

569²⁰²²

CERTIFIED COPY OF ORDER

STATE OF MISSOURI

} ea.

December Session of the October Adjourned

Term. 20 22

County of Boone

In the County Commission of said county, on the

8th

day of

December

20 22

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

Now on this day, the County Commission of the County of Boone does hereby acknowledge the attached report documenting the contracts approved by the Purchasing Director as the County's Purchasing Agent (as designated in Commission Order 114-2022) during the month of November 2022.

Done this 8th day of December 2022.

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

Melinda Bobbitt, CPPO
Director of Purchasing



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

MEMORANDUM

TO: Boone County Commission
FROM: Melinda Bobbitt, CPPO, CPPB
DATE: December 7, 2022
RE: Contracts and Amendments Signed by Purchasing Director in November 2022

Attached is the list of contracts and amendments that were awarded in November 2022 and signed by the Purchasing Director.

The *Notice of Awards* that explains the justification for award is posted on our web page at www.showmeboone.com / Purchasing / Notice of Awards. The *Bid Tabulation* listing the Bidders/Offerors with pricing is also posted there. These contract documents have been added to the Boone County Clerk bid file.

att: List of Contracts/Amendments

Contracts and Amendments Signed by Purchasing Director - November 2022

CONTRACTS

Bid #	Description	Vendor	Award Amount
29-26AUG22 (Contract C000508)	Digital Advertising	Baker HD Productions, LLC dba Baker Digital Marketing	Term & Supply
29-26AUG22 (Contract C000507)	Digital Advertising	Sinclair Communications, LLC dba KRCG-TV	Term & Supply
29-26AUG22 (Contract C000506)	Digital Advertising	Lundmark Advertising + Design, Inc.	Term & Supply
38-20OCT22 (C000510)	Bid Documents Management Services	American Document Solutions	Term & Supply
40-14OCT22 (C000515)	Walk-In Building Supplies and Related Material	American Cleaning Systems, Inc.	Term & Supply
40-14OCT22 (C000516)		Westlake ACE Hardware	Term & Supply
40-14OCT22 (C000517)		Sentinel Hardware	Term & Supply
40-14OCT22 (C000518)		Reliable Products Corporation d/b/a Johnstone Supply	Term & Supply
40-14OCT22 (C000519)		Ri-Mor Mulch, LLC	Term & Supply
40-14OCT22 (C000520)		Central Irrigation Supply, Inc, d/b/a Central Turf and Irrigation Supply	Term & Supply
AMENDMENTS			
Amendment/Bid #	Description	Vendor	Amendment Amount
Amendment #2 to 40-12AUG19	Cellebrite UFED 4PC Software License & Support	Carahsoft Technology Corporation	\$13,832.65

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
County of Boone } ea.

December Session of the October Adjourned

Term. 20 22

In the County Commission of said county, on the 8th day of December 20 22

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

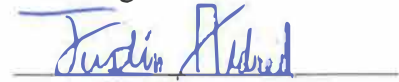
Now on this day, the County Commission of the County of Boone does hereby approve the Award of Contract C000509, Co-Operative Contract 2022118 for Offender Monitoring Products, Services and Solutions, Term & Supply with BI Incorporated.


Done this 8th day of December 2022.

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

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



613 E. Ash St, Room 110
Columbia, MO 65201
Phone: (573) 886-4392
Fax: (573) 886-4390

COMMISSION MEMORANDUM

TO: Boone County Commission
FROM: Liz Palazzolo, Senior Buyer
DATE: November 17, 2022
RE: County Contract C000509, Cooperative Contract 2022118 – Offender Monitoring Products, Services, and Solutions with BI Incorporated, Term & Supply

Purchasing requests permission to use cooperative contract 2022118 for Offender Monitoring Products, Services, and Solutions with BI Incorporated of Boulder, Colorado. The contract has been established as a cooperative contract through Omnia Partners. The contract provides offender monitoring products services used by the 13th Circuit Court.

The contract period runs December 01, 2022 through May 03, 2027. There are two (2) one-year renewal options available subsequent to this initial period.

