

201 -2021

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI

} ea.

May Session of the April Adjourned

Term. 20 21

County of Boone

In the County Commission of said county, on the

11th day of

May

20 21

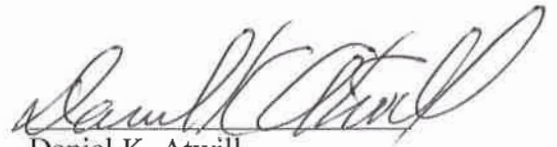
the following, among other proceedings, were had, viz:

Now on this day, the Boone County Commission does hereby enter into the record, the proclamation honoring Robyn Kaufman.

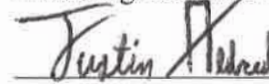
Done this 11<sup>th</sup> day of May 2021.

ATTEST:

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



Daniel K. Atwill  
Presiding Commissioner



Justin Aldred  
District I Commissioner



Janet M. Thompson  
District II Commissioner

202-2021

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI

} ea.

May Session of the April Adjourned

Term. 20 21

County of Boone

In the County Commission of said county, on the

11th

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May

20 21

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

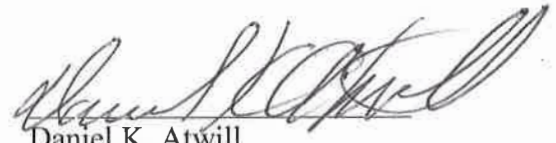
Now on this day, the County Commission of the County of Boone does hereby approve Contract Amendment Number Two – 05715 – 250’ Sabre Model S3R Self-Supporting Radio Tower which was approved by commission for award to Sabre Industries of Sioux City, Iowa on April 12, 2018, commission Order #168-2018. This amendment adds one (1) 250’ radio tower for the RKB site by Gentry School.

The current quoted cost of contract is \$137,576.70 and invoice(s) will be paid from Department 2706 – Radio Network Improvements, Account 91300 – Machinery & Equipment. \$292,300.00 is budgeted for the RKB site.

Done this 11<sup>th</sup> day of May 2021.

ATTEST:

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



Daniel K. Atwill  
Presiding Commissioner



Justin Aldred  
District I Commissioner



Janet M. Thompson  
District II Commissioner

# Boone County Purchasing

**Melinda Bobbitt, CPPO**  
Director of Purchasing



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

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## MEMORANDUM

TO: Boone County Commission  
FROM: Melinda Bobbitt, CPPO, CPPB  
DATE: February 6, 2015  
RE: Amendment Number Two – 05715 – 250’ Sabre Model S3R Self-Supporting Radio Tower

Contract 05715 – Sabre Model S3R Self-Supporting Radio Tower was approved by commission for award to Sabre Industries of Sioux City, Iowa on April 12, 2018, commission order #168-2018. This amendment adds one (1) 250’ radio tower for the RKB site by Gentry School.

The current quoted cost of contract is \$137,576.70 and invoice(s) will be paid from department 2706 – Radio Network Improvements, account 91300 – Machinery & Equipment. \$292,300.00 is budgeted for the RKB site.

Joint Communications will initially order some of the needed elements now (anchor bolts, templates, PE stamped calcs, drawings). The tower steel will not be ordered until the foundation is complete. The steel portion of the contract (\$124,079.00) will be allowed to be adjusted at time of order.

This is a cooperative contract that provides a discount from list of 5%, and the contract allows price adjustment increases. The contractor will be required to provide sufficient documentation to justify the requested increase, and the adjusted price must not produce a higher profit margin than that established on the original contract.

cc: Dave Dunford, Chad Martin / Joint Communications  
Contract File

To: County Clerk's Office

Comm Order # 202-2021

Please return purchase req with back-up to Auditor's Office.

04/28/21

**RQST  
DATE**

# PURCHASE REQUISITION BOONE COUNTY, MISSOURI

15146

**VNDR #**

Sabre Communications Corporation

**VENDOR NAME**

05715

**BID #**

Ship to Dept #: **2704**

*EC Support Bldg 2177 E County Dr*

Bill to Dept #: **2704**

| Dept | Account | Item Description                                  | Qty | Unit Price   | Amount       |
|------|---------|---|-----|--------------|--------------|
| 2706 | 91300   | Anchor Bolts Freight                              | 1   | \$315.00     | \$315.00     |
| 2706 | 91300   | Anchor Bolts and Templates                        | 1   | \$1,956.00   | \$1,956.00   |
| 2706 | 91300   | Leg-to-Leg Templates                              | 1   | \$860.70     | \$860.70     |
| 2706 | 91300   | PE Stamped Calcs                                  | 1   | \$962.00     | \$962.00     |
| 2706 | 91300   | Final Erection Drawings                           | 1   | \$2,405.00   | \$2,405.00   |
| 2706 | 91300   | Radio Tower: 250' Sabre Model S3R Self-Supporting | 1   | \$124,079.00 | \$124,079.00 |
| 2706 | 91300   | Tower Freight                                     | 1   | \$6,999.00   | \$6,999.00   |
|      |         |   |     |              | \$0.00       |
|      |         | For RKB site                                      |     |              | \$0.00       |
|      |         |   |     |              | \$0.00       |
|      |         | Special Instructions                              |     |              | \$0.00       |
|      |         | Tower delivery must be coordinated in advance.    |     |              | \$0.00       |
|      |         | Please call 913-208-9561                          |     |              | \$0.00       |
|      |         |   |     |              | \$0.00       |
|      |         |   |     |              | \$0.00       |
|      |         |   |     |              | \$0.00       |
|      |         |   |     |              | \$0.00       |

GRAND TOTAL: 137,576.70

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

  
Approving Official

  
Prepared By

  
Auditor Approval

202-2021  
 Commission Order #: \_\_\_\_\_  
 Date: 5/11/2021

**CONTRACT AMENDMENT NUMBER TWO  
 FOR  
 RADIO TOWER, SELF-SUPPORTING 250', SABRE MODEL S3R**

The Agreement **05715** dated the 22nd day of April 2018 made by and between Boone County, Missouri and **Sabre Communications Corporation** for and in consideration of the performance of the respective obligations of the parties set forth herein, is amended as follows:

1. ADD one additional tower with equipment and freight as detailed below and in attached quote number 21-3886-NASPO-R2 dated April 21, 2021. Note: the County is not purchasing the lighting system.

|   | <u>List</u> | <u>5% Discount Off List</u> |
|---|-------------|-----------------------------|
| <b><u>Initial Order:</u></b>            |             |                             |
| Anchor Bolt Freight to Boone County, MO |             | \$315.00                    |
| Anchor Bolts and Templates              | \$2,058.00  | \$1,956.00                  |
| Leg-to-Leg Templates                    | \$906.00    | \$860.70                    |
| PE Stamped Calcs                        | \$1,013.00  | \$962.00                    |
| Final Erection Drawings                 | \$2,532.00  | \$2,405.00                  |
| Sub-Total:                              |             | \$6,498.70                  |

**Order to be placed at a later date following completion of foundation:**

|  | <u>List</u>  | <u>5% Discount Off List</u> |
|--|--------------|-----------------------------|
| 250' Sabre Model S3R Self-Supporting Radio Tower | \$130,609.00 | \$124,079.00                |
| Tower Freight to Boone County, MO                |              | \$6,999.00                  |
| Sub-Total:                                       |              | \$131,078.00                |
| GRAND TOTAL                                      |              | \$137,576.70                |

2. Tower price in contract of \$124,079.00 is not firm. Contractor may provide a new quote for the tower when the County is ready to place the order for the tower. Contractor must follow paragraph 3.5. *Price Adjustments* of the cooperative contract which requires the Contractor to provide sufficient documentation to justify the requested increase, and the adjusted price must not produce a higher profit margin than that established in the original contract pricing.
3. Except as specifically amended hereunder, all other terms, conditions and provisions of the original agreement shall remain in full force and effect.

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

**SABRE COMMUNICATIONS CORPORATION**

**BOONE COUNTY, MISSOURI**

By: DocuSigned by:  
Phillip Haigler  
2B4E42C16F704B4...  
Title: Contracts Manager - Federal Programs

By: Boone County Commission  
DocuSigned by:  
Daniel K. Atwill  
BA4B934CED6E4EB...  
Daniel K. Atwill, Presiding Commissioner

APPROVED AS TO FORM:

ATTEST:

DocuSigned by:  
[Signature]  
7D71DE4E69D74DD...  
County Counselor

DocuSigned by:  
Brianna L Lennon  
DB87E242BF99480...  
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:<br/>June E Pitakford by JF<br/>8C24BDB4EE7A4B3...</u> | 5/3/2021 | 2706 / 91300 - \$137,576.70 |
| Signature   | Date     | Appropriation Account       |

203-2021

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI }  
County of Boone } ea.

