

CERTIFIED COPY OF ORDER

STATE OF MISSOURI

October Session of the October Adjourned

Term. 20 23

County of Boone

} ea.

In the County Commission of said county, on the

10th

day of

October

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 Budget Revision for Department 1210 to move appropriation for a chair from Class 2 to Class 9.

Done this 10th day of October 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, MISSOURI REQUEST FOR BUDGET REVISION

9/26/23
EFFECTIVE DATE

FOR AUDITORS USE

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

Dept	Account	Fund/Dept Name	Account Name	Transfer From Decrease	Transfer To Increase
1210	23855	GF Court Operations	Untagged Furniture/Fixtures	1,646	
1210	92100	GF Court Operations	Replcment Furn & Fixtures		1,646
				<u>1,646</u>	<u>1,646</u>

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

Move appropriation for chair from class 2 to class 9 for asset over \$1,000.

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

Cindy Barnett
Requesting Official

TO BE COMPLETED BY AUDITOR'S OFFICE

- A schedule of previously processed Budget Revisions/Amendments is attached
- Unencumbered funds are available for this budget revision.
- Comments:

Agenda

[Signature]
Auditor's Office

[Signature]
PRESIDING COMMISSIONER

[Signature]
DISTRICT I COMMISSIONER

[Signature]
DISTRICT II COMMISSIONER

Heather Acton

From: Heather Acton
Sent: Friday, March 3, 2023 9:11 AM
To: Cindy Garrett; Kelly Chamberlin
Subject: Judge's Chair - Fixed Asset
Attachments: 1246_001.pdf

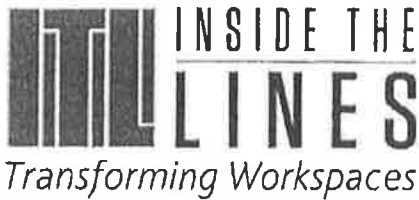
Good Morning,

Jennifer was reviewing the attached and noticed there was a purchase for a chair over \$1,000. This will need to be tracked and tagged in fixed assets so I am going to move this purchase to class 9. I am assuming this is a replacement chair so I put it in 92100 - REPLCMENT FURN & FIXTURES. Let me know if that needs to be changed. There is no budget in this account but we can do a budget revision for this to cover from class 2 if needed later. Could you please send an addition form for this and we will send a tag that needs to be placed on the chair? Let me know if you have any questions.

Thanks!!

Heather Acton

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



100 E. Texas Ave. - Columbia, MO 65202
 www.insidethelines.net ~ 573-234-0778

Customer: Boone County
 Sales Rep: Abbey Milligan

Invoice

2023-116-1579
 Proposal: 23-1883
 Invoice Date: 2/07/2023
 Due Date: 3/09/2023

Customer:
 Boone County
 801 E Walnut
 Columbia, MO 65201

Installation Location:
 BC Courthouse
 705 E. Walnut St
 Columbia, MO 65201

Attention: Kelly Chamberlin

Comments:

Sourcewell Contract Pricing:
 121919-TKN
 Boone County
 Member ID: 18102

Customer PO: Signed Proposal - Cindy Garrett

Item No.	Item Description	Qty	Ext List	Item Sell	Ext Sell
6903-67C-SS-FT-90A	Via , Inc Carmel High Back Executive Chair 6903-67C-SS-FT-90A-18BB-16HP-9FA Grade 5 Brisa Original Onyx Black Quick Adj Synchro Control Seat Slider & Forward Tilt Fully Upholstered C Arms Black Base & Carpet Casters	1	\$2,856.00	\$1,570.80	\$1,570.80
	Inside The Lines Assembly, Delivery & Install	1	\$0.00	\$75.00	\$75.00

Please remit payment to:

Inside The Lines
 100 E Texas Ave
 Columbia, MO 65202

Subtotal.....\$1,645.80
 Invoice Total.....\$1,645.80

Thank you for your business!

