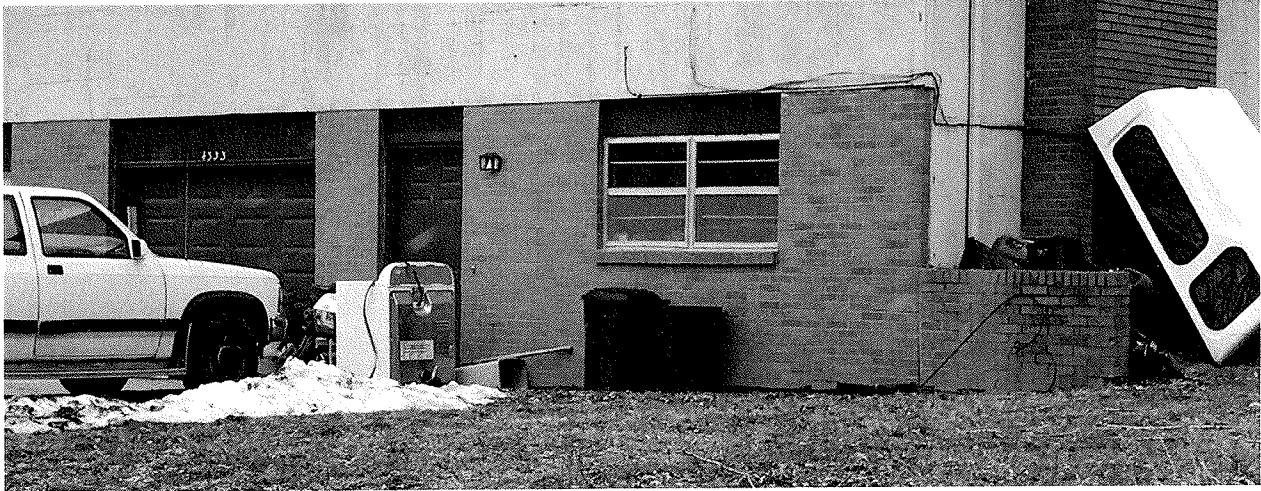




Photographs taken 1/28/19 @ ~ 9:40 am

4333-4335 West Bethany Drive

Trash, rubbish, and garbage on the premises





EK Rentals LLC

4333-4335 West Bethany Drive

Health Department nuisance notice – timeline

- 12/12/19: Citizen complaint received
- 12/17/18: Initial inspection conducted
- 12/18/18: Notice of violation sent to owner, return receipt requested
- 12/27/18: Owner notice received
- 1/28/19: Reinspection conducted – violation not abated – photographs taken at ~ 2:50 pm
- 2/5/19: Hearing notice sent
- 2/13/19: Reinspection conducted – violation not abated – photographs taken at ~ 3:30 pm.



Recorded in Boone County, Missouri

Unofficial Document

Date and Time: 03/22/2016 at 03:20:11 PM

Instrument #: 2016005052 Book: 4564 Page: 158

Instrument Type: WD

Recording Fee: \$30.00 S

No. of Pages: 3

*Nora Dietzel*  
Nora Dietzel, Recorder of Deeds



Boone-Central Title Company  
File No. 1613631

## Missouri General Warranty Deed

This Indenture, Made on 21st day of March, 2016, by and between

**Brent K. Netemeyer (a/k/a Brent Netemeyer) and Heidi Netemeyer, husband and wife,**  
as GRANTOR, and

**E.K. Rentals LLC, a Missouri limited liability company,**

as GRANTEE, whose mailing address is: **128 Lindell Dr**  
**Columbia, MO 65203**

Property Address: **4324-4326 Bethany Drive, Columbia, MO**  
**4317-4319 Bethany Drive, Columbia, MO**  
**4321-4323 Bethany Drive, Columbia, MO**  
**4333-4335 Bethany Drive, Columbia, MO**

WITNESSETH: THAT THE GRANTOR, in consideration of the sum of Ten Dollars (\$10.00) and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, does hereby Grant, Bargain, Sell, Convey and Confirm unto GRANTEE, GRANTEE'S heirs and assigns, the following described lots, tracts and parcels of land situated in the County of **Boone** and State of **Missouri**, to wit:

See **EXHIBIT "A"** attached hereto and made a part hereof.

Subject to easements, restrictions, reservations, and covenants of record, if any.

TO HAVE AND TO HOLD The premises aforesaid with all singular, the rights, privileges, appurtenances and immunities thereto belonging or in any wise appertaining unto GRANTEE and unto GRANTEE'S heirs and assigns forever; the GRANTOR hereby covenanting that GRANTOR is lawfully seized of an indefeasible estate in fee of the premises herein conveyed; that GRANTOR has good right to convey the same; that the said premises are free and clear from any encumbrance done or suffered by GRANTOR or those under whom GRANTOR claims, except as stated above and except for all taxes assessments, general and special, not now due and payable, and that GRANTOR will warrant and defend the title to the said premises unto GRANTEE and unto GRANTEE'S heirs and assigns forever, against the lawful claims and demands of all persons whomsoever. If two or more persons constitute the GRANTOR or GRANTEE, the words GRANTOR and GRANTEE will be construed to read GRANTORS and GRANTEES whenever the sense of this Deed requires.

Nora Dietzel, Recorder of Deeds



# Tom Schauwecker Assessor

Parcel 16-712-29-02-009.00 01

Property Location W 4333-4335 BETHANY DR

<b>City</b>	<b>Road</b> COMMON ROAD DISTRICT (CO)	<b>School</b> COLUMBIA (C1)
<b>Library</b> COL BC LIBRARY (L4)	<b>Fire</b> BOONE COUNTY (F1)	

**Owner** EK RENTALS LLC  
**Address** PO BOX 1857  
**Care Of**  
**City, State, Zip** COLUMBIA, MO 65205

**Subdivision Plat Book/Page** 0010 0141  
**Section/Township/Range** 29 48 13  
**Legal Description** BELLVIEW ACRES BLK 2  
 LOT 41  
**Lot Size** 90.00 x 120.00  
**Irregular Shape**  
**Deeded Acreage** .00  
**Calculated Acreage** .00  
**Deed Book/Page** 4564 0158 3245 0115  
 1704 0673

### CURRENT APPRAISED

Type	Land	Bldgs	Total
	RI 17,500	77,300	94,800
<b>Totals</b>	<b>17,500</b>	<b>77,300</b>	<b>94,800</b>

### CURRENT ASSESSED

Type	Land	Bldgs	Total
	RI 3,325	14,687	18,012
<b>Totals</b>	<b>3,325</b>	<b>14,687</b>	<b>18,012</b>

### RESIDENCE DESCRIPTION

**Year Built** 1972 (ESTIMATE)  
**Use** DUPLEX (102)  
**Basement** FULL (4)                      **Attic** NONE (1)  
**Bedrooms** 6                                      **Main Area** 1,782  
**Full Bath** 2                      **Finished Basement Area** 1,040  
**Half Bath** 2  
**Total Rooms** 12                      **Total Square Feet** 2,822

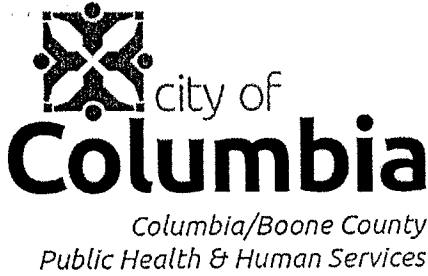
#### Boone County Assessor

801 E. Walnut St., Rm 143  
Columbia, MO 65201-7733

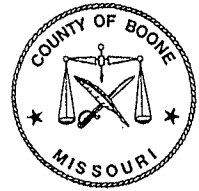
assessor@boonecountymo.org

Office (573) 886-4251

Fax (573) 886-4254



Bid =  $\frac{t}{1}$  \$195



## HEARING NOTICE

EK RENTALS LLC  
PO BOX 1857  
COLUMBIA, MO 65205

An inspection of the property you own located at 4333-4335 West Bethany Drive (parcel # 16-712-29-02-009.00 01) was conducted on January 28, 2019 and revealed trash, rubbish and garbage on the premises. This condition was declared to be a nuisance and a violation of Boone County Public Nuisance Ordinance Section 6.5.

You are herewith notified that the a hearing will be held before the County Commission on February, 19, 2019 at 9:30 am in the County Commission Chambers at the Boone County Government Center, 801 E. Walnut Street, Columbia, Missouri. The purpose of this hearing will be to determine whether a violation exists. If the County Commission determines that a violation exists, it will order the violation to be abated.

If the nuisance is not removed as ordered, any property contributing to the nuisance is deemed forfeited, and the County Commission may have the nuisance seized, removed, and abated. All costs of seizure, removal, and abatement, plus administrative fees, will be assessed against the property in a tax bill. **If the above nuisance condition has been corrected prior to the hearing, you do not have to appear for the hearing.**

The purpose of these ordinances is to create and maintain a cleaner, healthier community. If you have any questions, please do not hesitate to contact our office. If you are not the owner or the person responsible for the care of this property, please call our office at the number listed at the bottom of this letter.

Sincerely,

Garth Baker  
Environmental Public Health Specialist

This notice deposited in the U.S. Mail, first class postage paid on the 5 day of February 2019

by GB

573.874.7781  
573.874.7756 fax

1005 W. Worley Street  
Columbia, Missouri 65203

CoMo.gov

*Our vision: Columbia is the best place for everyone to live, work, learn and play.*





# CITY OF COLUMBIA/BOONE COUNTY, MISSOURI



HEALTH DEPARTMENT  
DIVISION OF ENVIRONMENTAL HEALTH

## NOTIFICATION OF DETERMINATION OF PUBLIC HEALTH HAZARD AND/OR NUISANCE AND ORDER FOR ABATEMENT

EK RENTALS LLC  
PO BOX 1857  
COLUMBIA, MO 65205

An inspection of the property you own located at W 4333-4335 BETHANY DR (parcel # 16-712-29-02-009.00 01) was conducted on December 17, 2018 and revealed trash, rubbish and garbage on the premises.

This condition is hereby declared to be a public nuisance. You are herewith notified that you must begin correcting this condition within 7 days of receipt of this notice and order and that if the above nuisance condition has not been fully corrected within **15 days** after the receipt of this notice, an additional enforcement action will result for violation of Boone County Public Nuisance Ordinance Section 6.5. A reinspection will be conducted at the end of the 15-day period. If the above nuisance condition has not been fully corrected by that time, a hearing before the Boone County Commission will be called to determine whether a violation exists. If the County Commission determines that a violation exists and the nuisance has not been removed as ordered under this notice, any property contributing to the nuisance is deemed forfeited, and the County Commission may have the nuisance seized, removed, and abated with the cost of such seizure, removal and abatement, plus administrative fees, charged against the property in a special tax bill. In addition, a complaint may be filed against you in Circuit Court. **If the above nuisance condition has been corrected within the 15-day period, no further action is necessary.**

The purpose of these ordinances is to create and maintain a cleaner, healthier community. If you have any questions, please do not hesitate to contact our office. If you are not the owner or the person responsible for the care of this property, please call our office at the number listed at the bottom of this letter. Your cooperation is greatly appreciated.

Sincerely,

Garth Baker  
Environmental Public Health Specialist

This notice deposited in the U.S. Mail certified, return receipt requested on the 18 day of December 2018 by GB.

1005 W. Worley ♦ P.O. Box 6015 ♦ Columbia, Missouri 65205-6015  
Phone: (573) 874-7346 ♦ TTY: (573) 874-7356 ♦ Fax: (573) 817-6407  
[www.GoColumbiaMo.com](http://www.GoColumbiaMo.com)



**SENDER: COMPLETE THIS SECTION**

Complete items 1, 2, and 3.  
Print your name and address on the reverse so that we can return the card to you.  
Attach this card to the back of the mailpiece, or on the front if space permits.

Article Addressed to:  
**EK Rentals LLC**  
**P.O. Box 1857**  
**Columbia, MO 65205**



Article Number (Transfer from service label)  
**17 2680 0000 8833 7404**

**COMPLETE THIS SECTION ON DELIVERY**

A. Signature  Agent  Addressee  
**X** *[Signature]*

B. Received by (Printed Name) *Spencer Kessel* C. Date of Delivery

D. Is delivery address different from item 1?  Yes  No  
If YES, enter delivery address below:

3. Service Type
- Adult Signature
  - Adult Signature Restricted Delivery
  - Certified Mail®
  - Certified Mail Restricted Delivery
  - Collect on Delivery
  - Collect on Delivery Restricted Delivery
  - Insured Mail
  - Insured Mail Restricted Delivery (over \$500)
  - Priority Mail Express®
  - Registered Mail™
  - Registered Mail Restricted Delivery
  - Return Receipt for Merchandise
  - Signature Confirmation™
  - Signature Confirmation Restricted Delivery

**U.S. Postal Service™**  
**CERTIFIED MAIL® RECEIPT**  
Domestic Mail Only

For delivery information, visit our website at [www.usps.com](http://www.usps.com)®

**OFFICIAL USE**

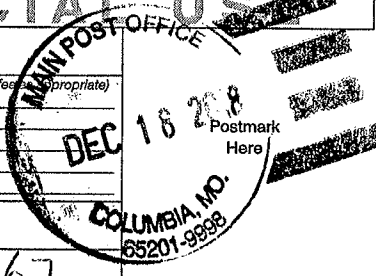
Certified Mail Fee \$

Extra Services & Fees (check box, add fees if appropriate)

- Return Receipt (hardcopy) \$
- Return Receipt (electronic) \$
- Certified Mail Restricted Delivery \$
- Adult Signature Required \$
- Adult Signature Restricted Delivery \$

Postage \$

**Total Postage and Fees \$ 6.67**



Sent To **EK Rentals**

Street and Apt. No. or PO Box No. **P.O. Box 1857**

City, State, ZIP+4® **Columbia, MO 65205**

PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions



FAQs > (<https://www.usps.com/faqs/uspstracking-faqs.htm>)

Track Another Package +

Tracking Number: 70172680000088337404

Remove X

Your item has been delivered and is available at a PO Box at 12:24 pm on December 27, 2018 in COLUMBIA, MO 65201.

**Delivered**

December 27, 2018 at 12:24 pm  
Delivered, PO Box  
COLUMBIA, MO 65201

Get Updates

Feedback

Text & Email Updates

Tracking History

Product Information

See Less

**Can't find what you're looking for?**

Go to our FAQs section to find answers to your tracking questions.

FAQs (<https://www.usps.com/faqs/uspstracking-faqs.htm>)

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI

February Session of the January Adjourned

Term. 20 19

County of Boone

} ea.

In the County Commission of said county, on the

19th

day of

February

20 19

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

Now on this day, the County Commission of the County of Boone does hereby authorize the Presiding Commissioner to sign the attached Finding of Public Nuisance and Order for Abatement of a public nuisance located at 12210 N Silver Fork Hill Road, parcel #06-800-28-00-005.00 01.

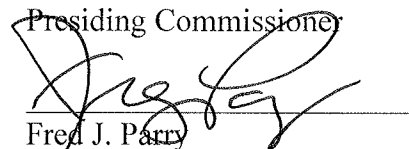
Done this 19th day of February 2019.

ATTEST:

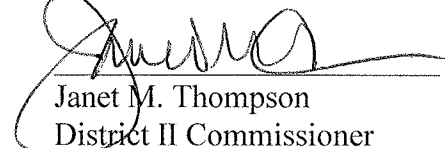
*Brianna L. Lennon*  
Brianna L. Lennon  
Clerk of the County Commission



Daniel K. Atwill  
Presiding Commissioner



Fred J. Parry  
District I Commissioner



Janet M. Thompson  
District II Commissioner

**BEFORE THE COUNTY COMMISSION OF  
BOONE COUNTY, MISSOURI**

In Re: Nuisance Abatement	)	February Session
12210 N Silver Fork Hill Rd	)	January Adjourned
Columbia, MO 65202	)	Term 2019
	)	Commission Order No. <u>62-2019</u>

**FINDING OF PUBLIC NUISANCE AND ORDER FOR ABATEMENT**

**NOW** on this 19<sup>th</sup> day of February 2019, the County Commission of Boone County, Missouri met in regular session and entered the following findings of fact, conclusions of law and order for abatement of nuisance:

**Findings of Fact and Conclusions of Law**

The County Commission finds as fact and concludes as a matter of law the following:

1. The Boone County Code of Health Regulations (the "Code") are officially noticed and are made a part of the record in this proceeding.
2. The City of Columbia/Boone County Health Department administrative record is made a part of the record in this proceeding and incorporated herein by reference. In addition, any live testimony of the official(s) of the department and other interested persons are made a part of the record in this proceeding.
3. A public nuisance exists described as follows: trash, rubbish and garbage on the premises.
4. The location of the public nuisance is as follows: 12210 N Silver Fork Hill Road, Columbia, MO, a/k/a parcel# 06-800-28-00-005.00 01, point lying south and east of road, Section 28, Township 50, Range 13 as shown by deed book 3737 page 0034, Boone County.
5. The specific violation of the Code is: trash, rubbish and garbage in violation of section 6.5 of the Code.
6. The Health Director's designated Health Official made the above determination of the existence of the public nuisance at the above location. Notice of that determination and the requirement for abatement was given in accordance with section 6.10.1 of the Code on the 17<sup>th</sup> day of January 2019, to the property owner.
7. The above described public nuisance was not abated. As required by section 6.10.2 of the Code, the property owner were given notice of the hearing conducted this date before the Boone County Commission for an order to abate the above nuisance at government expense with the cost and expense thereof to be charged against the above described property as a special tax bill and added to the real estate taxes for said property for the current year.
8. No credible evidence has been presented at the hearing to demonstrate that no public nuisance exists or that abatement has been performed or is unnecessary; accordingly,

in accordance with section 6.10.2 of the Code and section 67.402, RSMo, the County Commission finds and determines from the credible evidence presented that a public nuisance exists at the above location which requires abatement and that the parties responsible for abating such nuisance have failed to do so as required by the Health Director or Official's original order referred to above.

**Order For Abatement Chargeable As a Special Assessment To The Property**

Based upon the foregoing, the County Commission hereby orders abatement of the above described public nuisance at public expense and the Health Director is hereby authorized and directed to carry out this order.

It is further ordered and directed that the Health Director submit a bill for the cost and expense of abatement to the County Clerk for attachment to this order and that the County Clerk submit a certified copy of this order and such bill to the County Collector for inclusion as a special assessment on the real property tax bill for the above described property for the current year in accordance with section 67.402, RSMo.

**WITNESS** the signature of the presiding commissioner on behalf Boone County Commission on the day and year first above written.

Boone County, Missouri  
By Boone County Commission

  
\_\_\_\_\_  
Presiding Commissioner

ATTEST:

  
\_\_\_\_\_  
Boone County Clerk

Photographs taken 1/28/2019 @ ~ 2:50 pm

12210 North Silver Fork Hill Road

Trash, rubbish and garbage on the premises





Gloria Jean Sexton

12210 North Silver Fork Hill Road

Health Department nuisance notice – timeline

- 1/2/19: Citizen complaint received
- 1/3/19: Initial inspection conducted
- 1/4/19: Notice of violation sent to owner, return receipt requested
- 1/17/19: Owner notice received
- 1/28/19: Reinspection conducted – violation not abated – photographs taken at ~ 9:40 am
- 2/5/19: Hearing notice sent



# Tom Schauwecker Assessor

Parcel 06-800-28-00-005.00 01

Property Location 12210 N SILVER FORK HILL RD

City	Road COMMON ROAD DISTRICT (CO)	School HARRISBURG (R8)
Library COL BC LIBRARY (L4)	Fire BOONE COUNTY (F1)	

**Owner** SEXTON GLORIA JEAN & MICHAEL & LESLIE ANN PARKER  
**Address** 9803 N ROUTE B LOT 19  
**Care Of**  
**City, State, Zip** HALLSVILLE, MO 65255

**Subdivision Plat Book/Page**  
**Section/Township/Range** 28 50 13  
**Legal Description** PT LYING S & E OF ROAD  
 E 1/2 NW NE  
**Lot Size** .00 x .00  
**Irregular Shape**  
**Deeded Acreage** 7.00  
**Calculated Acreage** 12.20  
**Deed Book/Page** 3737 0034 3626 0142  
 1406 0660 0338 0510

### CURRENT APPRAISED

Type	Land	Bldgs	Total
FA	940	0	940
RA	12,600	1,310	13,910
<b>Totals</b>	<b>13,540</b>	<b>1,310</b>	<b>14,850</b>

### CURRENT ASSESSED

Type	Land	Bldgs	Total
FA	112	0	112
RA	2,394	248	2,642
<b>Totals</b>	<b>2,506</b>	<b>248</b>	<b>2,754</b>

### RESIDENCE DESCRIPTION

**Year Built** 2000  
**Use**  
**Basement** 0 **Attic** 0  
**Bedrooms** 0 **Main Area** 0  
**Full Bath** 0 **Finished Basement Area** 0  
**Half Bath** 0  
**Total Rooms** 0 **Total Square Feet** 0

#### Boone County Assessor

801 E. Walnut St., Rm 143  
Columbia, MO 65201-7733

assessor@boonecountymo.org

Office (573) 886-4251

Fax (573) 886-4254

# Boone County, Missouri

Unofficial Document

Recorded in Boone County, Missouri

Date and Time 04/15/2010 at 01:08:22 PM

Instrument # 2010006553 Book 3626 Page 142

Grantor SEXTON, JOHN H

Grantee SEXTON, GLORIA JEAN

Instrument Type BDED

Recording Fee \$27.00 S

No of Pages 2

*Bettie Johnson*  
Bettie Johnson, Recorder of Deeds



## BENEFICIARY DEED

Grantee's Mailing Address: 12210 N. Silverfork Hill Road, Columbia, Missouri 65202

On this day of April, 2010, GRANTOR: JOHN H. SEXTON, a single person, of Columbia, Boone County, Missouri, as a gift and without consideration does by these presents GRANTS and ASSIGNS, CONVEYS and CONFIRMS unto GRANTEE BENEFICIARIES named as follows:

**GLORIA JEAN SEXTON, MICHAEL SCOTT SEXTON, LESLIE ANN PARKER**

of Columbia, Missouri, if living at the time of the death of Grantor, the following described real estate, situated in the County of Boone and State of Missouri, to-wit:

**THAT PART OF THE EAST HALF OF THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION 28, TOWNSHIP 50, RANGE 13 LYING SOUTH AND EAST OF THE ROAD.**

**SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD.**

TO HAVE AND TO HOLD the same together with all the rights, immunities, privileges and appurtenances to the same belonging unto the said Grantee Beneficiaries, and to their heirs and assigns forever.

THIS BENEFICIARY DEED is executed pursuant to Section 461.025 R.S.Mo. Supp 1993. It is not effective to convey title to the above described real estate until Grantor's death. This deed will not become effective unless recorded before the death of Grantor, and it is subject to revocation and change in the manner provided by law

Nora Dietzel, Recorder of Deeds

# Boone County, Missouri

BOONE COUNTY MO APR 15 2010

## Unofficial Document

IN WITNESS WHEREOF, Grantor executes this Beneficiary Deed on the day and year first above written.

*John H. Sexton*  
\_\_\_\_\_  
JOHN H. SEXTON

STATE OF MISSOURI            )  
  ) SS.  
COUNTY OF BOONE            )

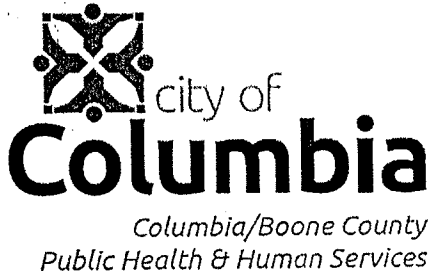
On this 14<sup>th</sup> day of April, 2010, before me personally appeared JOHN H. SEXTON, a single person, to me known to be the person or persons described in and who executed the foregoing Beneficiary Deed as Grantor, and acknowledged that he executed the same as his free act and deed.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal at my office in Columbia, Missouri, the day and year first above written.

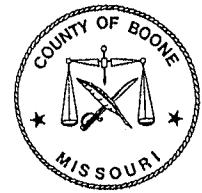
*Crystal Bossaller*  
\_\_\_\_\_  
Crystal Bossaller  
My commission expires: 4/24/10

Notary Public

CRYSTAL BOSSALLER  
NOTARY PUBLIC - NOTARY SEAL  
STATE OF MISSOURI  
BOONE COUNTY  
MY COMMISSION EXPIRES APRIL 24, 2010  
COMMISSION #06870177



Bid = +/- \$1,200



# HEARING NOTICE

SEXTON GLORIA JEAN &  
9803 N ROUTE B LOT 19  
HALLSVILLE, MO 65255

An inspection of the property you own located at 12210 North Silver Fork Hill Road (parcel # 06-800-28-00-005.00 01) was conducted on January 28, 2019 and revealed trash, rubbish and garbage on the premises. This condition was declared to be a nuisance and a violation of Boone County Public Nuisance Ordinance Section 6.5.

You are herewith notified that the a hearing will be held before the County Commission on February, 19, 2019 at 9:30 am in the County Commission Chambers at the Boone County Government Center, 801 E. Walnut Street, Columbia, Missouri. The purpose of this hearing will be to determine whether a violation exists. If the County Commission determines that a violation exists, it will order the violation to be abated.

If the nuisance is not removed as ordered, any property contributing to the nuisance is deemed forfeited, and the County Commission may have the nuisance seized, removed, and abated. All costs of seizure, removal, and abatement, plus administrative fees, will be assessed against the property in a tax bill. **If the above nuisance condition has been corrected prior to the hearing, you do not have to appear for the hearing.**

The purpose of these ordinances is to create and maintain a cleaner, healthier community. If you have any questions, please do not hesitate to contact our office. If you are not the owner or the person responsible for the care of this property, please call our office at the number listed at the bottom of this letter.

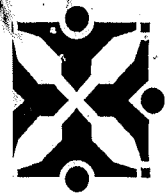
Sincerely,

Garth Baker  
Environmental Public Health Specialist

This notice deposited in the U.S. Mail, first class postage paid on the 5 day of February 2019

by





CITY OF COLUMBIA/BOONE COUNTY, MISSOURI



HEALTH DEPARTMENT
DIVISION OF ENVIRONMENTAL HEALTH

NOTIFICATION OF DETERMINATION OF PUBLIC HEALTH HAZARD AND/OR NUISANCE AND ORDER FOR ABATEMENT

SEXTON GLORIA JEAN &
9803 N ROUTE B LOT 19
HALLSVILLE, MO 65255

An inspection of the property you own located at 12210 N SILVER FORK HILL RD (parcel # 06-800-28-00-005.00 01) was conducted on January 3, 2019 and revealed trash, rubbish and garbage on the premises.

This condition is hereby declared to be a public nuisance. You are herewith notified that you must begin correcting this condition within 7 days of receipt of this notice and order and that if the above nuisance condition has not been fully corrected within 15 days after the receipt of this notice, an additional enforcement action will result for violation of Boone County Public Nuisance Ordinance Section 6.5. A reinspection will be conducted at the end of the 15-day period. If the above nuisance condition has not been fully corrected by that time, a hearing before the Boone County Commission will be called to determine whether a violation exists. If the County Commission determines that a violation exists and the nuisance has not been removed as ordered under this notice, any property contributing to the nuisance is deemed forfeited, and the County Commission may have the nuisance seized, removed, and abated with the cost of such seizure, removal and abatement, plus administrative fees, charged against the property in a special tax bill. In addition, a complaint may be filed against you in Circuit Court. If the above nuisance condition has been corrected within the 15-day period, no further action is necessary.

The purpose of these ordinances is to create and maintain a cleaner, healthier community. If you have any questions, please do not hesitate to contact our office. If you are not the owner or the person responsible for the care of this property, please call our office at the number listed at the bottom of this letter. Your cooperation is greatly appreciated.

Sincerely,

[Handwritten signature of Garth Baker]

Garth Baker
Environmental Public Health Specialist

This notice deposited in the U.S. Mail certified, return receipt requested on the 4th day of January 2018 by [Signature]

1005 W. Worley • P.O. Box 6015 • Columbia, Missouri 65205-6015
Phone: (573) 874-7346 • TTY: (573) 874-7356 • Fax: (573) 817-6407
www.GoColumbiaMo.com

**SENDER: COMPLETE THIS SECTION**

Complete items 1, 2, and 3.  
Print your name and address on the reverse so that we can return the card to you.  
Attach this card to the back of the mailpiece, or on the front if space permits.

Article Addressed to:  
*Jean + Gloria Sexton  
9803 N. Route B Lot 19  
Hallsville, MO 65255*



9590 9402 4049 8079 0979 26

Article Number (Transfer from service label)  
*17 2680 0000 8833 7411*

Form 3811, July 2015 PSN 7530-02-000-9053

**COMPLETE THIS SECTION ON DELIVERY**

A. Signature  
*X Gloria Sexton*  Agent  Addressee  
B. Received by (Printed Name) C. Date of Delivery

D. Is delivery address different from item 1?  Yes  
If YES, enter delivery address below:  No

3. Service Type  
 Adult Signature  Priority Mail Express®  
 Adult Signature Restricted Delivery  Registered Mail™  
 Certified Mail®  Registered Mail Restricted Delivery  
 Certified Mail Restricted Delivery  Return Receipt for Merchandise  
 Collect on Delivery  Signature Confirmation™  
 Collect on Delivery Restricted Delivery  Signature Confirmation Restricted Delivery  
 Insured Mail  Insured Mail Restricted Delivery (over \$500)

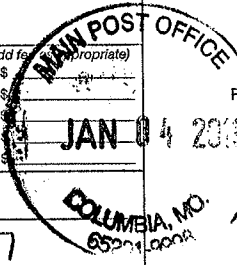
Domestic Return Receipt

**U.S. Postal Service™  
CERTIFIED MAIL® RECEIPT**  
*Domestic Mail Only*

For delivery information, visit our website at [www.usps.com](http://www.usps.com)®

**OFFICIAL USE**

Certified Mail Fee \$  
Extra Services & Fees (check box, add fee if appropriate)  
 Return Receipt (hardcopy) \$  
 Return Receipt (electronic) \$  
 Certified Mail Restricted Delivery \$  
 Adult Signature Required \$  
 Adult Signature Restricted Delivery \$  
Postage \$  
Total Postage and Fees \$ *0.67*



Sent To *Jean + Gloria Sexton*  
Street and Apt. No., or PO Box No. *9803 N. Route B Lot 19*  
City, State, ZIP+4® *Hallsville, MO 65255*

PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions

# USPS Tracking®

FAQs > (<https://www.usps.com/faqs/uspstracking-faqs.htm>)

## Track Another Package +


**Tracking Number:** 70172680000088337411

Remove X

Your item was picked up at the post office at 10:54 am on January 17, 2019 in HALLSVILLE, MO 65255.