May Session of the April Adjourned

Term. 20 21


In the County Commission of said county, on the 11th day of May 20 21




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

Now on this day, the County Commission of the County of Boone does hereby approve the Purchasing Department's request to dispose of the attached list of surplus equipment by auction on GovDeals or by destruction for whatever is not suitable for auction.

Done this 11<sup>th</sup> day of May 2021.

ATTEST:

  
Brianna L. Lennon  
Clerk of the County Commission

  
Daniel K. Atwill  
Presiding Commissioner  
  
Justin Aldred  
District I Commissioner  
  
Janet M. Thompson  
District II Commissioner

**Boone County Purchasing**  
**David Eagle**  
Purchasing Assistant



613 E. Ash Street  
Columbia, MO 65201  
Phone: (573) 886-4394

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**MEMORANDUM**

TO: Boone County Commission  
FROM: David Eagle  
RE: Surplus Disposal  
DATE: May 11, 2021

The Purchasing Departments requests permission to dispose of the following list of surplus equipment by auction on GovDeals or by destruction for whatever is not suitable for auction.

|   | Asset # | Description                                     | Make & Model | Department    | Condition of Asset |                       |
|---|---------|---|--------------|---------------|--------------------|-----------------------|
| 1 | 11347   | TYPEWRITER                                      |              | CIRCUIT CLERK | POOR               | REMOVE FROM INVENTORY |
| 2 | NO TAG  | BEIGE TWO DRAWER FILE CABINET                   |              | CIRCUIT CLERK | GOOD               |                       |
| 3 | NO TAG  | GRAY TWO DRAWER FILE CABINET                    |              | CIRCUIT CLERK | GOOD               |                       |
| 4 | NO TAG  | FOUR DRAWER FILE CABINET                        |              | SHERIFF       | POOR               |                       |
| 5 | 6522    | WOODEN FIVE SHELF BOOKCASE                      |              | SHERIFF       | FAIR               |                       |
| 6 | NO TAG  | TWO STACKING GREEN CHAIRS                       |              | SHERIFF       | POOR               |                       |
| 7 | NO TAG  | TWO DRAWER LATERAL FILE CABINET WITH WOODEN TOP |              | SHERIFF       | FAIR               |                       |



|    |        |                                   |     |         |      |  |
|----|--------|-----------------------------------|-----|---------|------|--|
| 8  | 4845   | VERTICAL FOUR DRAWER FILE CABINET |     | SHERIFF | GOOD |  |
| 9  | NO TAG | WOODEN BOOKSHELF                  |     | SHERIFF | FAIR |  |
| 10 | 5123   | SMALL WOODEN DESK/TABLE           |     | SHERIFF | FAIR |  |
| 11 | 3249   | WOODEN TABLE                      |     | SHERIFF | POOR |  |
| 12 | NO TAG | SIX UNDERDESK KEYBOARD TRAYS      |     | SHERIFF | FAIR |  |
| 13 | NO TAG | BLACK DESK WITH GRAY TOP          |     | SHERIFF | FAIR |  |
| 14 | NO TAG | WOODEN TABLE WITH METAL LEGS      |     | SHERIFF | FAIR |  |
| 15 | 9868   | LARGE WOODEN DESK WITH RETURN     |     | SHERIFF | GOOD |  |
| 16 | NO TAG | DARK WOOD FOUR SHELF BOOKCASE     |     | SHERIFF | FAIR |  |
| 17 | NO TAG | SIX SHELF WOOD BOOKCASE           |     | SHERIFF | FAIR |  |
| 18 | NO TAG | FOUR DRAWER FILE CABINET          | HON | SHERIFF | GOOD |  |
| 19 | NO TAG | TWO FIVE- DRAWER FILE CABINET     |     | SHERIFF | POOR |  |

|    |        |  |           |                      |                |                       |
|----|--------|--|-----------|----------------------|----------------|-----------------------|
| 20 | NO TAG | FIVE DRAWER FILE CABINET               |           | SHERIFF              | POOR           |                       |
| 21 | NO TAG | GRAY VISITOR CHAIR WITH BLACK LEGS     |           | SHERIFF              | GOOD           |                       |
| 22 | 15269  | CAMERA                                 | PENTAX    | SHERIFF              | GOOD           |                       |
| 23 | NO TAG | OFFICE CHAIR                           | STEELCASE | SHERIFF              | POOR           | REMOVE FROM INVENTORY |
| 24 | NO TAG | BLACK FIVE DRAWER LATERAL FILE CABINET |           | SHERIFF              | FAIR           |                       |
| 25 | 11598  | TYPEWRITER                             | CANON     | PUBLIC ADMINISTRATOR | POOR           | REMOVE FROM INVENTORY |
| 26 | NO TAG | SHREDDER                               |           | PUBLIC ADMINISTRATOR | BROKEN         | REMOVE FROM INVENTORY |
| 27 | 21026  | ANTENNA ARRAY                          |           | RADIO NETWORK        | FAIR           |                       |
| 28 | 10096  | OFFICE CHAIR                           |           | I.T.                 | POOR – RECYCLE | REMOVE FROM INVENTORY |
| 29 | 12938  | OFFICE CHAIR                           |           | I.T.                 | POOR – RECYCLE | REMOVE FROM INVENTORY |
| 30 | 3909   | OFFICE CHAIR                           |           | I.T.                 | POOR – RECYCLE | REMOVE FROM INVENTORY |
| 31 | 9765   | OFFICE CHAIR                           |           | I.T.                 | POOR – RECYCLE | REMOVE FROM INVENTORY |

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|    |        |   |          |                      |      |                       |
|----|--------|---|----------|----------------------|------|-----------------------|
| 32 | 11133  | CAMERA  | PENTAX   | PROSECUTING ATTORNEY | GOOD |                       |
| 33 | NO TAG | WOODEN L-SHAPED DESK                          |          | PROSECUTING ATTORNEY | POOR |                       |
| 34 | NO TAG | WHITE METAL FIVE DRAWER LETTER FILING CABINET |          | PROSECUTING ATTORNEY | GOOD |                       |
| 35 | 6590   | OFFICE CHAIR                                  |          | ROAD & BRIDGE        | POOR | REMOVE FROM INVENTORY |
| 36 | 5381   | FIVE DRAWER WOOD PLAN FLAT FILE               |          | ROAD & BRIDGE        | POOR |                       |
| 37 | 6364   | OFFICE CHAIR                                  |          | ROAD & BRIDGE        | POOR | REMOVE FROM INVENTORY |
| 38 | 10361  | TV/VHS PLAYER                                 | RCA      | JJC                  | POOR | REMOVE FROM INVENTORY |
| 39 | NO TAG | OFFICE PHONE                                  | BOGEN    | JJC                  | POOR | REMOVE FROM INVENTORY |
| 40 | NO TAG | DRAWER ORGANIZER                              |          | JJC                  | FAIR |                       |
| 41 | NO TAG | OFFICE SUPPLIES                               |          | JJC                  | FAIR |                       |
| 42 | NO TAG | PENCIL SHARPENER                              |          | JJC                  | POOR | REMOVE FROM INVENTORY |
| 43 | NO TAG | DVD PLAYER                                    | INSIGNIA | JJC                  | POOR | REMOVE FROM INVENTORY |

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|    |        |                  |              |     |      |                       |
|----|--------|------------------|--------------|-----|------|-----------------------|
| 44 | NO TAG | DVD PLAYER       | INSIGNIA     | JJC | POOR | REMOVE FROM INVENTORY |
| 45 | NO TAG | DRILL            | MASTER FORCE | JJC | POOR | REMOVE FROM INVENTORY |
| 46 | NO TAG | KEYBOARD         |              | JJC | POOR | REMOVE FROM INVENTORY |
| 47 | NO TAG | DRY ERASE BOARD  |              | JJC | POOR | REMOVE FROM INVENTORY |
| 48 | NO TAG | TIME CARD HOLDER | CINNCINATI   | JJC | POOR |                       |

cc: Heather Acton, Jacob Flowers, Auditor's office  
Surplus File

**BOONE COUNTY**  
**Request for Disposal/Transfer of County Property**  
*Complete, sign, and return to Auditor's Office*

Date: 10/09/2020

Fixed Asset Tag Number: 11347 Old tag

Description of Asset: Typewriter

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

Other Information (Serial number, etc.):

Condition of Asset: Very Old

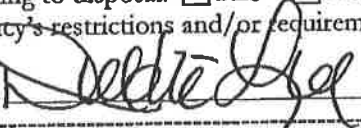
Reason for Disposition: No longer used

Location of Asset and Desired Date for Removal to Storage: Room behind 2 South Courtroom