This is a Term and Supply contract. Payments by the 13th Circuit Court will reference the following coding: 1210 – GF Court Operations/71600 – Equipment Leases & Meter Charges; 1241 – GF Juvenile Office/71600 - Equipment Leases & Meter Charges; 1243 – GF Juvenile Grants/71600 - Equipment Leases & Meter Charges.

/lp

c: Contract File

**PURCHASE AGREEMENT
FOR
OFFENDER MONITORING PRODUCTS, SERVICES, AND SOLUTIONS**

THIS AGREEMENT, County Contract # **C000509**, co-operative contract **2022118**, dated the 8th day of December 2022 is made between Boone County, Missouri, a political subdivision of the State of Missouri through the Boone County Commission, herein "County" and **BI Incorporated**, herein "Vendor."

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

1. **Contract Documents** - This agreement shall consist of this Purchase Agreement for **Offender Monitoring Products, Services and Solutions**, in compliance with all bid specifications and any addenda issued for the Omnia Partners contract 2022118, and the Standard Terms and Conditions of Boone County, Missouri. All such documents shall constitute the contract documents which are incorporated herein by reference. Service or product data, specification and literature submitted with the bid response may be permanently maintained in the County Purchasing Office bid file for this bid if not attached. In the event of conflict between any of the foregoing documents, this Purchase Agreement, Omnia Partners contract 2022118, and the Standard Terms and Conditions of Boone County, Missouri shall prevail and control over the vendor's bid response.

2. **Purchase** - The County agrees to purchase from the Vendor and the Vendor agrees to supply the County with **Offender Monitoring Products, Services and Solutions**, as specified and priced in the Omnia Partners contract 2022118. Prices for equipment and services shall be as follows:

Technology	Rental / Spare Charge per Unit per Day	Monitoring Service Charge per Unit Per Active Day	Total Charge per Unit per Active Day	Spares	Loss and Damage Allowance
	Firm, Fixed Price	Firm, Fixed Price	Firm, Fixed Price		
HG206	\$1.75	\$0.90	\$2.65	30%	Unlimited
HG20 20 Cell	\$1.75	\$0.90	\$2.65	30%	Unlimited
LOC8/LOC8 XT GPS Option A: 1.30.W5.C30 ZX Option B: 1.240.W5.C30 ZX	\$1.70	\$1.35	\$3.05	5 Fixed	Unlimited
SL2/SL3	\$1.60	\$2.60	\$4.20	30%	Unlimited

TAD Cellular	TAD Bracelet: \$3.20 Cell Surcharge: \$1.25	\$2.00	\$6.45	30%	Unlimited
SmartLINK	SmartLINK Options	With BI EM Charge	Without BI EM Charge		
	Number of Clients	Unlimited	1-1,000	1,001 – 9,999	10,001+
	Option Connect	No Charge	\$0.25	\$0.15	\$0.10
	Option Report	\$0.25	\$0.50	\$0.40	\$0.35
	Option Verify	\$0.50	\$0.75	\$0.65	\$0.60
Video Conference	\$0.35	\$0.35	\$0.35	\$0.35	\$0.35

2.1 **Thirty Percent (30%) No-charge Spares:** Each month during the Term, the County is entitled to keep a quantity of Units equal to, but not to exceed, thirty percent (30%) of that month's average number of active Units per day in its possession at no charge (not subject to the Unit Rental Charge while not in use). For any inactive units in excess of the thirty percent (30%) allowance, the County will incur a spare charge per unit per day based on the applicable Rental / Spare Charge per Unit per Day listed in the table above.

2.2 **LOC8/LOC8 XT Unit No-charge Spares:** Each month during the term of the Agreement, the County is entitled to keep up to, but not to exceed, five (5) LOC8/LOC8 XT Units at no charge (not subject to the Unit Rental Charge while not in use). For any inactive LOC8/LOC8 XT Units in excess of the five (5) spares allowance, the County will incur a \$1.70 charge per unit per day.

2.3 **Unlimited Loss and Damage:** During each year of this Agreement, BI will pay for the cost associated with replacing lost, stolen, or damaged Units. For Unlimited Loss and Damage, a charge of \$0.25 will be added to the rental cost of each unit.