### **Delivered**

January 17, 2019 at 10:54 am  
Delivered, Individual Picked Up at Post Office  
HALLSVILLE, MO 65255


Get Updates 

Feedback

---

Text & Email Updates 

---

Tracking History 

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Product Information 

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See Less 

## Can't find what you're looking for?

Go to our FAQs section to find answers to your tracking questions.

FAQs (<https://www.usps.com/faqs/uspstracking-faqs.htm>)

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI

County of Boone

} ca.

February Session of the January Adjourned

Term. 20 19

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

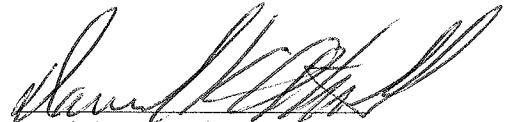
the following, among other proceedings, were had, viz:

Now on this day, the County Commission of the County of Boone does hereby authorize the Presiding Commissioner to sign the attached Finding of Public Nuisance and Order for Abatement of a public nuisance located at 7631 Zack Road, parcel #12-204-10-01-011.00 01.

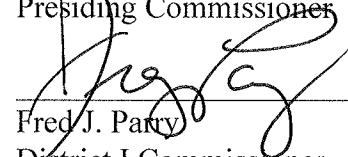
Done this 19th day of February 2019.

ATTEST:

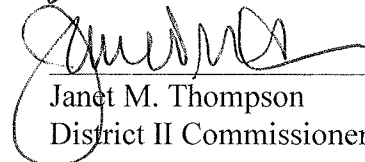
*Brianna L. Lennon*  
Brianna L. Lennon  
Clerk of the County Commission



Daniel K. Atwill  
Presiding Commissioner



Fred J. Parry  
District I Commissioner



Janet M. Thompson  
District II Commissioner



**BEFORE THE COUNTY COMMISSION OF  
BOONE COUNTY, MISSOURI**

In Re: Nuisance Abatement	)	February Session
7631 Zack Road	)	January Adjourned
Columbia, MO 65202	)	Term 2019
	)	Commission Order No. <u>103-2019</u>

**FINDING OF PUBLIC NUISANCE AND ORDER FOR ABATEMENT**

**NOW** on this 19<sup>th</sup> day of February 2019, the County Commission of Boone County, Missouri met in regular session and entered the following findings of fact, conclusions of law and order for abatement of nuisance:

**Findings of Fact and Conclusions of Law**

The County Commission finds as fact and concludes as a matter of law the following:

1. The Boone County Code of Health Regulations (the "Code") are officially noticed and are made a part of the record in this proceeding.
2. The City of Columbia/Boone County Health Department administrative record is made a part of the record in this proceeding and incorporated herein by reference. In addition, any live testimony of the official(s) of the department and other interested persons are made a part of the record in this proceeding.
3. A public nuisance exists described as follows: junk, trash, rubbish, garbage and other refuse on the premises.
4. The location of the public nuisance is as follows: 7631 Zack Road, Columbia, MO, a/k/a parcel# 12-204-10-01-011.00 01, Valley Park Subdivision, Lot 1, Section 10, Township 49, Range 12 as shown by deed book 2694 page 0104, Boone County
5. The specific violation of the Code is junk, trash, rubbish, garbage and other refuse in violation of section 6.5 of the Code.
6. The Health Director's designated Health Official made the above determination of the existence of the public nuisance at the above location. Notice of that determination and the requirement for abatement was given in accordance with section 6.10.1 of the Code on the 24<sup>th</sup> day of September 2018, to the property owner.
7. The above described public nuisance was not abated. As required by section 6.10.2 of the Code, the property owner was given notice of the hearing conducted this date before the Boone County Commission for an order to abate the above nuisance at government expense with the cost and expense thereof to be charged against the above described property as a special tax bill and added to the real estate taxes for said property for the current year.
8. No credible evidence has been presented at the hearing to demonstrate that no public nuisance exists or that abatement has been performed or is unnecessary; accordingly, in accordance with section 6.10.2 of the Code and section 67.402, RSMo, the County

Commission finds and determines from the credible evidence presented that a public nuisance exists at the above location which requires abatement and that the parties responsible for abating such nuisance have failed to do so as required by the Health Director or Official's original order referred to above.

**Order For Abatement Chargeable As a Special Assessment To The Property**

Based upon the foregoing, the County Commission hereby orders abatement of the above described public nuisance at public expense and the Health Director is hereby authorized and directed to carry out this order.

It is further ordered and directed that the Health Director submit a bill for the cost and expense of abatement to the County Clerk for attachment to this order and that the County Clerk submit a certified copy of this order and such bill to the County Collector for inclusion as a special assessment on the real property tax bill for the above described property for the current year in accordance with section 67.402, RSMo.

**WITNESS** the signature of the presiding commissioner on behalf Boone County Commission on the day and year first above written.

Boone County, Missouri  
By Boone County Commission

  
\_\_\_\_\_  
Presiding Commissioner

ATTEST:

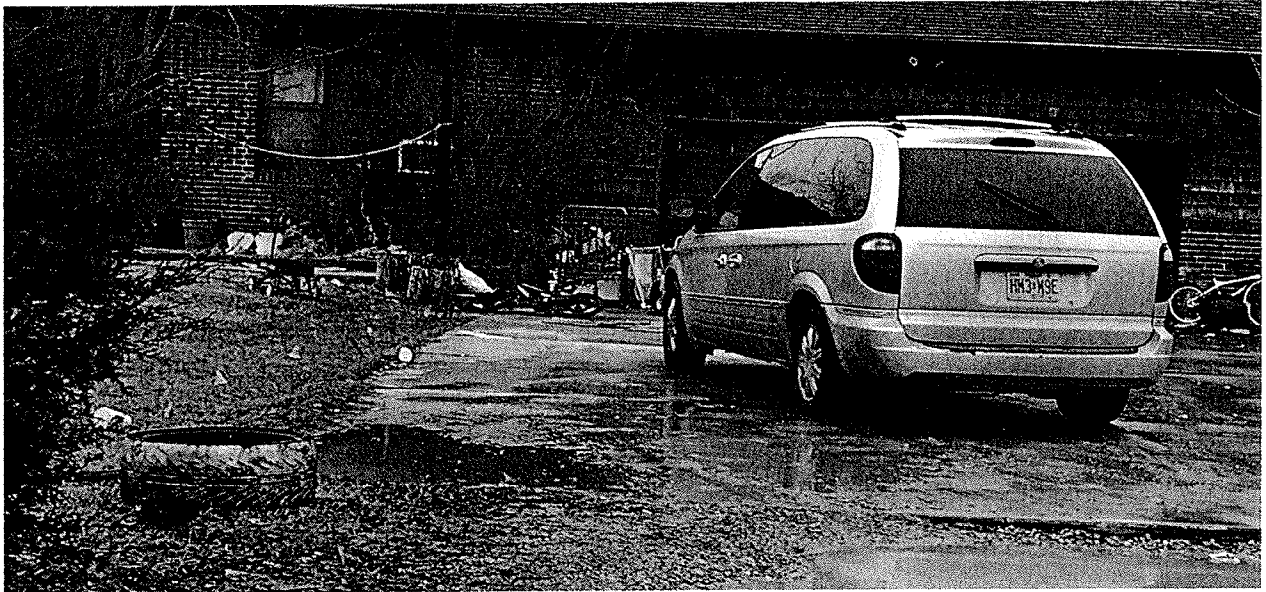
  
\_\_\_\_\_  
Boone County Clerk

Photographs taken 2/4/19 @ ~ 2:20 pm

7631 Zack Road

Trash, junk, and other refuse on the property

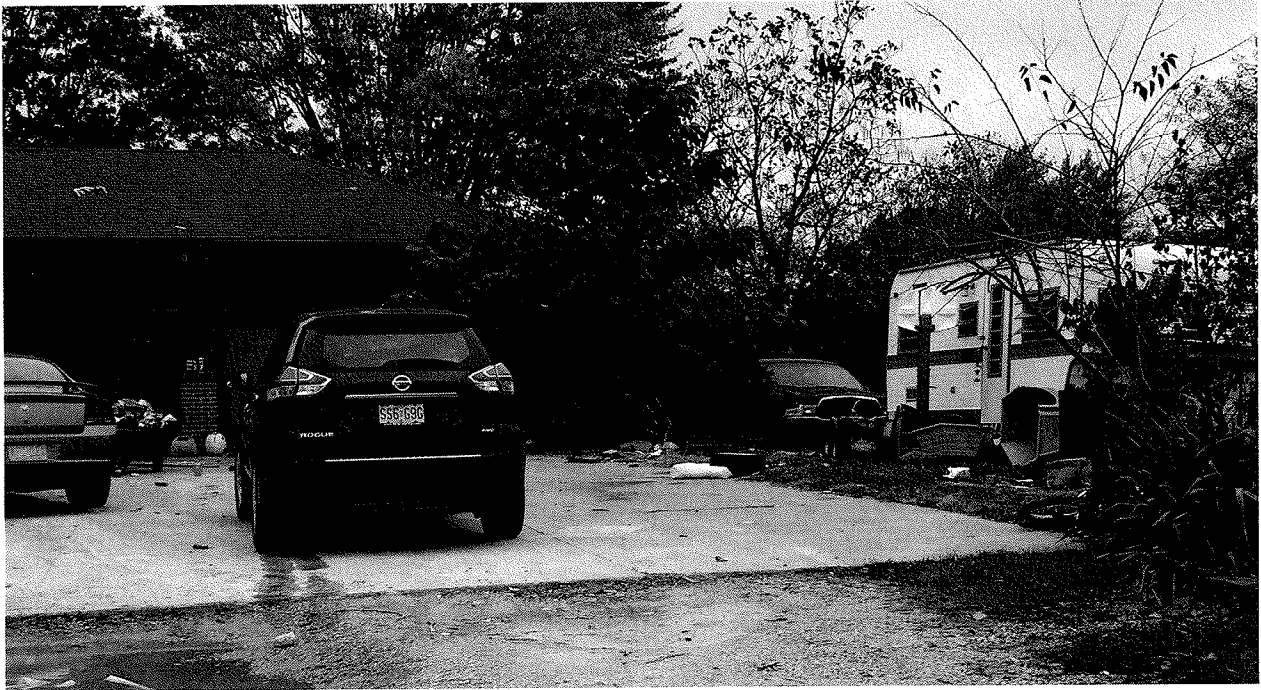




Photographs taken 10/19/18 @ ~ 2:40 pm

7631 Zack Road

Trash, junk, and other refuse on the property





Amanda Matticks  
7631 North Zack Road  
Health Department nuisance notice - timeline

- 9/12/18: citizen complaint received
- 9/14/18: citizen complaint received
- 9/18/18: initial inspection conducted
- 9/19/18: notice of violation sent to owner, return receipt requested
- 9/24/18: owner notice received
- 10/09/18: reinspection conducted – violation not abated
- 10/17/18: hearing notice sent – Health Department did not allow 10 days from hearing notice being sent to hearing date
- 10/25/18: Boone County Commission hearing
- 10/18/18: Owner contacted health department via telephone
- 10/19/18: reinspection conducted – met with owner on site - violation not abated - photographs taken at ~ 2:40 pm
- 2/4/19: reinspection conducted – violation not abated – photographs taken at ~ 2:20 PM
- 2/5/19: hearing notice sent

# Boone County, Missouri

Unofficial Document



Recorded in Boone County, Missouri

Date and Time 04/01/2005 at 09:35:12 AM

Instrument # 2005007803 Book 2694 Page 104

Grantor CHISHOLM, ROBERT A

Grantee MATTICKS, AMANDA ERIN

Instrument Type WD

Recording Fee \$27.00 S

No of Pages 2

*Bettie Johnson*  
Bettie Johnson, Recorder of Deeds



File Number: 214696

## GENERAL WARRANTY DEED

This Deed, Made and entered on March 31, 2005 by and between

Robert A. Chisholm and Glenna S. Chisholm, husband and wife, of the County of Boone, State of Missouri, Party or Parties of the First Part, GRANTOR, and

Amanda Erin Matticks, a single person whose mailing address is: 7631 Zack Rd., Columbia, MO, 65202 Party or Parties of Second Part, GRANTEE.

WITNESSETH, that the said party of the first part, for and in consideration of the sum of One Dollar (\$1.00) and other valuable considerations paid by the said party or parties of the second part, the receipt of which is hereby acknowledged, does by these presents GRANT, BARGAIN SELL, CONVEY AND CONFIRM unto the said party or parties of the second part, the following described Real Estate, situated in the County of BOONE and State of Missouri, to-wit:

Lot One (1) of Valley Park Subdivision as shown by plat thereof recorded in Plat Book 11, page 310, records of Boone County, Missouri.

Also known as: 7631 Zack Rd., Columbia, MO, 65202

Subject to building lines, conditions, restrictions, and easements, and zoning regulations of record, if any.

TO HAVE AND TO HOLD the same, together with all rights and appurtenances to the same belonging, unto the said party or parties of the second part, and to the heirs and assigns of such party or parties forever.



# Tom Schauwecker Assessor

**Parcel** 12-204-10-01-011.00 01

**Property Location** 7631 N ZACK RD

<b>City</b>	<b>Road</b> COMMON ROAD DISTRICT (CO)	<b>School</b> HALLSVILLE (R4)
<b>Library</b> COL BC LIBRARY (L4)	<b>Fire</b> BOONE COUNTY (F1)	

<b>Owner</b> MATTICKS AMANDA ERIN	<b>Subdivision Plat Book/Page</b> 0011 0310
<b>Address</b> 7631 ZACK RD	<b>Section/Township/Range</b> 10 49 12
<b>Care Of</b>	<b>Legal Description</b> VALLEY PARK SD LOT 1
<b>City, State, Zip</b> COLUMBIA, MO 65202	<b>Lot Size</b> .00 x .00
	<b>Irregular Shape</b>
	<b>Deeded Acreage</b> .00
	<b>Calculated Acreage</b> 2.20
	<b>Deed Book/Page</b> 2694 0104 0471 0805

**CURRENT APPRAISED**

Type	Land	Bldgs	Total
RI	14,800	86,500	101,300
<b>Totals</b>	<b>14,800</b>	<b>86,500</b>	<b>101,300</b>

**CURRENT ASSESSED**

Type	Land	Bldgs	Total
RI	2,812	16,435	19,247
<b>Totals</b>	<b>2,812</b>	<b>16,435</b>	<b>19,247</b>

**RESIDENCE DESCRIPTION**

<b>Year Built</b> 1979	
<b>Use</b> SINGLE FAMILY (101)	
<b>Basement</b> FULL (4)	<b>Attic</b> NONE (1)
<b>Bedrooms</b> 4	<b>Main Area</b> 1,184
<b>Full Bath</b> 2	<b>Finished Basement Area</b> 192
<b>Half Bath</b> 0	
<b>Total Rooms</b> 6	<b>Total Square Feet</b> 1,376

**Boone County Assessor**

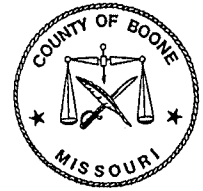
801 E. Walnut St., Rm 143  
Columbia, MO 65201-7733

assessor@boonecountymo.org

**Office** (573) 886-4251  
**Fax** (573) 886-4254



Columbia/Boone County  
Public Health & Human Services



## HEARING NOTICE

MATTICKS AMANDA ERIN  
7631 ZACK RD  
COLUMBIA, MO 65202

An inspection of the property you own located at 7631 North Zack Road (parcel # 12-204-10-01-011.00 01) was conducted on February 4, 2019 and revealed trash, junk and other refuse on the premises. This condition was declared to be a nuisance and a violation of Boone County Public Nuisance Ordinance Section 6.5.

You are herewith notified that the a hearing will be held before the County Commission on February, 19, 2019 at 9:30 am in the County Commission Chambers at the Boone County Government Center, 801 E. Walnut Street, Columbia, Missouri. The purpose of this hearing will be to determine whether a violation exists. If the County Commission determines that a violation exists, it will order the violation to be abated.

If the nuisance is not removed as ordered, any property contributing to the nuisance is deemed forfeited, and the County Commission may have the nuisance seized, removed, and abated. All costs of seizure, removal, and abatement, plus administrative fees, will be assessed against the property in a tax bill. **If the above nuisance condition has been corrected prior to the hearing, you do not have to appear for the hearing.**

The purpose of these ordinances is to create and maintain a cleaner, healthier community. If you have any questions, please do not hesitate to contact our office. If you are not the owner or the person responsible for the care of this property, please call our office at the number listed at the bottom of this letter.

Sincerely,

Garth Baker  
Environmental Public Health Specialist

This notice deposited in the U.S. Mail, first class postage paid on the 5 day of February 2019

by

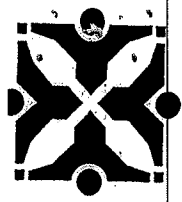
573.874.7781  
 573.874.7756 fax

1005 W. Worley Street  
Columbia, Missouri 65203

CoMo.gov

*Our vision: Columbia is the best place for everyone to live, work, learn and play.*





CITY OF COLUMBIA/BOONE COUNTY, MISSOURI



HEALTH DEPARTMENT  
DIVISION OF ENVIRONMENTAL HEALTH

**NOTIFICATION OF DETERMINATION OF PUBLIC HEALTH  
HAZARD AND/OR NUISANCE AND ORDER FOR ABATEMENT**

MATTICKS AMANDA ERIN  
7631 ZACK RD  
COLUMBIA, MO 65202

An inspection of the property you own located at 7631 N ZACK RD (parcel # 12-204-10-01-011.00 01) was conducted on September 18, 2018 and revealed trash, junk, and other refuse on the property.

This condition is hereby declared to be a public nuisance. You are herewith notified that you must begin correcting this condition within 7 days of receipt of this notice and order and that if the above nuisance condition has not been fully corrected within **15 days** after the receipt of this notice, an additional enforcement action will result for violation of Boone County Public Nuisance Ordinance Section 6.5. A reinspection will be conducted at the end of the 15-day period. If the above nuisance condition has not been fully corrected by that time, a hearing before the Boone County Commission will be called to determine whether a violation exists. If the County Commission determines that a violation exists and the nuisance has not been removed as ordered under this notice, any property contributing to the nuisance is deemed forfeited, and the County Commission may have the nuisance seized, removed, and abated with the cost of such seizure, removal and abatement, plus administrative fees, charged against the property in a special tax bill. In addition, a complaint may be filed against you in Circuit Court. **If the above nuisance condition has been corrected within the 15-day period, no further action is necessary.**

The purpose of these ordinances is to create and maintain a cleaner, healthier community. If you have any questions, please do not hesitate to contact our office. If you are not the owner or the person responsible for the care of this property, please call our office at the number listed at the bottom of this letter. Your cooperation is greatly appreciated.

Sincerely,

Garth Baker  
Environmental Public Health Specialist

This notice deposited in the U.S. Mail certified, return receipt requested on the 19<sup>th</sup> day of September 2018 by VJA.

1005 W. Worley ♦ P.O. Box 6015 ♦ Columbia, Missouri 65205-6015  
Phone: (573) 874-7346 ♦ TTY: (573) 874-7356 ♦ Fax: (573) 817-6407  
[www.GoColumbiaMo.com](http://www.GoColumbiaMo.com)

**SENDER: COMPLETE THIS SECTION**

Complete items 1, 2, and 3.  
Print your name and address on the reverse so that we can return the card to you.  
Attach this card to the back of the mailpiece, or on the front if space permits.

Article Addressed to:  
  
ATTICKS AMANDA ERIN  
7631 ZACK RD  
COLUMBIA MO 65202



Article Number (Transfer from service label)  
2680 0000 8832 2110

Form 3811, July 2015 PSN 7530-02-000-9053

**COMPLETE THIS SECTION ON DELIVERY**

A. Signature  Agent  Addressee  
*Amanda Matticks*  
B. Received by (Printed Name) *Amanda Matticks* C. Date of Delivery *9/24/18*

D. Is delivery address different from item 1?  Yes  No  
If YES, enter delivery address below:

3. Service Type
- Adult Signature
  - Adult Signature Restricted Delivery
  - Certified Mail®
  - Certified Mail Restricted Delivery
  - Collect on Delivery
  - Collect on Delivery Restricted Delivery
  - Insured Mail
  - Insured Mail Restricted Delivery (over \$500)
  - Priority Mail Express®
  - Registered Mail™
  - Registered Mail Restricted Delivery
  - Return Receipt for Merchandise
  - Signature Confirmation™
  - Signature Confirmation Restricted Delivery

Domestic Return Receipt

7017 2680 0000 8832 2110

**U.S. Postal Service™**  
**CERTIFIED MAIL® RECEIPT**  
*Domestic Mail Only*

For delivery information, visit our website at [www.usps.com](http://www.usps.com)®

**OFFICIAL USE**

Certified Mail Fee

\$

Extra Services & Fees (check box, as appropriate)

- Return Receipt (hardcopy)
- Return Receipt (electronic)
- Certified Mail Restricted Delivery
- Adult Signature Required
- Adult Signature Restricted Delivery

Postage

\$ *6.67*

Total Postage and Fees

\$

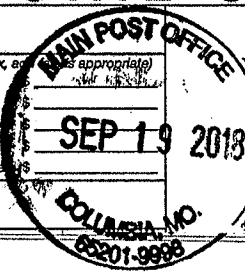
Sent To

Street and Apt. No.

City, State, ZIP+4

PS Form 3800, 11/15

MATTICKS AMANDA ERIN  
7631 ZACK RD  
COLUMBIA MO 65202



# CERTIFIED COPY OF ORDER

STATE OF MISSOURI

February Session of the January Adjourned

Term. 20 19

County of Boone

} ea.

In the County Commission of said county, on the

19th

day of

February

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 Assessor's Office to move funds from Salary & Wages (10100) to Replacement Auto-Trucks (92400) to cover costs for vehicle replacement.

Department	Account	Department Name	Account Name	Decrease \$	Increase \$
2010	92400	Assessment	Replacement Auto-Truck		35,000
2010	10100	Assessment	Salary & Wages	35,000	
				35,000	35,000

Done this 19th day of February 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

*Janel M. Thompson*  
 Janel M. Thompson  
 District II Commissioner

**BOONE COUNTY, MISSOURI  
REQUEST FOR BUDGET REVISION**

To: County Clerk's Office  
Comm Order # 64-2019  
Please return purchase req with back-up to Auditor's Office.

2/7/19  
EFFECTIVE DATE

FEB - 6 2019

**FOR AUDITORS USE**

BOONE COUNTY AUDITOR

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

Dept	Account	Fund/Dept Name	Account Name	Transfer From Decrease	Transfer To Increase
2010	92400	Assessment	Replacement Auto-Trucks		35,000
<i>2010</i>	<i>10100</i>	<i>Assessment</i>	<i>Salary + Wages</i>	<i>35,000</i>	
				<u>35,000</u>	<u>35,000</u>

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

Fluid is leaking from the Power Transfer Unit. The PTU is part of the drive train and critical to making the rear tires operate for All Wheel Drive vehicles. The estimated cost to repair is \$1,924.91. Tires are completely worn out and need to be replaced. The cost to replace all four tires using state contract with Big O Tires is \$560. Edmunds estimates trade-in value of a 2013 Ford Explorer Police vehicle with 146,000 to be \$2,606.

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

*[Signature]*  
Requesting Official

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

*N/A* A schedule of previously processed Budget Revisions/Amendments is attached  
 Unencumbered funds are available for this budget revision.  
 Comments: *Pos # 396 Cartographer is vacant Agnola + will not be filled during 2019. Expect Revenue of \$4,000 from sale of vehicle*

*[Signature]* Auditor's Office  
*[Signature]* PRESIDING COMMISSIONER      *[Signature]* DISTRICT I COMMISSIONER      *[Signature]* DISTRICT II COMMISSIONER

Name TEST Id# 112042 Bill Year 2019  
 Add Property... Mileage found Y Bill No  
 Type + VIN + Nada O/R found N Trade  
 Year Salvage Title N Assess  
 Make + VAC N Mileage  
 Model Vac  
 Body + Adjust  
 Lessee Mileage Final

Type	Year	Make	Model	Market Val	Assess Val	Adjust Val	Final Assess
T	2013	FORD	T EXPLORER	7,925	2,642	4,425	1,475
VIN 1FM5K8AR7DGC73621 +				NADA FORD TRUCK			
Lessee				EXPLORER			
Mileage 146,000 S/T? O/R NADA? N				UTILITY 4D POLICE AWD			
VIN +				NADA			
Lessee							
Mileage S/T? O/R NADA?							

Bottom

Values: RED=MSRP Market Value YLW=Not Valued \*=VAC Next Year  
 F2=Owner F3=Exit F4=Prompt F8=Livestock F9=Mobil Home F11=Expand Property  
 F16=View NADAVPS F20=Adjust MSRP F22=Business

# BIG O TIRES AND SERVICE CENTERS®

QUOTE ONLY

BIG O TIRES # 25001 4801  
2300 BUSINESS LOOP 70 E  
COLUMBIA, MO 65201  
(573) 449-2457

Page 1 EPA #  
BAR #

**This is a Quote only not an Invoice, do not pay from this. This Quote cannot be used as a Proof of Purchase.**

Order No. 213358

**Quote valid for 30 days with the exception of special promotions which may expire before 30 days**

Salesperson ANDREW TURNER

Printed On 02/01/2019 11:39

Customer	Vehicle Information
<b>Cust.:</b> BOONE COUNTY ASSESSOR NAT-434 <b>Address:</b> 801 E WALNUT, 801 EAST WALNUT, ROOM 143 <b>City, State, Zip:</b> COLUMBIA, MO 65201 <b>Phone:</b> (573) 886-4270 <b>Alt Ph:</b> <b>Cell:</b>	<b>Year:</b> 2012 <b>Make:</b> FORD TRUCK <b>Model:</b> EXPLORER <b>Color:</b> <b>License:</b> () <b>Odometer:</b> 0 <b>Engine:</b> V6-3496 3.5L DOHC <b>VIN:</b> <b>Unit:</b> <b>Save Old Parts?</b> No
<b>Bill To:</b>	

Part Number	Description	Qty	FET	Each	Extended
GOO 732026500	245/55R18 SL 103/V Goodyear Eagle RSA VSB <i>Minimum Mileage Warranty: MFG BASIC WARRANTY PROTECTION - BASIC WARRANTY PROTECTION comes with: Manufacturer's Limited Materials and Workmanship Warranty / FREE tire rotations every 5,000 miles / NO ROAD HAZARD WARRANTY but with the OPTION of upgrading to the PREMIUM 3-YEAR FREE REPLACEMENT TIRE PROTECTION PLAN or the VALUE PRO-RATED TIRE PROTECTION PLAN.</i>	4.00		241.99	967.96
FEE MOTIRETAX	MISSOURI TIRE TAX	4.00		0.50	2.00
DIS DIST	TIRE DISCOUNT	-4.00		115.49	-461.96
LAB MO	MOUNT/BALANCE TIRES	4.00		13.00	52.00

**QUOTE ONLY - NOT A RECEIPT FOR PARTS AND SERVICE**

Visit us on the web at: <http://www.bigotires.com>



Parts	967.96
FET	0.00
Core Chg	0.00
Labor	-409.96
Waste Disposal	2.00
Shop Supplies	0.00
Sales Tax	0.00
<b>Total:</b>	<b>560.00</b>



## Tom Schauwecker

---

**From:** Greg Edington  
**Sent:** Friday, February 1, 2019 11:18 AM  
**To:** Caryn Ginter; Tom Schauwecker  
**Cc:** Rickey Harvey  
**Subject:** FA#18511 (Vehicle 6001) Estimate for repairs

We recently had vehicle 6001 in our shop and Terry noted that the vehicle was leaking fluid from the PTU (Power Transfer unit). The PTU is part of the drivetrain and is critical to making the rear wheels operate for All Wheel drive vehicles. The estimated cost for repair includes replacing PTU with a new unit. With labor and parts, the estimate is \$1924.91. The cost is only slightly less when using a rebuilt PTU. According to the automotive community, this is a common problem with Ford all wheel drive vehicles but there have been no recalls issued to address the problem.

Please let me know if you need additional information.

Thank you,  
Greg

# Vehicle Replacement Analysis Form

Complete Sections 1 and 2 then route (or email) form to your Budget Analyst

## Section 1 (completed by Department)

Date: 2/7/2019  
 Budget Year: 2019  
 Department Name: Assessment  
 Budget Department: 2010 Completed by: Tom Schauwecker

### Vehicle Information

Fixed Asset Tag # 18511 Make Ford Year 2013  
 Vehicle # 6001 Model Explorer Police Current Mileage 146,000  
 Estimated Resale or Trade-in Value: \$ \$2,606 Estimated Month of Replacement: ASAP Estimated Mileage @ Replacement: 147,000

*(Use Edmunds.com to determine value; provide copy of valuation)*

Description of Vehicle Use:

Data collection of new construction and review of existing properties.

Explanation for Replacement:

Fluid is leaking for the Power Transfer Unit. The PTU is part of the drivetrain and is critical to making the rear wheel operate for All Wheel Drive Vehicles. The estimated cost to repair is \$1,924.91. Tires are completely worn out and need to be replaced. The cost to replace all four tires using state contract with Big O tires is \$560. A new vehicle in the assessors' fleet has averaged more than 20 years of service.