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: Circuit Clerk 1221

Signature 

**To be Completed by: AUDITOR**

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836 HA

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

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

Approved Disposal Method:

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

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

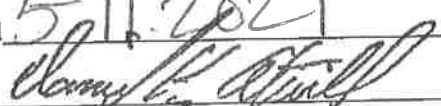
Individual \_\_\_\_\_

\_\_\_\_ Trade \_\_\_\_\_ Auction \_\_\_\_\_ Sealed Bids

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

Commission Order Number 203-2021

Date Approved 5/11/2021

Signature 

**RECEIVED**  
**OCT 09 2020**  
**BOONE COUNTY**  
**AUDITOR**

# BOONE COUNTY

## Request for Disposal/Transfer of County Property

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

Date: 10/09/2020

Fixed Asset Tag Number: NA

Description of Asset: Beige 2 drawer file cabinet

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

Other Information (Serial number, etc.):

Condition of Asset: good

Reason for Disposition: No longer used

Location of Asset and Desired Date for Removal to Storage: Room behind 2 South Courtroom

**RECEIVED**

**OCT 09 2020**

**BOONE COUNTY  
AUDITOR**

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: Circuit Clerk 1221

Signature \_\_\_\_\_

**To be Completed by: AUDITOR**

Original Acquisition Date           N/A          

G/L Account for Proceeds 1190-3836 HA

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

**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 203-2021

Date Approved 10-11-2021

Signature \_\_\_\_\_

# BOONE COUNTY

## Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

Date: 10/09/2020

Fixed Asset Tag Number: NA

Description of Asset: Gray 2 drawer file cabinet

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

Other Information (Serial number, etc.):

Condition of Asset: good

Reason for Disposition: No longer used

Location of Asset and Desired Date for Removal to Storage: Room behind 2 South Courtroom

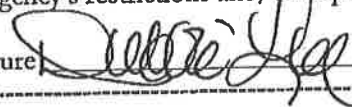
Was asset purchased with grant funding?  YES  NO

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: Circuit Clerk 1221

Signature



**To be Completed by: AUDITOR**

Original Acquisition Date N/A

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

G/L Account for Proceeds 1190-3836 NA

**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 203-2021

Date Approved 5.11.2021

Signature 

RECEIVED  
OCT 09 2020  
BOONE COUNTY  
AUDITOR

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 02/17/21

FIXED ASSET TAG NUMBER: 0536 N/A

DESCRIPTION: 4 Drawer File Cabinet

REQUESTED MEANS OF DISPOSAL: Trash

OTHER INFORMATION: Asset Tag is a red City of Columbia tag

CONDITION OF ASSET: Poor

REASON FOR DISPOSITION: 2 unusable drawers

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

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: 2/17/21

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

DEPARTMENT: Sheriff 1251

SIGNATURE

*Capt Dan G... 5/21/21*

RECEIVED  
RECEIVED  
FEB 18  
FEB 18 2021  
BOC  
BOONE COUNTY  
AUDITOR

### AUDITOR

ORIGINAL PURCHASE DATE \_\_\_\_\_

RECEIPT INTO 1190-3836

Ha

ORIGINAL COST \_\_\_\_\_

GRANT FUNDED (Y/N) \_\_\_\_\_

ORIGINAL FUNDING SOURCE \_\_\_\_\_

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

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

AGENCY \_\_\_\_\_

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

ASSET GROUP \_\_\_\_\_

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

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

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

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

INDIVIDUAL \_\_\_\_\_

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

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

COMMISSION ORDER NUMBER 203-2021

DATE APPROVED 5/11/2021

SIGNATURE *Donna P. Atwell*



# BOONE COUNTY

## Request for Disposal/Transfer of County Property

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

Date: 03/03/21

Fixed Asset Tag Number: 6522

**RECEIVED**  
**MAR 04 2021**  
BOONE COUNTY  
AUDITOR

Description of Asset: Wooden bookcase 5 shelves

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

Other Information (Serial number, etc.):

Condition of Asset: Fair

Reason for Disposition: No longer needed


Location of Asset and Desired Date for Removal to Storage: BCSD Annex loading dock - ASAP

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: Sheriff's 1251

Signature 

**To be Completed by: AUDITOR**

Original Acquisition Date 5/3/90

G/L Account for Proceeds 1190-3886 J

Original Acquisition Amount 59.00

Original Funding Source 2731

Account Group 1602

**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 203-2021

Date Approved 5.11.2021

Signature 

# BOONE COUNTY

## Request for Disposal/Transfer of County Property

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

Date: 03/03/21

Fixed Asset Tag Number: No asset tag number

Description of Asset: 2 stacking green chairs

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

Other Information (Serial number, etc.):

Condition of Asset: Fair

Reason for Disposition: No longer needed

Location of Asset and Desired Date for Removal to Storage: BCSD Annex loading dock - ASAP

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: Sheriff's 1251

Signature \_\_\_\_\_

**To be Completed by: AUDITOR**

Original Acquisition Date           N/A          

G/L Account for Proceeds           1190-3836          

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

**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           203-2021          

Date Approved           5.11.2021          

Signature           *[Signature]*          

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MAR 04 2021  
BOONE COUNTY  
AUDITOR

**BOONE COUNTY**  
**Request for Disposal/Transfer of County Property**  
*Complete, sign, and return to Auditor's Office*

Date: 03/03/21

Fixed Asset Tag Number: No asset tag number

Description of Asset: 2 drawer lateral file cabinet, wooden top

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

Other Information (Serial number, etc.):

Condition of Asset: Fair

Reason for Disposition: No longer needed

Location of Asset and Desired Date for Removal to Storage: BCSD Annex loading dock - ASAP

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: Sheriff's 1251

Signature 

**To be Completed by: AUDITOR**

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836 5

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

**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 203-2021

Date Approved 5-11-2021

Signature 

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**MAR 04 2021**  
**BOONE COUNTY**  
**AUDITOR**

**BOONE COUNTY**  
**Request for Disposal/Transfer of County Property**  
*Complete, sign, and return to Auditor's Office*

Date: 03/03/21

Fixed Asset Tag Number: 04845

Description of Asset: Vertical 4 drawer file cabinet

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

Other Information (Serial number, etc.): Sand color - HON

Condition of Asset: Good

Reason for Disposition: No longer needed

Location of Asset and Desired Date for Removal to Storage: BCSD Annex loading dock - ASAP

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: Sheriff's 1251

Signature \_\_\_\_\_



**To be Completed by: AUDITOR**

Original Acquisition Date 8/16/85

G/L Account for Proceeds 1190-3836 J

Original Acquisition Amount 141.58

Original Funding Source 2731

Account Group 1602

**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 203-2021

Date Approved 5.14.2021

Signature 

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**MAR 04 2021**  
BOONE COUNTY  
AUDITOR

**BOONE COUNTY**  
**Request for Disposal/Transfer of County Property**  
*Complete, sign, and return to Auditor's Office*

Date: 03/03/21

Fixed Asset Tag Number: No asset tag number

Description of Asset: Wooden bookshelf - no shelves

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

Other Information (Serial number, etc.):

Condition of Asset: Fair

Reason for Disposition: No longer needed


Location of Asset and Desired Date for Removal to Storage: BCSD Annex loading dock - ASAP

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: Sheriff's 1251

Signature 

**To be Completed by: AUDITOR**

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836 J

Original Acquisition Amount \_\_\_\_\_

Original Funding Source 

Account Group \_\_\_\_\_

**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 203-2021

Date Approved 5/11/2021

Signature 

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MAR 04 2021

BOONE COUNTY  
AUDITOR

**BOONE COUNTY**  
**Request for Disposal/Transfer of County Property**  
*Complete, sign, and return to Auditor's Office*

Date: 03/03/21

Fixed Asset Tag Number: ~~No-asset-tag-number~~ 5123

Description of Asset: Small wooden desk/table (no insides)

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

Other Information (Serial number, etc.):

Condition of Asset: Fair

Reason for Disposition: No longer needed

Location of Asset and Desired Date for Removal to Storage: BCSD Annex loading dock - ASAP

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: Sheriff's 1251

Signature \_\_\_\_\_

**To be Completed by: AUDITOR**

Original Acquisition Date \_\_\_\_\_ *N/A*

G/L Account for Proceeds 1190-3836 J

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

**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 203-2021

Date Approved 5.11.2021

Signature \_\_\_\_\_

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**MAR 04 2021**  
BOONE COUNTY  
AUDITOR

**BOONE COUNTY**  
**Request for Disposal/Transfer of County Property**  
*Complete, sign, and return to Auditor's Office*