2.4 **Spares Billing Deferral:** Upon full execution of this Agreement, the County will be granted a sixty (60) day ramp-up period before billing for spares for SL3 and HG20/20 Cell will commence.

2.5 **Telco Service Charge:** SL2/SL3 Units that are inactive continue to incur telecom fees. BI reserves the right to discontinue (turn off) the telecommunications plan for purchased SL2/SL3 units which have not incurred data usage fees for at least 180 consecutive days.

2.6 **Reasonable Supplies:** Service includes reasonable disposable field supplies as required by the County.

2.7 **Video Conference:** Use of Video Conferencing will incur an additional charge of \$0.35 per conference, up to 15 minutes.

2.8 **Supplies:** All accessories, including replacement batteries, straps, waist packs, carrying bags, clips and other related equipment necessary for proper operation shall be provided by BI at

no additional cost throughout the term of the contract. Install and deactivation tools/equipment shall be provided at no additional cost throughout the term of the contract.

2.9 **Training:** BI shall provide initial training, refresher training as needed, and weekly or ad hoc online training. BI shall provide training at no additional cost.

2.10 **Freight:** BI will pay for the cost to ship Units and other Equipment, Supplies and accessories to the County, and to ship Units and other Equipment from the County. The County may request shipping methods other than ground delivery, in which event the County will pay for the full cost of such alternative shipping method.

3. **Contract Term** - This agreement shall commence on **December 01, 2022 through May 03, 2027** subject to the provisions for termination specified below. The contract has two (2) additional one-year renewal options available.

4. **Billing and Payment** - All billing shall be invoiced to the using department. Billings may only include the prices listed in the vendor's bid response. No additional fees for paperwork processing, labor, or taxes shall be included as additional charges in excess of the charges in the Vendor's bid response to the specifications. The County agrees to pay all Monthly Statements within thirty days of receipt. In the event of a billing dispute, the County reserves the right to withhold payment on the disputed amount; in the event the billing dispute is resolved in favor of the Vendor, the County agrees to pay interest at a rate of 9% per annum on disputed amounts withheld commencing from the last date that payment was due.

5. **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.

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

- a. 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.

BI INCORPORATED

by DocuSigned by:
Danna Coupland
09E380AB6BFE4C5...

title VP, Finance

BOONE COUNTY, MISSOURI

by: Boone County Commission

DocuSigned by:
Daniel K. Atwill
BA4B934CED8E4EB...

Presiding Commissioner

APPROVED AS TO FORM:

DocuSigned by:
C. J. Johnson
7D71DEAEB9D74DD...

County Counselor

ATTEST:

DocuSigned by:
Brianna L. Lennon
D267E242BFB946C...

County Clerk

AUDITOR'S 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.)

1210/71600; 1241/71600; 1243/71600 - Term & Supply

DocuSigned by:
Quinn E. Pollock, Auditor
EB91DB24AAAC49D...

12/2/2022

Signature

Date

Appropriation Account

STANDARD CONTRACT TERMS AND CONDITIONS - BOONE COUNTY, MISSOURI

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

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

14. In the event of a discrepancy between a unit price and an extended line item price, the unit price shall govern.
15. Should an audit of Contractor's invoices during the term of the Agreement, and any renewals thereof, indicate that the County has remitted payment on invoices that constitute an over-charging to the County above the pricing terms agreed to herein, the Contractor shall issue a refund check to the County for any over-charges within 30-days of being notified of the same.
16. Pursuant to Section 34.600 RSMo, for contracts \$100,000 and greater, Contractor/Vendor certifies it is not currently engaged in and shall not, for the duration of the contract, engage in a boycott of goods or services from the State of Israel; companies doing business in or with Israel or authorized by, licensed by, or organized under the laws of the State of Israel; or persons or entities doing business in the State of Israel.
17. **For all titled vehicles and equipment, the dealer must use the actual delivery date to the County** on all transfer documents including the Certificate of Origin (COO), Manufacturer's Statement of Origin (MSO), Bill of Sale (BOS), and Application for Title.
18. **Equipment and serial and model numbers** - The contractor is strongly encouraged to include equipment serial and model numbers for all amounts invoiced to the County. If equipment serial and model numbers are not provided on the face of the invoice, such information may be required by the County before issuing payment.
19. All equipment and supplies offered in a quote must be new, of current production, and available for marketing by the manufacturer unless the County clearly specifies that used, reconditioned, or remanufactured equipment and supplies may be offered.

