

14 -2023

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI }  
County of Boone } ea.

January Session of the January Adjourned

Term. 28


In the County Commission of said county, on the 10th day of January 20 23

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 C000577 from PAQ Request 45-17NOV22 for Photogrammetry Products and Services for the Boone County Assessor and the IT GIS Unit from the Surdex Corporation.

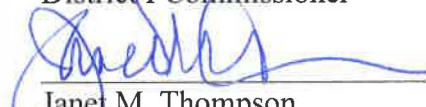
Done this 10th day of January 2023.

ATTEST:

  
Brianna L. Lennon  
Clerk of the County Commission

  
Kip Kendrick  
Presiding Commissioner

  
Justin Aldred  
District I Commissioner

  
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: January 05, 2023  
RE: Award C000577, Project Assessment Quote Request #45-17NOV22 for Photogrammetric Mapping Products and Services for the Boone County IT Department, GIS Unit, and the Boone County Assessor's Office from Surdex

Boone County issued a Project Assessment Quotation (PAQ) Request requesting responses from the four State of Missouri contractors offering Photogrammetric Mapping Products and Services (contracts CS210470001 through CS210470004). Competitive procurement was used by the state to establish its contracts, and the Boone County Purchasing Office again solicited competitive responses from the four contractors specific to the Boone County flight project. Three responses and one "No Response" were received; the response tabulation is attached to this memo. The three responses to the Boone County PAQ were evaluated by Nathan Mattox, Boone County GIS Manager (IT Department). The Boone County Purchasing Office evaluated cost for the project. Both the evaluation report and cost evaluation are attached to this memo.

Nathan Mattox, GIS Manager, recommends awarding the project to Surdex Corporation of Chesterfield, Missouri. The response from Surdex Corporation is the lowest and best response.

The initial contract period will run from the January 05, 2023 through December 31, 2023.

The Assessor's Office will be paying the Boone County portion for the project. Boone County has partnered with the Missouri Department of Conservation that will be paying its portion directly to Surdex Corporation.

County payment will be paid referring to this coding:

- 2010 Assessment/71100 – Outside Services– Total: \$ 76,000.00

Attachments: Response Tabulation, Evaluation Report with Cost Evaluation

/lp

cc: Nathan Mattox, GIS Manager, IT  
File

12/30/22

RQST  
DATE

**PURCHASE REQUISITION  
BOONE COUNTY, MISSOURI**

5406

VNDR #

SurdexCorporation

VENDOR NAME

45-17NOV22

BID #

Ship to Dept #:

Bill to Dept #:

Dept	Account	Item Description	Qty	Unit Price	Amount
2010	71100	Boone County Portion for Option 2: Classifying Bare-Earth LiDAR QL0 0.35m LiDAR - 2023 Flight	1	\$76,000.00	\$76,000.00
		Per Attached			\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
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					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00

GRAND TOTAL: 76,000.00

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  
PHOTOGRAMMETRIC PRODUCTS & SERVICES**

**THIS AGREEMENT**, County Contract **C000577**, awarded from PAQ Request 45-17NOV22, dated the 10<sup>th</sup> day of January 2023 is made between Boone County, Missouri, a political subdivision of the State of Missouri through the Boone County Commission, herein "County" and **Surdex Corporation**, 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 Photogrammetric Products & Services, Project Assessment Quotation (PAQ) Request number **45-17NOV22**, State of Missouri Contract CS210470002 as amended, and the Vendor's proposal response dated November 16, 2022 as executed and sent by **Ronald C. Hoffmann** on behalf of the Vendor. All such documents shall constitute the contract documents which are incorporated herein by reference. Service or product data, specification and literature submitted with the proposal response may be permanently maintained in the County Purchasing Office contract file for this proposal if not attached. In the event of conflict between any of the foregoing documents, this Purchase Agreement, Project Assessment Quotation (PAQ) Request number **47-17NOV22**, and the State of Missouri Contract CS210470002 as amended, prevail and control over the Vendor's proposal PAQ response.