MAINSCR BOONE Core Budget Description - View Only ADHEATHE 09:43:08
 Year, 2023 Dept, 1210 GF COURT OPERATIONS Finalized, Y 9/22/23
 Account, 23855 UNTAGGED FURNITURE/FIXTURES 2022 Est, 1,250
 2022 Bdgt, 1,250 YTD 1,523 % of Bdgt, 122 Est % of Bdgt, 100

Description	Qty	Unit	Amount	Total
REPLACE COURT REPORTER CHAIRS IN 3W & CEREM			1,700	1,700
REPLACE FURNITURE IN COURTROOMS AS NEEDED			250	250
REPLACE JUDGES CHAIRS IN COURTROOMS			2,000	2,000
REPLACEMENT OF CHAIRS AS NEEDED (EST 3-4)			1,000	1,000

Class 42,806 Class 2-8 641,580
 F2=Key Scr F3=Exit F5=History
 F6=Dept Supplemental Budget F10=Notes *
 F12=Return F15=Summary

Proposed Core	4,950	296
Proposed Supp		
Auditor Rev		
Commission Rev		
Total Budget	4,950	296

Bottom
% Chg

Year	2023	Original Appropriation	4,950.00
Dept	1210 GF COURT OPERATIONS	Revisions	
Acct	23855 UNTAGGED FURNITURE/FIXTURES	Original + Revisions	4,950.00
Fund	100 GENERAL FUND	Expenditures	3,172.00
		Encumbrances	
Class/Account	A ACCOUNT	Actual To Date	3,172.00
Account Type	E EXPENSE	Remaining Balance	1,778.00
Normal Balance	D DEBIT	Shadow Balance	1,778.00

Expenditures by Period

January	_____	July	_____
February	_____	August	_____
March	754.25	September	_____
April	1,642.60	October	_____
May	_____	November	_____
June	775.15	December	_____

Year	<u>2023</u>	Original Appropriation	<u>42,806.00</u>
Dept	<u>1210 GF COURT OPERATIONS</u>	Revisions	<u> </u>
Acct	<u>20000 MATERIALS & SUPPLIES</u>	Original + Revisions	<u>42,806.00</u>
Fund	<u>100 GENERAL FUND</u>	Expenditures	<u>20,452.72</u>
		Encumbrances	<u> </u>
Class/Account	<u>C CLASS</u>	Actual To Date	<u>20,452.72</u>
Account Type	<u>E EXPENSE</u>	Remaining Balance	<u>22,353.28</u>
Normal Balance	<u>D DEBIT</u>	Shadow Balance	<u>22,353.28</u>

Expenditures by Period

January	<u>610.07</u>	July	<u>3,366.79</u>
February	<u>1,025.29</u>	August	<u>1,859.92</u>
March	<u>2,168.33</u>	September	<u>564.89</u>
April	<u>4,577.52</u>	October	<u> </u>
May	<u>316.67</u>	November	<u> </u>
June	<u>5,963.24</u>	December	<u> </u>

F2=Key Scr F3=Exit F5=Ledger Transactions F7=Transactions F9=Budget

Year	<u>2023</u>	Original Appropriation	<u>340,700.00</u>
Dept	<u>1210 GF COURT OPERATIONS</u>	Revisions	<u>19,510.00</u>
Acct	<u>90000 FIXED ASSET ADDITIONS</u>	Original + Revisions	<u>360,210.00</u>
Fund	<u>100 GENERAL FUND</u>	Expenditures	<u>1,645.80</u>
		Encumbrances	<u>359,863.51</u>
Class/Account	<u>C CLASS</u>	Actual To Date	<u>361,509.31</u>
Account Type	<u>E EXPENSE</u>	Remaining Balance	<u>1,299.31-</u>
Normal Balance	<u>D DEBIT</u>	Shadow Balance	<u>1,299.31-</u>

Expenditures by Period

January	_____	July	_____
February	_____	August	_____
March	<u>1,645.80</u>	September	_____
April	_____	October	_____
May	_____	November	_____
June	_____	December	_____