### Vehicle Replacement Criteria Guide

Vehicle Class	Minimum Mileage	Minimum Age (Years)	Maintenance/ Acquisition Cost Ratio (Minimum)	Repair Cost/Resale Value Ratio (Minimum)
Light Duty Vehicles (Sedan, SUV, Van, Light Duty Pick-up)	120,000 - 150,000	10	50%	70%
Pick-up (Compact, 1/2T-1T)	120,000 - 150,000	10	50%	70%
Pick-up (Public Works - Cab chassis work truck, diesel)	200,000	8-10	50%	70%
Single-Axle (Public Works - diesel)	200,000	8-10	50%	70%
Tandem-Axle (Public Works - diesel)	450,000	8-10	50%	70%

At least two criteria should be met for the vehicle to be considered for replacement. If the vehicle does not meet minimum criteria, provide reason(s) for replacement in the *Explanation for Replacement* section.

**Section 2** (completed by Public Works)

**Vehicle Inspection Report and Cost Estimates**

Please contact Greg Edington, Assistant Manager for Public Works at 449-8515 to schedule a vehicle inspection. Email this form (Excel version) to gedington@boonecountymo.org. After Sections 1 & 2 are completed, route (or email) the form to your Budget Analyst.

Description of Needed Repairs	Type	Cost

*See Greg's e-mail*

*T.C.S*

*2/7/19*

**Section 3** (completed by Auditor's Office)

**Additional Vehicle Information**

Acquisition Date _____	Age of Asset @ Replacement _____
Average Annual Miles _____	Total Cumulative Maintenance Expense _____
Maintenance Cost/ Acquisition Cost Ratio _____	Annual Insurance Cost _____
Expected Repairs/ Resale Value Ratio _____	Average Cost Per Mile _____

**Should Vehicle be Considered for Replacement?**

	Criteria Met (Y/N)
Minimum Mileage	
Minimum Age	
Maintenance Cost/ Acquisition Cost Ratio	
Repair Cost/Resale Value Ratio	

Comments:

# BIG O TIRES

AND SERVICE CENTERS

BIG O TIRES # 25001 4801  
 2300 BUSINESS LOOP 70 E  
 COLUMBIA, MO 65201  
 (573) 449-2457

**QUOTE ONLY**

Page 1

EPA #  
 BAR #

This is a Quote only not an Invoice, do not pay from this. This Quote cannot be used as a Proof of Purchase.

Quote valid for 30 days with the exception of special promotions which may expire before 30 days

Order No. 213358

Salesperson ANDREW TURNER

Printed On 02/01/2019 11:39

Customer	Vehicle Information
Cust.: BOONE COUNTY ASSESSOR NAT-434 Address: 801 E WALNUT, 801 EAST WALNUT, ROOM 143 City, State, Zip: COLUMBIA, MO 65201 Phone: (573) 886-4270 Alt Ph: Cell:	Year: 2012 Make: FORD TRUCK Model: EXPLORER Color: License: () Odometer: 0 Engine: V6-3496 3.5L DOHC VIN: Unit: Driver: Save Old Parts? No
Bill To:	

Part Number	Description	Qty	FET	Each	Extended
GOO732026500	245/55R18 SL 103/V Goodyear Eagle RSA VSB	4.00		241.99	967.96
	Minimum Mileage Warranty: MFG BASIC WARRANTY PROTECTION - BASIC WARRANTY PROTECTION comes with: Manufacturer's Limited Materials and Workmanship Warranty / FREE tire rotations every 5,000 miles / NO ROAD HAZARD WARRANTY but with the OPTION of upgrading to the PREMIUM 3-YEAR FREE REPLACEMENT TIRE PROTECTION PLAN or the VALUE PRO-RATED TIRE PROTECTION PLAN.				
FEE MOTIRETAX	MISSOURI TIRE TAX	4.00		0.50	2.00
DIS DIST	TIRE DISCOUNT	-4.00		115.49	-461.96
LAB MO	MOUNT/BALANCE TIRES	4.00		13.00	52.00

THEY CAN'T TRUST YOU

**QUOTE ONLY - NOT A RECEIPT FOR PARTS AND SERVICE**

Visit us on the web at: <http://www.bigotires.com>



Parts	967.96
FET	0.00
Core Chg	0.00
Labor	-409.96
Waste Disposal	2.00
Shop Supplies	0.00
Sales Tax	0.00
<b>Total:</b>	<b>560.00</b>

# JOE MACHENS FORD LINCOLN

1911 W. Worley • Columbia, MO 65203 • (573) 445-4411 • (800) 745-4454 • www.machens.com

February 8, 2019

State Contract # IFB605CO19000723

Boone County

Subject: Joe Machens Proposal on a **2020 Ford Explorer, 4 Wheel Drive, Item #66**

To: Whom it May Concern;

As per the requested quote on a 2020 Ford Explorer, Joe Machens Ford proposes the following. The Ford Explorer includes the factory standard options and the State Contract options as listed below. This proposed unit also has other options as noted below.

**Price – Dealer Code – Option, Included Equipment**

<b>\$31,085</b> – 2020 Ford Explorer Base (K8B)	4 wheels disc brakes – ABS
100A pkg (100A)	Cruise control and Tilt
4 Wheel Drive	Daytime Running Lights
2.3L EcoBoost Engine (99H)	Carpet Flooring
Standard Rear Axle	Cloth Seats (7N)
Automatic Transmission	Rear Camera
Air Conditioning	SYNC Bluetooth
LH & RH Manual Mirrors	2 sets of keys
All Season Tires plus spare	3 <sup>rd</sup> row seating
Standard GVWR	

**Optional equipment (Price – Dealer Code – Option):**

**\$0** – YZ – Exterior Color: Oxford White  
**\$0** – 7N – Interior Color: Cloth: Sandstone  
**\$0** – DEL – Delivery / Fees

**Total**

**\$31,085 (2020 Ford Explorer 4x4)**

Joe Machens Ford appreciates your business and we look forward to servicing your needs in the future. Any questions should be directed to Kelly Sells, Fleet Department Manager.

Thanks,



Kelly Sells  
Fleet Manager  
Joe Machens Ford  
573-445-4411  
ksells@machens.com



The following features are standard on the 2020MY Explorer:

## MECHANICAL

- ★ Auto Hold
- ★ Electric Parking Brake
- ★ Engine – 2.3L EcoBoost® I-4 with Auto Start-Stop Technology
- Four-Wheel Disc Brakes with Anti-Lock Brake System (ABS)
- Front Recovery Hook
- Heavy-Duty Front Brake Calipers (Rear are Standard Duty)
- Transmission – 10-Speed Automatic with SelectShift® Capability (includes Active Transmission Warm-Up (ATWU))

## EXTERIOR

- 18.6 Gallon Fuel Tank
- Active Grille Shutters (Not available with the Fleet Only optional 3.3L Ti-VCT Engine on Base)
- Black – Molded-in-Color
  - Door Handles
  - Grille
  - Lower Bodyside Cladding
  - Wheel Lip Molding
- Body-Color
  - Bumpers, Front and Rear (Body-Color Upper, Black Lower)
  - Rear Spoiler
- Chrome Liftgate Appliqué
- Configurable Daytime Running Lamps (DRL) (Activates LED Low Beam Headlamps with Courtesy Delay)
- Easy Fuel® Capless Fuel Filler
- Front Air Curtain
- LED Taillamps with Amber Turn Signals★
- Power Liftgate
- Privacy Glass – Second Row, Third Row and Liftgate
- Roof-Mounted Antenna
- Tires
  - P255/65R18 All-Season (A/S) BSW
  - Mini Spare
- Wheels – 18" Painted Aluminum
- Wipers
  - Windshield – Variable Intermittent/Continuous
  - Rear Window – Single-Speed Intermittent/Continuous

## INTERIOR/COMFORT

- Black Metallic Center Stack
- Center Floor Console – Front
  - Armrest
  - Storage Bin
- Climate Control
  - Cabin Particulate Air Filter
  - Dual-Zone Electronic Automatic Temperature Control (DEATC)
  - Rear Auxiliary Controls
- Cruise Control
- Cupholders – 10
- Door-Sill Scuff Plates, Front and Rear – Black Molded-in-Color (MIC), embossed with "EXPLORER"
- Driver and Front Passenger Seat Back Map Pockets
- Driver's Side Footrest
- Floor Mats – Black Carpet, Front and Second Rows
- Grab Handles – Front-Passenger; Second Row – two (2), includes Coat Hooks
- Illuminated Visor Vanity Mirrors (Driver and Front Passenger)
- Instrument Panel Appliqués – Ebony
- Instrument Panel Cluster
  - 4.2" Color LCD Productivity Screen
  - Message Center
  - Outside Temperature Display
  - Trip Computer
- Lighting
  - Front Overhead Console Mounted Map Lights
  - Illuminated Entry System
  - Rear Cargo Area Light
  - Second and Third Row Dome Lights
- Locking Glove Box
- Overhead Console with Sunglasses Storage

## INTERIOR/COMFORT (continued)

- Powerpoints (12V) – five (5)
  - Front row; one (1) in Media Hub, one (1) in center console
  - Second row; two (2) in rear section of center console
  - Rear Cargo Area; one (1)
- Rotary Gear Shift Dial
- Seats
  - Cloth
  - Front Row Buckets
  - 8-way Power Driver's Seat (includes Power Recline)
  - 4-way Manual Front Passenger (includes Manual Recline)
  - Second Row – 40/20/40★ Split-Fold-Flat and Reclining Outboard Seats (Manual fore/aft adjustable seat on "40" section only)
  - Third Row – 50/50 Split-Fold-Flat (Manual)
- Steering Column – Manual Tilt/Telescoping
- Steering Wheel with Mounted Features
  - 5-Way Controls
  - Audio Controls
  - Cruise Controls
  - Paddle Shifters
- Windows, Power – Front and Rear. Front Row One-Touch-Up/Down Feature (door mounted controls).

## SAFETY/SECURITY

- AdvanceTrac® with RSC® (Roll Stability Control™)
- Airbags
  - First Row: Driver and Passenger Dual-Stage Front, Front-seat Side and Driver/Passenger Knee
  - All Rows: Safety Canopy® Side-Curtain with Rollover Sensor
- Center High-Mounted Stop Lamp (CHMSL)
- Curve Control
- Day/Night Rearview Mirror – Manually Adjustable
- Door Locks, Power
  - Auto lock/Auto unlock
  - Child-Safety Rear
- Head Restraints
  - Four-Way Manually Adjustable Driver and Front-Passenger (Two-way up/down when Dual-Headrest Rear Seat Entertainment System (50S) is ordered)
  - Two-Way Manually Adjustable Second and Third Row (Left and Right; Second Row Center Head Restraint is fixed position)
- Headlamps
  - LED Low and High Beams with Courtesy Delay
  - Wiper-Activated
- Hooks
  - Cargo Net – Four (4)
  - Load Floor Tie-Down – Four (4)
- Individual Tire Pressure Monitoring System (ITPMS)
- LATCH (Lower Anchors and Tether Anchors for Children) on Second and Third Row Outboard Seating Positions
- Mirrors, Sideview – Power Glass, Manual-Folding and Black Molded-in-Color Caps<sup>1</sup>
- MyKey®
- Personal Safety System™<sup>2</sup>
- Rear-Window Defroster and Washer
- Safety Belts
  - Front Row – Belt-Minder® (Front Safety Belt Reminder)
  - Front Row – Adjustable Height
  - Second Row – Outboard and Center Seat Shoulder
  - Third Row – Outboard
- SecuriLock® Passive Anti-Theft System (PATS) (Explorer Base Series Only)

<sup>1</sup> BLIS® (Blind Spot Information System) with Cross-Traffic Alert is included in the Ford Co-Pilot360™

<sup>2</sup> Personal Safety System™ for driver and front passenger includes dual-stage front airbags, safety belt pretensioners, safety belt energy-management retractors, safety belt usage sensors, driver's seat position sensor, crash severity sensor, restraint control module and Front-Passenger Sensing System.

### SAFETY/SECURITY (continued)

- SOS Post-Crash Alert System™
- Trailer Sway Control

### DRIVER ASSIST TECHNOLOGY

- Headlamps – Autolamp (Automatic On/Off)
- ★ Ford Co-Pilot360™
  - Auto High-Beam Headlamps
  - BLIS® (Blind Spot Information System) with Cross-Traffic Alert<sup>3</sup>
  - Lane-Keeping System (includes Lane-Keeping Assist, Lane-Keeping Alert and Driver Alert)
  - Pre-Collision Assist with Automatic Emergency Braking (AEB) (Pedestrian Detection, Forward Collision Warning, Dynamic Brake Support)
  - Rear View Camera<sup>4</sup>
- ★ FordPass Connect™
  - 4G LTE Wi-Fi hotspot connects up to 10 devices<sup>5</sup>
  - Remotely start, lock and unlock vehicle<sup>6</sup>
  - Schedule specific times to remotely start vehicle<sup>6</sup>
  - Locate parked vehicle<sup>6</sup>
  - Check vehicle status<sup>6</sup>

**Note:** Ford Telematics™ and Data Services Prep included for Fleet ONLY: FordPass Connect™ 4G Wi-Fi Modem provides data to support telematics and data services including but not limited to vehicle location, speed, idle time, fuel, vehicle diagnostics and maintenance alerts. Device enables telematics services through Ford or authorized providers. Activate at [www.fleet.ford.com](http://www.fleet.ford.com) or call 833-FCS-Ford. (833-327-3673)
- Hill Start Assist
- ★ Post-Collision Braking
- Reverse Sensing System
- ★ Side-Wind Stabilization

<sup>3</sup> BLIS® (Blind Spot Information System) with Cross-Traffic Alert and Trailer Coverage when Class III Trailer Tow Package (52T) is selected

<sup>4</sup> With Backup Assist Grid Lines and Washer

<sup>5</sup> Includes a complimentary trial subscription of 3 months or 3 gigabytes – whichever comes first. Wireless Service Plan required after trial subscription ends. Visit [att.com/ford](http://att.com/ford) to start complimentary trial and sign up for a Wireless Service Plan.

<sup>6</sup> Includes service for one year from the vehicle sale date as recorded by the dealer.

### DRIVER ASSIST TECHNOLOGY (continued)

- SYNC® 3
  - Enhanced Voice Recognition Communications and Entertainment System
  - 8" LCD Capacitive Touchscreen in Center Stack with Swipe Capability
  - Pinch-to-Zoom capability included when equipped with available Voice-Activated Touchscreen Navigation System (Navigation is included in the Ford Co-Pilot360™ Assist+ (65S))
  - Applink®
  - 911 Assist®
  - Apple CarPlay™ and Android Auto™ Compatibility
  - Smart-Charging Multimedia USB Ports – One (1) in the Media Hub and one (1) in the Main Bin

### FUNCTIONAL

- 3.58 Non-Limited-Slip Rear Axle
- Audio
  - AM/FM Stereo
  - MP3 Capable
  - Six (6) Speakers
  - Speed-Compensated Volume
  - SiriusXM® Radio

**Note:** Includes a six (6)-month prepaid subscription. Service is not available in Alaska and Hawaii.

**Note:** SiriusXM audio and data services each require a subscription sold separately, or as a package, by Sirius XM Radio Inc. If you decide to continue service after your trial, the subscription plan you choose will automatically renew thereafter and you will be charged according to your chosen payment method at then-current rates. Fees and taxes apply. To cancel you must call SiriusXM at 1-866-635-2349. See SiriusXM Customer Agreement for complete terms at [www.siriusxm.com](http://www.siriusxm.com). All fees and programming subject to change. Sirius, XM and all related marks and logos are trademarks of Sirius XM Radio Inc
- Battery Saver
- Compass
- ★ EcoCoach (efficient driving assistant)
- Electric Power-Assisted Steering (EPAS)
- Engine Oil Cooler
- Front and Rear Stabilizer Bars
- Independent Front and Rear Suspension
- Intelligent Oil-Life Monitor®
- Keyless-Entry Integrated Key Transmitter Remotes – Two (2)

### 4WD MODELS INCLUDE:

- Hill Descent Control™
- Intelligent 4WD
- Terrain Management System™

# 2020 EXPLORER BASE EQUIPMENT GROUP

Series/Rate	Option Code	EXPLORER Base – 5%
Retail Series Mix (% of Total Vehicle)		5%
Explorer RWD★	K7B	S
Explorer 4WD	K8B	O
2.3L EcoBoost® I-4 Engine with Auto Start-Stop Technology★ ★10-Speed Automatic Transmission with SelectShift® Capability	99H 44T	S
<b>Equipment Group</b>		<b>100A</b>
Equipment Group Mix		100%
<b>Free Standing Packages &amp; Options (FSO)</b>		
Floor Liners, Front and Second Rows	16N	O
Engine Block Heater	41H	O
Front License Plate Bracket <b>Note:</b> See "Emissions" section for additional information.	153	O
<b>Fleet Only Options (Requires Valid FIN Code)</b>		
★3.3L Ti-VCT Engine ★10-Speed Automatic Transmission with SelectShift® Capability <b>Note:</b> Requires 4WD and deletes standard Active Grille Shutters	99B 44T	O
Daytime Running Lamps (DRL) (Non-Configurable) <b>Note:</b> Replaces the standard Configurable Daytime Running Lamps (DRL)	942	O
<b>Factory Invoiced Accessories (FIA) – Shipped separately from the vehicle for Dealer installation</b>		
Cargo Mat	85W	O
Smoker's Package	60X	O
Splash Guards	50M	O

★ = New for this model year

I = Included in Equipment Group, S = Standard Equipment, O = Optional



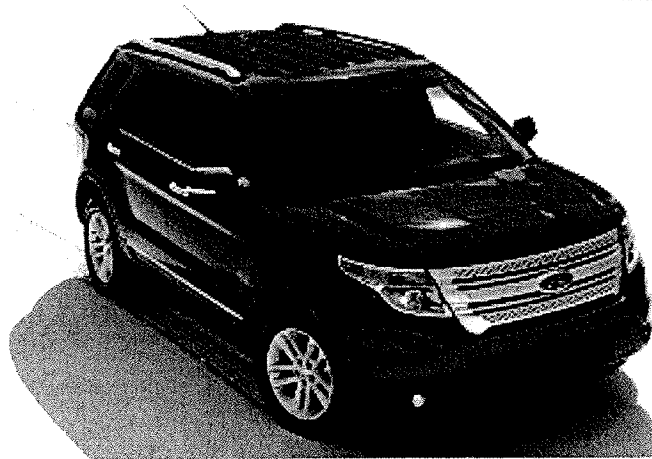
# Tom Schauwecker

**From:** Edmunds Insider Team <messages@email.edmunds.com>  
**Sent:** Thursday, February 7, 2019 3:05 PM  
**To:** Tom Schauwecker  
**Subject:** Your Insider Info - 2013 Ford Explorer Appraisal



Hi,

Get the most accurate, up-to-date pricing with Edmunds Insider. Check out the official Edmunds appraisal of your 2013 Ford Explorer:



Would you recommend this car?



[\(click to rate\)](#)

[SEE YOUR DASHBOARD](#)

## 2013 Ford Explorer Base 4dr SUV

	rough	average	clean	outstanding
TRADE-IN	\$2,606	\$3,415	\$5,318	\$6,105
PRIVATE PARTY	\$3,973	\$4,978	\$7,233	\$8,140

### True Market Value®

Trade-in

\$2,606

**Trade-in:** This is the amount you can expect to receive when you trade in your used car and purchase a new car. The trade-in price is usually credited as a down payment on the new car.

**Dealer Retail:** This is what other customers have paid for similar cars in your area. Dealer retail will usually be higher than private party prices and much higher than trade-in prices.

**Certified Used Price:** The price of a used vehicle sold by a franchised dealer of the same make. It's certified by following the manufacturer's service and inspection requirements. When sold, the accompanying warranty is backed by the manufacturer. Expect to pay more for certified pre-owned vehicles over others.

Edmunds  
2401 Colorado Ave, Santa Monica, CA 90404

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65-2019

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI }  
County of Boone } ea.

February Session of the January Adjourned

Term. 20 19

In the County Commission of said county, on the 19th day of February 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 Landlord Subordination Agreement for Aurora Organic Dairy Corporation.

It is further ordered the Presiding Commissioner is hereby authorized to sign said Landlord Subordination Agreement.

Done this 19th day of February 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

# Mortgagee's/Landlord's Subordination

Wells Fargo Equipment Finance, Inc. | 600 South 4th Street | MAC N9300-100 | Minneapolis, MN 55415

Contract Number 159339-101 dated as of January 14, 2019

WHEREAS the undersigned is the owner, landlord, or mortgagee of the following described real estate (the "Premises"):

**4525 Waco Road, COLUMBIA, MO 65202**

WHEREAS the following described equipment (the "Equipment") is or will be installed on or affixed to the Premises:

**See Schedule A attached hereto and made a part hereof.**

WHEREAS, the undersigned claims a lien or other interest in or has leased or otherwise granted the right to occupy to **Aurora Organic Dairy Corp.** (the "Customer"), all or a portion of the Premises; and

WHEREAS **Wells Fargo Equipment Finance, Inc.** ("Creditor") has leased or will lease or advance money for purchase of the Equipment to, or has obtained or will obtain a security interest in the Equipment from the Customer.

NOW THEREFORE the undersigned hereby agrees as follows:

1. The interest of Creditor in the Equipment shall at all times be superior to any interest the undersigned may now or hereafter have in the Equipment and the undersigned hereby subordinates any landlord's lien it may have in the Equipment, whether such lien is statutory or by agreement, to the lien of Creditor whether or not the Equipment is deemed a fixture to the Premises, and the undersigned agrees that the Equipment is and shall at all times remain personal property notwithstanding that it may be installed on or affixed to the Premises. The foregoing lien subordination shall not apply to any lien for act valorem taxes or fees owed to landlord as a governmental authority.
2. Creditor may inspect the Equipment on the Premises and may remove the Equipment from the Premises without further consent of the undersigned. Creditor shall pay for the cost of repairing any physical injury to the Premises caused by removal of the Equipment but not for any diminution in value of the Premises caused by absence of the removed Equipment or by any necessity of replacing the removed Equipment.
3. The Equipment may remain on the Premises free of charge for a period of 30 days following written notice from the undersigned to Creditor directing removal.
4. Creditor may extend the time for payment or change in any other way the obligations of the Customer to Creditor without affecting the agreements of the undersigned hereunder.
5. This agreement shall be binding upon and inure to the benefit of the estate, heirs, successors and assigns of the undersigned and the successors and assigns of Creditor. This agreement may be executed in counterparts, each of which shall be an original, but all of which shall constitute one and the same document and all signatures need not appear on the same page.

[SIGNATURE PAGE FOLLOWS]

Dated as of: January 14, 2019

**Landlord/Owner or Mortgagee:**

Boone County, Missouri

Name of Corporation, Limited Liability Company, Partnership or Individual

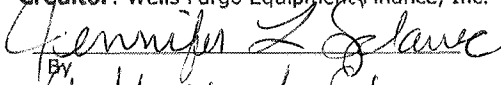


By Daniel K. Atwill

President Commissioner

Title

**Creditor:** Wells Fargo Equipment Finance, Inc.



By

Authorized Signer

Title

**Customer Acknowledgment and Consent:**

Aurora Organic Dairy Corp.



By

Chief Financial Officer

Title

666-2019

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI

February Session of the January Adjourned

Term. 20 19

County of Boone

} ea.

In the County Commission of said county, on the

19th

day of

February

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 request by the Purchasing Department to dispose of the attached list of vehicles by disposal through the Missouri Auto Auction, with the exception of one (1) 2013 Ford Explorer fixed asset tag 18025, which will be transferred to Joint Communications.

It is further ordered the Presiding Commissioner is hereby authorized to sign said Request for Disposal and Transfer forms.

Done this 19th day of February 2019.

ATTEST:

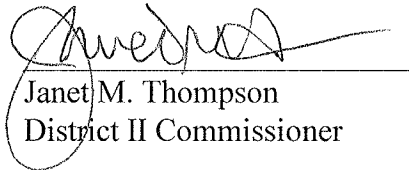
*Brianna L. Lennon*  
Brianna L. Lennon  
Clerk of the County Commission



Daniel K. Atwill  
Presiding Commissioner



Fred J. Parry  
District I Commissioner



Janet M. Thompson  
District II Commissioner

# Boone County Purchasing

Melinda Bobbitt, CPPO, CPPB  
Director of Purchasing



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

TO: Boone County Commission

FROM: Melinda Bobbitt, CPPO, CPPB  
Director of Purchasing

DATE: February 4, 2019

RE: Vehicle Surplus Disposal & Transfer

Following are vehicles that will be replaced. The Sheriff's Department requests commission approval for disposal through the Missouri Auto Auction. Our contract with MO Auto Auction is *15-24APR15 – Auction Services for Surplus Vehicles*.

AUCTION THROUGH MISSOURI AUTO AUCTION				
Year	Description	Approximate Mileage	VIN #	Condition
2013	Ford Interceptor Utility (18512)	151,000	1FM5K8AR9DGC73622	Good
2013	Ford Interceptor Sedan (17988)	122,000	1FAHP2MT2DG117094	Fair (normal wear)
2013	Ford Interceptor Utility (18032)	128,000	1FM5K8AR9DGA51517	Fair (has had 3 transmission replacements)
2013	Ford Interceptor Sedan (18022)	104,000	1FAHP2M82DG121593	Fair to Poor (check engine light)
2013	Ford Interceptor Utility (18508)	137,000	1FM5K8AR9DGC73619	Poor - check engine light on – not able to resolve
2013	Ford Interceptor Utility	107,000	1FM5K8AR9DGC73620	Poor. (K9 unit)

Commission Order #:

	(18510)			
2013	Ford Interceptor Utility (18024)	125,000	1FM5K8AR7DGA51516	Poor – check engine light on – not able to resolve

Chad Martin is requesting that the following vehicle be transferred to Joint Communications as an addition to his department.

2013	Ford Explorer (18025)	127,000	1FM5K8B88DGA55435	Good – transfer to Joint Communications
------	-----------------------------	---------	-------------------	--

cc: Disposal File; Captain Gary German, Leasa Quick, Sheriff; Chad Martin, Joint Communications, Greg Edington, PW; Angela Wehmeyer, HR Risk Manager; Heather Acton, Auditor







# BOONE COUNTY

## Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

Date: 12-11-2018

Fixed Asset Tag Number: 18032

**RECEIVED**

Description of Asset: 2013 Ford Interceptor Utility, gray in color, 128,xxx miles.

**JAN 07 2019**

**BOONE COUNTY  
AUDITOR**

Requested Means of Disposal:  Sell     Trade-In     Recycle/Trash     Other, Explain:

Other Information (Serial number, etc.): 1FM5K8AR9DGA51517

Condition of Asset: Fair. Normal wear associated with service life of a marked enforcement vehicle. Vehicle has had three transmission replacements (warranty and non-warranty).

Reason for Disposition: Vehicle was replaced in 2018 budget.

Location of Asset and Desired Date for Removal to Storage: Sheriff's Department, 12/11/2018.

Was asset purchased with grant funding?  YES     NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES     NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1251, Sheriff

Signature David Alexander *David Alexander*  
12-11-2018

**To be Completed by: AUDITOR**

Original Acquisition Date 6-20-12 G/L Account for Proceeds 2901-3835 HA

Original Acquisition Amount \$25,659.00

Original Funding Source 2787

Account Group 1605

**To be Completed by: COUNTY COMMISSION / COUNTY CLERK**

Approved Disposal Method:

Transfer    Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

Individual \_\_\_\_\_

Trade     Auction     Sealed Bids

Other    Explain \_\_\_\_\_

Commission Order Number 66-2019

Date Approved 2-19-19

Signature David H. Atwell

CAPITAL

# BOONE COUNTY

## Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

**RECEIVED**

**JAN 07 2019**

**BOONE COUNTY  
AUDITOR**

Date: 11-06-2018

Fixed Asset Tag Number: 18022

Description of Asset: 2013 Ford Interceptor Sedan, tan in color, 104,xxx miles.

Requested Means of Disposal:  Sell    Trade-In    Recycle/Trash    Other, Explain:

Other Information (Serial number, etc.): VIN: 1FAHP2M82DG121593

Condition of Asset: Fair to poor. Vehicle has an undiagnosed check-engine-light and may have an issue with the oil circulation. Vehicle may not be a suitable candidate for transfer to another county office. In addition, vehicle has normal wear associated with service life of a marked enforcement vehicle.

Reason for Disposition: Vehicle was replaced in the 2018 budget.

Location of Asset and Desired Date for Removal to Storage: Sheriff's Department, 11/06/2018

Was asset purchased with grant funding?  YES    NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES    NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1251, Sheriff

Signature David Alexander David Alexander

**To be Completed by: AUDITOR**

Original Acquisition Date 6-1-12

G/L Account for Proceeds 2901-3835 NCA

Original Acquisition Amount \$23,848.00

Original Funding Source 2787

Account Group 1605

**To be Completed by: COUNTY COMMISSION / COUNTY CLERK**

Approved Disposal Method:

     Transfer      Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

Individual \_\_\_\_\_

     Trade           Auction           Sealed Bids

     Other      Explain \_\_\_\_\_

Commission Order Number 106-2019

Date Approved 2-19-19

Signature David Alexander



CAPITAL

# BOONE COUNTY

## Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

Date: 12-11-2018

Fixed Asset Tag Number: 18510

RECEIVED

Description of Asset: 2013 Ford Interceptor Utility, black in color, 107,xxx miles.

JAN 07 2019

BOONE COUNTY  
AUDITOR

Requested Means of Disposal:  Sell    Trade-In    Recycle/Trash    Other, Explain:

Other Information (Serial number, etc.): 1FM5K8AR9DGC73620

Condition of Asset: Poor. In addition to the normal wear associated with service life of a marked enforcement vehicle, the vehicle was also served as a K9 unit. The vehicle is very dirty and the accumulated smell of the K9 will never go away over time. In my opinion, this vehicle would not make a good candidate for transfer to another county office.

Reason for Disposition: Vehicle was replaced in 2018 budget.