Date: 03/03/21

Fixed Asset Tag Number: 03249

Description of Asset: Wooden table

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

Other Information (Serial number, etc.):

Condition of Asset: Poor

Reason for Disposition: No longer needed

Location of Asset and Desired Date for Removal to Storage: BCSD Annex loading dock - ASAP

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: Sheriff's 1251

Signature 

**To be Completed by: AUDITOR**

Original Acquisition Date 11/21/83    G/L Account for Proceeds 1190-3836 J

Original Acquisition Amount 75.00

Original Funding Source 2731

Account Group 1602

**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 203-2021

Date Approved 5.18.2021

Signature 

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**MAR 04 2021**

**BOONE COUNTY  
AUDITOR**

**BOONE COUNTY**  
**Request for Disposal/Transfer of County Property**  
*Complete, sign, and return to Auditor's Office*

Date: 03/03/21

Fixed Asset Tag Number: No asset tag number

Description of Asset: Underdesk keyboard trays x 6

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

Other Information (Serial number, etc.):

Condition of Asset: Fair

Reason for Disposition: No longer needed


Location of Asset and Desired Date for Removal to Storage: BCSD Annex loading dock - ASAP

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: Sheriff's 1251

Signature 

**To be Completed by: AUDITOR**

Original Acquisition Date

*N/A*

G/L Account for Proceeds

*1190-3836 J*

Original Acquisition Amount

Original Funding Source

Account Group

**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

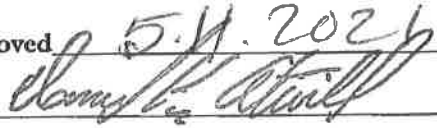
Commission Order Number

*203-2021*

Date Approved

*5.11.2021*

Signature



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**MAR 04 2021**  
BOONE COUNTY  
AUDITOR



**BOONE COUNTY**  
**Request for Disposal/Transfer of County Property**  
*Complete, sign, and return to Auditor's Office*

Date: 03/03/21

Fixed Asset Tag Number: No asset tag number

Description of Asset: Black desk with gray top

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

Other Information (Serial number, etc.):

Condition of Asset: Fair

Reason for Disposition: No longer needed

Location of Asset and Desired Date for Removal to Storage: BCSD Annex loading dock - ASAP

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: Sheriff's 1251

Signature 

**To be Completed by: AUDITOR**

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836 J

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

**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 203-2021

Date Approved 5-14-2021

Signature 

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**MAR 04 2021**

**BOONE COUNTY  
AUDITOR**

**BOONE COUNTY**  
**Request for Disposal/Transfer of County Property**  
*Complete, sign, and return to Auditor's Office*

Date: 03/03/21

Fixed Asset Tag Number: No asset tag number

Description of Asset: Wooden table with metal legs

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

Other Information (Serial number, etc.):

Condition of Asset: Fair

Reason for Disposition: No longer needed

Location of Asset and Desired Date for Removal to Storage: BCSD Annex loading dock - ASAP

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: Sheriff's 1251

Signature 

**To be Completed by: AUDITOR**

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836 5

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

**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 203-2021

Date Approved 5.11.2021

Signature 

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**MAR 04 2021**

**BOONE COUNTY  
AUDITOR**

**BOONE COUNTY**  
**Request for Disposal/Transfer of County Property**  
*Complete, sign, and return to Auditor's Office*

Date: 03/03/21

Fixed Asset Tag Number: 09868

Description of Asset: Wooden desk - large w/return

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

Other Information (Serial number, etc.):

Condition of Asset: Good

Reason for Disposition: No longer needed

Location of Asset and Desired Date for Removal to Storage: BCSD Annex loading dock - ASAP

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: Sheriff's 1251

Signature 

**To be Completed by: AUDITOR**

Original Acquisition Date 5/11/95

G/L Account for Proceeds 1190-3836-5

Original Acquisition Amount 1,451.11

Original Funding Source 2782

Account Group 1602

**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 203-2021

Date Approved 5.11.2021

Signature 

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**MAR 04 2021**  
BOONE COUNTY  
AUDITOR

# BOONE COUNTY

## Request for Disposal/Transfer of County Property

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

Date: 03/03/21

Fixed Asset Tag Number: No asset tag number

Description of Asset: Dark wood 4 shelf bookcase

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

Other Information (Serial number, etc.):

Condition of Asset: Fair

Reason for Disposition: No longer needed

Location of Asset and Desired Date for Removal to Storage: BCSD Annex loading dock - ASAP

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: Sheriff's 1251

Signature 

**To be Completed by: AUDITOR**

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836 J

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

**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 203-2021

Date Approved 5.14.2021

Signature 

**RECEIVED**

**MAR 04 2021**

**BOONE COUNTY  
AUDITOR**

**BOONE COUNTY**  
**Request for Disposal/Transfer of County Property**  
*Complete, sign, and return to Auditor's Office*

Date: 03/03/21

Fixed Asset Tag Number: No asset tag number

Description of Asset: Wood 6 shelf bookcase

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

Other Information (Serial number, etc.):

Condition of Asset: Fair

Reason for Disposition: No longer needed

Location of Asset and Desired Date for Removal to Storage: BCSD Annex loading dock - ASAP

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: Sheriff's 1251

Signature 

**To be Completed by: AUDITOR**

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836-5

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

**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 203-2021

Date Approved 5.11.2021

Signature 

**RECEIVED**  
**MAR 04 2021**  
BOONE COUNTY  
AUDITOR

**BOONE COUNTY**  
**Request for Disposal/Transfer of County Property**  
*Complete, sign, and return to Auditor's Office*

Date: 03/03/21

Fixed Asset Tag Number: No asset tag number

Description of Asset: 4 drawer HON file cabinet

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

Other Information (Serial number, etc.):

Condition of Asset: Good

Reason for Disposition: No longer needed

Location of Asset and Desired Date for Removal to Storage: BCSD Annex loading dock - ASAP

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: Sheriff's 1251

Signature 

**To be Completed by: AUDITOR**

Original Acquisition Date

N/A

G/L Account for Proceeds

1190-3836 J

Original Acquisition Amount

Original Funding Source

Account Group

**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

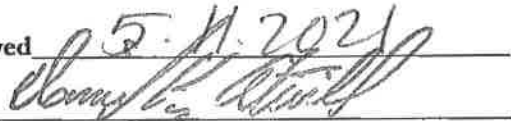
Commission Order Number

203-2021

Date Approved

5.11.2021

Signature



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MAR 04 2021

BOONE COUNTY  
AUDITOR

**BOONE COUNTY**  
**Request for Disposal/Transfer of County Property**  
*Complete, sign, and return to Auditor's Office*

Date: 03/03/21

Fixed Asset Tag Number: No asset tag number

Description of Asset: 5 drawer file cabinet x 2

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

Other Information (Serial number, etc.): Tan color

Condition of Asset: Poor - no locks

Reason for Disposition: No longer needed

Location of Asset and Desired Date for Removal to Storage: BCSD Annex loading dock - ASAP

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: Sheriff's 1251

Signature 

**To be Completed by: AUDITOR**

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836 J

Original Acquisition Amount \_\_\_\_\_

Original Funding Source 

Account Group \_\_\_\_\_

**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 203-2021

Date Approved 5.11.2021

Signature 

**RECEIVED**

**MAR 04 2021**

**BOONE COUNTY  
AUDITOR**

**BOONE COUNTY**  
**Request for Disposal/Transfer of County Property**  
*Complete, sign, and return to Auditor's Office*

Date: 03/03/21

Fixed Asset Tag Number: No asset tag number

Description of Asset: 5 drawer file cabinet

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

Other Information (Serial number, etc.): Gray color

Condition of Asset: Poor - no locks

Reason for Disposition: No longer needed

Location of Asset and Desired Date for Removal to Storage: BCSD Annex loading dock - ASAP

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: Sheriff's 1251

Signature 

**To be Completed by: AUDITOR**

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836 J

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

**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 203-2021

Date Approved 5.11.2021

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**RECEIVED**

**MAR 04 2021**

**BOONE COUNTY  
AUDITOR**



**BOONE COUNTY**  
**Request for Disposal/Transfer of County Property**  
*Complete, sign, and return to Auditor's Office*

Date: 03/03/21

Fixed Asset Tag Number: No asset tag number

Description of Asset: Gray visitor chair with black legs

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

Other Information (Serial number, etc.):

Condition of Asset: Good

Reason for Disposition: No longer needed

Location of Asset and Desired Date for Removal to Storage: BCSD Annex loading dock - ASAP