F2=Key Scr F3=Exit F5=Ledger Transactions F7=Transactions F9=Budget

Year	2023	Original Appropriation	
Dept	1210 GF COURT OPERATIONS	Revisions	
Acct	92100 REPLCMENT FURN & FIXTURES	Original + Revisions	
Fund	100 GENERAL FUND	Expenditures	1,645.80
		Encumbrances	
Class/Account	A ACCOUNT	Actual To Date	1,645.80
Account Type	E EXPENSE	Remaining Balance	1,645.80-
Normal Balance	D DEBIT	Shadow Balance	1,645.80-

Expenditures by Period

January	_____	July	_____
February	_____	August	_____
March	1,645.80	September	_____
April	_____	October	_____
May	_____	November	_____
June	_____	December	_____

459-2023

CERTIFIED COPY OF ORDER

STATE OF MISSOURI

October Session of the October Adjourned

Term. 20 23

County of Boone } ca.

In the County Commission of said county, on the 10th day of October 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 annual cooperative agreement with the Town of Harrisburg for road sales tax revenue.

The terms of the agreements are stipulated in the attached and the Presiding Commissioner is hereby authorized to sign the same.

Done this 10th day of October 2023.

ATTEST:

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

Kip Kendrick
Kip Kendrick
Presiding Commissioner

Justin Aldred
Justin Aldred
District I Commissioner

Janet M. Thompson
Janet M. Thompson
District II Commissioner

**BOONE COUNTY ROAD & BRIDGE IMPROVEMENT/REPAIR
COOPERATIVE AGREEMENT
APPLICATION ENTITIES¹**

THIS AGREEMENT, dated this 18th day of October, 2023, is made and entered into by and between **Boone County**, a first class non-charter county and political subdivision of the State of Missouri by and through its County Commission, herein "County" and the **Town of Harrisburg**, a municipal corporation, herein "City".

WHEREAS, County has, in Commission Order 249-2011, adopted updated policies regarding the distribution of certain road sales tax and property tax revenues, the terms and conditions of which are incorporated herein by reference; and

WHEREAS, City is an "Application Entity" as described in the aforementioned Commission Order; and

WHEREAS, City has been classified as an Application Entity that will receive an annual amount as described in Commission Order 609-2012, the terms and conditions of which are incorporated herein by reference; and

WHEREAS, County is willing to enter into a cooperative agreement with the City for the improvement and/or repair of City's road system under certain terms and conditions; and

WHEREAS, the parties are empowered to enter into cooperative agreement(s) for the purposes herein stated pursuant to section 70.220 and section 229.040 RSMo.

NOW, THEREFORE, IN CONSIDERATION of the mutual undertakings and agreements herein contained, the parties agree as follows:

1. **PURPOSE.** The purpose of this Agreement is to effectuate the Application-Based Funding from the County to the City as contemplated in County's policies on distributing road sales tax revenue and road property tax revenues. The terms and conditions of Commission Order 249-2011 & 609-2012 are incorporated into this agreement by reference.
2. **COUNTY AGREEMENTS:**
 - a. County will pay to the City the sum of **Sixteen Thousand Nine Hundred Thirty-Six Dollars and Ninety Three Cents (\$16,936.93)** as determined by the formula for Year 5 of the 6-year cycle as described in the aforementioned

¹ Application entities are: Harrisburg, Hartsburg, Huntsdale, McBaine, Pierpont, Rocheport and Sturgeon.

Commission Order 609-2012, for use solely in the completion of road improvement and/or repair projects.