Updated 10/01/21

Insurance Requirements: The Contractor shall not commence work under this contract until they have obtained all insurance required under this paragraph and the Certificate of Insurance has been approved by the County, nor shall the Contractor allow any subcontractor to commence work on their subcontract until all similar insurance required of subcontractor has been so obtained and approved. All policies shall be in amounts, form and companies satisfactory to the County which must carry an A-6 or better rating as listed in the A.M. Best or equivalent rating guide. Insurance limits indicated below may be lowered at the discretion of the County.

Employers Liability and Workers Compensation Insurance - The Contractor shall take out and maintain during the life of this contract, **Employers Liability and Workers Compensation Insurance** for all of its employees employed at the site of work, and in case any work is sublet, the Contractor shall require the subcontractor similarly to provide Workers Compensation Insurance for all of the latter's employees unless such employees are covered by the protection afforded by the Contractor. Workers Compensation coverage shall meet Missouri statutory limits. Employers Liability limits shall be \$500,000.00 each employee, \$500,000.00 each accident, and \$500,000.00 policy limit. In case any class of employees engaged in hazardous work under this Contract at the site of the work is not protected under the Workers Compensation Statute, the Contractor shall provide and shall cause each subcontractor to provide Employers Liability Insurance for the protection of their employees not otherwise protected.

Commercial General Liability Insurance - The Contractor shall take out and maintain during the life of this contract, such commercial general liability insurance as shall protect it and any subcontractor performing work covered by this contract, from claims for damages for personal injury including accidental death, as well as from claims for property damages, which may arise from operations under this contract, whether such operations be by themselves or for any subcontractor or by anyone directly or indirectly employed by them. The amounts of insurance shall be not less than \$3,000,000.00 combined single limit for any one occurrence covering both bodily injury and property damage, including accidental death. If the Contract involves any underground/digging operations, the general liability certificate shall include X, C, and U (Explosion, Collapse, and Underground) coverage. If providing Commercial General Liability Insurance, then the Proof of Coverage of Insurance shall also be included.

Contractor may satisfy the minimum liability limits required for Commercial General Liability or Business Auto Liability under an Umbrella or Excess Liability policy. There is no minimum per occurrence limit of liability under the umbrella or Excess Liability; however, the Annual Aggregate limit shall not be less than the highest "Each Occurrence" limit for either Commercial General Liability or Business Auto Liability. **Contractor agrees to endorse the County as an Additional Insured on the umbrella or Excess Liability, unless the Certificate of Insurance state the Umbrella or Excess Liability provides coverage on a "Follow-Form" basis.**

Business Automobile Liability – The Contractor shall maintain during the life of this contract, automobile liability insurance in the amount of not less than \$3,000,000.00 combined single limit for any one occurrence, covering both bodily injury, including accidental death, and property damage, to protect themselves from any and all claims arising from the use of the Contractor's own automobiles, teams and trucks; hired automobiles, teams and trucks; non-owned and both on and off the site of work.

Subcontractors: Contractor shall cause each Subcontractor to purchase and maintain insurance of the types and amounts specified herein. Limits of such coverage may be reduced only upon written agreement of County. Contractor shall provide to County copies of certificates of insurance evidencing coverage for each Subcontractor. Subcontractors' commercial general liability and business automobile liability insurance shall name County as Additional Insured and have the Waiver of Subrogation endorsements added.

Proof of Carriage of Insurance - The Contractor shall furnish the County with Certificate(s) of Insurance which name the County as additional insured in an amount as required in this contract). The Certificate of Insurance shall provide that there will be no cancellation, non-renewal or reduction of coverage without 30 days prior written notice to the County. In addition, such insurance shall be on an occurrence basis and shall remain in effect until such time as the County has made final acceptance of the services provided.

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

Nothing in these requirements shall be construed as a waiver of any governmental immunity of the County, its officials nor any of its employees in the course of their official duties. Nothing in the insurance procured as required herein shall be interpreted so as to waive any sovereign immunity, official immunity, or other immunity defense available to County as a political subdivision in the State of Missouri. It is not the County's intent or desire to procure insurance that would operate as a waiver of any such immunity defense.