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: Sheriff's 1251

Signature \_\_\_\_\_

**To be Completed by: AUDITOR**

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836 J

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

**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 203-2021

Date Approved 5-11-2021

Signature \_\_\_\_\_

RECEIVED

MAR 04 2021

BOONE COUNTY  
AUDITOR

**BOONE COUNTY**  
**Request for Disposal/Transfer of County Property**  
*Complete, sign, and return to Auditor's Office*

Date: 03/18/2021

Fixed Asset Tag Number: 15269

Description of Asset: Pentax \*ist DL camera with smc PENTAX DA lens & PROMASTER 7500EDF Flash

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

Other Information (Serial number, etc.): S/N 1045432 - Lens S/N5378732 - Manuals and cord included - No record showing it was purchased with grant funds

Condition of Asset: Good

Reason for Disposition: Camera is old and has been replaced


Location of Asset and Desired Date for Removal to Storage: Brian Leer's Office - 2121 County Drive

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  #5629

**To be Completed by: AUDITOR**

Original Acquisition Date 12/31/05

G/L Account for Proceeds 2901-3836 J

Original Acquisition Amount 754.00

Original Funding Source 2787

Account Group 1604

**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 203-2021

Date Approved 5-18-2021

Signature 

**RECEIVED**  
**MAR 18 2021**  
BOONE COUNTY  
AUDITOR

**BOONE COUNTY**  
**Request for Disposal/Transfer of County Property**  
*Complete, sign, and return to Auditor's Office*

Date: 03/18/2021

Fixed Asset Tag Number: N/A

Description of Asset: Steelcase Rolling Office Chair - Model 46212109 - Purple Fabric - No Blue Tag

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

Other Information (Serial number, etc.): Model #46212109 - Ship Date on Tag of 12-22-04 - No reason to believe it was purchased with grant funds. - \*1PK20067V\* on the tag but unsure if that is a S/N

Condition of Asset: Well Used - Fabric in poor condition

Reason for Disposition: Replaced with a new chair - Angela Ayers


Location of Asset and Desired Date for Removal to Storage: Brian Leer's Office - 2121 County Drive

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  #5629

**To be Completed by: AUDITOR**

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836 J

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

**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 203-2021

Date Approved 5.11.2021

Signature 

**RECEIVED**

**MAR 18 2021**

**BOONE COUNTY  
AUDITOR**

**BOONE COUNTY**  
**Request for Disposal/Transfer of County Property**

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

Date: 03/16/21

Fixed Asset Tag Number: No tag #

Description of Asset: Black 5 drawer lateral file cabinet

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

Other Information (Serial number, etc.):

Condition of Asset: Fair

Reason for Disposition: No longer needed

Location of Asset and Desired Date for Removal to Storage: ASAP, Sheriff's Annex loading dock

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: Sheriff's

Signature [Signature]

To be Completed by: AUDITOR

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836 J

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

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 203-2021

Date Approved [Signature]

Signature [Signature]

**RECEIVED**  
**MAR 16 2021**  
**BOONE COUNTY**  
**AUDITOR**

# BOONE COUNTY

## Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

Date: 3/31/21

Fixed Asset Tag Number: 11598

Description of Asset: Canon AP155 Typewriter

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MAR 31 2021

BOONE COUNTY  
AUDITOR

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

Other Information (Serial number, etc.):

Condition of Asset: fair


Reason for Disposition: Doesn't work consistently, and acquired a new type writer

Location of Asset and Desired Date for Removal to Storage: Boone County Public Adminstr office 2nd Floor

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: 1200 Mary Johnson Signature: 

To be Completed by: AUDITOR < \$1000

Original Acquisition Date \_\_\_\_\_ G/L Account for Proceeds 1190-3836 HA

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

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 203-2021

Date Approved 5.11.2021

Signature 

**BOONE COUNTY**  
**Request for Disposal/Transfer of County Property**  
*Complete, sign, and return to Auditor's Office*

Date: 4/7/21

Fixed Asset Tag Number: N/A

Description of Asset: Shredder

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

Other Information (Serial number, etc.):

Condition of Asset: Broken

Reason for Disposition: Broken

Location of Asset and Desired Date for Removal to Storage: Public Admin suite 175

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: Public Admin - Stephanie

Signature: Stephanie Fen

**To be Completed by: AUDITOR, N/A**

Original Acquisition Date \_\_\_\_\_

G/L Account for Proceeds 1190-3836 NA

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

**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 203-2021

Date Approved 5.11.2021

Signature [Signature]

**RECEIVED**  
**APR 07 2021**  
**BOONE COUNTY**  
**AUDITOR**

# BOONE COUNTY

## Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

RECEIVED  
MAR 26 2021  
BOONE COUNTY  
AUDITOR

Date: 3/23/21

Fixed Asset Tag Number: 21026

Description of Asset: Antenna Array at RIG

Requested Means of Disposal: <sup>Feedline only</sup>  Sell?  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.): keeping antenna and connectors for parts. Feedline can be sold or recycled

Condition of Asset: dismantled

Reason for Disposition: RIG site is decommissioned/replaced by BCB

Location of Asset and Desired Date for Removal to Storage: Support Building

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: 2704 Radio network

Signature 

**To be Completed by: AUDITOR**

Original Acquisition Date 8-9-16

G/L Account for Proceeds 2704-3836 NA

Original Acquisition Amount \$1,400.00

Original Funding Source 2751

Account Group 1604

**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 203-2021

Date Approved 5.11.2021

Signature 

Trns N Tag 21026 Tagged Y Tag Replaced N To \_\_\_\_\_ From \_\_\_\_\_ Last Posted  
Description ANTENNA ARRAY & ASSOC EQUIPMNT Adjustments in Process 8 2016  
Acquired 8/09/2016 Acq Amt 1,400.00 Useful Life Months \_\_\_\_\_  
Acct Grp 1604 MACHINERY & EQUIPMENT \_\_\_\_\_ .00  
Category 60 JOINT COMM/EM EQUIPMENT \_\_\_\_\_ Res Val % 0  
Location 8999 ASSETS PENDING DISPOSAL \_\_\_\_\_ Tag in Book Y  
Purch Dept 2704 BOCO JOINT COMM RADIO OPS \_\_\_\_\_ Book ID JC  
Inventory Date 10/07/2019 Inv Status Found - No Change \_\_\_\_\_  
Site Loc Assets Pending Disposal \_\_\_\_\_  
Site Detl None \_\_\_\_\_  
Make VARIOUS \_\_\_\_\_ Model VARIOUS \_\_\_\_\_  
Serial \_\_\_\_\_ Note \_\_\_\_\_  
Invoice \_\_\_\_\_ Check \_\_\_\_\_  
Vendor \_\_\_\_\_  
Bid# \_\_\_\_\_  
User \_\_\_\_\_

Calculated Fields Book Value  
Dep St Dt \_\_\_\_\_  
Adj Total \_\_\_\_\_ Acm Dep Ytd \_\_\_\_\_ .00

Total Cost 1,400.00

F2=Key Scr F3=Exit F11=Grant F23=Bid F22=Hist F24=More



# BOONE COUNTY

## Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

RECEIVED

Date: 02/23/21

Fixed Asset Tag Number: 10096

FEB 23 2021

Description of Asset: Office chair

BOONE COUNTY  
AUDITOR

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

Other Information (Serial number, etc.): N/A

Condition of Asset: Used

Reason for Disposition: Replaced

Location of Asset and Desired Date for Removal to Storage: GC Rm 123

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: 1170 - Info Tech

Signature: Victoria Walter

**To be Completed by: AUDITOR**

Original Acquisition Date: 5/11/95

G/L Account for Proceeds: 1190-3836 J

Original Acquisition Amount: 301.76

Original Funding Source: 2782

Account Group: 1602

**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: 203-2021

Date Approved: Feb 11, 2021

Signature: [Signature]

# BOONE COUNTY

## Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

RECEIVED

Date: 2/23/21

Fixed Asset Tag Number: 12938

FEB 23 2021

BOONE COUNTY  
AUDITOR

Description of Asset: Office chair

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

Other Information (Serial number, etc.): N/A

Condition of Asset: Used

Reason for Disposition: Replaced

Location of Asset and Desired Date for Removal to Storage: GC Rm 123

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: 1170 - Info Tech

Signature: Victoria Walter

**To be Completed by: AUDITOR**

Original Acquisition Date: 6/29/2001 G/L Account for Proceeds: 1190-3836 F

Original Acquisition Amount: 353.10

Original Funding Source: 2731

Account Group: 1602

**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: 203-2021

Date Approved: 5.11.2021

Signature: [Handwritten Signature]