3. CITY AGREEMENTS.

- a. City agrees to use the funds that it receives from County pursuant to this Agreement solely for improving and maintaining its roads and bridges in accordance with its Boone County Road & Bridge Improvement/Repair Cooperative Agreement General Agreement for funding, certified by Commission Order 463-2011 which is incorporated herein by reference.
- b. City agrees that it shall submit to an audit by the County or its designated auditor upon request for purposes of determining whether the funds received by the City from the County under this agreement have been expended in compliance with this agreement.
- c. City agrees that it shall reimburse the County for any funds paid to it under this agreement which are expended in violation of this agreement or applicable law, rule or regulation, within ninety (90) days of notification of such a finding by County.
- d. City agrees to timely provide any documentation or information reasonably requested by County which relates in any way to this Agreement.
- e. City agrees that it will be liable for, and agrees to be liable for, and shall indemnify, defend and hold the County of Boone harmless from all claims, suits, judgments or damages, including court costs and attorney's fees, arising out of or in the course of the operation of this agreement. Notwithstanding the foregoing, nothing herein is intended to waive either the City's or the County's sovereign immunity as to any third party.
- f. City agrees that, for any work not performed by the City's own employees, City will comply with any and all applicable competitive bidding statutes or ordinances, the state Prevailing Wage law, domestic products purchase laws and such other laws, rules and regulations which are applicable to the City in letting and carrying out contracts for "public works" as that term is defined in applicable statutes, rules, regulations, and ordinances.

4. PAYMENTS IN EXCESS OF LEGAL OBLIGATIONS. City represents that the payments from County to City contemplated herein are in excess of any legal obligations

imposed on County by virtue of applicable Missouri law, including RSMo §137.556 and the ballot language presented to voters authorizing the current Road & Bridge Sales Tax Levy under RSMo §67.547.

5. **TIMING OF PAYMENTS.** The payments from County to City contemplated herein will occur one time per year, near the beginning of the fourth quarter of the calendar year, and after receipt of the fully executed annual agreement.
6. **REPORTING.** City shall file a written report with County, at least annually, detailing the road and bridge improvement projects funded in whole or in part with the funding received herein, as well as provide a summary of any planned, future projects that are anticipated to be funded with current or future funding from the County. Said reports shall be in sufficient detail so as to allow County to document what specific portions of any City project were funded or are contemplated to be funded with funds received from the County.
7. **ASSIGNMENT.** Neither party may assign or transfer any of its rights or obligations under this Agreement to any other person or entity without the prior, written consent of the other party.
8. **SOLE BENEFIT OF PARTIES.** This Agreement is for the sole benefit of City and County. Nothing in this Agreement is intended to confer any rights or remedies on any third party.
9. **RELATIONSHIP OF PARTIES.** Nothing herein shall be deemed or construed by the parties hereto, nor by any third party, as creating the relationship of principal and agent, or of partnership, or of joint venture, between the parties hereto.
10. **TERM.** This Agreement shall be in effect from its execution until January 1 of the following calendar year.
11. **TERMINATION.** Either party may terminate this Agreement upon thirty (30) days written notice directed to the other party.
12. **NONAPPROPRIATION.** The payments from County contemplated herein are conditioned upon there being a sufficient, unencumbered fund balance budgeted for that purpose. The County's obligations hereunder shall not in anyway be construed to be a debt of the County in contravention of any applicable constitutional or statutory limitation or requirement concerning the creation of indebtedness by the County, nor shall anything contained herein constitute a pledge of the general credit, tax revenues,

funds or moneys of the County beyond that which is specifically required by state law. Notwithstanding any provision of this Agreement, the decision whether or not to budget or appropriate funds, or to extend this Agreement for any subsequent fiscal year, is solely within the discretion of the then-current governing body of the County, it being understood that adjustments to an appropriation may be made by the County in accordance with its Economic Development Adjustment policies adopted as part of its policies relating to the distribution of road sales taxes and road property taxes.

13. **GOVERNING LAW AND VENUE.** This Agreement shall be governed by the laws of the State of Missouri, and any action relating to the same shall be brought in the Circuit Court of Boone County, Missouri.
14. **BINDING ON SUCCESSORS.** The covenants, agreements, and obligations herein contained shall extend to, bind, and inure to the benefit of the parties hereto and their respective successors and approved assigns.
15. **COUNTERPARTS.** This Agreement may be executed by the parties in several counterparts, each of which shall be deemed an original instrument.
16. **COMPLETE AGREEMENT.** All negotiations, considerations, representations, and understandings between the parties are incorporated herein, shall supersede any prior agreements, and may be modified or altered only in writing signed by the parties hereto.
17. **AUTHORITY OF SIGNATORIES.** Each of the persons signing this Agreement on behalf of either party represent that he/she has been duly authorized and empowered, by order, ordinance or otherwise, to execute this Agreement and that all necessary action on behalf of said party to effectuate said authorization has been taken and done.