Location of Asset and Desired Date for Removal to Storage: Sheriff's Department, 12/11/2018.

Was asset purchased with grant funding?  YES    NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES    NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1251, Sheriff

Signature *David Alexander* David Alexander

**To be Completed by: AUDITOR**

Original Acquisition Date 6-28-13

G/L Account for Proceeds 2901-3835 HA

Original Acquisition Amount \$27,792.00

Original Funding Source 2787

Account Group 1605

**To be Completed by: COUNTY COMMISSION / COUNTY CLERK**

Approved Disposal Method:

Transfer   Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

Individual \_\_\_\_\_

Trade    Auction    Sealed Bids

Other   Explain \_\_\_\_\_

Commission Order Number 466-2019

Date Approved 2.19.19

Signature *David H. Studd*

CAPITAL

# BOONE COUNTY

## Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

RECEIVED

JAN 07 2019

BOONE COUNTY  
AUDITOR

Date: 11-06-2018

Fixed Asset Tag Number: 18024

Description of Asset: 2013 Ford Interceptor Utility, black in color, 125,xxx miles.

Requested Means of Disposal:  Sell     Trade-In     Recycle/Trash     Other, Explain:

Other Information (Serial number, etc.): VIN: 1FM5K8AR7DGA51516

Condition of Asset: Poor. This vehicle has had a check-engine-light on for many months, but Machens nor Public Works has been able to permanently resolve whatever issue is occurring. The front suspension makes a loud clunking sound while turning at low speeds. In addition, vehicle has normal wear associated with service life of a marked enforcement vehicle. In my opinion, this vehicle would not be a good candidate for transfer to another county office.

Reason for Disposition: Vehicle was replaced in the 2018 budget.

Location of Asset and Desired Date for Removal to Storage: Sheriff's Department, 11/06/2018

Was asset purchased with grant funding?  YES     NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES     NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1251, Sheriff

Signature *David Alexander* David Alexander

**To be Completed by: AUDITOR**

Original Acquisition Date 6-8-12

G/L Account for Proceeds 2901-3835 HA

Original Acquisition Amount \$25,659.00

Original Funding Source 2787

Account Group 1605

**To be Completed by: COUNTY COMMISSION / COUNTY CLERK**

Approved Disposal Method:

Transfer    Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

Individual \_\_\_\_\_

Trade     Auction     Sealed Bids

Other    Explain \_\_\_\_\_

Commission Order Number 66-2019

Date Approved 2/19/19

Signature *David Alexander*

CAPITAL

# BOONE COUNTY

## Request for Disposal/Transfer of County Property **RECEIVED**

*Complete, sign, and return to Auditor's Office*

**JAN 07 2019**  
**BOONE COUNTY**  
**AUDITOR**

Date: 11-06-2018

Fixed Asset Tag Number: 18025

Description of Asset: 2013 Ford Explorer, black in color, 127,xxx miles.

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain: **TRANSFER TO JOINT COMM.**

Other Information (Serial number, etc.): VIN: 1FM5K8B88DGA55435

Condition of Asset: Good. This particular vehicle is an actual civilian model Explorer instead of an Interceptor Utility. This vehicle was used by a school resource officer and then driven several years by a civil process server. Vehicle has a conventional center console with cupholders and a console shifter versus the deleted console arrangement found in the enforcement vehicles. Of our disposal vehicles this year, this would be one of the few good candidates for transfer to another county office.

Reason for Disposition: Vehicle was replaced in the 2018 budget.

Location of Asset and Desired Date for Removal to Storage: Sheriff's Department, 11/06/2018

Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1251, Sheriff

Signature David Alexander

**To be Completed by: AUDITOR**

Original Acquisition Date 6-8-12

G/L Account for Proceeds 2901-3835 HQ

Original Acquisition Amount \$24,720.00

Original Funding Source 2787

Account Group 1605

**To be Completed by: COUNTY COMMISSION / COUNTY CLERK**

Approved Disposal Method:

Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_  
Location within Department \_\_\_\_\_  
Individual \_\_\_\_\_

Trade  Auction  Sealed Bids

Other Explain \_\_\_\_\_

Commission Order Number Ule-2019

Date Approved 2-19-19

Signature David H. Stull



# CERTIFIED COPY OF ORDER

STATE OF MISSOURI

} ea.

February Session of the January Adjourned

Term. 20 19

County of Boone

In the County Commission of said county, on the

19th

day of

February

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 40-27NOV18 – Law Enforcement Uniform Clothing and Boots, Term and Supply to Galls, LLC of Lexington, Kentucky.

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

Done this 19th day of February 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 Purchasing

**Liz Palazzolo**  
Senior Buyer



613 E. Ash, Room 109  
Columbia, MO 65201  
Phone: (573) 886-4392  
Fax: (573) 886-4390

---

## MEMORANDUM

TO: Boone County Commission  
FROM: Liz Palazzolo, CPPO, C.P.M.  
DATE: January 17, 2019  
RE: RFP 40-27NOV18 – Law Enforcement Uniform Clothing and Boots, Term and Supply

Request for Proposal 40-27NOV18 solicited proposals for Law Enforcement Uniform Clothing and Boots for the Boone County Sheriff's Department. Two proposals were received:

- 1) Galls, LLC of Lexington, Kentucky
- 2) GT Distributors, Inc. of Austin, Texas

Galls, LLC's proposal has been recommended for award as the lowest and best proposal.

The initial contract period will run from the Date of Award through 12/31/19. There are three (3) one-year renewal options available.

This is a Term and Supply contract. When purchases are made, payments will be paid from the following Departments/Accounts:

- 1251 – Sheriff /23300 - Uniforms
- 1255 – Corrections /23300 - Uniforms
- 2901 – Sheriff Operations – LE Sales Tax /23300 - Uniforms
- 2902 – Corrections – LE Sales Tax /23300 - Uniforms

Attachments: Bid Tabulation and Evaluation Summary Memo, Scoring and Report

/lp

cc: Captain Gary German  
File RFP 40-27NOV18



# Boone County Purchasing

Liz Palazzolo  
Room 109  
Senior Buyer



613 E. Ash,  
Columbia, MO 65201  
Phone: (573) 886-4392  
Fax: (573) 886-4390

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## MEMORANDUM

TO: File  
FROM: Liz Palazzolo, CPPO, C.P.M.  
DATE: January 10, 2019  
RE: RFP 40-27NOV18 – Law Enforcement Uniform Clothing and Boots, Term and Supply

Request for Proposal 40-27NOV18 solicited proposals for Law Enforcement Uniform Clothing and Boots for the Boone County Sheriff's Department. Two proposals were received:

- 1) Galls, LLC of Lexington, Kentucky
- 2) GT Distributors, Inc. of Austin, Texas

The proposals have been found responsive to the mandatory terms of the RFP, and have been evaluated in accordance with criteria for evaluation presented in paragraph 4.5.1 of the RFP. Cost has been weighted 50 points and is evaluated by the Purchasing Department. The Evaluation Team (Captain Gary German, Captain Keith Hoskins, and Leasa Quick, Budget Administrator for the Sheriff's Department) has evaluated the subjective features of the two proposals, and reviewed the cost analysis. Subjective criteria for evaluation include the offeror's Experience and Reliability, weighted a maximum of 20 points, and the Proposed Method of Performance weighted a maximum of 30 points. Subjective scoring was conducted without knowledge of the cost points. The Purchasing Department added cost points after the Evaluation Team completed subjective points scoring. Cost and subjective points scores have been added together to determine the total score for each offeror.

It is noted for the record that Galls, LLC proposed all items. GT Distributors, Inc. only proposed pricing for boots items 2.27, 2.28, 2.35, 2.36, 2.38, and the discount for item 2.42. The cost evaluation for Galls, LLC and GT Distributors, Inc. is based on the items proposed in common. See the following cost evaluation and evaluation narrative.

Galls, LLC's proposal received the highest total score and has been recommended for award as the lowest and best proposal. An award of contract will be prepared to Galls, LLC of Lexington, Kentucky.

/lp

## EVALUATION REPORT FORM

PURCHASING DEPARTMENT - BOONE COUNTY - MISSOURI


### REQUEST FOR PROPOSAL 40-27NOV18 - Law Enforcement Uniforms and Boots

Liz Palazzolo, CPPO, C.P.M., Senior Buyer

*For Boot Items 2.27, 28, 36, 36 and 38 plus item 2.42 (Discount)*

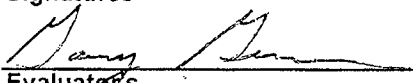
<i>For Boot Items 2.27, 28, 36, 36 and 38 plus item 2.42 (Discount)</i>					For Purchasing Use Only	
	NAME OF OFFEROR	METHOD OF PERFORMANCE (30 Points)	EXPERIENCE & RELIABILITY (20 points)	TOTAL SUBJECTIVE POINTS (50 points)	COST POINTS (50 points)	TOTAL POINTS (Max 100 points)
1	Galls	30	20	50	49	99
2	GT Distributors	15	15	30	50	80

*We hereby attest that the subjective points assigned to each offeror above were scored pursuant to the established evaluation criteria and represent our best judgement of the subjective areas of the offerors' proposals. We have attached a brief narrative which highlights some, but not necessarily all, of the reasons for our evaluation of the proposals as indicated by the scores above. Our comments represent our opinions only and do not represent the position of the Purchasing Department of Boone County, Missouri, or any other party.*


Leasa Quicke
Budget Administrator
Sheriff

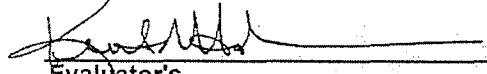
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**Evaluator's Signatures**
**Evaluator Printed Name**
**Title**
**Dept.**


Gary Berner
Captain
Sheriff

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**Evaluator's Signatures**
**Evaluator Printed Name**
**Title**
**Dept.**


Krista E. Hoskins
Detention Director
Sheriff

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**Evaluator's Signatures**
**Evaluator Printed Name**
**Title**
**Dept.**

**Evaluation Narrative RFP 40-27NOV18 Law Enforcement Uniform Clothing and Boots**

**Respondent 1: Gall's, LLC**

- Gall, LLC's response is responsive to the mandatory terms and conditions of RFP 40-27NOV18 for Law Enforcement Uniform Clothing and Boots

**Experience and Expertise: 20 Points of Maximum 20 points**

***Strengths:***

- Established in 1967 and has been serving the public safety sector for 50+ years
- Boone County Sheriff's Department currently uses Galls, Inc. for uniform and boots purchases and has a favorable assessment of Galls, LLC's performance to the County
- References include Missouri State Parks which includes a customized on-line ordering system, the West County Fire district, and the City of Cape Girardeau -all are Missouri customers for whom Galls has provided products similar to what the County seeks

***Concerns:***

- None

**Proposed Method of Performance and Contractor Support: 30 Points of Maximum 30 Points**

***Strengths:***

- Identified two people to serve as the County's primary points of contact
- Has a "No Hassle" returns policy – provided detail about how returns are processed
- Addressed alterations and sewing services in a satisfactory manner
- Meet warranty requirements and provided detail about warranty coverage specific to the uniform product; one-year warranty provided on most items.
- Delivery within 30-45 calendar days after receipt of order
- Has a customized on-line ordering system called eEquip that allows customization and access to contract items and contract pricing
- Familiarity with Gall's on-line ordering system (eEquip); the County likes Gall's on-line ordering system.
- Provide full range of law enforcement uniform and boots items – all items were bid, many manufacturers are represented in the Galls catalog

***Concerns:***

- None

the County, but appears to have been established in 1972, just a few years later than Galls, Inc. as a law enforcement and public safety distributor. GT Distributors receives 15 of 20 points for Experience and Reliability.

Galls, LLC receives the maximum points for proposed Performance Methodology (30 of 30). Galls has a robust catalog that provides many necessary uniform and boot products. The County prefers the customizable features of Gall's eEquip on-line ordering system; it has proven efficiencies, e.g., only certain products at current contract pricing are shown to the on-line user based on the user's administrative profile, and thereby eliminates confusion when ordering approved uniform products. In addition, Gall's "No Hassle" returns policy receives favorable consideration. Items needing alteration will be shipped to Gall's North Kansas City, Missouri store, which is viewed favorably by the County. Galls' warranty coverage is one-year on most products. Having more than just boots items available provides greater efficiency and flexibility to the County since Gall's offers a "one-stop" solution. GT Distributors receives 15 of 30 points for Performance Methodology. The proposal was vague on several details. Of particular concern is the limited product GT Distributors would make available to the County to outfit its officers (only 5 boots items). There does not appear to be a web-based on-line ordering system that has customizable features which is preferred. GT Distributors offers a one-year warranty on outdoor Danner boots but only 180 days on occupational Danner boots. GT Distributors' 30-day delivery is implied since the vendor left the response blank "blank." Galls in comparison stated a 30-45 day delivery which may be longer in some cases, but it is clear. GT Distributors did not identify a Single Point of Contact, whereas Galls, LLC named two people to serve in that capacity.

**RFP 40-27NOV18 Law Enforcement  
Uniform Clothing and Boots**

**Subjective Evaluation**

**GALLS, LLC**

**GT Distributors**

Lexington, KY

Austin, TX

**Experience & Reliability**

**Vendor's References**

Missouri State Parks (Department of Natural Resources) - City of Mexico (Missouri) for Winter and Summer uniforms; for uniforms and equipment for Missouri Park Rangers; Roane County Purchasing Department (Tennessee) for law enforcement supplies; Lake County Fire Rescue (Florida) for uniforms; including online order management system; West County Fire (St. Louis) for uniforms; City of Cape Girardeau for uniforms.

**Other**

Galls, LLC was established in 1967 and has been serving the public safety industry for 50+ years

Founded in 1972

**Method of Performance and Contractor Support**

**Single Point of Contact**

Darnell Dennis and Dan Allen will serve as the points of contact for the County. Contact information was provided for both.

Please see attached letter - did not see a specific contact person identified - David Curtis, Bids Manager signed letter

**Damaged Product Protocol**

If the BCSD receives damaged goods from Galls, the BCSD should request a return label to ship the damaged item back to Lexington, Kentucky. The damaged item will be replaced at to charge.

Please see attached return policy - detail provided  
GT Distributors will refund, credit or exchange any item within 30-days of purchase  
Return authorization is required - provided contact information for this

**Alterations and Sewing Service**

If an item needs to be altered, the item should be shipped to the North Kansas City, Missouri Gall's store. All uniform items will be delivered to the BCSD hemmed, patched and embroidered as required.

Only boots are bid

**Warranty**

Trousers and Shirts: Minimum one-year warranty as required is provided;  
Coats: one-year warranty  
Ties: one-year warranty  
Hats: one-year warranty  
Boots: one-year warranty  
Galls offers a "No Hassle Guarantee" on returned merchandise - the customer may return the item to Galls within one year for an exchange or refund.  
All ballistic and stab resistant material will have a 5-year warranty from the purchase date. Upon timely notice, the manufacturer will repair/replace any vest/plate after the manufacturer determines if there is a manufacturer defect. Outer shell carriers are under warranty for 2 years from the date of purchase.

Provided Danner Boots warranty and registration information one-year from date of purchase for Danner Outdoor boot products  
180-day warranty for Danner Occupational Work Boots

**Delivery**

30-45 calendar days ARO

30 calendar days  
Left blank but this is the default interpretation

**Web-Based Ordering System**

Galls uses the eEquip on-line ordering system which is a customized on-line ordering system - details about eEquip were included in the proposal

have a webpage: [www.gtdist.com](http://www.gtdist.com)

no detail about customized ordering website



Cost Evaluation: Items In Common

Boots	QTY	Unit Pricing		Extended Pricing	
		Galls, LLC	GT Distributors, Inc.	Galls, LLC	GT Distributors, Inc.
2.27 Boots: Danner Acadia 8" Men's/Women's waterproof GORE-TEX. Style #21210 in accordance with paragraph 3.7.1 and all bullet-points	10	\$ 247.00	\$ 259.94	\$ 2,470.00	\$ 2,599.40
2.28 Boots: Danner Striker Torrent, Style #43003 in accordance with paragraph 3.7.2 and all bullet-points	10	\$ 147.50	\$ 154.94	\$ 1,475.00	\$ 1,549.40
2.35 Boots: Bates GX-8 GoreTex Insulated Side Zip Boot. Style #EQ2488, Women's Style #E02788 in accordance with paragraph 3.7.9 and all bullet-points	10	\$ 127.00	\$ 101.76	\$ 1,270.00	\$ 1,017.60
2.36 Boots: Bates 8" Tactical Sport Side Zip Boot. Style #E02261 in accordance with paragraph 3.7.10 and all bullet-points	10	\$ 84.00	\$ 66.47	\$ 840.00	\$ 664.70
2.38 Boots: Merrell MOAB 2 8" Tactical WP Boot. J15845: in accordance with paragraph 3.7.12 and all bullet-points	10	\$ 93.50	\$ 96.88	\$ 935.00	\$ 968.80
<b>TOTAL PRICE INITIAL CONTRACT PERIOD</b>				\$ 6,990.00	\$ 6,799.90

Renewal Pricing for Boot Items Bid In Common

2.43.1	1st Renewal Period Increase Percentage	Total Price	3%	4%	\$ 7,199.70	\$ 7,071.90
2.43.2	2nd Renewal Period Increase Percentage	Total Price	3%	4%	\$ 7,199.70	\$ 7,071.90
2.43.3	3rd Renewal Period Increase Percentage	Total Price	3%	4%	\$ 7,199.70	\$ 7,071.90
<b>GRAND TOTAL ALL CONTRACT PERIODS</b>					\$ 28,589.10	\$ 28,015.59
<b>COST POINTS</b>					49	50

**PURCHASE AGREEMENT  
FOR  
LAW ENFORCEMENT UNIFORM CLOTHING AND BOOTS, TERM AND SUPPLY**

**THIS AGREEMENT** dated the 19th day of February 2019 is made between Boone County, Missouri, a political subdivision of the State of Missouri through the Boone County Commission, herein "County" and **Galls, 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 for **Law Enforcement Uniform Clothing and Boots, Term and Supply**, County of Boone Request for Proposal, RFP number **40-27NOV18** in its entirety including the Instructions and General Conditions, Introduction and General Information, Scope of Work, Proposal Submission Information, and the un-executed RFP Vendor Response and Pricing Pages, Certification Regarding Debarment, Work Authorization Certification, and Boone County's Standard Terms and Conditions, as well as the Contractor's proposal response dated **November 21, 2018**, executed by **Michael Wessner including clarification e-mails dated January 07, 2019 and December 05, 2018 from Tiffany Brewer** 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 the RFP response may be permanently maintained in the County Purchasing Office RFP file for this RFP if not attached. In the event of conflict between any of the foregoing documents, Instructions and General Conditions, Introduction and General Information, Scope of Work, Proposal Submission Information, and the un-executed RFP Vendor Response and Pricing Pages, Certification Regarding Debarment, Work Authorization Certification, and Boone County's Standard Terms and Conditions shall prevail and control over the Contractor's proposal response.

**2. Contract Period** – The contract period shall be the Date of Award (as identified by the County Commission Order) through December 31, 2019. The County shall have the option to renew the contract for three (3) one-year periods subsequent to the initial contract period.

**3. Purchase** - The County agrees to purchase from the Contractor and the Contractor agrees to supply the County with law enforcement uniform clothing and boots as needed if needed in accordance with RFP specifications and in conformity with the contract documents for the quoted prices and discount as set forth in the Contractor's proposal response, as needed and as ordered by the County.

**4. Delivery** – Delivery shall occur 30-45 calendar days ARO.

**5. Warranty** – All items shall receive a minimum one-year warranty or longer if provided by the manufacturer warranty.

**6. Billing and Payment** - All billing shall be invoiced to the Boone County Sheriff's Department. Billings may only include the prices listed in the Contractor's bid response. No additional fees for delivery or extra services or taxes shall be included as additional charges in excess of the charges in the Contractor's bid response to the specifications. The County agrees to pay all correct monthly invoices within thirty (30) calendar days of receipt; the Contractor agrees to honor any cash or prompt payment discounts offered in its bid response if the 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.

7. **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.

8. **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 in writing by the Boone County Purchasing Office on behalf of the Sheriff's Department using the same formality as this agreement.

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

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

**GALLS, LLC**

by DocuSigned by: Michael Wessner  
3D535D206BD6495...  
 title Chief Executive Officer

**BOONE COUNTY, MISSOURI**

by: Boone County Commission  
DocuSigned by: Daniel K. Atwill  
3D535D206BD6495...  
Daniel K. Atwill, Presiding Commissioner

APPROVED AS TO FORM:

DocuSigned by: Ron Sweet  
3D535D206BD6495...  
Ron Sweet  
 County Counselor

ATTEST:

DocuSigned by: Brianna L. Lennon by MT  
3D535D206BD6495...  
Brianna L. Lennon  
 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 is not required if the terms of this contract do not create a measurable county obligation at this time.)

1251/23300;1255/23300;2901/23300; and 2902/23300 – Term and Supply

<u>DocuSigned by: June Pineda by jp</u> <small>3D535D206BD6495...</small> <u>June Pineda</u>	<u>2/4/2019</u>	
Signature	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.

Revised 1/17/2018

**Initial Contract Period Pricing: Date of Award through December 31, 2019**

<b>Trousers</b>		<b>Firm, Fixed Price</b>	
2.1	Propper Women's Tactical Pant Style #F5254-50 Black in accordance with paragraph 3.2.1(a)	\$	33.00
2.2	Propper Men's Tactical Pant Style #F5252-50 Black in accordance with paragraph 3.2.1(b)	\$	33.00
2.3	Propper BDU Trouser (Button Fly) Style #F5201-38 Black in accordance with paragraph 3.2.1 c	\$	28.00
2.4	Propper BDU Trouser (Zipper Fly) Style #F5205-38 Black in accordance with paragraph 3.2.1(d)	\$	28.00
2.5	Propper TAC.U Pant Style #F5212-38 Black in accordance with paragraph 3.2.1e	\$	42.50
2.6	Tru-Spec 24-7 Series Men's Tactical Pants Black 65/35 polyester/cotton rip stop in accordance with paragraph 3.2.1(f)	\$	41.00
2.7	Tru-Spec 24-7 Series Women's Tactical Pants Black 65/35 polyester/cotton rip stop in accordance with paragraph 3.2.1(g)	\$	41.00
2.8	Standard Oversize Charge - Applied per trouser for any size in excess of XXL	Depends on Manufacturer	
<b>Shirts</b>			
2.9	Propper Tactical Short-Sleeve Dress Shirt Style #F5301-38 Khaki in accordance with paragraph 3.3.1(a)	\$	25.00
2.10	Propper Tactical Long-Sleeve Dress Shirt Style #F5302-38 Khaki in accordance with paragraph 3.3.1(b)	\$	28.00
2.11	Propper Tactical Short-Sleeve Shirt Style #F5311 and F5304 Khaki in accordance with paragraph 3.3.c	\$	32.00

2.12	Propper Men's Tactical Long-Sleeve Shirt Style F5312 and F5305 Khaki in accordance with paragraph 3.3.1(d)	\$	33.00
2.13	Standard Oversize Charge Applied per shirt for any size in excess of XXL	Depends on Manufacturer	
2.14	Long Sleeve Shirts-Elbeco Duty Plus, Material content to be 65% Dacron polyester and 35% rayon, 10 ounce one ply tropical weave. Must furnish shirts in full and half sizes (e.g. 17 and 17 ½.) - MEN/WOMEN in accordance with paragraph 3.3.1e	\$	51.50
2.15	Short Sleeve Shirts – Elbeco Duty Plus, Material content to be 65% Dacron polyester and 35% rayon, 10 ounce one ply tropical weave. Must furnish shirts in full and half sizes (e.g. 17 and 17 ½.) - MEN/WOMEN in accordance with paragraph 3.3.1(f)	\$	48.00
2.16	Baselayer Short Sleeve Crew Neck Under Shirt (Comparable to Under Armor “Heat Gear” Fitted style) in accordance with paragraph 3.3.1(g)	\$	27.00
2.17	Regulation Elbeco ELB 8601 Turtleneck Shirt – Pullover type mock turtleneck with side seams, full neck heights, and long sleeves. in accordance with paragraph 3.3.1(h)	\$	23.00
2.18	Crew neck T-shirt, 3-pack, Propper F5306, Black, All Sizes – in accordance with paragraph 3.3.1(i)	\$	20.00
<b>Clip-On Ties</b>			
2.19	Clip On Tie Brown, 18” in accordance with paragraphs 3.4.1(a) through (d)	\$	4.00
2.20	Clip On Tie Brown, 22” in accordance with paragraphs 3.4.1(a) through (d)	\$	4.00

<b>Coats</b>			
2.21	Spiewak Style #S1780 WeatherTech Tactical Response Parka in accordance with paragraphs 3.5.1 (a) through (g).	\$	202.00
2.22	Spiewak Style #S3616 WeatherTech Systems Duty Jacket in accordance with paragraphs 3.5.2 (a) through (g).	\$	125.00
2.23	Spiewak Style #S327 Public Safety Performance Fleece/Liner in accordance with paragraphs 3.5.3 (a) through (g).	\$	95.00
2.24	Blauer 26990 Rain Jacket in accordance with paragraphs 3.5.4 (a) through (l).	\$	142.00
<b>Hats</b>			
2.25	Stratton Winter Felt Uniform Hat – shall comply with paragraphs 3.6.1-3.6.1c	\$	115.00
2.26	Stratton Summer Straw Uniform Hat shall comply with paragraphs 3.6.2-3.6.2c	\$	80.00
<b>Boots</b>			
2.27	Boots: Danner Acadia 8” Men’s/Women’s waterproof GORE-TEX. Style #21210 in accordance with paragraph 3.7.1 and all bullet-points	\$	247.00
2.28	Boots: Danner Striker Torrent, Style #43003 in accordance with paragraph 3.7.2 and all bullet-points	\$	147.50
2.29	Boots: Magnum Stealth Force 8.0 SZ Style #5198 in accordance with paragraph 3.7.3 and all bullet-points	\$	107.00



2.30	Boots: UnderArmour Valsetz 2.0 Wide Tactical Boot in accordance with paragraph 3.7.1 and all bullet-points in accordance with paragraph 3.7.4 and all bullet-points	\$	85.00
2.31	Boots: 5.11 A.T.A.C. 8" Shield CSA/ASTM boot, Style #12026, women's style: Women's A.T.A.C. 8" Storm Boot in accordance with paragraph 3.7.5 and all bullet-points	\$	123.00
2.32	Boots: Force 8" Waterproof, SWAT Style #152001 Black in accordance with paragraph 3.7.6 and all bullet-points	\$	63.50
2.33	Boots: Rocky AlphaForce Waterproof Duty Boot, Style #FQ0002165 in accordance with paragraph 3.7.7 and all bullet-points	\$	103.00
2.34	Boots: Reebok 8" Sublite Cushion Tactical Side Zip Waterproof Boot in accordance with paragraph 3.7.8 and all bullet-points	\$	80.00
2.35	Boots: Bates GX-8 GoreTex Insulated Side Zip Boot, Style #EO2488, Women's Style #E02788 in accordance with paragraph 3.7.9 and all bullet-points	\$	127.00
2.36	Boots: Bates 8" Tactical Sport Side Zip Boot, Style #E02261 in accordance with paragraph 3.7.10 and all bullet-points	\$	84.00
2.37	Boots: 5.11 Skyweight Side Zip Boot Style #12318 in accordance with paragraph 3.7.11 and all bullet-points	\$	84.00
2.38	Boots: Merrell MOAB 2 8" Tactical WP Boot, J15845: in accordance with paragraph 3.7.12 and all bullet-points	\$	93.50

2.39	Boots: Reebok 8" Dauntless Ultra-Light Side Zip Duty-Boot in accordance with paragraph 3.7.13 and all bullet points	\$	77.00
2.40	Boots: Reebok 8" Rapid Response Side Zip Composite Toe Boot in accordance with paragraph 3.7.14 and all bullet points	\$	82.50
<b>Alterations - Adjustments-Embroidery</b>			
2.41	Add-on fee, per article of clothing for any alteration/adjustment/embroidery- one time per specific piece of clothing.		Included
2.42	Firm, Fixed Discount off current contractor catalog price or MSRP, whichever is less, for other uniform clothing and footgear items not specifically identified in the previous line items.		15%

**Liz Palazzolo**

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**From:** Brewer, Tiffany (Thomas) <Brewer-Tiffany@galls.com>  
**Sent:** Monday, January 07, 2019 7:11 AM  
**To:** Liz Palazzolo  
**Cc:** Dennis, Darnell  
**Subject:** RE: Boone County RFP 40-27NOV18 Uniforms and Boots

That is correct.

Thank you,

**Tiffany Brewer | Sr. Manager, Contract Compliance**  
1340 Russell Cave Road | Lexington, KY 40505  
Phone: 859.800.1406 | Fax 877.914.2557 | [brewer-tiffany@galls.com](mailto:brewer-tiffany@galls.com)



**From:** Liz Palazzolo <LPalazzolo@boonecountymo.org>  
**Sent:** Friday, January 4, 2019 3:03 PM  
**To:** Brewer, Tiffany (Thomas) <Brewer-Tiffany@galls.com>  
**Cc:** Dennis, Darnell <Dennis-Darnell@galls.com>  
**Subject:** RE: Boone County RFP 40-27NOV18 Uniforms and Boots

Thank you

I'm understanding your not to say that the return is made in the first 30-days, and that the warranty term begins at the time of acceptance.

**Liz Palazzolo**  
*Senior Buyer*  
**Boone County Purchasing**  
Phone: 573-886-4392  
Fax: 573-886-4390  
613 E. Ash, Room 109  
Columbia, MO 65201

**From:** Brewer, Tiffany (Thomas) <Brewer-Tiffany@galls.com>  
**Sent:** Friday, January 04, 2019 1:02 PM  
**To:** Liz Palazzolo <LPalazzolo@boonecountymo.org>  
**Cc:** Dennis, Darnell <Dennis-Darnell@galls.com>  
**Subject:** RE: Boone County RFP 40-27NOV18 Uniforms and Boots

Good afternoon Ms. Palazzolo,

I've attached the requested documents. Also, please note that Galls returns policy for return or exchange is within the first 30 days and any time after that the manufacturers warranties period will be effective for repair or replacement.