# BOONE COUNTY

## Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

RECEIVED

Date: 2/23/21

Fixed Asset Tag Number: 03909

FEB 23 2021

Description of Asset: Office Chair

BOONE COUNTY  
AUDITOR

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

Other Information (Serial number, etc.): N/A

Condition of Asset: Used

Reason for Disposition: Replaced

Location of Asset and Desired Date for Removal to Storage: GC Rm 123

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: 1170-Info Tech

Signature: Victoria Walter

**To be Completed by: AUDITOR**

Original Acquisition Date: 12/29/83 G/L Account for Proceeds: 1190-3836-J

Original Acquisition Amount: 396.40

Original Funding Source: 2731

Account Group: 1602

**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: 203-2021

Date Approved: 5.11.2021

Signature: [Handwritten Signature]

# BOONE COUNTY

## Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

RECEIVED

Date: 2/23/21

Fixed Asset Tag Number: 09765

FEB 23 2021

BOONE COUNTY  
AUDITOR

Description of Asset: Office Chair

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

Other Information (Serial number, etc.): N/A

Condition of Asset: Used

Reason for Disposition: Replaced

Location of Asset and Desired Date for Removal to Storage: GC 7m 123

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: 1170 - Info Tech

Signature: Victoria Walter

**To be Completed by: AUDITOR**

Original Acquisition Date: 5/11/95

G/L Account for Proceeds: 1190-3836

Original Acquisition Amount: 301.76

Original Funding Source: 2782

Account Group: 1602

**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: 203-2021

Date Approved: 5.11.2021

Signature: [Handwritten Signature]

# BOONE COUNTY

## Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

RECEIVED

Date: 03/31/2021

Fixed Asset Tag Number: 11133

APR 01 2021

Description of Asset: Pentax 28-200 ZX-5 Camera with Film, Accessories and Carrying Case

BOONE COUNTY  
AUDITOR

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

Other Information (Serial number, etc.):

Condition of Asset: Good

Reason for Disposition: No Longer Needed

Location of Asset and Desired Date for Removal to Storage: Middle Adjoining Hallway 4<sup>th</sup> Floor PA's Office

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: 1261 - Prosecuting Attorney

Signature Angela Roptin

**To be Completed by: AUDITOR** < \$1000  
Original Acquisition Date \_\_\_\_\_

G/L Account for Proceeds 1190-3836 NA

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

**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 203-2021

Date Approved 5.11.2021

Signature [Signature]

**BOONE COUNTY**  
**Request for Disposal/Transfer of County Property**  
*Complete, sign, and return to Auditor's Office*

Date: 03/16/2021

Fixed Asset Tag Number: N/A

**RECEIVED**

Description of Asset: Wooden L-Shaped Desk

**MAR 17 2021**

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

**BOONE COUNTY  
AUDITOR**

Other Information (Serial number, etc.):

Condition of Asset: Poor

Reason for Disposition: Getting a nicer desk from surplus

Location of Asset and Desired Date for Removal to Storage: Spencer Smith's Office (Nathan Aquino's old office)

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: 1261 - Prosecuting Attorney

Signature Angela Rogien

**To be Completed by: AUDITOR**

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836 NA

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

**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 203-2021

Date Approved 5.14.2021

Signature [Signature]

# BOONE COUNTY

## Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

Date: 03/29/2021

Fixed Asset Tag Number: N/A

Description of Asset: White Metal Five Drawer Letter Filing Cabinet

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

Other Information (Serial number, etc.):

Condition of Asset: Good

Reason for Disposition: No Longer Needed

Location of Asset and Desired Date for Removal to Storage: Middle Adjoining Hallway 4<sup>th</sup> Floor PA's Office

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: 1261 - Prosecuting Attorney

Signature

*Angela Loftin*

**To be Completed by: AUDITOR**

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836 Na

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

**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 203-2021

Date Approved 5.14.2021

Signature *[Signature]*

**BOONE COUNTY**  
**Request for Disposal/Transfer of County Property**  
*Complete, sign, and return to Auditor's Office*

Date: 4/19/2021

Fixed Asset Tag Number: 6590

Description of Asset: Office Chair

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

Other Information (Serial number, etc.): NA

Condition of Asset: poor

Reason for Disposition: Item no longer needed

Location of Asset and Desired Date for Removal to Storage: ASAP

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: 2040 Road & Bridge

Signature 

**To be Completed by: AUDITOR**

Original Acquisition Date Already Retired in System    G/L Account for Proceeds 1190-3836 NA

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

**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 203-2021

Date Approved 5.11.2021

Signature 

**RECEIVED**  
**APR 19 2021**  
**BOONE COUNTY**  
**AUDITOR**



**BOONE COUNTY**  
**Request for Disposal/Transfer of County Property**  
*Complete, sign, and return to Auditor's Office*

Date: 4/19/2021

Fixed Asset Tag Number: 5381

Description of Asset: 5 Drawer wood plan flat file

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

Other Information (Serial number, etc.): NA

Condition of Asset: poor

Reason for Disposition: Item no longer needed

Location of Asset and Desired Date for Removal to Storage: ASAP

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: 2040 Road & Bridge

Signature 

**To be Completed by: AUDITOR**    *< \$1,000*

Original Acquisition Date \_\_\_\_\_

G/L Account for Proceeds 1190-3836 Ha

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

**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 203-2021

Date Approved 5/11/2021

Signature 

**RECEIVED**  
**APR 19 2021**  
**BOONE COUNTY**  
**AUDITOR**

**BOONE COUNTY**  
**Request for Disposal/Transfer of County Property**  
*Complete, sign, and return to Auditor's Office*

Date: 4/19/2021

Fixed Asset Tag Number: 6364

Description of Asset: Office Chair

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

Other Information (Serial number, etc.): NA

Condition of Asset: poor

Reason for Disposition: Item no longer needed

Location of Asset and Desired Date for Removal to Storage: ASAP

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: 2040 Road & Bridge

Signature 

**To be Completed by: AUDITOR**   <\$1000  
Original Acquisition Date \_\_\_\_\_

G/L Account for Proceeds 1190-3836 NA

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

**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 203-2021

Date Approved 5.11.2021

Signature 

**RECEIVED**  
**APR 19 2021**  
**BOONE COUNTY**  
**AUDITOR**

**BOONE COUNTY**  
**Request for Disposal/Transfer of County Property**  
*Complete, sign, and return to Auditor's Office*

Date: 2/23/2021 Fixed Asset Tag Number: 10361  
Description of Asset: RCA Box TV/VHS Player Model T20005BK

**RECEIVED**  
**FEB 23 2021**  
BOONE COUNTY  
AUDITOR

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

Other Information (Serial number, etc.): #43641021 assembled 9/1994

Condition of Asset: poor

Reason for Disposition: screen rolling/jumping around

Location of Asset and Desired Date for Removal to Storage: RLPJJC ASAP

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: 1242 RLPJJC

Signature



To be Completed by: AUDITOR

Original Acquisition Date 3/23/95

G/L Account for Proceeds 1190-3836 F

Original Acquisition Amount 430.00

Original Funding Source 2782

Account Group 1604

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 203-2021

Date Approved 5.11.2021

Signature 

# BOONE COUNTY

## Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

Date: March 12, 2021

Fixed Asset Tag Number: N/A

Description of Asset: Bogen Communications Landline Office Phone

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

Other Information (Serial number, etc.): 1204ACS08280

Condition of Asset: Poor

Reason for Disposition: Numberpad keys stick. The numbers have been rubbed off of the keys


Location of Asset and Desired Date for Removal to Storage: JJC asap

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: 1242 JJC

Signature



**To be Completed by: AUDITOR**

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836 J

Original Acquisition Amount J

Original Funding Source J

Account Group J

**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 203-2021

Date Approved 5.11.2021

Signature 

**BOONE COUNTY**  
**Request for Disposal/Transfer of County Property**  
*Complete, sign, and return to Auditor's Office*

Date: March 12, 2021

Fixed Asset Tag Number: N/A

Description of Asset: Drawer Organizer

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

Other Information (Serial number, etc.):

Condition of Asset: Fair

Reason for Disposition: No longer needed

Location of Asset and Desired Date for Removal to Storage: JJC    asap

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: 1242 JJC

Signature 

**To be Completed by: AUDITOR**

Original Acquisition Date N/A    G/L Account for Proceeds 1190-3836 J

Original Acquisition Amount ↓

Original Funding Source ↓

Account Group \_\_\_\_\_

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

Approved Disposal Method:

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

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

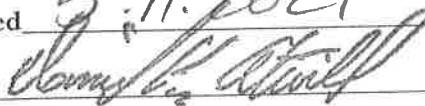
Individual \_\_\_\_\_

\_\_\_\_ Trade    \_\_\_\_ Auction    \_\_\_\_ Sealed Bids

\_\_\_\_ Other    Explain \_\_\_\_\_

Commission Order Number 203-2021

Date Approved 5.11.2021

Signature 

**BOONE COUNTY**  
**Request for Disposal/Transfer of County Property**  
*Complete, sign, and return to Auditor's Office*