IN WITNESS WHEREOF the parties hereto have caused this Agreement to be executed by their duly-authorized officers on day and year indicated by their signature below.

BOONE COUNTY

By:

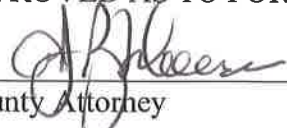

Presiding Commissioner

Date: 10/11/2023

ATTEST:


County Clerk

APPROVED AS TO FORM:


County Attorney

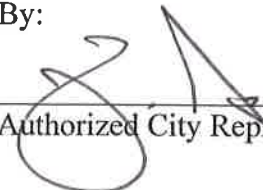
Boone County Auditor Certification:

I hereby certify that a sufficient, unencumbered appropriation balance exists and is available to satisfy the obligation 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.)

 10-02-23
County Auditor Date

TOWN OF HARRISBURG

By:

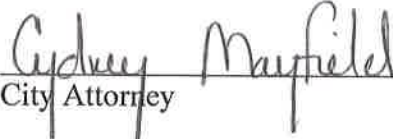

Authorized City Representative

Date: 9-19-23

ATTEST:


City Clerk

APPROVED AS TO FORM:


City Attorney

460 -2023

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
County of Boone } ca.

October Session of the October Adjourned

Term. 20 23


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

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

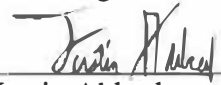
Now on this day, the County Commission of the County of Boone does hereby approve an agreement with SUMNERONE, INC. for a copier with maintenance for the Purchasing department. The terms of the agreement are set out in the attached contract and the Presiding Commissioner is authorized to sign the same.

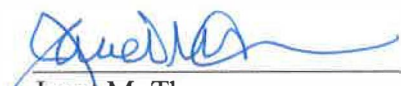
Done this 10th day of October 2023.

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

Melinda Bobbitt, CPPO, CPPB
Director of Purchasing



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

MEMORANDUM

TO: Boone County Commission
FROM: Melinda Bobbitt, CPPO, CPPB
DATE: September 19, 2023
RE: Cooperative Contract Award: C000675 (State of MO cooperative contract CT202797053, based on NASPO contract 140599) – Copier for Purchasing Department with SUMNERONE, INC.

The Boone County Purchasing Department requests permission to utilize the State of Missouri cooperative contract CT202797053 (based on NASPO contract 140599) to purchase a Kyocera TA5054ci copier with maintenance from SUMNERONE, INC. The county contract number is C000675.

The cost of copier is \$12,183.00 and will be paid from department 1118 – Purchasing, account 91000 – Office Equipment (\$12,200 budgeted). The cost of maintenance is \$0.0049 per black and white impression and \$0.0387 per color impression. A Budget Amendment was processed for this purchase.

cc: Contract File

**PURCHASE AGREEMENT FOR
PHOTOCOPIER
FOR PURCHASING**

THIS AGREEMENT, C000675, dated the 10th day of October 2023 is made between Boone County, Missouri, a political subdivision of the State of Missouri through the Boone County Commission, herein "County" and **SUMNERONE, INC., d/b/a Image Technologies** herein "Contractor."