2. **Purchase –The County awards OPTION 2 – Classifying Bare-Earth LiDAR: County-wide Flight and Processing (See Attachment 1)**

Cost for 691 sqmi – QL0 0.35m LiDAR for entire County (Point Cloud (all points returned), bare earth and hydro flatten to USGS specification)	<u>\$114,000.00</u>
No Other Additional Costs	
<b>Total QL0 .35m County LiDAR</b>	<b><u>\$114,000.00</u></b>

3. **Delivery** – The Vendor agrees to deliver products and/or services as specified in the Vendor's response. Delivery shall be to the Boone County GIS Department, Attn: Nathan Mattox, 801 E. Walnut, Rm. 220, Columbia, MO 65201.

4. **Contract Duration**– The agreement shall commence **January 05, 2023 through December 31, 2023** subject to the provisions for termination specified below.

5. **Billing and Payment – Participating Entities:** The contractor shall be compensated as indicated above. The total amount shall be divided between Boone County and the Missouri Department of Conservation as follows:

5.1 The Boone County Assessor is responsible for \$76,000.00 of the total of \$114,000.00. The Assessor shall pay the contractor directly for this share. The contractor shall bill Boone County GIS/ Information Technology Department for the Boone County Assessor's portion by sending the invoice for this portion to Boone County GIS/Information Technology Department, ATTN: Nathan Mattox, 801 E. Walnut, Room 220, Columbia, Missouri 65201;

5.2 The Missouri Department of Conservation is responsible for \$38,000.00 of the same total of \$114,000.00. The Missouri Department of Conservation shall pay the contractor directly for this share. The contractor shall bill the Missouri Department of Conservation (MDC) for its portion by sending the invoice for the MDC portion to the Missouri Department of Conservation, ATTN: Timothy Bixler, Information Technology Branch Data & GIS Engineering Unit, 230 Commerce Drive, Suite 201, Jefferson City, MO, 65109.

All billings may only include the prices listed in the vendor's proposal response. No additional fees for labor or taxes shall be included as additional charges in excess of the charges in the Vendor's proposal response to the specifications.

The County agrees to pay invoices for its portion 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.

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

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

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

- a. County may terminate this agreement due to material breach of any term or condition of this agreement, or
- b. County may terminate this agreement if in the opinion of the Boone County Commission if delivery of products is 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.

**SURDEX CORPORATION**

by  \_\_\_\_\_  
DocuSigned by:  
BF651C7CFB0340A...

title Business Development Representative

**BOONE COUNTY, MISSOURI**

by: Boone County Commission

 \_\_\_\_\_  
DocuSigned by:  
57400BED98434D4...

Presiding Commissioner

APPROVED AS TO FORM:

 \_\_\_\_\_  
DocuSigned by:  
7D71DEAEB9D74DD...

County Counselor

ATTEST:

 \_\_\_\_\_  
DocuSigned by:  
D267E242BFB948C...

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.)

2010-71100 - \$76,000.00

<p>DocuSigned by: <i>Gene E. [Signature]</i> EB91DB24AAAC49D...</p>	<p>12/30/2022</p>	
<p>Signature</p>	<p>Date</p>	<p>Appropriation Account</p>

15-2023

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI }  
County of Boone } ea.

January Session of the January Adjourned

Term. 2023

In the County Commission of said county, on the 10th day of January 20 23

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 #6 with Superior, LLC, n/k/a CentralSquare Technologies, LLC for Contract C000016 (03-13APR17) – ERP System Selection Project. The terms of the Agreement are set out in the attached Contract Amendment and the Presiding Commissioner is authorized to sign the same.

Done this 10th day of January 2023.

ATTEST:

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

*Kip Kondrick*  
Kip Kondrick  
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 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, CPPB, CPPO  
DATE: August 2, 2021  
RE: Amendment #6: 03-13APR17 - ERP System Selection Project

Contract 03-13APR17 - ERP System Selection Project was approved by commission for award to Superior, LLC, n/k/a CentralSquare Technologies, LLC on July 25, 2019 commission order 308-2019.