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

Certificate Holder address:

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

INSTRUCTIONS FOR COMPLIANCE WITH HOUSE BILL 1549

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

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

<https://www.e-verify.gov/>

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

<https://www.e-verify.gov/employers>

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

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
County of Boone } ea.

December Session of the October Adjourned

Term. 20 22

In the County Commission of said county, on the 8th day of December 20 22

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

Now on this day, the County Commission of the County of Boone does hereby approve the trade of photocopier, asset tag 20211, for \$0.00 trade-in value with the purchase of a new copier from Sumnerone, Inc. Sumnerone Inc. will haul off and recycle at the time they install the new copier. The hard drive will be removed and left with Boone County's Information Technology Department.

Done this 8th day of December 2022.

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
Melinda Bobbitt, CPPO
Director of Purchasing



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

MEMORANDUM

TO: Boone County Commission
FROM: Melinda Bobbitt, CPPO
RE: Surplus Disposal –Photocopier asset tag 20211
DATE: November 30, 2022

Court Administration requests permission to trade their photocopier, fixed asset 20211 for a \$0.00 trade-in value when they purchase their new copier from Sumnerone, Inc. Sumnerone will haul off and recycle at the time they install the new copier. The hard drive will be removed and left with our Information Technology department.

cc: Jacob Flowers, Auditor's office
Cindy Garrett, Kelly Chamberlin, Court Administration
Surplus File

BOONE COUNTY

Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

RECEIVED

Date: 11-21-22

Fixed Asset Tag Number: 20211

NOV 28 2022

Description of Asset: HP Laserjet M725 Copier

BOONE COUNTY
AUDITOR

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

Other Information (Serial number, etc.): MXCCH2H020 Please see attached page.

Condition of Asset: Poor

Reason for Disposition: New copier was obtained. It jams about every 5th page. Multiple attempts to be fixed

Location of Asset and Desired Date for Removal to Storage: ~~Court Reporters Area, Courthouse 1st floor. Please remove ASAP.~~ ruled

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: 1210 Court Operations

Signature: Cindy Janet

To be Completed by: AUDITOR

Original Acquisition Date: 7/28/16

G/L Account for Proceeds: 1190-3836 F

Original Acquisition Amount: 5016.03

Original Funding Source: 2731

Account Group: 1601

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 571-2022

Date Approved 12.8.2022

Signature: [Signature]

Asset ID & Characteristics

CT13 Asset Tag # 20211

Asset Type Hardware
Asset Category MultiFunction Device

Model Number Laserjet M725
Vendor Part # CF069A#BGJ
Serial Number MXCCH2H020
MAC Address 3863:BBDC:D4F9
RAM (in GB)
Disk Space (in GB)

Manufacturer Hewlett-Packard
Asset Description/Title MultiFunction Printer/Scanner/C
Wireless? (Check if wire)

Operating System
Host Name BNECRL02
Associated Host Name(s)
Device Phone Number
IP Address(es) (if static) 10.98.135.25

Use / Physical Location

Asset Use Network Printing
Building Boone County Courthouse
Room Court Reporters

Assigned User(s)/ Role(s) Court Reporters
Floor 1
Unit JA-Court Reporter
Skip Status Check? (Check if Yes)

Service Information

Status In-Use
Vendor World-Wide Technologies
Budget Department 1210
Budget Category 92301
Est. Service Life 10 years
Service Start Date 07/2016

Budget Notes

Owner Boone
Number of Units/Licenses 1
Acquisition Method Purchased
PO Number 2016 BNEIT060916MFF
Asset Cost \$5016.03
Service End Date

Grant Information

Grant-Related? Yes No

Maintenance Information

Christopher Fishman-Weaver
Technology Services Supervisor, 13th Circuit
Boone County Courthouse | IT Office | 705 E. Walnut | Columbia, MO 65201
(573) 886-4086 | christopher.fishman-weaver@courts.mo.gov