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

1. **Contract Documents** - This agreement shall consist of this Purchase Agreement for a **Photocopier with Maintenance** in compliance with the State of Missouri Contract **CT202797053** (based on NASPO contract **140599**), SUMNERONE'S quote dated May 4, 2023, issued by Robert Odneal, Boone County Insurance Requirements, and Boone County Standard Terms and Conditions. All such documents shall constitute the contract documents which are incorporated herein by reference. Service or product data, specification and literature submitted with bid response may be permanently maintained in the County Purchasing Office file if not attached. In the event of conflict between any of the foregoing documents, this Purchase Agreement with Boone County Missouri Standard Terms and Conditions and the State of Missouri contract CT202797053 (based on NASPO contract 140599) shall prevail and control over the vendor's quote response.
2. **Purchase** - The County agrees to purchase from the Contractor and the Contractor agrees to supply the County with the following equipment:

Purchasing – Attn: Melinda Bobbitt, Boone County Purchasing, 5551 S. Tom Bass Road, Columbia, MO 65201.

Copier: One (1) Kyocera TA5054ci Print/Scan/Copy/Fax Copier	\$12,183.00
New Photocopier includes the following:	
AK-7110 Attachment Kit for DF-7120 / DF-7140 / DF-7150	
Fax System 12	
UG-37 – Speed License Upgrade to 50PPM	
DF-7120 1,000 Sheet Finisher	
DP-7160 320 Sheet DSDP with Multi-Feed sensor	
PF-7150 Dual 1,500 Sheet Paper Trays – Letter	

Pricing includes delivery, installation, setup, connectivity, initial training, and on-going training and support.

3. **Maintenance** – Maintenance includes all parts, labor, drums, toner and developer; only paper and staples are excluded.

- All black and white impressions at \$0.0049 / each
- All color impressions at \$0.0387 / each
- (5) Year Replacement Guarantee on equipment through 12/31/28
- Average response time is 4 hours or less
- Performance Guarantee with Loaner Program
- Factory parts re-stocked daily; factory trained technicians
- Non-stop continuous training
- Unlimited service calls

Contractor's on-site maintenance for copier shall include preventative maintenance calls and all remedial service calls required by County and found to be necessary by the service

representative to maintain the equipment in optimum operating condition (unlimited service calls). County expects repair response time to be four (4) business hours from the date and time a service call is placed. In the event a machine cannot be repaired within 48 hours of the first service request, a loaner machine of equal or higher level will be provided at no charge to the County. If the original equipment cannot be repaired to the satisfaction of the County, permanent replacement equipment with equal or greater specifications must be provided, at no cost to the County. The Contractor's responsibility for permanent replacement will be five (5) fiscal years following the year equipment is installed and accepted by the County.

4. **Delivery and Installation:** Contractor agrees to deliver, set-up, connect and provide training of copier for the **Purchasing Department** within 10 days after receipt of Purchase Order or other mutually agreeable time. Purchasing Department, Attn: Melinda Bobbitt, 5551 S. Tom Bass Road, Columbia, MO 65201. To schedule installation, call (573) 886-4391 or email mbobbitt@boonecountymmo.org.

5. **Billing and Payment** - All billing shall be invoiced to the **Purchasing Department** and billings may only include the prices listed within. No additional fees for delivery or extra services or taxes shall be included as additional charges in excess of the charges specified in the Contractor's quote. The County agrees to pay all invoices within thirty days of receipt following successful installation and connectivity of copier(s); Contractor agrees to honor any cash or prompt payment discounts offered in its bid response if county makes payment as provided therein. In the event of a billing dispute, the County reserves the right to withhold payment on the disputed amount; in the event the billing dispute is resolved in favor of the Contractor, the County agrees to pay interest at a rate of 9% per annum on disputed amounts withheld commencing from the last date that payment was due.

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

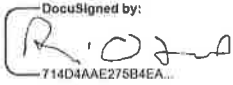
7. **Entire Agreement** - This agreement constitutes the entire agreement between the parties and supersedes any prior negotiations, written or verbal, and any other bid or bid specification or contractual agreement. This agreement may only be amended by a signed writing executed with the same formality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

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

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

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

**SUMNERONE, INC.
d/b/a IMAGE TECHNOLOGIES**

by 
714D4AAE275B4EA...
Account Representative
title _____

BOONE COUNTY, MISSOURI
by: Boone County Commission


574D0B8ED06434D4...
Kip Kendrick Presiding Commissioner

APPROVED AS TO FORM:

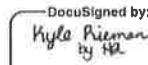

7D71DEAEB9D74DD...
CJ Dykhous, County Counselor

ATTEST:


D267E242BFB948C...
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.