This amendment is for the following:

Renews the following maintenance for the period 01/01/23 - 12/31/23:

Citizen Engagement SaaS Annual Subscription Fee: \$8,547.98 (Budgeted: 1172-70010/\$8,467)

Fusion Proprietary Annual Subscription Fee: \$3,993.61 (Budgeted: 1172-70010/\$3,956)

The following maintenance and support fees will not be paid until we go-live in 2023:

Certent Disclosure Management (DM): Base Bundle Annual Maintenance: \$6,000.00 (Budgeted: 1172-70050/\$6,240)

ONESolution Financial Enterprise Core Annual Maintenance Fee: \$7,744.00 (Budgeted: 1172-70050/\$8,054)

ONESolution Foundation Annual Maintenance Fee: \$1,824.00 (Budgeted: 1172-70050/\$1,897)

ONESolution Human Resources/Payroll Annual Maintenance Fee: \$21,820.00 (Budgeted: 1172-70050/\$22,693)

ONESolution Financials Annual Maintenance Fee: \$42,500.00 (Budgeted: 1172-70050/\$44,200)

There is sufficient budget to cover the purchase across the accounts.

cc: Aron Gish, Julia Lutz, Kari Hoehne, IT / Contract File



11/15/22

2023

RQST  
DATE

# PURCHASE REQUISITION BOONE COUNTY, MISSOURI

4861

Central Square (Superior)

03-13APR17

VNDR #

VENDOR NAME

BID #

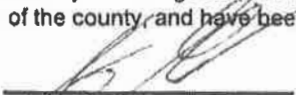
Ship to Dept #: 1170

Bill to Dept #: 1170

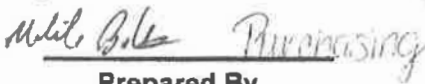
Dept	Account	Item Description	Qty	Unit Price	Amount
1172	70100	Citizen Engagement SaaS Annual Subscription 2023	1	\$8,547.98	\$8,547.98
1172	70400	Fusion Proprietary Annual Subscription Fee	1	\$3,993.61	\$3,993.61
		The following will not be paid until the County goes live in 2023:			\$0.00
1172	70050	Certent Disclosure Management (DM): Base Bundle Annual Maintenance	1	\$6,000.00	\$6,000.00
1172	70050	ONESolution Financial Enterprise Core Annual Maintenance Fee	1	\$7,744.00	\$7,744.00
1172	70050	ONESolution Foundation Annual Maintenance Fee	1	\$1,824.00	\$1,824.00
1172	70050	ONESoluton Human Resources/Payroll Annual Maintenance Fee	1	\$21,820.00	\$21,820.00
1172	70050	ONESolution Financials Annual Maintenance Fee	1	\$42,500.00	\$42,500.00
			1		\$0.00
			2		\$0.00
			1		\$0.00
		*2023 Budget*	1		\$0.00
			2		\$0.00
			1		\$0.00
			1		\$0.00
			1		\$0.00
			1		\$0.00

GRAND TOTAL: 92,429.59

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

PU

  
Prepared By

\_\_\_\_\_  
Auditor Approval

16 -2023

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI  
County of Boone

} ea.

January Session of the January Adjourned

Term. 20

In the County Commission of said county, on the 10th day of January 20 23

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

Now on this day, the County Commission of the County of Boone does hereby approve the attached Consultant Agreement between Boone County and the following:

- June Pitchford, CPA

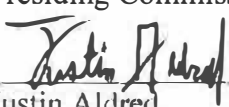
The terms of the Agreement are set out in the attached. The Presiding Commissioner is authorized to sign said Agreement.

Done this 10th day of January 2023.

ATTEST:

  
 Brianna L. Lennon  
 Clerk of the County Commission

  
 Kip Kendrick  
 Presiding Commissioner

  
 Justin Aldred  
 District I Commissioner

  
 Janet M. Thompson  
 District II Commissioner

## CONSULTANT SERVICES AGREEMENT

THIS AGREEMENT dated this 10<sup>th</sup> day of January, 2023 by and between **Boone County, Missouri**, a first-class county and political subdivision of the state of Missouri, by and through its County Commission, ("County") and **June E. Pitchford**, (herein "Consultant").