Please let us know if you have any other questions.  
Thank you,

**Tiffany Brewer | Sr. Manager, Contract Compliance**  
1340 Russell Cave Road | Lexington, KY 40505  
Phone: 859.800.1406 | Fax 877.914.2557 | [brewer-tiffany@galls.com](mailto:brewer-tiffany@galls.com)



**From:** Liz Palazzolo <[LPalazzolo@boonecountymmo.org](mailto:LPalazzolo@boonecountymmo.org)>  
**Sent:** Thursday, January 3, 2019 1:00 PM  
**To:** Brewer, Tiffany (Thomas) <[Brewer-Tiffany@galls.com](mailto:Brewer-Tiffany@galls.com)>  
**Cc:** Dennis, Darnell <[Dennis-Darnell@galls.com](mailto:Dennis-Darnell@galls.com)>  
**Subject:** Boone County RFP 40-27NOV18 Uniforms and Boots  
**Importance:** High

Hello – we are wrapping up the evaluation finally on the Law Enforcement Uniforms and Boots RFP for Boone County. Can I get you to provide a couple things for me please – please (1) sign the attached Certification Regarding Lobbying. Scan and e-mail it back to me once signed. I should have included it in the RFP but forgot it. And (2) can you provide the Memorandum of Understanding page from the E-Verify Agreement with Homeland Security with Gall's LLC's signature and Homeland Defense's electronic signature (most vendors opt to send the whole E-Verify agreement if that's easier), and lastly (3) please confirm that the warranty coverage will commence upon acceptance of the product by the County.

Thank you and let me know if you have any questions. I will be gone this afternoon but will be back in the office tomorrow morning.

**Liz Palazzolo**  
*Senior Buyer*  
**Boone County Purchasing**  
Phone: 573-886-4392  
Fax: 573-886-4390  
613 E. Ash, Room 109  
Columbia, MO 65201

## Liz Palazzolo

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**From:** Brewer, Tiffany (Thomas) <Brewer-Tiffany@galls.com>  
**Sent:** Wednesday, December 05, 2018 10:45 AM  
**To:** Liz Palazzolo  
**Cc:** Dennis, Darnell  
**Subject:** RE: Question - Gall's Proposal, Boone County RFP 40-27NOV18 Law Enforcement Uniform Clothing and Boots

Liz,

I believe the answer to this would be that once a quote has been provided by the manufacturer to Galls, then we could provide a quote on said oversize items.

Thank you,

**Tiffany Brewer | Sr. Manager, Contract Compliance**  
1340 Russell Cave Road | Lexington, KY 40505  
Phone: 859.800.1406 | Fax 877.914.2557 | [brewer-tiffany@galls.com](mailto:brewer-tiffany@galls.com)



**From:** Liz Palazzolo <LPalazzolo@boonecountymo.org>  
**Sent:** Wednesday, December 5, 2018 11:26 AM  
**To:** Brewer, Tiffany (Thomas) <Brewer-Tiffany@galls.com>  
**Cc:** Dennis, Darnell <Dennis-Darnell@galls.com>  
**Subject:** RE: Question - Gall's Proposal, Boone County RFP 40-27NOV18 Law Enforcement Uniform Clothing and Boots

Thank you

Basically what I am understanding is that the manufacturer's costs communicated to Galls will be charged to the County – correct?

**Liz Palazzolo**  
*Senior Buyer*  
**Boone County Purchasing**  
Phone: 573-886-4392  
Fax: 573-886-4390  
613 E. Ash, Room 109  
Columbia, MO 65201

**From:** Brewer, Tiffany (Thomas) <Brewer-Tiffany@galls.com>  
**Sent:** Wednesday, December 05, 2018 9:45 AM  
**To:** Liz Palazzolo <LPalazzolo@boonecountymo.org>  
**Cc:** Dennis, Darnell <Dennis-Darnell@galls.com>  
**Subject:** RE: Question - Gall's Proposal, Boone County RFP 40-27NOV18 Law Enforcement Uniform Clothing and Boots

Good morning Ms. Palazzolo,

I apologize for the delay. Please see our response below.

2.8 – Women’s trousers for that vendor are standard up to size 24 and all size including the larger sizes of 20-24 will qualify for that bid price. Trousers above that per the vendor is normally double the cost and on their manufacturing schedule to product which lead time is 90 -120 days.

2.13 – LS Men’s Proper shirt the vendor carries standard sizes up to 4X Long that will be included in our bid price. Sizes above that will be at the vendors discretion normally based on quantity if they will do custom orders. To present to the vendor for quote request we would need to know the specific custom sizes and quantities intended to order which will need to be requested in next 30 to 60 days if no purchase has been against that quote.

Thank you,

**Tiffany Brewer | Sr. Manager, Contract Compliance**

1340 Russell Cave Road | Lexington, KY 40505

Phone: 859.800.1406 | Fax 877.914.2557 | [brewer-tiffany@galls.com](mailto:brewer-tiffany@galls.com)



**From:** Liz Palazzolo <[LPalazzolo@boonecountymmo.org](mailto:LPalazzolo@boonecountymmo.org)>

**Sent:** Monday, December 3, 2018 5:15 PM

**To:** Brewer, Tiffany (Thomas) <[Brewer-Tiffany@galls.com](mailto:Brewer-Tiffany@galls.com)>

**Cc:** Dennis, Darnell <[Dennis-Darnell@galls.com](mailto:Dennis-Darnell@galls.com)>

**Subject:** Question - Gall's Proposal, Boone County RFP 40-27NOV18 Law Enforcement Uniform Clothing and Boots

Good afternoon: Gall’s indicated that the pricing for Over-sizes is “depending on the manufacturer.” This was quoted for item 2.8, and item 2.13. To clarify, does this mean that Gall’s will pass-on to the County the actual cost the manufacturer charges for the over-size?

**Liz Palazzolo**

*Senior Buyer*

**Boone County Purchasing**

Phone: 573-886-4392

Fax: 573-886-4390

613 E. Ash, Room 109

Columbia, MO 65201

## CERTIFICATION REGARDING LOBBYING

### *Certification for Contracts, Grants, Loans, and Cooperative Agreements*

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loan, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

  
\_\_\_\_\_  
Vendor Signature

4-19  
\_\_\_\_\_  
Date

U

# E-Verify



Company ID Number: 450467

**Approved by:**

<b>Employer</b> GALLS, LLC	
<b>Name (Please Type or Print)</b> JAMES BRANT	<b>Title</b>
<b>Signature</b> Electronically Signed	<b>Date</b> 09/23/2011
<b>Department of Homeland Security – Verification Division</b>	
<b>Name (Please Type or Print)</b> USCIS Verification Division	<b>Title</b>
<b>Signature</b> Electronically Signed	<b>Date</b> 09/23/2011



# COUNTY OF BOONE - MISSOURI



## REQUEST FOR PROPOSAL FOR LAW ENFORCEMENT UNIFORM CLOTHING AND BOOTS

**RFP #40-27NOV18**

*Release Date: October 23, 2018*

**Submittal Deadline:  
November 27, 2018  
not later than 2:00 P.M. CST**

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

**Liz Palazzolo, Senior Buyer  
Phone: (573) 886-4392 Fax: (573) 886-4390  
E-mail: [lpalazzolo@boonecountymmo.org](mailto:lpalazzolo@boonecountymmo.org)**

**ORIGINAL**



**NOTICE OF REQUEST FOR PROPOSAL**

Boone County is accepting proposals in response to this Request for Proposals (RFP) for the following:

**RFP #: 40-27NOV18 – LAW ENFORCEMENT UNIFORM CLOTHING AND BOOTS -  
Term and Supply**

Sealed proposals will be accepted until **2:00 P.M. on November 27, 2018** in the Boone County Purchasing Office, Room 109, located at 613 E. Ash Street, Columbia, MO 65201.

Request for Proposals are available in the Purchasing Office and requests for copies may be made by phone (573) 886-4392; fax (573) 886-4390 or e-mail: [lpalazzolo@boonecountymmo.org](mailto:lpalazzolo@boonecountymmo.org).

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

Liz Palazzolo, CPPO, C.P.M.  
Senior Buyer

***Insertion: Tuesday, October 23, 2018  
COLUMBIA MISSOURIAN***



## 1. INSTRUCTIONS AND GENERAL CONDITIONS

- 1.1 Delivery of Proposals: Sealed proposals, subject to Instructions and General Conditions and any special conditions set forth herein, will be received at the Boone County Purchasing office until the proposal closing date and time indicated herein for furnishing the Boone County Sheriff's Department with uniform clothing and boots as detailed in the following request for proposal.
- 1.2 Proposal Closing: All proposals must be **delivered before 2:00 P.M.** Central Time on **November 27, 2018** to:
- Boone County Purchasing Department  
Liz Palazzolo, Senior Buyer  
613 E. Ash Street, Room 109  
Columbia, Missouri 65201-4460
- 1.2.1 The County will not accept any proposals received after 2:00 P.M. Late bids may be returned unopened if the vendor requests within ten (10) business days after bid opening. All returns will be made at the vendor's expense.
- 1.3 Sealed Proposals Required: Proposals must be submitted in a sealed envelope identified with the proposal number and date of closing. List the proposal number on the outside of the box or envelope and note "Response to Request for Proposal enclosed." No fax or electronic transmitted proposals will be accepted.
- 1.3.1 If the offeror chooses not to submit a proposal, please return the enclosed *No Bid Response Page* and note the reason.
- 1.4 Copies: The offeror is advised to submit one (1) original proposal, and two (2) copies of the proposal (for a total of three copies), plus an electronic copy of the original proposal on a thumb drive (USB memory stick).
- 1.5 Bid Opening: Proposals will be opened publicly shortly after 2:00 P.M. on November 27, 2018 but only the names of offerors will be read aloud at the proposal opening. Following contract execution or rejection of all proposal responses, all responses will become a part of the public record and will be released to any person or firm who requests access. **Missouri Sunshine Laws:** Due to applicable sunshine laws and regulations concerning public documents (e.g., Section 610.021 RSMo), the County's proposal file becomes part of the public record at time of contract execution or when all proposals have been rejected.

1.6 If the offeror has obtained this proposal document from the Boone County Purchasing Web Page or from a source other than the Boone County Purchasing Department, prior to submitting the proposal the offeror is advised to check with the Boone County Purchasing Department in order to ensure that the RFP solicitation package is complete, i.e., the offeror has all addenda and attachments as applicable. ***The Boone County Purchasing Department will not be responsible for providing RFP addenda if the vendor has not been added to the official Vendor list for this Request for Proposal.***

1.7 Guideline for Written Questions: ***All questions regarding this Request for Proposal should be submitted in writing, prior to the RFP opening and no later than 5:00 P.M., November 16, 2018*** (which allows enough time to issue an addendum answering the questions). All questions must be mailed, faxed or e-mailed to the attention of Liz Palazzolo. All such questions will be answered in writing, and such answers will be provided to all parties having obtained a Request for Proposal packet by the County by posting the addendum on the County Web site at [www.showmeboone.com](http://www.showmeboone.com) (Select Purchasing, then Current Bid Opportunities). Submit questions to:

Liz Palazzolo, Senior Buyer  
613 E. Ash Street, Room 109  
Columbia, Missouri 65201  
Phone: (573) 886-4392  
Fax: (573) 886-4390  
E-mail: [lpalazzolo@boonecountymmo.org](mailto:lpalazzolo@boonecountymmo.org)

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



## 2. INTRODUCTION AND GENERAL INFORMATION

### 2.1 **Introduction:**

2.1.1 This document constitutes a request for sealed proposals for **Law Enforcement Uniform Clothing and Boots** as set forth herein.

2.1.2 Organization: This document, referred to as a Request for Proposal (RFP), is divided into the following parts:

- 1) Instructions and General Conditions
- 2) Introduction and General Information
- 3) Scope of Work
- 4) Proposal Submission Information
- 5) Vendor Response/Pricing Page(s)
- 6) Certification Regarding Debarment
- 7) Work Authorization Certification
- 8) "No Bid" Response Form
- 9) Boone County Standard Terms and Conditions

2.1.3 Purpose: The purpose of this Request for Proposal (RFP) is to obtain contractor(s) to provide uniform trousers, shirts, coats, ties, hats, and boots for the Boone County Sheriff's Department.

2.1.4 The County of Boone - Missouri, hereafter referred to as "County," proposes to contract with an individual or organization, hereinafter referred to as the "contractor" for a Term and Supply contract(s) for uniform trousers, shirts, coats, ties, hats, and boots for personnel of the Boone County Sheriff's Department. Offerors responding to this RFP are required to quote firm and fixed pricing on the Vendor Response and Pricing Pages that are part of this Request for Proposal.

### 2.2 **Background Information:**

2.2.1 Boone County is situated in central Missouri and includes nine communities, i.e., six cities and three towns. The County has a population of approximately 175,000 and contains 685 square miles.

2.2.1 Background: The Boone County Sheriff's Department and Jail located at 2121 County Drive in Columbia, Missouri serves as the main headquarters for the department and includes an adult detention facility that provides safe and secure incarceration of persons taken into custody by order of a qualified court or as otherwise allowed by law. Additional information about the County of Boone - Missouri can be obtained from the following internet web site at: <http://www.showmeboone.com>.



### 3. SCOPE OF WORK:

#### 3.1 General Requirements:

3.1.1 The contractor shall provide law enforcement uniforms clothing (trousers and shirts), coats, hats, ties and boots. In addition to law enforcement clothing, associated services (e.g., taking measurements, making some alterations, sewing patches and chevrons on clothing, etc.) shall be provided on an as needed if needed basis if requested by the County. All products and services shall be provided by the contractor in accordance with specifications presented herein for the purpose of serving the needs of the Boone County Sheriff's Department.

- a. It is highly desired that the contractor provide a web-based ordering system at no additional charge to the County. The web-based ordering system shall be customized in the sense that user-profiles can be set-up for Sheriff Department personnel, and designated users can only access contract items at contract pricing; other designated users shall have the ability to order other-than-contract items available in the contractor's on-line products catalog. The contractor shall be responsible for maintaining the web-based ordering system throughout the contract at no additional cost to the County. The contractor shall be responsible for updating its web-based ordering system as contract products change, i.e., as items are substituted or pricing changes upon approval of the County, the website shall reflect said changes.

3.1.2 All products shall be in current production and easily accessible to the contractor.

3.1.3 As applicable to the specific product, the County shall be able to order, and the contractor shall make available, male and female styles, hemmed and unhemmed in customizable sizes. Regarding boots, in addition to both male and female styles, options for zipper or lace-up, with or without waterproofing shall be available for the County's order. The County will specify at the time of order what is needed.

3.1.4 **Quality Assurance and Control:** The contractor shall have adequate internal control mechanisms for monitoring compliance with specifications contained herein. The contractor shall ensure accuracy and consistency in production, color, size, and packaging of products sold to the County under the contract. Items not meeting specifications shall not be accepted by the County.

#### 3.2 Trousers Requirements:

3.2.1 **Black Trousers:** The contractor shall provide the following black trousers in sizes that range from 28" – 54" Waist, Short, Regular, and Long. The contractor must be able to supply all sizes. The identified brand and model number noted must be provided. **NO SUBSTITUTIONS SHALL BE ALLOWED** on any trouser item described below:

- a. Propper Women's Lightweight Tactical Pant F525450 Black: 65% polyester/35% cotton lightweight rip stop;
- b. Propper Men's Tactical Pant F5252 Black: 65% polyester/35% cotton lightweight rip stop;
- c. Propper BDU Trouser (Button Fly) F520138 Black: Battle Rip 65% polyester/35% cotton rip stop;
- d. Propper BDU Trouser (Zipper Fly) F520538 Black: Battle Rip 65% polyester/35% cotton rip stop;
- e. Propper TAC.U Pant Black F521238: 65% polyester/35% cotton rip stop;
- f. Tru-Spec 24-7 Series Men's Tactical Pants Black: 65% polyester/35% cotton rip stop.
- g. Tru-Spec 24-7 Series Women's Tactical Pants Black: 65% polyester/35% cotton rip stop.

3.2.2 Brown Trousers: The contractor shall provide the following brown trousers in sizes that range from 28" – 54" Waist, Short, Regular, and Long. The contractor must be able to supply all sizes. The identified brand and model number noted must be provided. NO SUBSTITUTIONS SHALL BE ALLOWED.

- a. Trouser: Elbeco E615RN Tek-3 Cargo Trousers, Men's, Brown: 65% polyester / 35% cotton - stretch twill weave; Two dual-compartment cargo pockets--hidden zipper behind, inverted pleat pocket underneath flap with hook and loop closure.
- b. Trouser: Elbeco E615RN Tek 3 Cargo Trousers (Ladies Choice), Women's, Brown: 65% polyester / 35% cotton - stretch twill weave; Two dual-compartment cargo pockets--hidden zipper behind, inverted pleat pocket underneath flap with hook and loop closure.
- c. Trouser: Blauer 8810X (Men's) and 8810WX (Women's) – Side Pocket Cotton Blend Trousers, Brown, 65/35 cotton blend with 10% stretch and soil release/water repellent finish and 3M™ Scotchlite™ reflective material and silicone crease retention

### 3.3 Shirts Requirements:

3.3.1 Shirts: The contractor shall provide the following shirts in both male and female styles if available. The contractor must be able to supply all sizes. NO SUBSTITUTIONS SHALL BE ALLOWED on any shirt item described below:

- a. Propper Tactical Short-Sleeve Dress Shirt, F530138 Color: Khaki, Battle Rip 65% polyester/35% cotton rip stop;

- b. Propper Tactical Long-Sleeve Dress Shirt, F530238 Color: Khaki.: Battle Rip 65% polyester/35% cotton rip stop;
- c. Propper Men's Tactical Short-Sleeve Shirt F531150 Color: Khaki,: 65% polyester/35% cotton lightweight rip stop;
- d. Propper Men's Tactical Long-Sleeve Shirt F531250 Color: Khaki,: 65% polyester/35% cotton lightweight rip stop.
- e. Long Sleeve Shirts-Elbeco Duty Plus, Material content to be 65% Dacron polyester and 35% rayon, 10-ounce one ply tropical weave. Must furnish shirts in full and half sizes (e.g. 17 and 17 ½.):
- Color: Silver Tan;
  - 2 front & 3 back permanent military creases;
  - Front of shirt with center facing 1 ½" wide from collar to bottom of shirt;
  - 6 center vertical buttons, button side shall be lined;
  - 2 breast pockets with mitered corners, 5-5/8" to 6" long with box stitching on top and bottom;
  - Left pocket shall have a pencil opening;
  - Badge tab to be included and reinforced on inside of shirt;
  - Shoulder straps pointed at the end toward the neck fastened with one button. The shoulder end sewn into the sleeve head seam;
  - Patches and chevrons to be attached by the contractor.
- f. Short Sleeve Shirts – Elbeco Duty Plus, Material content to be 65% Dacron polyester and 35% rayon, minimum 10-ounce one ply tropical weave. Must furnish shirts in full and half sizes (e.g. 17 and 17-½.):
- Color: Silver Tan;
  - 2 front and 3 back permanent military creases;
  - Front of shirt with center facing 1-½" wide from collar to bottom of shirt;
  - Six (6) center vertical buttons, button side shall be lined;
  - Two (2) breast pockets with mitered corners, pockets to measure 5-5/8" to 6" long with box stitching on top and bottom;
  - Left pocket shall have a pencil opening;
  - Badge tab to be included and reinforced on inside of shirt;
  - Shoulder straps pointed at the end toward the neck fastened with one button. The shoulder end sewn into the sleeve head seam;
  - Patches and chevrons to be attached by the contractor.
- g. Baselayer Short Sleeve Crew Neck Under Shirt (Comparable to Under Armor "Heat Gear" Fitted style):
- Color: must match color of Turtleneck Shirt (see below);
  - Four (4)-Way Stretch fabric improves range of motion and dries faster;
  - Moisture wicking technology;
  - Anti-Odor technology prevents growth of odor-causing microbes;
  - Smooth seams prevent chafing;
  - Minimum 4.7 oz Polyester/Elastane (or comparable).



- h. Regulation Elbeco ELB 8601 Turtleneck Shirt – Pullover type mock turtleneck with side seams, full neck heights, and long sleeves:
  - Color: Dark Brown;
  - Must be pre-shrunk 100% combed-cotton jersey knit, minimum 7.25 ounce;
  - Neck and cuffs Lycra Spandex, or equal;
  - Body material to 1 x 1 jersey knit consisting of 100% combed cotton;
  - Body, collar, and neck material shall be properly finished to resist piling;
  - Sleeves to be set-in type with rib knit cuffs;
  - All stitches, seams and stitching shall conform to FED-STD-751.
  
- i. Crew neck T-shirt, 3-pack, Propper F5306
  - 60% ring-spun cotton/40% polyester combed jersey fabric, and resistant to shrinkage and fading
  - Lay-flat crew-neck collar
  - Tagless
  - All sizes
  - Color: Black

**3.4 Ties Requirements:**

**3.4.1 Clip On Ties:**

- a. Color: Brown;
- b. Two Lengths shall be available: 18” and 22”;
- c. Button hole feature to hold tie in place;
- d. Tie width at widest point shall be 3”.

**3.5 Coats Requirements:**

**3.5.1 Spiewak Style #S1780 WeatherTech Tactical Response Parka:**

**\*\*NO SUBSTITUTIONS SHALL BE ALLOWED\*\***

- a. Color: Black;
- b. Front and back yokes with mesh-lined upper torso for increased airflow;
- c. Outershell can be worn alone as a waterproof, breathable raincoat or windbreaker;
- d. Performance sleeve allows complete range of motion, pit zips allow ventilation;
- e. Removable liner options – Styles S327, S525V, S526CF zip into parka;
- f. Snap closure side vent zippers allow access to equipment;
- g. Waterproof, breathable three-piece drop-in hood.

**3.5.2 Spiewak Style #S3616 WeatherTech Systems Duty Jacket**

**\*\*NO SUBSTITUTIONS SHALL BE ALLOWED\*\***

- a. Color: Black;
- b. High performance nylon shell and WeatherTech® waterproof, windproof, breathable lining with sealed seams;
- c. Pit zips under sleeves allow ventilation;
- d. Several jackets can zip into this parka for full winter protection;
- e. Snap closure side vent zippers allow access to equipment;
- f. Three-piece waterproof, windproof, breathable drop-in hood with draw cords;

- g. Two zippered security pockets under front double placket.

3.5.3 Spiewak Style #S327 Public Safety Performance Fleece/Liner

**\*\*NO SUBSTITUTIONS SHALL BE ALLOWED\*\***

- a. Color: Black;
- b. Epaulets with integrated mic tab;
- c. High quality non-pill micro fleece with Tactel® shell at high stress areas;
- d. Power hook and loop closure on elastic cuff;
- e. Shock corded waist draw cord with snap tabs to secure inside the garment;
- f. Structured support for reinforcement on shoulders and elbows;
- g. Zippered front fly.

3.5.4 Reversible Raincoat – Blauer 26990 Rain Jacket:

**\*\*NO SUBSTITUTIONS SHALL BE ALLOWED\*\***

- a. One-ply Tech-Lite urethane-coated 200-denier oxford nylon fabric reverses to high-visibility color;
- b. ANSI/ISEA 2015 Type P Class 3 Certified high-visibility yellow only;
- c. 2” SCOTCHLITE reflective trim on high-visibility side around chest and cuffs;
- d. Seams sealed with thermal tape;
- e. Snap-over fly front;
- f. Snap equipment side opening;
- g. Special facings prevent yellow “peek through”;
- h. Go through hook and loop closed side openings;
- i. Badge tab on black side only;
- j. Minimum 48” long;
- k. Minimum 3” Reflective “SHERIFF” on back of jacket (high-visibility side only);
- l. Includes the 123 snap-on hood as an available option.

**3.6 Hats Requirements:**

3.6.1 Stratton Winter Felt Uniform Hat:

**\*\*NO SUBSTITUTIONS SHALL BE ALLOWED\*\***

- a. Construction must be equal to or better than the Stratton S68 Special also listed as the F-40 Campaign Style Felt Hat;
- b. Two-piece behind the head strap and one-piece around the top leather swivel hat strap to be included with each;
- c. Color: Brown (both hat and leather straps).

3.6.2 Stratton Summer Straw Uniform Hat:

**\*\*NO SUBSTITUTIONS SHALL BE ALLOWED\*\***

- a. Construction must be equal to or better than the Stratton S-40DB hat also known as the Campaign Style or Montana Peak Summer Straw Hat;
- b. Two-piece behind the head strap and 1 piece around the top leather swivel hat strap to be included with each;
- c. Color: Brown (both hat and leather straps).

**3.7 Boots Requirements:**

3.7.1 Boots: Danner Acadia 8” Men’s/Women’s waterproof GORE-TEX. Style #21210

**\*\*NO SUBSTITUTIONS SHALL BE ALLOWED\*\***

- a. No steel toe;
- b. Color-Black

**3.7.2 Boots: Danner Striker Torrent, Style #43003:**

**\*\*NO SUBSTITUTIONS SHALL BE ALLOWED\*\***

- a. 100% waterproof and breathable GORE-TEX®;
- b. Full-grain leather;
- c. 1000 Denier nylon upper;
- d. TERRA FORCE™ X Lite platform;
- e. Danner TFX® Lite outsole;
- f. Nylon shank;
- g. 8" height.

**3.7.3 Boots: Magnum Stealth Force 8.0 SZ Style #5198:**

**\*\*NO SUBSTITUTIONS SHALL BE ALLOWED\*\***

- a. Full Grain Leather/1680 Denier Ballistic Nylon Mesh Upper;
- b. Circular Side Zipper;
- c. Cambrelle Moisture Wicking Lining;
- d. Agion Antimicrobial treatment;
- e. Coats Barbour Anti Fraying Stitching Thread;
- f. EN ISO 20347 Certified;
- g. Composite Shank;
- h. Compression Molded EVA Midsole;
- i. M-Pact Contoured Sockliner with Memory Foam;
- j. Flex-Zone with Siping for Traction and Control;
- k. X-Traction Zone Outsole.

**3.7.4 Boots: UnderArmour Valsetz 1.5 Tactical Boot:**

**\*\*NO SUBSTITUTIONS SHALL BE ALLOWED\*\***

- a. Lightweight, water-resistant air mesh upper helps to resist moisture;
- b. Fully-gusseted tongue keeps out debris;
- c. High strength nylon upper lace locks are stitched in to allow quick on or off lacing;
- d. Lower eyelets have welded TPU reinforcements for increased durability;
- e. Molded TPU toe guard helps protect against bumps and abrasion in rough terrain;
- f. Armourbound and Armourelastic EVA foam midsole;
- g. Ortholite insole antimicrobial and odor fighting performance and comfort;
- h. Armourguide TPU heel cups foot for added protection;
- i. High abrasion rubber outsole;
- j. Built in flex grooves for aggressive traction.

**3.7.5 Boots: 5.11 A.T.A.C. 8" Shield CSA/ASTM boot, Style #12026, women's style - Womens A.T.A.C. 8" Storm Boot:**

**\*\*NO SUBSTITUTIONS SHALL BE ALLOWED\*\***

- a. ASTM F2413-11 M C/75 I/75 EH PR certified;
- b. CSA Certified;
- c. Waterproof and polishable full grain leather;

- d. Waterproof/breathable bloodborne pathogen resistant membrane;
- e. Composite safety toe;
- f. Puncture resistant midsole board;
- g. YKK Side zipper;
- h. Antibacterial and moisture-wicking;
- i. Shock Mitigation System®;
- j. Oil & slip-resistant, quiet outsole.

3.7.6 Boots: Force 8" Waterproof, Original SWAT Style #152001 Black:

**\*\*NO SUBSTITUTIONS SHALL BE ALLOWED\*\***

- a. Uniform code, full-grain leather with polishable toe;
- b. Removable molded orthotic footbed;
- c. Molded Thermoplastic Heel Counter and toe box;
- d. Rear heel kickplate;
- e. Tough and durable moisture-wicking lining.

3.7.7 Boots: Rocky AlphaForce Waterproof Duty Boot, Style #FQ0002165:

**\*\*NO SUBSTITUTIONS SHALL BE ALLOWED\*\***

- a. Guaranteed Rocky Waterproof construction;
- b. Non-Metallic Stabilizer;
- c. Oil and Slip-Resistant RigiTrac Molded EVA;
- d. Rubber Outsole in Non-Marking;
- e. Airport Footbed Provides Support and Cushioning;
- f. ASTM Approved Xtremium Toe;
- g. Full-Grain Water-Resistant Leather and Lightweight 1000 Denier Nylon.

3.7.8 Boots: Reebok 8" Sublite Cushion Tactical Side Zip Waterproof Boot:

**\*\*NO SUBSTITUTIONS SHALL BE ALLOWED\*\***

- a. Leather and Ballistic nylon zipper;
- b. Waterproof membrane;
- c. YKK® side-zipper;
- d. Memory Tech Massage (or equal) footbed;
- e. Sublite foam midsole;
- f. Outsole constructed for traction and durability;
- g. Full-foot flex grooves;
- h. Moisture-wicking nylon mesh lining;
- i. Lightweight and flexible;
- j. 8" in height.