EB91DB24AAAC49D...

10/4/2023

Copier: 1118-91000 / \$12,183.00

Signature

Date

Appropriation Account

4461 -2023

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
County of Boone } ea.

October Session of the October Adjourned

Term. 20 23

In the County Commission of said county, on the 10th day of October 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 Surplus Disposal.


Done this 10th day of October 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
David Eagle
Purchasing Assistant



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

MEMORANDUM

TO: Boone County Commission
FROM: David Eagle
RE: Surplus Disposal
DATE: October 11, 2023

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	12882	FLOOR BURNISHER	CLARKE	HOUSEKEEPING	UNKNOWN	
2	14231	VACUUM	HOOVER	HOUSEKEEPING	UNKNOWN	
3	3635	FLOOR POLISHER	ADVANCE	HOUSEKEEPING	UNKNOWN	
4	NO TAG	FOUR DRAWER FILE CABINET		DETENSION -JAIL	USED	
5	NO TAG	FIVE DRAWER FILE CABINET		DTENTION JAIL	USED	
6	NO TAG	UNDER DESK FOOTREST		AUDITOR	BROKEN	
7	NO TAG	PLASTIC OFFICE DESK CHAIR MAT		COMMISSION	GOOD	

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

C:\Users\JVanskike\AppData\Local\Microsoft\Windows\INetCache\Content.Outlook\9TN5XB4Z\COMMISSION MEMO 08-18-23.doc

BOONE COUNTY

Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

RECEIVED

Date: 7/7/2023

Fixed Asset Tag Number: 12882

JUL 10 2023

BOONE COUNTY
AUDITOR

Description of Asset: Clarke Floor Burnisher

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

Other Information (Serial number, etc.): ZA0320

Condition of Asset: poor

Reason for Disposition: 22 years old, no longer used

Location of Asset and Desired Date for Removal to Storage: BC Annex basement

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: 6101 Housekeeping

Signature Judy Moore

To be Completed by: AUDITOR

Original Acquisition Date 3-9-01

G/L Account for Proceeds 6101-3836

Original Acquisition Amount \$1,449-

Original Funding Source 2784

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 461-2023

Date Approved 10.10.2023

Signature KJ

BOONE COUNTY

Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

RECEIVED

JUL 10 2023

BOONE COUNTY
AUDITOR

Date: 7/7/2023

Fixed Asset Tag Number: 14231

Description of Asset: Hoover Vacuum

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

Other Information (Serial number, etc.): 080300020727

Condition of Asset: poor

Reason for Disposition: 20 years old, no longer used

Location of Asset and Desired Date for Removal to Storage: BC Annex Loading area

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: 6101 Housekeeping

Signature J Moore

To be Completed by: AUDITOR

Original Acquisition Date 10-28-03

G/L Account for Proceeds 6101-3836

Original Acquisition Amount \$326.40

Original Funding Source 2784

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 461-2023

Date Approved 10/10/2023

Signature Kel

BOONE COUNTY

Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

RECEIVED

JUL 10 2023

BOONE COUNTY
AUDITOR

Date: 7/7/2023

Fixed Asset Tag Number: 03635

Description of Asset: Advance floor polisher

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

Other Information (Serial number, etc.): 50568

Condition of Asset: poor

Reason for Disposition: 40 years old, no longer used

Location of Asset and Desired Date for Removal to Storage: BC Annex loading area

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: 6100 (originally purchased 2040)

Signature

J Moore

To be Completed by: AUDITOR

Original Acquisition Date 12-2-83

G/L Account for Proceeds

1190-3836

Original Acquisition Amount \$150-

Original Funding Source 2731

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 461-2023

Date Approved 10/11/2023

Signature *Kpk*

BOONE COUNTY

Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

RECEIVED

JUL 12 2023

BOONE COUNTY
AUDITOR

Date: 07112023

Fixed Asset Tag Number: none

Description of Asset: 1 4-drawer file cabinet

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

Other Information (Serial number, etc.): none

Condition of Asset: nothing wrong with it

Reason for Disposition: no longer needed

Location of Asset and Desired Date for Removal to Storage: jail sallyport as soon as possible