PO No. 2022000106

ENCUMBRANCE - PURCHASE ORDER
BOONE COUNTY, MISSOURI
GOVERNMENT CENTER
801 E WALNUT
COLUMBIA MO 65201

BID:
DATE:
PAGE 01 OF 01

VENDOR NUMBER: SUMNERONE INC
5960 PO BOX 5180
ST LOUIS, MO 63139

SHIP TO: GF COURT OPERATIONS
1210 BOONE COUNTY CIRCUIT COURT ADMIN
705 E WALNUT
COLUMBIA, MO 65201
(573)886-4189

SPECIAL INSTRUCTIONS:

BILL TO: GF COURT OPERATIONS
1210 BOONE COUNTY CIRCUIT COURT ADMIN
705 E WALNUT
COLUMBIA, MO 65201
(573)886-4189

<u>QTY</u>	<u>DESCRIPTION</u>	<u>LOT</u>	<u>UNIT PRICE</u>	<u>AMOUNT</u>
	KYOCERA TA5004I COPIER		5,587.0000	
	1210 GF COURT OPERATIONS 92000 REPLCMENT OFFICE EQUIP			5,587.00

TOTAL AMOUNT:

AUDITOR COPY

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY INSTITUTION

RECOMMENDATION FOR:

BOONE COUNTY CIRCUIT COURT
705 E WALNUT
COLUMBIA, MO 65201-4448

PREPARED FOR: CHRISTOPHER FISHMAN-WEAVER

Prepared By:

Wayne Rueger

573.499.5330

February 8, 2022



Melinda Bobbitt

From: Barbara.Oeth@courts.mo.gov
Sent: Tuesday, November 22, 2022 11:39 AM
To: Melinda Bobbitt
Subject: RE: Disposal of Copier in Court Reporters Offices
Attachments: pic13931.jpg

CAUTION: This email originated outside of boonecountymo.org. ONLY use links and attachments which are familiar.

Ok, well I am confirming that the vendor will take the old copier.

Sorry, Kelly told me she copied you in the email from the vendor.

Please let me know if you need additional information.

Thanks,

Barbie Oeth
Sr. Administrative Assistant
Circuit 13 Judicial Court Administration
705 E. Walnut
Columbia, MO 65201
573-886-4056
Barbara.Oeth@courts.mo.gov

(Embedded image moved to file: pic13931.jpg) Everything that is past is either a learning experience to grow on, a beautiful memory to reflect on, or a motivating factor to act upon." Denis Waitley

From: "Melinda Bobbitt" <MBobbitt@boonecountymo.org>
To: "Barbara Oeth" <barbara.oeth@courts.mo.gov>
Date: 11/22/2022 11:35 AM
Subject: RE: Disposal of Copier in Court Reporters Offices

No, not yet.

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

E-mail: mbobbitt@boonecountymo.org
Phone: (573) 886-4391
Fax: (573) 886-4390

-----Original Message-----

From: Barbara.Oeth@courts.mo.gov <Barbara.Oeth@courts.mo.gov>
Sent: Tuesday, November 22, 2022 11:30 AM
To: Melinda Bobbitt <MBobbitt@boonecountymo.org>
Subject: RE: Disposal of Copier in Court Reporters Offices

CAUTION: This email originated outside of boonecountymo.org. ONLY use links and attachments which are familiar.

Did you get the confirmation from Kelly? I had asked her to let me know and she said she had copied you in the email from the vendor.

Sorry,

Barbie Oeth
Sr. Administrative Assistant
Circuit 13 Judicial Court Administration
705 E. Walnut
Columbia, MO 65201
573-886-4056
Barbara.Oeth@courts.mo.gov

(Embedded image moved to file: pic01842.jpg) Everything that is past is either a learning experience to grow on, a beautiful memory to reflect on, or a motivating factor to act upon." Denis Waitley

From: "Melinda Bobbitt" <MBobbitt@boonecountymo.org>
To: "Heather Acton" <HActon@boonecountymo.org>, "Dave Eagle" <DEagle@boonecountymo.org>, "Barbara Oeth" <barbara.oeth@courts.mo.gov>
Cc: "Jacob Flowers" <JFlowers@boonecountymo.org>
Date: 11/22/2022 10:43 AM
Subject: RE: Disposal of Copier in Court Reporters Offices

Barbie,

Please contact the vendor ASAP that you want them to pickup and haul off your old copier when they bring your new one. We trade those with a zero value. They are too heavy for our staff to mess with.