3.7.9 Boots: Bates GX-8 GoreTex Insulated Side Zip Boot, Style #EO2488, Women's Style #E02788

**\*\*NO SUBSTITUTIONS SHALL BE ALLOWED\*\***

- a. GX-8 GORE-TEX® 8" Insulated Side Zip Boots
- b. YKK® side zipper with nylon tab cover and interior gusset for easy on-off
- c. Full grain leather and 1680 ballistic nylon upper with a breathable waterproof GORE-TEX® membrane
- d. Waterproof
- e. Molded EVA shock absorbing midsole-comfort from toe to heel
- f. Nylon shank

- g. 200 gr Thinsulate™ insulation
- h. Oil and slip-resistant Ultra-Lites® Xtreme rubber outsole
- i. Perfect for passing through security checkpoints
- j. Flap inside of zipper

**3.7.10 Boots: Bates 8” Tactical Sport Side Zip Boot, Style #E02261**

**\*\*NO SUBSTITUTIONS SHALL BE ALLOWED\*\***

- a. Waterproof leather with ballistic nylon upper
- b. Breathable mesh lining
- c. Cushioned removable insert
- d. Slip resistant rubber outsole
- e. Athletic cement construction

**3.7.11 Boots: 5.11 Skyweight Side Zip Boot Style #12318, Military Tactical:**

**\*\*NO SUBSTITUTIONS SHALL BE ALLOWED\*\***

Nylon shank material

- a. Outsole Material: Outdoor traction rubber
- b. Liner material: Nylon microfiber
- c. Midsole Material: EVA
- d. Closure: Lace-up
- e. Color: Black
- f. Plain Toe
- g. Sole Pattern: Self-Cleaning, Arch lug
- h. Height: 8”

**3.7.12 Boots: Merrell MOAB 2 8” Tactical WP Boot, J15845:**

**\*\*NO SUBSTITUTIONS SHALL BE ALLOWED\*\***

- a. Height: 8”
- b. Impermeable membrane seals out water
- c. Waterproof PU coated leather and ripstop textile upper
- d. Medial side-zipper
- e. Bellow tongue

**3.7.13 Boots: Reebok 8” Dauntless Ultra-Light Side Zip Duty-Boots (FT453 – Gall’s)**

**\*\*NO SUBSTITUTIONS SHALL BE ALLOWED\*\***

- a. Height: 8”
- b. Meets ASTM F2892 soft-toe protective footwear standards
- c. Moisture-wicking nylon mesh with AEGIS antimicrobial protection
- d. Seamless micromesh upper
- e. Nylon shank for torsional stability
- f. Lightweight, injection-molded ethylene vinyl acetate (EVA) cushion midsole
- g. Removable FootFuel ® injected EVA cushion insert
- h. Dual-density outsole with rubber bottom for increased protection and insulation
- i. 100% non-metallic construction
- j. NATO laces
- k. YKK® side zipper

**3.7.14 Boots: Reebok 8" Rapid Response Side Zip Composite Toe-Boots (RB8874)**

**\*\*NO SUBSTITUTIONS SHALL BE ALLOWED\*\***

- a. Height: 8"
- b. Meets ASTM F2413 safety footwear standards
- c. Electric hazard protection
- d. Slip and oil resistant outsole
- e. Smooth leather and ballistic nylon upper
- f. Mylon mesh lining
- g. Removable FootFuel ® F2A athletic insole (polyurethane cushion insert with shock eliminator heel cushion)
- h. Dual-density outsole with mountain trail rubber bottom
- i. 100% non-metallic construction
- j. NATO laces
- k. YKK® side zipper
- l. XTR® brand extra-wide composite toe cap

**3.8 Estimated Quantities:**

3.8.1 The quantities indicated herein are estimates that pertain to the total aggregate quantities that may be ordered incrementally at multiple times throughout the stated contract period. The estimates do not indicate single order amounts unless otherwise stated. The County makes no guarantees about single order quantities or total aggregate order quantities.

**3.9 Single Point of Contact:**

3.9.1 The contractor shall perform as a single point of contact for the County between the product manufacturer and the County regarding all warranty issues. The contractor shall assign an Account Representative to the County who will perform as the single point of contact regarding all warranty and system performance issues.

**3.10 Repair or Replacement of Damaged Product:**

3.10.1 The contractor shall be responsible for repairing any item or components received in damaged condition at no cost to Boone County. In the event the item cannot be repaired or if the repair would otherwise compromise the integrity of the commodity and the manufacturer warranty, then the contractor must replace the item or component in its entirety at no additional cost to the County. This includes all delivery/transportation costs for returning non-functional items to the contractor for replacement.

**3.11 Warranty:**

3.11.1 Uniform trousers and shirts shall be guaranteed for a minimum of one (1) year against fraying, loose stitching and tearing under normal day to day use. If fraying, loose stitching, and or tearing occur under these circumstances, the contractor shall replace the defective item at no cost to the County within thirty (30) calendar days of the County's notification.

3.11.2 For all other items provided under the contract, at minimum, the contractor shall provide the manufacturer's standard product warranty on parts and labor for all components any

product provided under the contract. The contractor shall warrant that all equipment and materials provided are new.

- a. The contractor shall act as a liaison between the County and the manufacturer on all product issues which may arise regarding products purchased under the contract (see also paragraph 3.9.1).
- b. The terms of the contract shall supersede any language to the contrary on invoices or other documents provided by the contractor, manufacturer(s), or other sources regarding any warranty terms.
- c. The warranty term shall commence upon delivery and acceptance of the item(s) by the County.
- d. The contractor shall guarantee the products provided under contract shall be free from defects in materials and workmanship, given normal use and care. The contractor shall agree to repair and/or immediately replace without charge (including freight both ways) any product or part thereof, which proves to be defective or fails within the warranty period as determined by the County.

**3.12 Clothing Services - Alteration/Adjustment and Sewing Service Upcharge:**

- 3.12.1 The contractor shall provide conduct clothing measurements of officers on-site at no additional charge to the County upon the County's request.
- 3.12.2 The contractor must provide upon request all necessary alterations/adjustments. Alterations/adjustments on all stock uniform items shall be completed at the current contract price plus the alteration/adjustment/sewing up-charge specified in line item 2.41 on the Vendor Response and Pricing Pages. The alteration upcharge shall be charged per garment. The contractor shall understand and agree that if a price is not stated in line item 2.41, then there shall be no additional charge for any alteration made to the garments identified in the contract. This upcharge shall apply for affixing patches/chevrons to garments.

**3.13 Invoices:**

- 3.13.1 The contractor must submit an itemized invoice upon delivery. Payment will be made within thirty (30) calendar days from receipt of an accurate statement.
- 3.13.2 The contractor's invoices, packing slips and delivery tickets must contain the County contract number.
- 3.13.3 All pricing shall be invoiced in accordance with contract pricing shown in the Vendor Response Pages of the contract.
- 3.13.4 The oversize charge shall be itemized separately for any clothing item that is sized in excess of XXL, and shall be considered an add-on charge paid in addition to the per unit price for the clothing item.

**3.14 Delivery Requirements:**

- 3.14.1 The contractor shall delivery ordered items by the time indicated for delivery on the RFP Vendor Response and Pricing Pages. All items shall be delivered to the Boone County Sheriff's Department and Jail located at 2121 County Drive in Columbia, Missouri. All items shall be appropriately labeled and shall at minimum identify the following:
- a. With the exception of boots, the contractor shall prepare ordered items for delivery by packaging all items for that specific officer together with the name of the specific officer clearly identified on the outside of the package.
  - b. Boots deliveries may be made in bulk, but the packaging must include a list of the officers who have ordered boots labeled on the outside of the package.

**3.15 Liquidated Damages:**

- 3.15.1 The contractor shall agree and understand that the provision of uniform items is considered critical to the efficient operation of the Boone County Sheriff's Department, therefore delivery shall be performed in accordance with delivery terms stated herein in the time-frame represented on the RFP Vendor Response and Pricing Pages. However, since the amount of actual damages would be difficult to establish in the event the contractor fails to comply with represented delivery times, the contractor shall agree and understand that the amount identified below as liquidated damages shall be reasonable and fair under the circumstances.
- 3.15.2 In the event that the contractor fails to deliver any item within the required minimum amount of time, the contractor shall be assessed liquidated damages in the amount of \$0.50 per item for each twenty-four (24) hour period thereafter in which the identified requirement is not completed.
- 3.15.3 The contractor shall also agree and understand that such liquidated damages shall be deducted from the contractor's price pursuant to the contract for each day the items are late. Special orders are not subject to liquidated damages.
- 3.15.4 The contractor shall understand that the liquidated damages described herein shall not be construed as a penalty.
- 3.15.5 The contractor shall agree and understand that all assessments of liquidated damages shall be within the discretion of the County and shall be in addition to, not in lieu of, the rights of the County to pursue other appropriate remedies.

**3.16 Billing and Payments:**

- 3.16.1 Invoices shall be submitted to the Sheriff's Department, Attn: Leasa Quick, 2121 County Drive, Columbia, MO 65202. Payment will be made within 30 days from receipt of an accurate **monthly statement**. All invoiced pricing shall comply with pricing shown on the Vendor Response and Pricing Pages of the contract.
- 3.16.2 ACH Payments: If the contractor has indicated that automatic clearinghouse (ACH) payments are acceptable, then the County shall use ACH payments to pay for products



and services performed under the contract. Payment terms are Net 30 upon receipt of an accurate monthly statement, although the Bidder may offer additional discounts for early payment on the Response Form.

**3.17 Substitutions:**

- 3.17.1 The contractor shall not substitute any item(s) that has been awarded to the contractor without the prior written approval of the Boone County Purchasing Office.
- 3.17.2 The County reserves the right to examine and approve color substitutions. Any color substitutions must retain the relationship of multiple use of certain items between uniform categories.
- 3.17.3 In the event an item becomes unavailable, the contractor shall be responsible for providing a suitable substitute item. The contractor's failure to provide an acceptable substitute may result in cancellation or termination of the contract.
- 3.17.4 Any item substitution must be a replacement of the contracted item with a product of equal or better capabilities and quality, and with equal or lower pricing. The contractor shall understand that the County reserves the right to allow the substitution of any new or different product/system offered by the contractor. The County shall be the final authority as to acceptability of any proposed substitution.
- 3.17.5 Any item substitution shall require a formal contract amendment authorized by the Boone County Purchasing Office prior to the Boone County Sheriff's Department obtaining the substitute item under the contract.
- 3.17.6 The County may choose not to compel an item substitution in the event requiring a substitution would be deemed unreasonable in the sole opinion of the County. The contractor shall not be relieved of substituting a product in the event of manufacturer discontinuation or other reason simply for reasons of unprofitability to the contractor.

**3.18 Contractor Sample Assurance:**

- 3.18.1 The contractor shall agree that products provided under contract shall conform to all mandatory specifications, terms, conditions and requirements stated herein. Furthermore, if the product has been sample-tested, the contractor shall agree that the same product submitted for sample-testing and which passed sample-testing shall be provided to the County for the duration of the contract. No substitutions of product shall be made without the prior written approval of the Boone County Purchasing Department. Only substitutes that are equivalent or better than the product(s) originally contracted for, and equal to or less in price, shall be considered for approval.

**3.19 Insurance Requirements:**

- 3.19.1 The contractor shall not commence work under the contract until the contractor has obtained all insurance required under this paragraph and the Certificate of Insurance has been approved by the County, nor shall the contractor allow any subcontractor to commence work on their subcontract until all similar insurance required of subcontractor

has been so obtained and approved. All policies shall be in amounts, form and companies satisfactory to the County which must carry an A-6 or better rating as listed in the A.M. Best or equivalent rating guide. Insurance limits indicated below may be lowered at the discretion of the County.

- a. **Employers Liability and Workers Compensation Insurance** - The contractor shall take out and maintain during the life of the contract, **Employers Liability and Workers Compensation Insurance** for all of its employees employed at the site of work, and in case any work is sublet, the contractor shall require the subcontractor similarly to provide Workers Compensation Insurance for all of the latter's employees unless such employees are covered by the protection afforded by the contractor. Workers Compensation coverage shall meet Missouri statutory limits. Employers Liability limits shall be \$500,000.00 each employee, \$500,000.00 each accident, and \$500,000.00 policy limit. In case any class of employees engaged in hazardous work under the contract at the site of the work is not protected under the Workers Compensation Statute, the contractor shall provide and shall cause each subcontractor to provide Employers Liability Insurance for the protection of their employees not otherwise protected.
- b. **Commercial General Liability Insurance** - The contractor shall take out and maintain during the life of the contract, such commercial general liability insurance as shall protect it and any subcontractor performing work covered by the contract, from claims for damages for personal & advertising injury, bodily injury including accidental death, as well as from claims for property damages, which may arise from operations under the contract, whether such operations be by themselves or for any subcontractor or by anyone directly or indirectly employed by them. The amounts of insurance shall be not less than \$2,000,000.00 combined single limit for any one occurrence covering both bodily injury and property damage, including accidental death. If the contract involves any underground/digging operations, the general liability certificate shall include X, C, and U (Explosion, Collapse, and Underground) coverage. If providing Commercial General Liability Insurance, then the Proof of Coverage of Insurance shall also be included.
- c. The contractor may satisfy the minimum liability limits required for Commercial General Liability or Business Auto Liability under an Umbrella or Excess Liability policy. There is no minimum per occurrence limit of liability under the umbrella or Excess Liability; however, the Annual Aggregate limit shall not be less than the highest "Each Occurrence" limit for either Commercial General Liability or Business Auto Liability. **The contractor shall include the County as an Additional Insured on the umbrella or Excess Liability, unless the Certificate of Insurance states that the Umbrella or Excess Liability provides coverage on a "Follow-Form" basis.**
- d. **Business Automobile Liability** – The contractor shall maintain during the life of the contract, automobile liability insurance in the amount of not less than \$2,000,000.00 combined single limit for any one occurrence, covering both bodily injury, including accidental death, and property damage, to protect themselves from any and all claims arising from the use of the contractor's own automobiles,

teams and trucks; hired automobiles, teams and trucks; non-owned and both on and off the site of work.

- e. **Subcontractors:** The contractor shall cause each subcontractor to purchase and maintain insurance of the types and amounts specified herein. Limits of such coverage may be reduced only upon written agreement of County. The contractor shall provide to the County copies of certificates of insurance evidencing coverage for each subcontractor. Subcontractors' commercial general liability and business automobile liability insurance shall name the County as an Additional Insured and have the Waiver of Subrogation endorsements added.
- f. **Proof of Carriage of Insurance -** The contractor shall furnish the County with Certificate(s) of Insurance which name the County as an additional insured in an amount as required in the contract. The Certificate of Insurance shall provide that there will be no cancellation, non-renewal or reduction of coverage without thirty (30) calendar days prior written notice to the County. In addition, such insurance shall be on an occurrence basis and shall remain in effect until such time as the County has made final acceptance of the services provided.
- g. **Indemnity Agreement:** To the fullest extent permitted by law, the contractor shall indemnify, hold harmless and defend the County, its directors, officers, agents, and employees from and against all claims, damages, losses and expenses (including but not limited to attorney's fees) arising by reason of any act or failure to act, negligent or otherwise, of the contractor, of any subcontractor (meaning anyone, including but not limited to consultants having a contract with contractor or a subcontract for part of the services), of anyone directly or indirectly employed by contractor or by any subcontractor, or of anyone for whose acts the contractor or its subcontractor may be liable, in connection with providing these services. This provision does not, however, require the contractor to indemnify, hold harmless, or defend the County of Boone from its own negligence.
- h. Nothing in these requirements shall be construed as a waiver of any governmental immunity of the County, its officials nor any of its employees in the course of their official duties.
- i. Failure to maintain the required insurance in force may be cause for contract termination. In the event the Agency/Service fails to maintain and keep in force the required insurance or to obtain coverage from its subcontractors, the County shall have the right to cancel and terminate the contract without notice.

**Certificate Holder address:**

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

**3.20 Other Contract Terms and Conditions:**

3.20.1 Assignment, Transfer, Etc.: The contractor must be prohibited from assigning, transferring, conveying, subletting, or otherwise disposing of this agreement or its rights,

title or interest therein, or its power to execute such agreement to any other person, company or corporation without the prior consent and approval in writing by the County.

- 3.20.2 **Contract Period:** The initial contract period shall run **January 1, 2019 through December 31, 2019**. The contract shall have three (3), one (1)-year renewal periods, or any portion thereof, following the completion of the initial/original contract term. After the completion of the final renewal term, the contract will continue on a month-to-month basis until either party terminates the contract by providing the other party with thirty (30) calendar days prior written notice.
- 3.20.3 **Cancellation Agreement:** The County reserves the right to cancel the contract without cause by giving not less than thirty (30) calendar days prior notice to the contractor in writing of the intention to cancel, or with cause, if at any time the contractor fails to fulfill or abide by any of the terms or conditions specified. Failure of the contractor to comply with any of the provisions of the contract may be considered a material breach of contract and must be cause for immediate termination of the contract at the discretion of Boone County. Boone County may allow the contractor reasonable opportunity to cure material breach, but is not required to do so.
- 3.20.4 **Fiscal Non-Funding Clause:** In the event sufficient budgeted funds are not available for a new fiscal period, the County must notify the provider of such occurrence and the contract must terminate on the last day of the current fiscal period without penalty or expense to the County.
- 3.20.5 **Pricing:** The contract will be awarded on a firm, fixed price basis for the entirety of the initial/original contract period. Prices are subject to adjustment only upon renewal of the contract period, subject to quotations on the Vendor Response Page for the specific renewal period; adjusted pricing must be effective on the renewal date and must remain firm through the entirety of the specific renewal period.
- a. **Price Increase:** It shall be the responsibility of the contractor to notify the County sixty (60) calendar days prior to the end of the current contract period of any pending price increase which will take effect at the beginning of the ensuing renewal period.
  - b. If the option for renewal is exercised by the County, the contractor must agree that the prices for the renewal period must not exceed the maximum percent of increase for the applicable renewal period stated on the Vendor Response Pages of the contract.
  - c. If renewal percentages are not provided, then prices for the renewal period(s) shall be the same as during the initial/original contract period. All pricing adjustments shall be calculated using the initial/original pricing.
  - d. The County would like to purchase law enforcement clothing and boots items other than those specifically identified as line items 2.1 – 2.40 on the contract Pricing Pages. The contractor shall understand and agree that the purpose of the discount is for the purchase of law enforcement uniform clothing items and boots that are similar in nature and scope to line items 2.1 – 2.40. In this instance the

County would like to purchase from the contractor's catalog including the on-line catalog if provided. For catalog purchases, pricing shall be determined by applying the firm, fixed quoted discount (line item 2.42) to current catalog pricing, or the current Manufacturer Standard Retail Price (MSRP) whichever is less, for the item.

- e. Pricing for firm, fixed and catalog-discounted items shall be FOB Destination, Freight Prepaid and Allowed.
- f. In the event that a price list/catalog lists more than one price for the same item, the applicable quoted firm, fixed discount shall be applied to the lowest listed price.
- g. The contractor shall not impose a discount "floor." The County shall receive promotional and special pricing as may apply to the published MSRP/contractor's current price list/catalog pricing at the time of purchase.
- h. The contractor shall understand and agree that the firm, fixed discount percentage (line item 2.42) shall remain the same throughout the duration of the contract.

3.20.6 Confidentiality: The contractor must be responsible for maintaining the confidentiality of the County records and data, which cannot be sold, shared or otherwise disclosed to other companies or individuals without written permission from the County Employee Benefits Plan officials.



#### 4. PROPOSAL SUBMISSION INFORMATION

##### 4.1. SUBMISSION OF PROPOSALS:

4.1.1 When submitting a proposal, the offeror should include the **original and two (2) copies for a total of three (3) copies. The offeror should also include an electronic copy of the proposal on a removable storage drive.**

a. The offeror must submit the proposal to:

Boone County Purchasing Department  
Attn: Liz Palazzolo, Senior Buyer  
613 E. Ash Street, Room 109  
Columbia, MO 65201

b. The proposals must be delivered no later than **2:00 P.M. on November 27, 2018.** Proposals will not be accepted after this date and time.

4.1.2 **Terms and Conditions:** The offeror agrees that by submitting an offer, Boone County's Terms and Conditions as incorporated herein must become part of the contract, and in the event of conflict between any terms the offeror submits, the terms and conditions of the County must govern.

##### 4.2 ORGANIZATION OF PROPOSAL:

4.2.1 To facilitate the evaluation process, the offeror is encouraged to organize their proposal into distinctive sections that correspond with the individual evaluation categories described herein.

a. Each distinctive section should be titled with each individual evaluation category and all material related to that category should be included therein.

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

c. The offeror is advised that the proposal should, at a minimum, address all mandatory and desired services, equipment, materials, etc. Responses will fully describe how the requirements will be met.

4.2.2 The offeror is cautioned that it is the offeror's sole responsibility to submit information related to the evaluation categories, and that the County is under no obligation to solicit such information if it is not included with the proposal. The offeror's failure to submit such information may cause an adverse impact on the evaluation of the proposal. Any

offeror whose responses deviate from the outlined specifications may automatically be disqualified.

**4.3 OFFEROR'S CONTACTS WITH PURCHASING:**

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

**4.4 VALIDITY OF PROPOSAL RESPONSE:**

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

**4.5 EVALUATION OF PROPOSALS:**

4.5.1 Evaluation and Award Process: After determining a responsible offeror and a responsive proposal through the determination that the proposal satisfies the mandatory requirements stated in the Request for Proposal, the evaluator(s) will use both objective analysis and subjective judgment in conducting a comparative assessment of the proposal. The evaluation will include an assessment of cost, the offeror's experience and reliability, and the offeror's proposed method of performing Scope of Work requirements including contractor support, web ordering, and sample testing, if the County determines that sample testing is necessary for an item(s).

a. Cost Evaluation: Offerors may submit pricing for one, some or all items. The offeror must offer and price the exact brand/model specified for the identified line item. The County will conduct an objective evaluation of cost on an item by item basis, or by group of items, or by all items depending on the proposals presented. Estimated quantities for the line items as well as renewal option pricing shall be considered in the cost evaluation.

b. As a result of the evaluation of cost and the subjective criteria cited in paragraph 4.5.1 above, the County reserves the right to award contract(s) by line item, by groups of items, or to award a contract on an all or none basis as determined to be in the best interests of the County.

4.5.2 In order to conduct an evaluation of proposals, the vendor is advised to complete the Vendor Response Pages, all parts, and to return the completed pages with the vendor's proposal. Failure to provide information necessary to evaluate the vendor's response may render the proposal incapable of award consideration. While the County reserves the right to obtain clarification from the offeror regarding any part of the proposal, the County is not obligated to obtain any information from the offeror necessary for evaluation. When evaluating responses, the County reserves the right to consider

relevant information and fact, whether gained from the response, from a vendor, from the vendor's references, or from any other source.

- 4.5.3 After an initial evaluation process, a question and answer interview or product demonstration may be conducted with the offeror, if deemed necessary by the County. The offeror may be asked to make an oral presentation of their proposal, or perform a product demonstration to the evaluation team at a designated Boone County location. Attendance cost must be solely at the offeror's expense. All arrangements and scheduling will be coordinated by the County.
- 4.5.4 Competitive Negotiation of Proposals: The offeror is advised that under the provisions of this Request for Proposal, the County reserves the right to conduct negotiations of the proposals received or to award a contract without negotiations. If such negotiations are conducted, the following conditions must apply:
- a. Negotiations may be conducted in person, in writing, or by telephone.
  - b. Negotiations will only be conducted with potentially acceptable proposals. The County reserves the right to limit negotiations to those proposals, which received the highest rankings during the initial evaluation phase.
  - c. Terms, conditions, prices, methodology, or other features of the offeror's proposal may be subject to negotiation and subsequent revision. As part of the negotiations, the offeror may be required to submit supporting financial, pricing and other data in order to allow a detailed evaluation of the feasibility, reasonableness, and acceptability of the proposal.
  - d. The mandatory requirements of the Request for Proposal shall not be negotiable and must remain unchanged unless the County determines that a change in such requirements is in the best interest of the entities.
- 4.5.5 Evaluation of the Vendor's Experience and Reliability: The experience and reliability of the offeror's organization are considered subjectively in the evaluation process. Therefore, the offeror is advised to submit any information, which documents successful and reliable experience providing law enforcement uniform trousers, shirts, coats, hats, and boots similar to other public entities such as Boone County.
- a. Name other government agencies/municipalities for which the vendor has provided uniform clothing, coats, hats, and boots in the last three (3) years and provide a current contact name, email address and phone number for each account.
- 4.5.6 Evaluation of the Proposed Method of Performance and Contractor Support: Proposals will be subjectively evaluated based on the vendor's proposed method of performing the Scope of Work requirements presented herein, including provision of on-going contractor support. The offeror should present a written narrative, which demonstrates how the offeror's proposed method of performance satisfies RFP requirements. The offeror is provided a section on the Vendor Response and Pricing Pages where the offeror is strongly encouraged to confirm adherence to stated RFP requirements and to also



elaborate as necessary. The language of the narrative should be straightforward and limited to facts, solutions to problems, and plans of action. The County will be evaluating the offeror's adherence to mandatory performance requirements as well as other features of the offeror's proposed approach to performing the Scope of Work described herein.

- a. Offerors are cautioned about the use of specific words in the RFP. Where the words "must" or "shall" are used, they signify a required minimum function of system capacity that will heavily impact the offeror's final response rating. Where the words "should," "may" or "desired" are used, they signify that the feature or capacity is desirable but not mandatory; therefore, the specifications in question will possess minimal impact on the offeror's final response rating.
- b. The method by which the proposed method of performance is written will be left to the discretion of the offeror. However, the offeror should address each specific paragraph and subparagraph of the specifications by paragraph and page number as an item for discussion. Indicating that the vendor "Complies" or "Understands" the requirement is a good start, but it may not provide enough relevant detail to explain how the proposal performs the requirements which then allows subjective consideration of the vendor's product capabilities.
- c. Samples Review and Testing: Boone County reserves the right to request samples after bids are opened and before the award is made. The offeror shall understand that the County reserves the right not to request samples for testing in order to complete its evaluation if the County evaluators have familiarity with the product. When samples are requested, they must be furnished free of expense to the County. All samples must be received by the County within a reasonable time after its request, e.g., five (5) business days. Samples may be destroyed in testing. The if the sample if not destroyed in testing, the sample will, upon request, be returned at the offeror's expense. A request for the return of samples should be made at the time the sample is submitted, and the return request must be made within ten (10) days following the County's receipt of the sample. The offeror is strongly encouraged to clearly identify the sample noting the vendor's name, identification of the item, any relevant manufacturer literature, and identification of the specific line item from the RFP Vendor Response and Pricing Page.

#### 4.5.7 Rejection / Withdrawal of Proposals Response:

- a. Rejection of Proposals: The right is reserved by the County at its discretion to reject any or all proposals or parts thereof. The County reserves the right to waive defects or informalities, to negotiate with offerors and to accept the proposal deemed to be in the best interest of the County.
- b. Withdrawal of Proposals: Proposals may be withdrawn on written request from the offeror at the address shown in the solicitation prior to the time of acceptance.
- c. Negligence on the part of the offeror in preparing the proposal confers no right of withdrawal after the time fixed for the acceptance of the proposals.



5. VENDOR RESPONSE AND PRICING PAGES

In compliance with this Request for Proposal and subject to all the conditions thereof, the offeror agrees to furnish the services/equipment/supplies requested and proposed and certifies he/she has read, understands, and agrees to all terms, conditions, and requirements of this proposal and is authorized to contract on behalf of the firm named below. (Note: This form must be signed. All signatures must be original and not photocopies).

Company Name: Galls, LLC

Address: 1340 Russell Cave Road, Lexington, KY 40505

Telephone: 800-876-4242 Fax: 877-914-2557

Federal Tax ID (or Social Security #): 20-3545989

Print Name: Michael Wessner Title: Chief Executive Officer

Signature: [Handwritten Signature] Date: 11/21/2018

E-Mail Address: Brewer-Tiffany@galls.com

Prompt Payment Terms: N/A

Will the vendor accept automated clearinghouse (ACH) for payment of invoices? Yes

**Cooperative Procurement:** The vendor should indicate by checking "Yes" or "No" in the indicated space if the vendor will honor the submitted prices and terms for purchase by other entities in Boone County that participate in cooperative purchasing with Boone County, Missouri?

X  Yes   No

**NOTE:** The offeror must clearly state in writing any restrictions or deviations from specifications and requirements stated herein. In the absence of such statement, the County will assume that all items/services offered are in strict compliance with specifications stated in the RFP, including all technical and cost requirements, terms and conditions. The vendor must agree that the proposal if selected for award by the County will be included as part of the final contract with the County.

(Continued on Next Page)

**5.1. PRICING:**

The offeror must submit firm, fixed unit pricing, i.e., PER EACH, for one, some, or all items listed below which must comply with all requirements and specifications stated herein. All pricing shall be quoted **FOB Destination Freight Prepaid and Allowed**, i.e., freight and shipping shall not be paid in addition to the quoted per each price, therefore those costs must be built into quoted pricing.

**SPECIAL NOTE:** Where indicated, the exact brand and model **MUST BE PRICED** as shown for each line item. **NO SUBSTITUTIONS ARE ALLOWED** since these are uniform items.