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

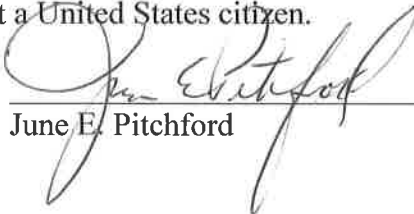
1. **Agreement duration** – This contract shall be effective beginning January 1, 2023 and run through June 30, 2023, unless extended by mutual agreement.
2. **Services** – Consultant will provide consulting services to County as mutually agreed upon with respect to the operation of the County's financial systems. This Agreement contemplates two types of services: general consulting services and developing/providing specific deliverables / work products.
3. **Compensation** – In consideration for the Consultant's provision of services under this agreement County agrees to compensate the Consultant for services rendered in accordance with the following rates:
  - a. For general consulting services (services that are advisory in nature and do not result in any specific deliverable prepared by Consultant): at the hourly rate of \$80.00 per hour.
  - b. For developing / providing specific work product or deliverables: at the hourly rate of \$160.00 per hour.
4. **Not-To-Exceed Amount** – County's obligations under this contract for all fee payments to Consultant shall not exceed Twenty Thousand Dollars (\$20,000.00) without prior, written approval of County.
5. **Invoices & Payment** – Invoices shall be sent to CJ Dykhouse, Boone County Counselor, who shall review, approve, and route invoices for further processing. Payments shall be made within thirty (30) days of receipt of invoice by County. Invoices shall be submitted periodically as mutually agreed upon by County and Consultant, or in the absence of such agreement, upon completion of the work constituting the task or project for which services are provided.
6. **IT Access** – In order to facilitate Consultant in providing services under this Agreement, Boone County IT will continue Consultant's current access to IBMi programs and processes as well as continued access to her existing county Outlook (email, calendar) and network services through the duration of this Agreement.
7. **Termination** – Either party may terminate this agreement at any time upon thirty (30) days notice to the other party.



## CERTIFICATION OF INDIVIDUAL CONTRACTOR

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

- 1. I have provided a copy of documents showing citizenship or lawful presence in the United States. (Such proof may be a Missouri driver's license, U.S. passport, birth certificate, or immigration documents). Note: If the applicant is an alien, verification of lawful presence must occur prior to receiving a public benefit.
- 2. I do not have the above documents, but provide an affidavit (copy attached) which may allow for temporary 90 day qualification.
- 3. I have provided a completed application for a birth certificate pending in the State of \_\_\_\_\_. Qualification shall terminate upon receipt of the birth certificate or determination that a birth certificate does not exist because I am not a United States citizen.

  
\_\_\_\_\_  
June E. Pitchford

12-30-2022  
\_\_\_\_\_  
Date



17-2023

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI

} ea.

January Session of the January Adjourned

Term. 28

County of Boone

In the County Commission of said county, on the 10th day of January 20 23

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

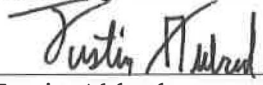
Now on this day, the County Commission of the County of Boone does hereby authorize Commissioner Janet Thompson to approve change orders valued up to \$10,000 per change order in connection with the Road & Bridge New Vehicle Storage & Facility Improvements Project.

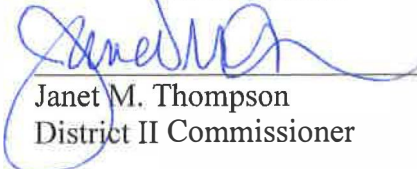
Done this 10th day of January 2023.

ATTEST:

  
Brianna L. Lennon  
Clerk of the County Commission

  
Kip Kendrick  
Presiding Commissioner

  
Justin Aldred  
District I Commissioner

  
Janet M. Thompson  
District II Commissioner