Date: March 12, 2021

Fixed Asset Tag Number: N/A

Description of Asset: Office Supplies

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

Other Information (Serial number, etc.): "Copy" Stamp - Red / Tape Dispenser / Binder - Black

Condition of Asset: Fair to Poor

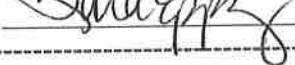
Reason for Disposition: Broken ink pad partially stamps / Won't cut tape / Torn

Location of Asset and Desired Date for Removal to Storage: JJC asap

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: 1242 JJC

Signature 

**To be Completed by: AUDITOR**

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836-J

Original Acquisition Amount ↓

Original Funding Source ↓

Account Group ↓

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

Approved Disposal Method:

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

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

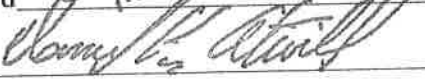
Individual \_\_\_\_\_

Trade  Auction  Sealed Bids

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

Commission Order Number 203-2021

Date Approved 5.11.2021

Signature 

**BOONE COUNTY**  
**Request for Disposal/Transfer of County Property**  
*Complete, sign, and return to Auditor's Office*

Date: March 12, 2021

Fixed Asset Tag Number: N/A

Description of Asset: X-ACTO Electric Pencil Sharpener

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

Other Information (Serial number, etc.): Model 1921X

Condition of Asset: Poor

Reason for Disposition: Does not work.

Location of Asset and Desired Date for Removal to Storage: JJC asap

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.

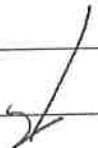
Dept Number & Name: 1242 JJC

Signature 

To be Completed by: AUDITOR

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836-J

Original Acquisition Amount 

Original Funding Source 

Account Group \_\_\_\_\_

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

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

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

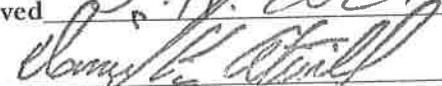
Individual \_\_\_\_\_

\_\_\_\_ Trade \_\_\_\_\_ Auction \_\_\_\_\_ Sealed Bids

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

Commission Order Number 203-2021

Date Approved 5.14.2021

Signature 

# BOONE COUNTY

## Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

Date: March 12, 2021

Fixed Asset Tag Number: N/A

Description of Asset: Insignia DVD Player

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

Other Information (Serial number, etc.): 17F22AA01189

Condition of Asset: Poor

Reason for Disposition: Does not work. Will not play DVDs.

Location of Asset and Desired Date for Removal to Storage: JJC asap

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: 1242 JJC

Signature



**To be Completed by: AUDITOR**

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836 *J*

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

**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 203-2021

Date Approved Mar. 14 2021

Signature 



**BOONE COUNTY**  
**Request for Disposal/Transfer of County Property**  
*Complete, sign, and return to Auditor's Office*

Date: March 12, 2021

Fixed Asset Tag Number: N/A

Description of Asset: Insignia DVD Player

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

Other Information (Serial number, etc.): 17F22AA01190

Condition of Asset: Poor

Reason for Disposition: Does not work. Will not play DVDs.

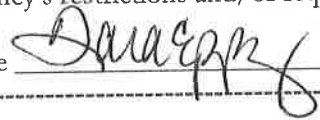
Location of Asset and Desired Date for Removal to Storage: JJC asap

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: 1242 JJC

Signature



**To be Completed by: AUDITOR**

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836 J

Original Acquisition Amount \_\_\_\_\_

Original Funding Source 6

Account Group \_\_\_\_\_

**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 203-2021

Date Approved 5.11.2021

Signature [Handwritten Signature]

**BOONE COUNTY**  
**Request for Disposal/Transfer of County Property**  
*Complete, sign, and return to Auditor's Office*

Date: March 12, 2021

Fixed Asset Tag Number: N/A

Description of Asset: 18 volt Master Force Drill with 2 batteries and a charger

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

Other Information (Serial number, etc.):

Condition of Asset: Fair

Reason for Disposition: Batteries won't hold charge. New one is \$58. Paid approximately \$120 for the set on 12/01/2010.

Location of Asset and Desired Date for Removal to Storage: JJC asap

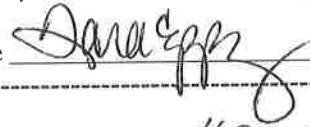
Was asset purchased with grant funding?  YES  NO

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: 1242 JJC

Signature



**To be Completed by: AUDITOR**

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836-J

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

**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 203-2021

Date Approved 5/11/2021

Signature 

# BOONE COUNTY

## Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

Date: March 12, 2021

Fixed Asset Tag Number: N/A

Description of Asset: HP Keyboard

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

Other Information (Serial number, etc.): BDMGH0CUEAH0F6

Condition of Asset: Poor

Reason for Disposition: No longer works

Location of Asset and Desired Date for Removal to Storage: JJC asap

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: 1242 JJC

Signature



**To be Completed by: AUDITOR**

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836-5

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

**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 203-2021

Date Approved 5.11.2021

Signature 

**BOONE COUNTY**  
**Request for Disposal/Transfer of County Property**  
*Complete, sign, and return to Auditor's Office*

Date: March 12, 2021

Fixed Asset Tag Number: N/A

Description of Asset: Framed Dry Erase Board

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

Other Information (Serial number, etc.):

Condition of Asset: Poor

Reason for Disposition: Board is stained with letters and markings

Location of Asset and Desired Date for Removal to Storage: JJC asap

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: 1242 JJC

Signature



**To be Completed by: AUDITOR**

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836 J

Original Acquisition Amount ✓

Original Funding Source ✓

Account Group \_\_\_\_\_

**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 203-2021

Date Approved 5-14-2021

Signature 

**BOONE COUNTY**  
**Request for Disposal/Transfer of County Property**  
*Complete, sign, and return to Auditor's Office*

Date: March 12, 2021

Fixed Asset Tag Number: N/A

Description of Asset: Cincinnati Time metal time card holder

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

Other Information (Serial number, etc.):

Condition of Asset: Fair

Reason for Disposition: No longer needed

Location of Asset and Desired Date for Removal to Storage: JJC    asap

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: 1242 JJC

Signature



**To be Completed by: AUDITOR**

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836 J

Original Acquisition Amount \_\_\_\_\_

Original Funding Source \_\_\_\_\_

Account Group \_\_\_\_\_

**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 203-2021

Date Approved 5.11.2021

Signature 

201 -2021

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI

} ea.

May Session of the April Adjourned

Term. 20 21

County of Boone

In the County Commission of said county, on the

11th

day of

May

20 21

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

Now on this day, the County Commission of the County of Boone does hereby approve the Single Feasible Source Contract 157-123121SS for an Adani Compass DV Full Body Scanner System for the Boone County Sheriff's Department.

The contract period will run from May 01, 2021 through April 30, 2022, and there are four (4) one-year renewal options available after this initial period.

Payments will be paid from the following Fund/Account:

- Fund 1255 General Fund Detention Operations/Account 91300 – Machinery & Equipment: \$ 203,750.63.

Done this 11<sup>th</sup> day of May 2021.

ATTEST:

*Brianna L. Lennon*

Brianna L. Lennon  
Clerk of the County Commission

*Daniel K. Atwill*

Daniel K. Atwill  
Presiding Commissioner

*Justin Aldred*

Justin Aldred  
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

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## MEMORANDUM

**TO:** Boone County Commission  
**FROM:** Liz Palazzolo, CPPO, C.P.M.  
**DATE:** April 29, 2021  
**RE:** Single Feasible Source Contract 157-123121SS for an Adani Compass DV Full Body Scanner System for the Boone County Sheriff's Department

Attached for signature and approval is Sole Source Request Form 157-123121SS for the purchase of an Adani Compass Dual View (DV) Full Body Scanner System for the Boone County Sheriff's Department from Romaine Companies, Inc. of Hopkinsville, Kentucky. The Purchasing Department requests approval of Single Feasible Source contract 157-123121SS that is being established on behalf of the Sheriff's Department.

The Adani Compass Dual View (DV) Full Body Scanner System is necessary in order to ensure facility security, detainee and law enforcement safety because it allows Sheriff's Department personnel to conduct effective full body scans for contraband and weapons on and in people being admitted to the Jail. The body scanner allows staff to be efficient while also minimizing close contact to detainees and reduce exposure to Covid-19 and other biological material. The initial purchase includes acquisition of the system that includes a standard 2-year warranty and an additional 36-month extended warranty.