<b>ITEM</b>	<b>DESCRIPTION</b>	<b>UNIT PRICE</b>
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**2. Firm, Fixed Pricing**

The offeror shall price one, some, or all items below:

<b>Item #</b>	<b>Item Description</b>	<b>Quantity</b>	<b>Unit Price Per Each</b>
<b>TROUSERS</b>			
2.1	Propper Women's Tactical Pant Style #F5254-50 Black in accordance with paragraph 3.2.1(a)	50	\$ 33.00
2.2	Propper Men's Tactical Pant Style #F5252-50 Black in accordance with paragraph 3.2.1(b)	98	\$ 33.00
2.3	Propper BDU Trousers (Button Fly) Style #F5201-38 Black in accordance with paragraph 3.2.1(c)	98	\$ 28.00
2.4	Propper BDU Trousers (Zipper Fly) Style #F5205-38 Black in accordance with paragraph 3.2.1(d)	48	\$ 28.00
2.5	Propper TAC.U Pant Style #F5212-38 Black in accordance with paragraph 3.2.1(e)	50	\$ 42.50
2.6	Tru-Spec 24-7 Series Men's Tactical Pants Black 65/35 polyester/cotton rip stop in accordance with paragraph 3.2.1(f)	50	\$ 41.00
2.7	Tru-Spec 24-7 Series Women's Tactical Pants Black 65/35 polyester/cotton rip stop in accordance with paragraph 3.2.1(g)	50	\$ 41.00
2.8	Standard Oversize Charge - Applied per trouser for any size in excess of XXL	1	\$ depending on manufacturer

<b>SHIRTS</b>			
2.9	Propper Tactical Short-Sleeve Dress Shirt Style #F5301-38 Khaki in accordance with paragraph 3.3.1(a)	75	\$ 25.00
2.10	Propper Tactical Long-Sleeve Dress Shirt Style #F5302-38 Khaki in accordance with paragraph 3.3.1(b)	75	\$28.00
2.11	Propper Tactical Short-Sleeve Shirt Style #F5311 and F5304 Khaki in accordance with paragraph 3.3.1(c)	75	\$ 32.00
2.12	Propper Men's Tactical Long-Sleeve Shirt Style F5312 and F5305 Khaki in accordance with paragraph 3.3.1(d)	75	\$33.00
2.13	Standard Oversize Charge Applied per shirt for any size in excess of XXL	1	\$ depending on manufacturer
2.14	<b>Long Sleeve Shirts-Elbeco Duty Plus</b> , Material content to be 65% Dacron polyester and 35% rayon, 10 ounce one ply tropical weave. <b>Must furnish shirts in full and half sizes</b> (e.g. 17 and 17 ½.) - MEN/WOMEN in accordance with paragraph 3.3.1(e)	70: 60 Men 10 Women	\$ 51.50
2.15	<b>Short Sleeve Shirts – Elbeco Duty Plus</b> , Material content to be 65% Dacron polyester and 35% rayon, 10 ounce one ply tropical weave. <b>Must furnish shirts in full and half sizes</b> (e.g. 17 and 17 ½.) - MEN/WOMEN in accordance with paragraph 3.3.1(f)	70: 60 Men 10 Women	\$ 48.00
2.16	<b>Baselayer Short Sleeve Crew Neck Under Shirt</b> (Comparable to Under Armor “Heat Gear” Fitted style) in accordance with paragraph 3.3.1(g)	110: 100 Men 10 Women	\$ 27.00
2.17	<b>Regulation Elbeco ELB 8601 Turtleneck Shirt – Pullover type</b> mock turtleneck with side seams, full neck heights, and long sleeves. in accordance with paragraph	110: 100 Men 10 Women	\$ 23.00

	3.3.1(h)		
2.18	<b>Crew neck T-shirt, 3-pack, Propper F5306, Black, All Sizes</b> – in accordance with paragraph 3.3.1(i)	60	\$ 20.00
<b>Clip-On Ties</b>			
2.19	<b>Clip On Tie</b> Brown, 18” in accordance with paragraphs 3.4.1(a) through (d)	5	\$ 4.00
2.20	<b>Clip On Tie</b> Brown, 22” in accordance with paragraphs 3.4.1(a) through (d)	5	\$ 4.00
<b>Coats</b>			
2.21	<b>Spiewak Style #S1780</b> WeatherTech Tactical Response Parka in accordance with paragraphs 3.5.1 (a) through (g).	10	\$ 202.00
2.22	<b>Spiewak Style #S3616</b> WeatherTech Systems Duty Jacket in accordance with paragraphs 3.5.2 (a) through (g).	10	\$ 125.00
2.23	<b>Spiewak Style #S327 Public</b> Safety Performance Fleece/Liner in accordance with paragraphs 3.5.3 (a) through (g).	15	\$ 95.00
2.24	<b>Blauer 26990 Rain Jacket</b> in accordance with paragraphs 3.5.4 (a) through (l).	15	\$ 142.00
<b>Hats</b>			
2.25	<b>Stratton Winter Felt Uniform Hat</b> – shall comply with paragraphs 3.6.1-3.6.1(c)	5	\$ 115.00
2.26	<b>Stratton Summer Straw Uniform Hat</b> shall comply with paragraphs 3.6.2-3.6.2(c)	5	\$ 80.00

<b>Boots</b>			
2.27	<b>Boots: Danner Acadia 8" Men's/Women's waterproof GORE-TEX. Style #21210 in accordance with paragraph 3.7.1 and all bullet-points</b>  <b>Price per each pair</b>	10	\$ 247.00
2.28	<b>Boots: Danner Striker Torrent, Style #43003 in accordance with paragraph 3.7.2 and all bullet-points</b>  <b>Price per each pair</b>	10	\$ 147.50
2.29	<b>Boots: Magnum Stealth Force 8.0 SZ Style #5198 in accordance with paragraph 3.7.3 and all bullet-points</b>  <b>Price per each pair</b>	10	\$ 107.00
2.30	<b>Boots: UnderArmour Valsetz 2.0 Wide Tactical Boot in accordance with paragraph 3.7.1 and all bullet-points in accordance with paragraph 3.7.4 and all bullet-points</b>  <b>Price per each pair</b>	10	\$ 85.00
2.31	<b>Boots: 5.11 A.T.A.C. 8" Shield CSA/ASTM boot, Style #12026, women's style: Women's A.T.A.C. 8" Storm Boot in accordance with paragraph 3.7.5 and all bullet-points</b>  <b>Price per each pair</b>	10	\$ 123.00
2.32	<b>Boots: Force 8" Waterproof, SWAT Style #152001 Black in accordance with paragraph 3.7.6 and all bullet-points</b>  <b>Price per each pair</b>	10	\$ 63.50
2.33	<b>Boots: Rocky AlphaForce</b>	10	\$ 103.00

	Waterproof Duty Boot, Style #FQ0002165 in accordance with paragraph 3.7.7 and all bullet-points  <b>Price per each pair</b>		
2.34	<b>Boots:</b> Reebok 8" Sublite Cushion Tactical Side Zip Waterproof Boot in accordance with paragraph 3.7.8 and all bullet-points  <b>Price per each pair</b>	10	\$80.00
2.35	<b>Boots:</b> Bates GX-8 GoreTex Insulated Side Zip Boot, Style #EO2488, Women's Style #E02788 in accordance with paragraph 3.7.9 and all bullet-points  <b>Price per each pair</b>	10	\$127.00
2.36	<b>Boots:</b> Bates 8" Tactical Sport Side Zip Boot, Style #E02261 in accordance with paragraph 3.7.10 and all bullet-points  <b>Price per each pair</b>	10	\$84.00
2.37	<b>Boots:</b> 5.11 Skyweight Side Zip Boot Style #12318 in accordance with paragraph 3.7.11 and all bullet-points  <b>Price per each pair</b>	10	\$84.00
2.38	<b>Boots:</b> Merrell MOAB 2 8" Tactical WP Boot, J15845: in accordance with paragraph 3.7.12 and all bullet-points  <b>Price per each pair</b>	10	\$93.50
2.39	<b>Boots:</b> Reebok 8" Dauntless Ultra-Light Side Zip Duty-Boot in accordance with paragraph 3.7.13 and all bullet points  <b>Price per each pair</b>	10	\$77.00

2.40	<b>Boots: Reebok 8" Rapid Response Side Zip Composite Toe Boot in accordance with paragraph 3.7.14 and all bullet points</b>  <b>Price per each pair</b>	10	\$82.50
<b>Alterations – Adjustments-Embroidery</b>			
2.41	<b>Add-on fee, per article of clothing for any alteration/adjustment/embroidery– one time per specific piece of clothing.</b>	1	\$ Included
2.42	<b>Firm, Fixed Discount off current contractor catalog price or MSRP, whichever is less, for other uniform clothing and footgear items not specifically identified in the previous line items.</b>	1	15 %

**Renewal Options:**

The County shall have the sole option to renew the contract in one-year increments, or any portion thereof, for a total accumulated period of three (3) additional years following the initial term. If the options are exercised, pricing must be the same as quoted for the initial contract period subject to the specific percentage of price adjustment quoted below for the applicable renewal contract period. Prices for the renewal period must not exceed the maximum percent of increase for the applicable renewal period stated on the Pricing Page of the contract.

The vendor must respond with a firm, fixed percentage of increase or decrease. Do not quote BOTH a Maximum Increase and a Minimum Decrease – quote one or the other. Statements such as "a percentage of the then-current price" or "consumer price index" are NOT ACCEPTABLE i.e., reference to a CPI adjustment shall be deemed unacceptable.

If a percentage is not proposed (i.e., left blank or quoted as a "zero – 0%"), the County shall have the right to execute the option at the same price(s) proposed **for the initial (i.e., first/2019) contract period.**

In conducting the cost evaluation, Boone County will evaluate pricing that determines the potential maximum financial liability to the County.

**ALL PERCENTAGES SHALL BE APPLIED TO THE FIRM PRICING QUOTED FOR THE INITIAL CONTRACT PERIOD.** The offeror is cautioned that percentages that are the same value for successive renewal options shall be calculated against original, not compounded, pricing.



2.43.1 **Renewal Option Percentage Price Adjustment**  
**1<sup>st</sup> Renewal Period: January 1, 2020 – December 31, 2020**

3 %  
Applied to original bid pricing  
Vendor must identify below by checking appropriately as an INCREASE OR  
DECREASE: Maximum Increase:  X   
OR Minimum Decrease: \_\_\_\_\_

2.43.2 **Renewal Option Percentage Price Adjustment**  
**2<sup>nd</sup> Renewal Period: January 1, 2021 – December 31, 2021**

3 %  
Applied to original bid pricing  
Vendor must identify below by checking appropriately as an INCREASE OR  
DECREASE: Maximum Increase:  X   
OR Minimum Decrease: \_\_\_\_\_

2.43.3 **Renewal Option Percentage Price Adjustment**  
**3<sup>rd</sup> Renewal Period: January 1, 2022 – December 31, 2022**

3 %  
Applied to original bid pricing  
Vendor must identify below by checking appropriately as an INCREASE OR  
DECREASE: Maximum Increase:  X   
OR Minimum Decrease: \_\_\_\_\_

**3. Vendor’s Experience and Reliability:**

The evaluation of the vendor’s proposed experience and reliability will be subjective based on the ability of the vendor to perform the requirements stated herein. Therefore, the vendor should present detailed information regarding their experience and reliability. The following information should be provided by the vendor in order to assist Boone County in the evaluation of the vendor’s experience and reliability. The County reserves the right to use this information, including information gained from any other source, in the evaluation process.

Failure to submit requested information may negatively impact the evaluation of the proposal. The County is under no obligation to obtain information from the vendor not submitted with the proposal that may impact the subjective evaluation of the vendor’s proposal.

3.1 **Company History:** The vendor should describe in the available space the company’s background in provision of law enforcement uniform trousers, shirts, coats, hats and boots e.g., when the company was founded, how long the company has been serving the national and Missouri markets, etc.:

Galls, LLC was established in 1967 and has been serving the public safety industry for \_\_\_\_\_  
over 50 years.

**3.2 Vendor's References:**

The offeror should provide reference contact information below regarding provision of law enforcement trousers, shirts, coats, hats and boots similar to what is being offered to Boone County:

3.2.1 Company/Entity Name: Missouri State Parks

Contact Name: Karen Staus

Contact's Title: Admin

City: Jefferson City State: MO

Telephone Number and Area Code: 573-751-6868

E-mail Address: karen.staus@dnr.mo.gov

Description of Equipment/Services Furnished: Uniforms and Equipment for Missouri State Rangers

Availability of Reference: N/A

3.2.2 Company/Entity Name: West County Fire

Contact Name: Kevin Smith

Contact's Title: Captain

City: Manchester State: MO

Telephone Number and Area Code: 314-581-3655

E-mail Address: ksmith@westcounty-fire.org

Description of Equipment/Services Furnished: Uniforms

Availability of Reference: N/A

3.2.3 Company/Entity Name: City of Cape Girardeau

Contact Name: Mark Hashieder

Contact's Title: Assistant Chief

City: Cape Girardeau State: MO

Telephone Number and Area Code: 573-339-6330

E-mail Address: mhasheider@cityofcapegirardeau.org

Description of Equipment Furnished: Uniforms

Availability of Reference: N/A

**4. Vendor's Proposed Method of Performance:**

The offeror should complete the following table to indicate clearly that the proposal meets RFP requirements by noting "Yes," or "Confirmed." The offeror should provide any detail that supports meeting the requirement.

4.1

<b>Requirement</b>	<b>Confirm By Noting "Yes" or "Confirmed" That the Requirement is Provided – If the offeror is proposing only some of the items (e.g., some but not all boots) then identify the specific items by item number in the available space below</b>
Provision of all law enforcement clothing identified herein (paragraph 3.1.1)	Yes
All items are in current production and easily accessible (paragraph 3.1.2)	Yes
As applicable to the specific product, , male and female styles, hemmed and unhemmed in customizable sizes are available for order (paragraph 3.1.3)	Yes
Regarding boots, options for zipper or lace-up, with or without waterproofing shall be available for the County's order (paragraph 3.1.3)	Yes
Provision of Quality Assurance and Control as described in paragraph 3.1.4	Yes
Provision of Black Trousers as described in paragraphs 3.2.1 through 3.2.1(g)	Yes
Provision of Brown Trousers as described in paragraphs 3.2.2 through 3.2.2(c)	Yes
Provision of Shirts as described in paragraphs 3.3.1 through 3.3.1(i)	Yes
Provision of Ties as described in	Yes

4.3

paragraphs 3.4.1 through 3.4.1(d)	
Provision of Coats as described in paragraphs 3.5.1 through 3.5.4(l)	Yes
Provision of Hats as described in paragraphs 3.6.1 through 3.6.2(c)	Yes
Provision of Boots as described in paragraph title 3.7 and paragraphs 3.7.1 through 3.7.13(k)	Yes

4.2 The offeror should describe in the following available space how the offeror will perform as a Single Point of Contact for the County (see also paragraph 3.9.1 herein):

Darnell Dennis and Dan Allen will serve as the points of contact for the County. Their contact information is dennis-darnell@galls.com, 859-800-1260 and allen-dan@galls.com, 314-283-1554.

4.3 The offeror should describe in the following available space how the offeror will deal with damaged product received by the County (see also paragraph 3.10.1 herein)

If the department receives damaged goods from Galls, they simply need to request a return label to ship the damaged item(s) back to Lexington, KY. The damaged item(s) will be replaced at no charge to the department.

4.4 The offeror should describe in the available space below how the offeror will perform sewing and alteration services as described (see paragraphs 3.12.1 and 3.12.2 herein)

If items need to be altered, the item will need to be shipped to our nearest store in North Kansas City, MO. All uniform items will be delivered to the department already hemmed, patched and embroidered, if required.

4.5 **Basic Manufacturer Warranty:**

All warranty coverage shall commence upon delivery and acceptance of the item by Boone County.

4.5.1 **Trousers and Shirts:**

A minimum one-year warranty is required on uniform trousers and shirts (see paragraph 3.11.1).

Confirm below that the minimum one-year warranty is provided on all trousers and shirts, and describe if longer warranty coverage is provided:

Galls, LLC can provide a one-year warranty on all trousers and shirts. See attached Warranty.

4.5.2 For all other items that will be provided under the contractor, the vendor should state the basic manufacturer warranty period which shall cover parts and labor.

• **Coats:**

Warranty Term: 1 year

• **Ties:**

Warranty Term: 1 year

• **Hats:**

Warranty Term: 1 year

• **Boots:**

Warranty Term: 1 year

4.5.3 **Delivery:**

The desired delivery is thirty (30) calendar days after the receipt of a properly executed order. If vendor's delivery is different, the vendor should state delivery in days after receipt of order: calendar days ARO: 30-45 calendar days ARO.

4.5.4 **Web-Based Ordering System:**

The vendor should provide details about its web-based ordering system, detailing at minimum general features of the website, user profile set-up, differences in user profile set-ups that are available, e.g., general user versus administrative user, edit-capability, order tracking, and general website security features:

see attached eQuip specs  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4.5.5 **Other:**

The offeror may provide any other details in the following available space about their proposal to the County not already covered above:

N/A  
\_\_\_\_\_  
\_\_\_\_\_

*The vendor should complete and return with the proposal*

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

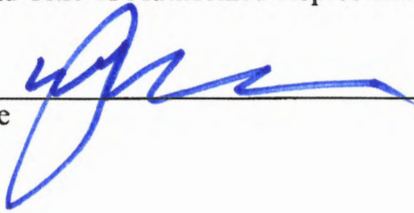
This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 29 CFR Part 98 Section 98.510, Participants' responsibilities. The regulations were published as Part VII of the May 26, 1988, Federal Register (pages 19160-19211).

(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 must attach an explanation to this proposal.

Michael Wessner, Chief Executive Officer  
Name and Title of Authorized Representative

Signature



Date

11/21/2018

**Liz Palazzolo**  
**Senior Buyer**



**Boone County Purchasing**  
**613 E. Ash Street, Room 109**  
**Columbia, MO 65201**  
**Phone: (573) 886-4392**  
**Fax: (573) 886-4390**

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### INSTRUCTIONS FOR COMPLIANCE WITH HOUSE BILL 1549

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

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

[http://www.dhs.gov/xprevprot/programs/gc\\_1185221678150.shtm](http://www.dhs.gov/xprevprot/programs/gc_1185221678150.shtm)

Please complete and return form *Work Authorization Certification Pursuant to 285.530 RSMo* if the contract amount is in excess of \$5,000. Attach to this form the *E-Verify Memorandum of Understanding* that the vendor completed when enrolling. The link for that form is:

<http://www.uscis.gov/files/nativedocuments/save-mou.pdf>

Additional information may be obtained from:

<http://www.uscis.gov/files/nativedocuments/MOU.pdf>

If the vendor is an Individual/Proprietorship, then the vendor must return the attached *Certification of Individual Bidder*. On that form, the vendor may do **one of the three options** listed. Be sure to attach any required information for those options as detailed on the *Certification of Individual Bidder*. If the vendor chooses option number two, then the vendor will also need to complete and return the attached form *Affidavit*.





N/A

**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.

**Options**

- \_\_\_\_\_ 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 – see following page*) 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 must terminate upon receipt of the birth certificate or determination that a birth certificate does not exist because I am not a United States citizen.

		Michael Wessner
Applicant	Date	Printed Name

N/A

**AFFIDAVIT**  
**(Only Required for Certification of Individual Bidder (Option #2))**  
*- see previous page -*

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  
  
\_\_\_\_\_  
20-3545989  
Social Security Number  
or Other Federal I.D. Number

\_\_\_\_\_  
Signature  
  
\_\_\_\_\_  
Michael Wessner  
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:

N/A



**"No Bid" Response Form**

**Boone County Purchasing**  
613 E. Ash Street, Room 109  
Columbia, MO 65201

Liz Palazzolo, Senior Buyer  
(573) 886-4392 Fax: (573) 886-4390  
E-Mail: lpalazzolo@boonecountymo.org

**"NO BID RESPONSE FORM"**

**NOTE: THE VENDOR SHOULD COMPLETE AND RETURN THIS FORM ONLY IF THE VENDOR DOES NOT WANT TO SUBMIT A BID**

If the vendor does 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, e-mail or fax.

**Bid: RFP #40-27NOV18 – Law Enforcement Clothing and Boots**

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

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

\_\_\_\_\_

\_\_\_\_\_

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

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

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

Reason(s) for Not Submitting Proposal Response :

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

**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.

*Revised 1/17/2018*



## System Capabilities

- *Secure Online Ordering System*
  - Galls eQuIP is only accessible by users defined and approved by customer through unique user names and password assignment
- *Mobile Device Compatibility*
  - Galls eQuIP has a custom mobile experience for ease of on-the-go ordering
  - Compatible with all smart phones
  - Can be accessed from any location
- *Configurable based on Customer Uniform Program Requirements*
  - Designed to support a broad range of customer uniform program requirements
  - A uniform program profile is established with each customer to be serviced through the Galls eQuIP system
  - This profile defines the operating parameters in which the system will govern the program, to include: employee management, allotment management, product offering, delivery requirements, and invoicing
- *Employee Management*
  - Galls eQuIP provides an employee based management and tracking segment.
  - Employee information, required to properly process order and provide management reports, is warehoused in our systems data storage. This information includes: employee code, name, address (if appropriate to the program requirement), anniversary date, department, rank, assigned location, designation, and employee group.
  - Historical & distribution data is also maintained for each employee. This data is the basis for management reports, and is collected as orders are placed and distributed. Historical data includes items distributed (to the size level), along with quantities and order/shipment dates.
- *Product Offering Management*
  - Product offerings for the uniform program are defined, and are assigned to the respective employee groups when a uniform program is established on the system.
  - Employee Groups, or shop-by locations, typically represents a job function or physical location. Such as if a uniform program was for a police department, there may be Shop-By Location for "Patrol", "Swat", "K-9", etc. with each group having a specific uniform products assigned to them. During order placement, only products associated with the

Shop-By Location the employee is assigned to are available for order. This ensures that the employee can only order those products required for his/her job function.

- Galls eEquip supports alterations, such as trouser hemming, application of badges, etc. These elements are defined based on the requirements of the uniform program, and may be limited to specific styles and employee groups.
- *Optional "Shop Full Catalog" Feature for Galls eEquip*
  - Feature allows the customer to add the entire Galls.com product offering to their website at a negotiated percent discount off retail.
  - Reduces the need to call for quotes on items that are needed right away
  - Keep in mind that customized VAS options are not available on these items
- *Optional "Package Ordering" Feature*
  - Feature allows the user to create "Packages" of items that are frequently ordered at the same time (ex. "New Hire Package," "New Vehicle Package")
  - "Package" orders are bundled and shipped together by user
  - This feature reduces the number of clicks per order and reduces errors during order entry by ensuring that all needed items are ordered before processing
- *Optional Allotment Management*
  - The system provides employee allotment management based on dollars OR units.
  - If permitted by the uniform program profile, employees may purchase uniforms in excess of their allotment amount via credit card.
  - Allotments may be renewed on the employee's anniversary date, the calendar year (each January 1), or a specific date.
  - Unused allotments may be rolled over to the new allotment year in its entirety, or a portion of the unused allotment may be rolled over, or no rollover based on the Uniform Program Profile.
  - If Allotment Management is required for the uniform program, the employee's available allotment is verified during the checkout process.
    - If the amount ordered exceeds the employee's available allotment and the program allows employee payments for amounts over the allotment via credit card, the checkout process remains active, and the employee will be prompted for credit card information during the checkout process.
    - If there is not sufficient allotment to cover the order amount and the program does not permit payment of the overage by the employee (via credit card), the checkout process will be disallowed until the order is altered to be within the employee's available allotment amount.
    - If the program has an allotment limit by product category, the payment for the amount over allotment will be forced to a credit card if credit card purchases are allowed (i.e. agency will only pay \$100 toward a footwear purchase).
    - If the program has allotment needs but also wants to allow orders paid for by the agency off of allotment, this can be accommodated along with a reason code for the purchase and purchase comments. Approval can be required for

this scenario and users will chose from a drop list of approvers (up to 3 levels of approval).

- *Optional Payroll Deduction Management*
  - Much like allotment management, the system can deposit, track, and renew payroll deduction funds to users
  - Renewal periods are identical to allotment renewals (anniversary date or calendar date)
  - Detailed month-end reporting available as well as on-demand reporting to track balances
  - Payroll deduction funds may be used in conjunction with other pay methods if allotment is exceeded or the employee does not have available funds on his/her credit card but need to make a purchase
- *Controlled Uniform Order Placement*
  - Galls eQuip controls uniform order placement by tying together the Employee, Product Offering, Shop-By Location and Allotment Management segments of the system, as governed by the uniform program profile.
  - Galls eQuip provides a web-based method for customer uniform administrators or employees to place uniform orders. The product offering and associated optional alteration options are displayed are based on the ordering employee's employee group assignment. Any mandatory alterations, such as standard department patch are garment, are hard code in the back system to ensure no mandatory alteration is missed during order placement on the website.
  - Galls eQuip allows for orders to be placed using a "shop-by individual" feature which provides an administrator the ability to place a large bulk uniform order and segment the order down to the individual employee level, eliminating the necessity to place a separate order for each employee.
- *Optional On-Line Order approval*
  - A customer may require all order or certain orders be approved by an Administrator prior to being processed. Galls eQuip allows for approval gates to be established from shipping to order dollar amount which are defined in the Uniform Program Profile. These orders remain in a "Hold for Approval" status until released by an Administrator. Galls eQuip provides information on these orders to the Administrators through system generated approval emails sent to the Administrator which allows the order to be approved through the links provided in the email, or on the Administrator's user dashboard on the website.
  - Upon order approval, the order is released to the back-office system for fulfillment. Denied orders assume a "denied" status, and are not released to the back-office system.
- *Administrator Site Maintenance and Task Management*
  - Allows customer's website administrator to add/remove product as needed
  - Customers can make changes effective immediately or request a quote from a sales associate



- Customer administrators may also submit work requests through eEquip Task Management software so that requests are visible through a workflow and accompanied by automatic email updates
- *Integrated with Galls ERP system*
  - The system is integrated with Gall's order fulfillment system, to include functionality in the areas of distribution, inventory control, production planning and stock replenishment, as well as accounting support.
  - When an order is placed in the system, it is passed directly to the distribution system for fulfillment of the order. As the order makes its way through the fulfillment process, the system is updated: 1) to confirm that the order was successfully received into the distribution system, 2) when the order is in process, and 3) when shipment is made. Shipment quantities and shipment dates are included in the data passed to the system from the distribution system.
  - As a result of the system order being passed to our back-office systems, our perpetual inventory is allocated/depleted. Our production-planning module recognizes the inventory depletion, and if warranted, triggers the stock replenishment process.
- *Flexible, On-Demand Management Reporting*
  - Galls eEquip provides flexible, on-demand reporting with output into Excel .xls or Excel .xlsx, which allows for easy review and manipulation of the data output by the Administrators. The reporting can be sent directly to the requestors email or reviewed from the reports dashboard.
  - Available reports include:
    - Allotment Report
    - Order History Sales report
    - Itemized Sales report
    - Allotment Activity Report
    - Unit Allotment Activity Report
    - Backorder Report
    - Dropship Report
  - Within the various report offerings, the user may specify parameters such as date ranges, open or closed orders, or limit report data to a specific location or department, as applicable to the report.
- *Customer management of employees*
  - Galls eEquip system allows for department Administrators to have the ability to assign new users to the website, update user profiles, Shop-By Location, etc. should the customer chose the manager their own employee access to the website.
- *Customer management of inventory*
  - Galls eEquip provides a tool to track the customer's on-site inventory purchased by Galls as well as outside vendors.
  - The inventory management tool also allows Administrators to issue items to individuals, track those issues, and track return status of items. This gives administrators a

convenient place to create a history for all users and what items they may have in their possession.

- 4 Major Components:
  - Inventory Management—
    - Build custom inventory assortment, tree structure with branch/leaf design like UP assortment
    - Load SKUs from Uniform Program or load items received in via Non-Galls Receiving
    - Manually load inventory or push inventory in via Galls/Non-Galls Receiving
  - Serial Number/Expiration Tracking
    - Allows administrators to input the number of serial numbers to capture on an item and expiration in months
    - Users and administrators receive automatic notifications in advance of expiration dates
    - System is adaptable with standard UPC scanners and signature pads for quicker serial number entry and item issuing
  - Galls Receiving
    - Receive orders in to inventory that have been closed in GQ and designate assortment to load in to—inventory auto-loads
    - Receive orders in and “set-aside” for individuals so that they are not shown in “active” inventory under the Inv. Mgmt. tool
  - Non-Galls Receiving
    - Manually receive in non-Galls order, can designate a receive date, vendor, vendor code, item number, description, qty, and assortment—inventory auto-loads to designated assortment to Inv. Mgmt tool
  - Agency Issues
    - Issue items to individuals, capture signature upon receipt by individual
    - Can return items from individuals and designate if “damaged” or “reusable” with “reusable” returns auto-loading back in to the Inv. Mgmt. tool
    - Reporting available on this feature

### **System Availability, Security and Technical Information**

- System is available 24x7
- Compatible with mobile devices via custom mobile experience
- Minimal service outages for maintenance/upgrades – scheduled to 4x per year, with emergency outages being communicated as soon as possible.
- System is based on IBM iSeries POWER 8 Technology
  - <http://www-03.ibm.com/systems/i/index.html>
  - Data Center includes multiple LPARs
  - Utilize Replication as a Service with a managed service partner who provides us with a similarly configured iSeries within their data center
- System utilized IBM DB2 for idata base
  - <http://www-03.ibm.com/systems/i/software/db2/index.html>
- System Security – Our Data Center is kept protected and secure
  - iSeries is housed in an internal Data Center that is protected via card entry scanning and video surveillance equipment
  - Our partner utilizes a similar configuration but also uses biometric scanning as an additional layer of protection
- Data Security and Protection
  - Utilize a layered approach that includes Next Gen firewalls along with DDoS protection, web application firewall, and SSL certificates
  - All secure web traffic is done using Verisign (Symantec) 2048 bit public key and SSL certificate 256 bit
  - Network is segmented and we are deploying Rate Limiting technology
- The system is designed to allow for a minimum doubling in size/volume of the business without requiring any upgrades



### **Galls, LLC Standard Warranty**

All products will fall under the manufacturer's standard warranties. In addition, Galls offers a "No Hassle Guarantee" on returned merchandise. This means that if you are unhappy for any reason with your purchase, you may return it to Galls for an exchange or refund within 1 year from purchase date.

All ballistic and stab resistant material will have a five-year warranty from the purchase date. Upon timely notice, Manufacturer will repair or replace any vest/plate in which, after examination by Manufacturer, Manufacturer determines there is a manufacturing defect.

The outer shell carriers are warranted to be free from manufacturing defects for 24 months from the date of purchase.

# Galls Return Policy:

- We will gladly refund, credit or exchange any product that we currently offer that is in **Unused Condition** and in its **Original Packaging**.
- Returns must be made within 90 days after the date of purchase.
- Items that have been worn or washed cannot be returned.
- All clearance items are sold **as is** and cannot be returned.
- Special order items or items that have been altered, decorated, engraved, customized, or otherwise embellished at the request of a customer cannot be returned for credit or exchange unless the return is related to our error.
- Original Cash Register Receipt should accompany all returns or the return must include the original order number associated with the return.
- We will refund or credit the value of the item and any taxes you were charged.