Please let me know when they've agreed to do this, and then I'll route the Disposal Form in Commission for signature for trade.

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

E-mail: mbobbitt@boonecountymmo.org
Phone: (573) 886-4391
Fax: (573) 886-4390

-----Original Message-----

From: Heather Acton <HActon@boonecountymmo.org>
Sent: Monday, November 21, 2022 3:30 PM
To: Melinda Bobbitt <MBobbitt@boonecountymmo.org>; Dave Eagle <DEagle@boonecountymmo.org>
Cc: Jacob Flowers <JFlowers@boonecountymmo.org>
Subject: FW: Disposal of Copier in Court Reporters Offices

Good Afternoon,

Please see Barbie's request below. I know usually the vendor picks up the copiers so I checked out the contract and it looks like it didn't go through purchasing. I attached the PO and backup.

Heather Acton
Senior Accountant/Financial Analyst
Boone County Auditor
801 E Walnut, Rm 304
Columbia, MO 65201-7729
573-886-4240

-----Original Message-----

From: Barbara.Oeth@courts.mo.gov <Barbara.Oeth@courts.mo.gov>
Sent: Monday, November 21, 2022 3:21 PM
To: Heather Acton <HActon@boonecountymmo.org>
Cc: Doug Coley <DColey@boonecountymmo.org>
Subject: Disposal of Copier in Court Reporters Offices

CAUTION: This email originated outside of boonecountymmo.org. ONLY use links and attachments which are familiar.

Please see attached Disposal of Asset form for the removal and disposal of a copier in the Court reporter's office area. A detailed spec sheet on the copier is also attached.

The new copier is being delivered tomorrow and it would be helpful if the old one could be removed as soon as possible. I know this is short notice and it could take a couple days, but the sooner the better if possible.

(See attached file: 11-21-2022 HP Copier-Court Rprtrs.pdf)

Thank you,

Barbie Oeth
Sr. Administrative Assistant
Circuit 13 Judicial Court Administration
705 E. Walnut
Columbia, MO 65201

573-886-4056

Barbara.Oeth@courts.mo.gov

(Embedded image moved to file: pic24370.jpg) Everything that is past is either a learning experience to grow on, a beautiful memory to reflect on, or a motivating factor to act upon." Denis Waitley

Meta Kanago

From: Heather Acton
Sent: Friday, February 25, 2022 8:27 AM
To: Jacob Flowers; Meta Kanago; Caryn Ginter; Jason Gibson
Subject: RE: Copiers

We have discussed this before and decided to go with Office equipment. I did a review of the budget to move them all but this must have got missed. -Heather

From: Jacob Flowers <JFlowers@boonecountymo.org>
Sent: Friday, February 25, 2022 8:04 AM
To: Meta Kanago <MKanago@boonecountymo.org>; Caryn Ginter <CGinter@boonecountymo.org>; Jason Gibson <JGibson@boonecountymo.org>; Heather Acton <HActon@boonecountymo.org>
Subject: RE: Copiers

I would go with Office Equipment.

From: Meta Kanago <MKanago@boonecountymo.org>
Sent: Thursday, February 24, 2022 5:29 PM
To: Caryn Ginter <CGinter@boonecountymo.org>; Jason Gibson <JGibson@boonecountymo.org>; Heather Acton <HActon@boonecountymo.org>; Jacob Flowers <JFlowers@boonecountymo.org>
Subject: Copiers

Historically, we've been coding copiers to both Office Equipment or Machinery & Equipment (or replacement). I issued a PO for the County Counselor taking it out of Office Equipment earlier this year. I now have one from the Circuit Court coding it to Machinery & Equipment. Do we want to try to get these all on the same page so all departments are coding the same? If so, should it be Office Equipment?

Your thoughts?

Meta

Meta Kanago
Accounts Payable Coordinator
Boone County Auditor's Office
801 E Walnut, Rm 304
Columbia, MO 65201-7729
Phone: 573.886.4279
Fax: 573.886.4280
Email: mkanago@boonecountymo.org