The single feasible source has been advertised in both the Missouriian and the Columbia Tribune. No other vendors have come forth to indicate that they are able to provide it.

The contract period will run from May 01, 2021 through April 30, 2022, and there are four (4) one-year renewal options available after this initial period.

Payments will be paid from the following fund/account:

- Fund 1255 GF Detention Operations/Account 91300 – Machinery & Equipment:  
\$ 203,750.63

/lp

cc: Major Gary German – Sheriff's Department  
Contract File

To: County Clerk's Office  
 Comm Order # 204-2021  
 Please return purchase req with  
 back-up to Auditor's Office.  
 Electronic Contract

04/26/21  
 RQST  
 DATE

**PURCHASE REQUISITION  
 BOONE COUNTY, MISSOURI**

15606  
 VNDR #

Romaine Companies, Inc.  
 VENDOR NAME

157-123121SS  
 BID #


Ship to Dept #: **1255**

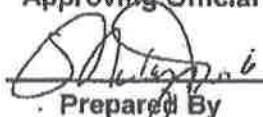
Bill to Dept #: **1255**

| Dept | Account | Item Description  | Qty | Unit Price   | Amount       |
|------|---------|---|-----|--------------|--------------|
| 1255 | 91300   | Adani COMPASS DV Dual View Full Body Security Screening System - system shall include all   | 1   | \$203,750.63 | \$203,750.63 |
|      |         | items detailed in 157-123121SS including DruGuard Automatic Narcotics Detection Software, Work Table, Shipping, Installation, Calibration, Operator Training On-Site and 3-year Extended Warranty |     |              | \$0.00       |
|      |         |   |     |              | \$0.00       |
|      |         | Delivery: 14-30 days ARO  |     |              | \$0.00       |
|      |         |   |     |              | \$0.00       |
|      |         |   |     |              | \$0.00       |
|      |         |   |     |              | \$0.00       |
|      |         |   |     |              | \$0.00       |
|      |         |   |     |              | \$0.00       |
|      |         |   |     |              | \$0.00       |
|      |         |   |     |              | \$0.00       |
|      |         |   |     |              | \$0.00       |
|      |         |   |     |              | \$0.00       |
|      |         |   |     |              | \$0.00       |
|      |         |   |     |              | \$0.00       |
|      |         |   |     |              | \$0.00       |
|      |         |   |     |              | \$0.00       |
|      |         |   |     |              | \$0.00       |

GRAND TOTAL: 203,750.63

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

  
 Approving Official

  
 Prepared By



  
 Auditor Approval



**PURCHASE AGREEMENT FOR  
ADANI COMPASS DUAL VIEW FULL BODY SECURITY SCREENING SYSTEM  
with EXTENDED WARRANTY - TERM & SUPPLY**

**THIS AGREEMENT** dated the 11th day of May 2021 is made between Boone County, Missouri, a political subdivision of the State of Missouri through the Boone County Commission, herein "County" and **Romaine Companies, Inc.** herein "contractor."

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

**1. Contract Documents** - This agreement shall consist of this Purchase Agreement referred to as sole source # **157-123121SS**. The sole source contract shall include **Attachment One** which is the letter and quote from **Romaine Companies, Inc.** dated March 04, 2021 and the e-mails dated April 26, 2021, April 15, 2021 and April 14, 2021 from Michelle Rogers on behalf of the contractor including the warranty Terms and Conditions, **Attachment Two**. The purchase shall be for the Adani Compass Dual View Full Body Security Screening System including all hardware, software including specifically DruGuard Automatic Narcotics Detection Software, delivery, shipping, installation and calibration, operator and administrator training including operation documents, 24-month warranty that includes all parts, labor, travel supplies and freight, and a three-year extended warranty that includes all parts, labor, travel, supplies, and freight. All such documents shall constitute the contract documents which are incorporated herein by reference. Service or product data, specification and literature submitted with the quote response may be permanently maintained in the County Purchasing Office file for this agreement if not attached. In the event of conflict between any of the foregoing documents, this Purchase Agreement and Boone County Standard Terms and Conditions shall prevail and control over the contractor's quote response.

**2. Purchase** - The County agrees to purchase from the contractor and the contractor agrees to supply the County with the Adani Compass Dual View Full Body Security Screening System including all services and extended warranty for a total firm, fixed initial acquisition price of \$203,750.63 for the following:

| <i>Part Number</i> | <i>Description</i>  | <i>Quantity</i> | <i>Unit Price</i> | <i>Total Price</i> |
|--------------------|---|-----------------|-------------------|--------------------|
| ADN Compass DV     | COMPASS DV – Dual View Full Body Security Screening System – system shall include as follows: | 1               |                   | \$165,250.63       |
|                    | X-Ray Generators with X-Ray Shielding Cases   | 2               |                   | Included           |
|                    | Image Detectors with Filtration Systems   | 2               |                   | Included           |
|                    | Dosimeters for both X-Ray Generators  | 2               |                   | Included           |
|                    | 6 independent kV and mA scanning modes – 3 in SV  | 1               |                   | Included           |
|                    | Operators Interface Workstation   |                 |                   | Included           |
|                    | 24" Color Monitor   | 1               |                   | Included           |
|                    | 19" Color Monitor   | 1               |                   | Included           |
|                    | Movable Platform – 660lb. Maximum with Safety Handrail  | 1               |                   | Included           |
|                    | Imaging Field of View 82"H X 29"W   | 1               |                   | Included           |
|                    | 8GB RAM Memory  | 1               |                   | Included           |

|  |   |   |               |                     |
|--|---|---|---------------|---------------------|
|  |   |   |               |                     |
|  | 1T Hard Drives  | 2 |               | Included            |
|  | Local storage of approximately 940,000 images   | 1 |               | Included            |
|  | 65,384 Gray Scale Levels  | 1 |               | Included            |
|  | Operation Documents   | 1 |               | Included            |
|  | DruGuard ® Automatic Narcotics Detection Software   | 1 | \$10,000.00   | Included            |
|  | Work-Table  | 1 | \$1,000.00    | \$1,000.00          |
|  | 24-Month warranty on parts, labor, travel, freight  | 1 |               | Included            |
|  | 36-Month Extended Warranty for Years 3,4, and 5 – includes parts, labor, travel, supplies and freight | 3 | \$12,500/Year | \$37,500.00         |
| Install  | Installation and Calibration  | 1 | \$3,500.00    | Included            |
| Training   | Operator and Administrator Training On-Site for Up-to 10 people                                       | 1 | \$3,000.00    | Included            |
| Shipping   | Shipping: FOB Destination Freight Prepaid and Allowed   | 1 | \$3,000.00    | Included            |
| <b>Initial Contract Period - Firm, Fixed Total Acquisition Price</b> |   |   |               | <b>\$203,750.63</b> |

**3. Scanning Equipment Calibration, X-Ray Equipment Safety** – The contractor shall provide scanning equipment calibration as part of the service agreement. All service provided shall be in compliance with all current business and industry standards for X-Ray scanning equipment. All local, state, and federal laws, rules and regulations that apply to the operation and maintenance of X-Ray scanning equipment shall be followed by the contractor. The contractor shall provide advice to the Sheriff's Department regarding recommended safe use and maintenance of the Adani Compass DV system.

**4. Contract Duration** - This agreement shall commence on **May 01, 2021 and extend through April 30, 2026**, subject to the provisions for termination specified below. This agreement may be extended beyond the expiration date by order of the County for **an additional five (5) one-year periods. Pricing is firm throughout the initial contract period and may adjust based on mutual agreement of the County and the contractor at the time of renewal regarding the annual payment for the extended warranty.**

**5. Billing and Payment** - All billing shall be invoiced to the Boone County Sheriff's Department, 2121 County Drive, Columbia, MO 65202. No additional fees for extra services or taxes shall be included as additional charges in excess of the charges in the contractor's quote. The County agrees to pay all correct statements within thirty (30) calendar days of receipt; the contractor agrees to honor any cash or prompt payment discounts offered by the contractor 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 not to exceed 9% per annum on disputed amounts withheld commencing from the last date that payment was due.

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

**7. Entire Agreement** - This agreement constitutes the entire agreement between the parties and supersedes any prior negotiations, written or verbal, and any other proposal or proposal 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.

**8. 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.

**ROMAINE COMPANIES, INC.**

by: DocuSigned by:  
Melissa Romaine  
7E90CB809F8C45B...  
title Vice President

**BOONE COUNTY, MISSOURI**

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

APPROVED AS TO FORM:

DocuSigned by:  
County Counselor

ATTEST:

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

1255/91300: \$203,750.63

DocuSigned by:  
Date 5/4/2021 Appropriation Account  
Signature E3F1C847D...