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
03/01/2018

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

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

<b>PRODUCER</b> Willis of New York, Inc. c/o 26 Century Blvd P.O. Box 305191 Nashville, TN 372305191 USA	<b>CONTACT NAME:</b> PHONE (A/C, No, Ext): 1-877-945-7378      FAX (A/C, No): 1-888-467-2378 E-MAIL ADDRESS: certificates@willis.com														
<b>INSURED</b> Galls, LLC 1340 Russell Cave Rd. Lexington, KY 405053114	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: center;">INSURER(S) AFFORDING COVERAGE</th> <th style="text-align: center;">NAIC #</th> </tr> <tr> <td>INSURER A: QBE Insurance Corporation</td> <td style="text-align: center;">39217</td> </tr> <tr> <td>INSURER B: General Casualty Company of Wisconsin</td> <td style="text-align: center;">24414</td> </tr> <tr> <td>INSURER C: Praetorian Insurance Company</td> <td style="text-align: center;">37257</td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: QBE Insurance Corporation	39217	INSURER B: General Casualty Company of Wisconsin	24414	INSURER C: Praetorian Insurance Company	37257	INSURER D:		INSURER E:		INSURER F:	
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INSURER D:															
INSURER E:															
INSURER F:															

**COVERAGES      CERTIFICATE NUMBER: W5443237      REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			CGA1331044	03/01/2018	03/01/2019	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	<b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY			CBA1331044	03/01/2018	03/01/2019	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> DED    RETENTION \$ 10,000			CCU1331044	03/01/2018	03/01/2019	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
C	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/>	N/A	CWC1331044	03/01/2018	03/01/2019	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

<b>CERTIFICATE HOLDER</b>  Evidence of Insurance	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE  
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# CERTIFIED COPY OF ORDER

STATE OF MISSOURI }  
County of Boone } ea.

February Session of the January Adjourned

Term. 20 19

In the County Commission of said county, on the 19th day of February 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 Inter-Governmental Agreement between Boone County and the Curators of the University Missouri (on behalf of University of Missouri Printing Services) of Columbia, Missouri.

Terms of the agreement are stipulated in the attached Agreement. It is further ordered the Presiding Commissioner is hereby authorized to sign said Inter-Governmental Agreement.

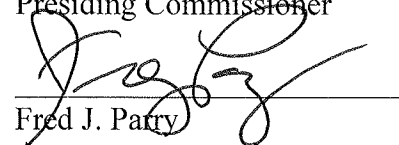
Done this 19th day of February 2019.

ATTEST:

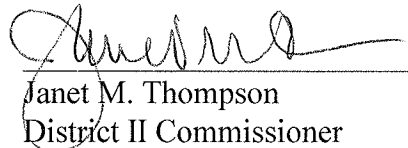
*Brianna L. Lennon*  
Brianna L. Lennon  
Clerk of the County Commission



Daniel K. Atwill  
Presiding Commissioner



Fred J. Parry  
District I Commissioner



Janet M. Thompson  
District II Commissioner

# Boone County Purchasing

**Melinda Bobbitt, CPPO**  
Director of Purchasing



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

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## MEMORANDUM

TO: Boone County Commission  
FROM: Melinda Bobbitt, CPPO, CPPB  
DATE: February 5, 2019  
RE: Inter-Governmental Agreement: 09-29JAN19C – Pre-Printed Envelopes  
for the Boone County Assessor

Attached for signature is an inter-governmental agreement for the furnishing, storage and delivery of pre-printed envelopes for the Boone County Assessor for 2019. Contract is with The Curators of the University of Missouri (on behalf of University of Missouri Printing Services) of Columbia, Missouri.

Total cost of envelopes is \$9,582.55 and invoices will be paid from department 2010 – Assessment, account 23001 – Printing. \$8,100 was budgeted for envelopes for 2019. The Assessor said he has savings in other classes to cover the difference.

cc: Contract File  
Tom Schauwecker, Assessor



**INTER-GOVERNMENTAL AGREEMENT  
FOR PRE-PRINTED ENVELOPES  
FOR THE BOONE COUNTY ASSESSOR**

**THIS AGREEMENT** dated the 19th day of February 2019 is made between Boone County, Missouri, a political subdivision of the State of Missouri through the Boone County Commission, herein "County" and **The Curators of the University of Missouri (on behalf of University of Missouri Printing Services)**, herein "Contractor".

**WHEREAS**, the parties have the authority to enter this Agreement pursuant to the provisions of Section 70.220 RSMo.

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

**1. Contract Documents:** This agreement, contract number **09-29JAN19C**, shall consist of this Agreement for **Pre-Printed Envelopes for the Boone County Assessor**, Carol Williams/University of Missouri Printing services quote dated January 29, 2019, the Request for Quote # 09-29JAN19C, and Boone County's Standard Terms and Conditions. All such documents shall constitute the contract documents, which are attached hereto and incorporated herein by reference. In the event of conflict between any of the foregoing documents, the terms, conditions, provisions and requirements contained in this Agreement shall prevail and control over the Contractor's quote response.

**2. Contract Duration:** This agreement shall commence on the **Date of Award** and extend through **December 31, 2019** subject to the provisions for termination specified below. Contract may be renewed between County and University by mutual agreement of quantities and pricing.

**3. Purchase:** The County agrees to purchase from the Contractor and the Contractor agrees to supply the County with pre-printed envelopes as specified within the Request for Quote and in conformity with the terms of this Agreement, as needed and as ordered by County.

**#10 White Window Envelope** per section 2.4.1. of Request for Quote

Ink: black 1 side

Quantity: 50,000 + 150,000, printing all 200,000 at one time with different delivery dates

Wrap

Deliver: 50,000 in April 2019

Deliver: 150,000 in December 2019

Total for all 200,000 that includes storage fee and delivery: \$5,007.29

**#9 Green Insert Envelope** per section 2.4.2. of Request for Quote

Ink: black/black

Quantity: 150,000

Wrap

Delivery in December

Total for all 150,000 that includes storage fee and delivery: \$4,575.26

**4. Delivery:** The Contractor agrees to deliver envelopes as stated above to the Boone County Government Center 3<sup>rd</sup> Floor, 801 E. Walnut, Room 308, Columbia, Missouri 65201. All deliveries shall be made FOB Destination, inside delivery to the 3<sup>rd</sup> floor Mail Room. The contractor must notify the Assessor's

Office a minimum of five (5) business days in advance of the envelope delivery by calling Tom Schauwecker at (573) 886-4259 to make advance notice.

**5. Evaluation:** Prior to printing order, Contractor must submit a sample to the department to review a minimum of 15 days prior to due date. The PDF proof shall be sent to: Boone County Assessor, Attn: Tom Schauwecker, 801 E. Walnut, Room 304, Columbia, MO 65201. E-mail: [TSchauwecker@boonecountymo.org](mailto:TSchauwecker@boonecountymo.org). In addition, the Contractor is required to provide no less than 100 each of the envelopes described in 2.4.1. and 2.4.2. These will be used for testing purposes prior to a print order being placed.

**6. Billing and Payment:** All billing shall be invoiced to the Boone County Assessor's Office located at 801 E. Walnut, Room 143, Columbia, MO 65201. Billings may only include the prices listed in the Contractor's pricing response. No additional fees or extra services or taxes shall be included as additional charges in excess of the charges in the Contractor's pricing. The County agrees to pay all correct monthly statements within thirty days of receipt; and the Contractor agrees to honor any cash or prompt payment discounts offered if the 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.

**7. 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.

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

**9. Termination:** This agreement may be terminated by the County upon thirty (30) calendar days advance written notice for any of the following reasons or under any of the following circumstances:

- a. The County may terminate this agreement due to material breach of any term or condition of this agreement, or
- b. The 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 requirements or variances authorized by County, or
- c. If appropriations are not made available and budgeted for any calendar year.

**10. Modification and Waiver:** No modification or waiver of any provision of this Agreement nor consent to any departure therefrom shall in any event be effective, unless the same shall be in writing and signed by the parties, and then such modification, waiver, or consent shall be effective only in the specific instance and for the specific purpose for which mutually agreed.

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

**THE CURATORS OF  
THE UNIVERSITY OF MISSOURI  
On behalf of  
UNIVERSITY OF MISSOURI PRINTING SERVICES**

**BOONE COUNTY, MISSOURI**

by DocuSigned by:  
Jeff McMeley  
36F72E0A079B4D0...  
title Director

by: Boone County Commission

DocuSigned by:  
Dan K. Atwill  
BA4B934CED654E8...  
**Dan Atwill, Presiding Commissioner**

**APPROVED AS TO FORM:**

**ATTEST:**

DocuSigned by:  
Charly I. Duffner  
56E0ADD87AC445...  
**County Counselor**

DocuSigned by:  
Brianna L. Lennon by MT  
7D82DA986BF20F...  
**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.)

<u>DocuSigned by: Jane E. Probst by eij F0D06ADB184244D...</u>	<u>2/5/2019</u>	<u>2010/23001 - \$9,582.55 – Term and Supply</u>
<b>Signature</b>	<b>Date</b>	<b>Appropriation Account</b>

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

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

incorporated herein by reference. These clauses can generally be found in the Federal Transit Administration's Best Practices Procurement Manual – Appendix A. Any questions regarding the applicability of federal clauses to a particular bid should be directed to the Purchasing Department prior to bid opening.

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

## Melinda Bobbitt

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**From:** Williams, Carol L. <WilliamsCa@missouri.edu>  
**Sent:** Tuesday, January 29, 2019 11:49 AM  
**To:** Melinda Bobbitt  
**Subject:** RE: printing quote for Boone County

Melinda: I thought it would be easier sending an e-mail instead of filling out the bid since we are adding storage.

Estimate #51596  
Boone County Assessor's Envelopes  
#10 white window  
Ink: black 1 side  
Quantity: 50,000 + 150,000 so doing all 200,000 at one time  
Wrap  
Deliver 50,000 in April  
Deliver 150,000 in December  
Storage Fee and Delivery  
Price for all 200,000 = \$5,007.29

Estimate #51597  
Boone County Assessor's Envelopes  
#9 green envelope  
Ink: black/black  
Quantity: 150,000  
Wrap  
Store until December  
Storage Fee and Delivery  
Price for all 150,000 = \$4,575.26

Carol Williams  
882-7806

**From:** Melinda Bobbitt <MBobbitt@boonecountymo.org>  
**Sent:** Wednesday, January 23, 2019 9:46 AM  
**To:** McNeeley, Jeff Q. <McNeeleyJ@missouri.edu>  
**Cc:** Williams, Carol L. <WilliamsCa@missouri.edu>  
**Subject:** RE: printing quote for Boone County

Jeff,

I think as we discussed on the phone yesterday, you'll go ahead and provide a quote and include storage of envelopes in the cost of the envelope. You will also include on the quote that after you print them and invoice us, the payment is still due net30. I can then present your quote to the department and they can decide on the envelopes that they do not need until December, if they want to go ahead and award those now, or wait and get a quote in November.

Thanks,  
Melinda



**Request for Quote (RFQ)**

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

**Melinda Bobbitt, CPPO, Director of Purchasing**  
(573) 886-4391 - FAX (573) 886-4390  
Email: [mbobbitt@boonecountymo.org](mailto:mbobbitt@boonecountymo.org)

**Bid Data**

Bid Number: **09-29JAN19C**  
Commodity Title: **Pre-Printed Envelopes for the Boone County Assessor**

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

**Bid Submission Address and Deadline**

Day / Date: **Tuesday, January 29, 2019**  
Time: **1:30 P.M.**  
Location / Mail Address: **Boone County Purchasing Department  
Boone County Annex  
613 E. Ash Street, Room 113  
Columbia, MO 65201**

Directions: The Boone County Annex Building is located on the corner of Ash and 7<sup>th</sup> streets.

**Bid Opening**

Day / Date: **Tuesday, January 29, 2019**  
Time: **1:30 P.M. (Bids received after this time will be returned unopened)**  
Location / Address: **Boone County Purchasing Department  
Boone County Annex  
613 E. Ash Street, Room 110  
Columbia, MO 65201**

**Bid Contents**

- 1.0. **Introduction and General Terms and Conditions of Bidding**
  - 2.0. **Primary Specifications**
  - 3.0. **Response Form**
  - 4.0. **Standard Terms and Conditions**
- Samples of Envelopes**  
**"No Bid" Form**

**1. Introduction and General Terms and 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/Quote. Suppliers, which may be invited to respond, or which express interest in this quote, but which do not submit a response, have no obligations with respect to the RFQ requirements.  
*Contractor* - The Bidder whose response to this quote 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 Quote.  
*Supplier* - All business/s entities which may provide the subject goods and/or services.
- 1.2.3. **Request for Quote (RFQ)** - This entire document, including attachments. A Request for Quote may be used to solicit various kinds of information. The kind of information this Quote seeks is indicated by the title appearing at the top of the first page. A "Request for Quote" is used when the need is well defined.
- 1.2.4. **Response** - The written, sealed document submitted according to the RFQ instructions.
- 1.3. **RFQ CLARIFICATION** - Questions regarding this quote should be directed in writing, preferably by fax or email, to the Purchasing Department. Answers, citing the question asked but not identifying the questioner, will be distributed simultaneously to all known prospective Bidders.  
 Note: Written requirements in the quote 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 quote. Bidder's failure or omission to examine any relevant form, article, site or document will not relieve them from any obligation regarding this quote. By submitting a Response, Bidder is presumed to concur with all terms, conditions and specifications of this quote.
- 1.3.2. **RFQ Addendum** - If it becomes evident that this RFQ must be revised, the Purchasing Department will issue a formal written Addendum 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 compare the lowest bid received with the current Cooperative contract pricing, and award in the best interest of the County.
- 1.5. **CONTRACT EXECUTION** - This quote 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 RFQ;
  - 3) the provisions of the Bidder's Response.
- 1.6. **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 quote.

**2. Primary Specifications**

- 2.1. **ITEMS TO BE PROVIDED** – Boone County, hereafter referred to as “County”, proposes to contract with **The Curators of the University of Missouri (on behalf of University of Missouri Printing Services)**, hereinafter referred to as “Contractor” for a contract for the furnishing and delivery of **Pre-Printed Envelopes for the Boone County Assessor’s Office**.
- 2.2. **QUANTITY**
- 2.2.1. The contractor must provide envelopes in the quantities outlined on the attached Response Form in the Request for Quote.
- 2.3. **ENVELOPE SIZE PARAMATERS**
- 2.3.1. **Throat Depth** – Minimum 10mm, Maximum 25mm.
- 2.3.2. **Minimum Depth Clearance** – 3mm unfolded documents, 6mm folded documents.
- 2.3.3. **Maximum Insert Thickness** – 6mm.
- 2.3.4. **Maximum Envelope Size** – 330mm x 254
- 2.3.5. **Minimum Envelope Size** – 225.5mm x 98.5
- 2.3.6. **Flap Shoulder Angle** – 50 degrees minimum, 90 degrees maximum
- 2.3.7. **Minimum End Clearance** – 10mm Overall.
- 2.3.8. **Envelope Weight** – Minimum: C5 or below – 70 gsm (18 lbs. bond), Minimum: Above C5 – 90 gsm (24 lbs. bond), Maximum: - 110 gsm (28 lbs. bond).
- 2.3.9. **Window Size and Position** – Unless otherwise stated, window size and placement position should be industry standard for #10 envelopes. The window shall be in a consistent, fixed position per envelope type.
- 2.4. **PRINTING TECHNICAL REQUIREMENTS**
- 2.4.1. **#10 White wove window envelopes**, 24 lb., single-sided, cross-back seamed, must be printed single sided, with return address area, Boone County Seal, and an information area on front.
- 2.4.2. **#9 Green wove insert envelopes**, 24 lb. double-sided, cross-back seamed, must be printed double sided, with return address area, mailing address, stamp area, bar code on the front, and mailing instructions on the back.

2.5. **ADDITIONAL INSTRUCTIONS**

- 2.5.1. Original Boone County seal artwork is available through the Purchasing Department.
- 2.5.2. The contractor **must** attach a sample envelope to the outside of each case prior to delivery in order to identify the contents of each case.
- 2.5.3. Samples of the envelopes will be provided by County upon request. Please note the samples do not have the print quality and print information required by the County. The sample is merely provided to note the position and information to be included on each envelope.
- 2.5.4. The quality of all printing on the envelopes for this contract must be the equivalent of or better than the quality produced by the method known as Offset printing. The County reserves the right to request samples in order to verify the quality of print. 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 receipt of the samples. Each individual sample must be labeled with the bidder's name and manufacturer's brand name and number.
- 2.5.5. **EVALUATION** – Please submit one sample of each type of the envelopes listed in the attached sample(s). The cost for providing these samples is the responsibility of the bidder. Suitability of the products offered as it relates to the mail equipment and U.S. Postal Service color guidelines will be a large part of the bid award evaluation. **The successful bidder will be required to provide no less than 100 each of the envelopes described in 2.4.1. and 2.4.2. These will be used for testing purposes prior to a print order being placed.**
- 2.5.6. The Contractor must provide identical envelopes to those supplied as samples. In the event substitutes are provided, the County reserves the right to refuse the envelopes and request identical envelopes to be provided within the original timeframe as agreed upon by the Contractor and the Assessor's Office.
- 2.5.7. Prior to printing the entire order, Contractor must submit a sample to the department to review a minimum of 15 days prior to due date. The PDF proof shall be sent to: **Boone County Assessor, Attn: Tom Schauwecker, 801 E. Walnut, Room 304, Columbia, MO 65201. E-mail: [TSchauwecker@boonecountymo.org](mailto:TSchauwecker@boonecountymo.org). Phone: (573) 886-4259.**
- 2.5.8. All printing on the envelopes must adhere to the US Postal Service guidelines.
- 2.5.9. All ink shall be black oil base ink.
- 2.5.10. All prices for quantities and services described on the Response Form must also include ANY AND ALL fees associated with set-up, clean-up, labor, pick-up of job request, delivery of completed job, finishing services, etc. unless otherwise specified.
- 2.5.11. The individual boxes of envelopes and the cartons/cases holding the individual boxes will be stored and stacked on top of one another in order to conserve space. Therefore, all individual boxes and cartons/cases of envelopes must be constructed of a heavier material able to withstand the weight of other boxes.
- 2.6. **DESIGNEE** – Boone County Assessor's Office
- 2.6.1. **Bid Clarification Contact** - Melinda Bobbitt, CPPB, CPPO, Director of Purchasing, 613 E. Ash Street, Columbia, MO 65201. Telephone: (573) 886-4391, Facsimile (573) 886-4390 or Email: [mbobbitt@boonecountymo.org](mailto:mbobbitt@boonecountymo.org)
- 2.7. **DELIVERY** – Boone County Government Center, 3<sup>rd</sup> Floor, 801 E. Walnut, Room 308, Columbia, MO 65201. **NOTE:** The contractor **MUST** ensure that all envelopes are delivered to the 3<sup>rd</sup> floor Government Center if awarded. Boone County employees **WILL NOT** be available to assist with unloading the truck. Please note that Boone County does not have an elevated loading dock. There is an elevator to the 3<sup>rd</sup> floor, which can be used for delivery. However, a pallet will not fit on the elevator - no pallets beyond the first floor. Deliveries cannot be accepted after 3:00 p.m.; they must be made before 3:00 p.m.
- 2.7.1. **Delivery Terms** – All deliveries shall be made FOB Destination with freight prepaid and charged back. Inside delivery to the 3<sup>rd</sup> floor. The seller pays the freight and charges back the buyer by adding the freight charges to the invoices. The contractor must notify the Assessor's Office a minimum of 5 business days in advance of the envelope delivery.
- 2.7.2. **Delivery Dates** – The Assessor's Office needs delivery of 50,000 #10 White Wove Window envelopes on or prior to April 1, 2019. The balance shall be delivered in December 2019. Any deviation from this delivery time frame must be worked out between the Assessor's Office and the Contractor.

- 2.8. **Invoices:** The contractor must submit itemized invoices for delivered envelopes. Payment will be made within thirty (30) calendar days from receipt of an accurate invoice. Billing Information:  
**Boone County Assessor, Attn: Tom Schauwecker, 801 E. Walnut Street, Room 118, Columbia, MO 65201. Phone: (573) 886-4259. E-mail: [TSchauwecker@boonecountymo.org](mailto:TSchauwecker@boonecountymo.org).**
- 2.9. **Overruns** - The Assessor's Office expects to receive the full quantity of all styles of envelopes ordered. Any quantity under the ordered amount must be supplied before payment in full is remitted. Unexpected overruns, not to exceed 5%, will be accepted at the unit pricing stated in the quote response. No additional shipping charges will be paid on overruns.
- 2.10. **PROOF PROCESSING** – The contractor must obtain the appropriate approvals of proofs from the Assessor's Office by emailing Tom Schauwecker at [TSchauwecker@boonecountymo.org](mailto:TSchauwecker@boonecountymo.org) . Fax transmitted proofs will not be accepted. It is the contractor's sole responsibility to obtain the required information in a timely fashion for meeting the agreed upon delivery deadline.
- 2.11. **CONTRACT DOCUMENTS** - The successful bidder(s) shall be obligated to enter into a written contract with the County within 15 days of award on contract forms provided by the County. If 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.
- 2.12. **Contact Term: For the period from date of award through December 31, 2019. Contract may be renewed between County and University by mutual agreement of quantities and pricing.**

**4.0. 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.

**3.0 RESPONSE FORM**

In compliance with this Request for Quote and subject to all the conditions thereof, the Bidder agrees to furnish the services/equipment/supplies requested and proposed and certifies he/she has read, understands, and agrees to all terms, conditions, and requirements of this proposal and is authorized to contract on behalf of the firm named below. (Note: This form must be signed. All signatures must be original and not photocopies. In addition, the County uses *DocuSign* when making a contract award. When providing a Contact Name and E-Mail Address below, the Contact and E-Mail address provided must be a person who has the legal authority to contractually bind the offeror's/bidder's company in a contract with the County).

Company Name:

Address:

City/Zip:

Phone Number:

Contact Name and E-Mail Address to receive documents for electronic signature:

Fax Number:

Federal Tax ID or Social Security Number:

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

The undersigned offers to furnish and deliver the articles or services as specified at the prices and stated and in strict accordance with all requirements contained in the Request for Bid, including I County's Terms and Conditions, FOB Destination Freight Prepaid and Allowed, *unless pricing has been specifically quoted for vehicle delivery and preparation below*. Further, the undersigned has read and understood all requirements, terms and conditions, and agrees that all of which are made part of this contract and any orders resulting thereunder. By submission of this bid response, the vendor certifies their compliance with Section 34.353 and, if applicable, Section 34.359 ("Missouri Domestic Procurement Act") of the Revised Statutes of Missouri.

Authorized Representative (Sign By Hand):

<b>PRICING</b>				
	<b>Description</b>	<b>Unit Price (Per 1000)</b>	<b>Quantity</b>	<b>Extended Price</b>
3.1.	#10 White wove Window Envelopes per section 2.4.1. with delivery on or before 4/1/19.	\$	50,000	\$
3.2.	Delivery of 3.1.: FOB Shipping with inside delivery to the 3 <sup>rd</sup> floor of the Government	\$	1	\$

	Center, 801 E. Walnut Street, Columbia, MO 65201			
3.3.	#10 White wove Window Envelopes per section 2.4.1. with delivery in December 2019.	\$	150,000	\$
3.4.	Delivery of 3.3: FOB Shipping with inside delivery to the 3 <sup>rd</sup> floor of the Government Center, 801 E. Walnut Street, Columbia, MO 65201	\$	1	\$
3.5.	#9 Green Wove Insert Envelopes per section 2.4.2. with delivery in December 2019.	\$	150,000	\$
3.6.	Delivery of 3.5.: FOB Shipping with inside delivery to the 3 <sup>rd</sup> floor of the Government Center, 801 E. Walnut Street, Columbia, MO 65201	\$	1	\$
	GRAND TOTAL			\$
3.7.	Delivery of envelopes can be made _____ days after receipt of Purchase Order / Notice to Proceed			_____ days
3.8.	Please list a contact name and email that is authorized to sign an electronic contract. County is not submitting contracts through DocuSign for electronic signature			

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.

Revised 1/17/2018



White Envelope




**Tom Schauwecker**  
**Boone County Assessor**  
Boone County Government Center  
801 E. Walnut Rm. 143  
Columbia, MO 65201-7733

Time Sensitive Document Enclosed  
File Online [www.showmeboone.com/assessor](http://www.showmeboone.com/assessor)

Green Envelope

POSTAGE




Name \_\_\_\_\_

Address \_\_\_\_\_

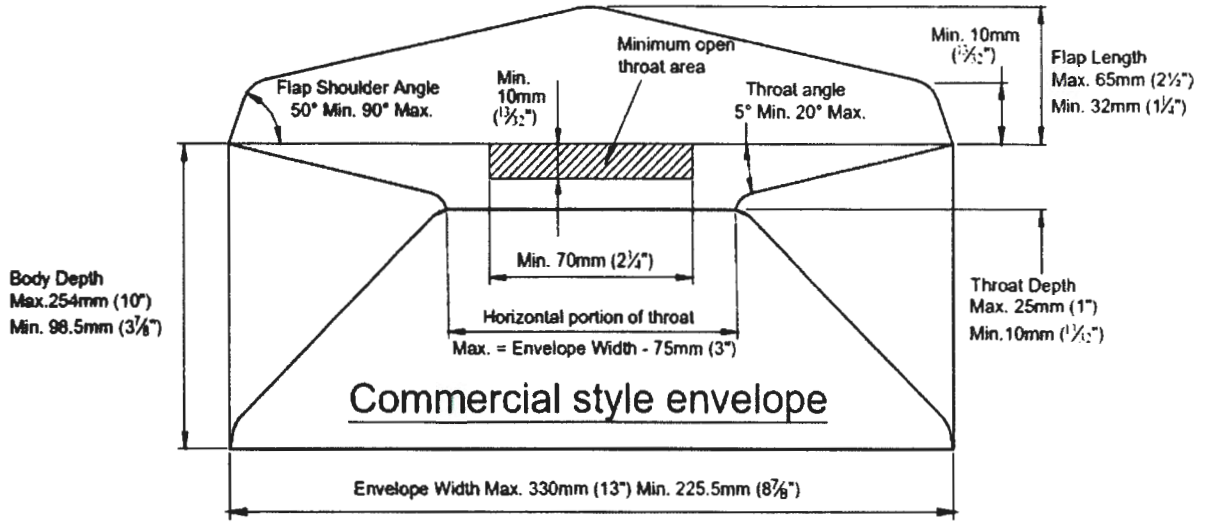
City \_\_\_\_\_

State \_\_\_\_\_ Zip \_\_\_\_\_

TOM SCHAUWECKER  
BOONE COUNTY ASSESSOR  
801 E WALNUT ST RM 143  
COLUMBIA MO 65201-7733



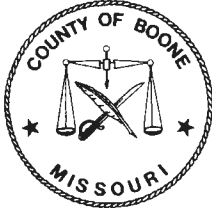
**Boone County Envelope details**



<p><b>Envelope weight</b></p>	<p>Minimum: C5 or below - 70gsm (18lbs bond)                  Minimum: Above C5 - 90gsm (24lbs bond)                  Maximum: 110gsm (28lbs bond)</p>
<p><b>General envelope requirements</b></p>	<ul style="list-style-type: none"> <li>• Envelope to be good quality machine-fill type. Dimensions and quality to be consistent across manufactured batches.</li> <li>• Flap crease must be pre-scored to enable the envelope flap to open flat.</li> <li>• No glue seepage must be evident on interior or exterior of envelope.</li> </ul>

Maximum distortion allowable on a twisted envelope to be 10mm (3/8") when envelope measured sitting flat on a table





### *“No Bid” Response Form*

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

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

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**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, e-mail, or fax.

If you would like to FAX this “No Bid” Response Form to our office, the FAX number is (573) 886-4390 or e-mail: mbobbitt@boonecountymo.org.

**Bid#: 09-29JAN19C – Pre-Printed Envelopes for the Boone County Assessor**

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

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

\_\_\_\_\_

\_\_\_\_\_

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

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

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

Reason(s) for Not Bidding:

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

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI

County of Boone

} ca.

February Session of the January Adjourned

Term. 20 19

In the County Commission of said county, on the 19th day of February 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 Government Center Chambers by Osage Group of the Sierra Club on April 10<sup>th</sup>, 2019 from 6:00 pm to 9:00 pm.

Done this 19th day of February 2019.

ATTEST:

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

*Daniel K. Atwill*

Daniel K. Atwill  
Presiding Commissioner

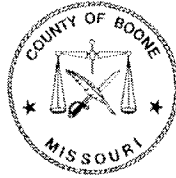
*Fred J. Parry*

Fred J. Parry  
District I Commissioner

*Janet M. Thompson*

Janet M. Thompson  
District II Commissioner

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



Roger B. Wilson  
Boone County Government Center  
801 East Walnut, Room 333  
Columbia, MO 65201-7732  
573-886-4305 • FAX 573-886-4311

# 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: Osage Group of the Sierra Club  
Address: 4804 Shale Oaks Avenue  
City: Columbia State: MO ZIP Code: 65203  
Phone: 417-793-8600 Website: https://www.sierraclub.org/missouri/osage  
Individual Requesting Use: Mitch Skov Position in Organization: Secretary, Ex-Com

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

Event: General meeting of the Osage Group

Description of Use (ex. Speaker, meeting, reception): speaker/program

Date(s) of Use: Wednesday, April 10

Start Time of Setup: 6:00 PM AM/PM Start Time of Event: 7:00 PM AM/PM

End Time of Event: 8:30 PM AM/PM End Time of Cleanup: 9:00 PM AM/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: Mitch Skov, Secretary, Executive Committee

Phone Number: 573-874-7243 Date of Application: 2-13-2019

Email Address: mmskov@gmail.com

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@boonecountymmo.org](mailto:commission@boonecountymmo.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:

Brianna J. Lennon  
County Clerk

BOONE COUNTY, MISSOURI

Roger B. Wilson  
County Commissioner

DATE: 2-19-19