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: Detention - Jail

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 461-2023

Date Approved _____

Signature [Signature]

BOONE COUNTY

Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

RECEIVED

JUL 12 2023

BOONE COUNTY
AUDITOR

Date: 07112023

Fixed Asset Tag Number: none

Description of Asset: 1 5-drawer file cabinet

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

Other Information (Serial number, etc.): none

Condition of Asset: nothing wrong with it

Reason for Disposition: no longer needed

Location of Asset and Desired Date for Removal to Storage: jail sallyport as soon as possible

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: Detention - Jail

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

461-2023

Date Approved

10/10/2023

Signature

KPM

BOONE COUNTY

Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

RECEIVED

JUL 13 2023

BOONE COUNTY
AUDITOR

Date: 7/13/23

Fixed Asset Tag Number: N/A

Description of Asset:

Foot rest/under desk

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

Other Information (Serial number, etc.):

Condition of Asset:

Stand broken (maybe fixable?)

Reason for Disposition:

Broken

Location of Asset and Desired Date for Removal to Storage:

Auditors office / whenever possible

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: 1110, Auditor

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 461-2023

Date Approved 10/10/2023

Signature Koell

BOONE COUNTY

Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

RECEIVED

JUL 13 2023

BOONE COUNTY
AUDITOR

Date: 7/12/23

Fixed Asset Tag Number: no tag

Description of Asset: plastic office desk chair mat

Requested Means of Disposal: Sell Trade-In Recycle/Trash Other, Explain: usable by other departments

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: Commission 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: 1121 Commission

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 461-2023

Date Approved 10/10/2023

Signature 

462 -2023

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
County of Boone } ea.

October Session of the October Adjourned

Term. 20 23

In the County Commission of said county, on the 10th day of October 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 County Contract C000679 awarded from RFP 31-14AUG23 for a Drone – DJI Matrice 30T Worry-Free Basic Combo & Training Service with Steel City Drones of Carnegie, Pennsylvania for the purchase of the DJI Matrice 30T Drone Worry-Free Basic Combo and Training for the Boone County Sheriff's Office.

The contract is set out in the attached and the Presiding Commission is authorized to sign the same.

Done this 10th day of October 2023.

ATTEST:

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

Kip Kendrick
Kip Kendrick
Presiding Commissioner

Justin Aldred
Justin Aldred
District I Commissioner

Jane M. Thompson
Jane M. Thompson
District II Commissioner

Boone County Purchasing

Liz Palazzolo
Senior Buyer



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

MEMORANDUM

TO: Boone County Commission
FROM: Liz Palazzolo, CPPO, C.P.M.
DATE: September 26, 2023
RE: Award Contract C000679 from RFP 31-14AUG23 for Drone – DJI Matrice 30T Worry-Free Basic Combo & Training Service for the Boone County Sheriff

Request for Proposal 31-14AUG23 solicited competitive proposals for a Drone that was specifically a DJI Matrice 30T Worry-Free Basic Combo with Training Service for the Boone County Sheriff's Office. Eight proposals were received and are documented in the attached bid tabulation.

A County Evaluation Committee has evaluated the proposals. Evaluation Committee members are Major Gary German, Captain Brian Leer, and Lieutenant Britt Shea with the Boone County Sheriff's Office. The Evaluation Committee conducted the subjective evaluation while the Department of Purchasing chaired evaluation meetings and the cost evaluation. Evaluation criteria included two subjective areas: Experience worth a maximum 20 points; and Contractor Support and Training worth a maximum 40 points.

Cost was evaluated at a maximum 40 points because all offerors were required to provide the same brand drone, and the manufacturer sets pricing to be the same across the board for all its authorized resellers with limited exceptions. Since pricing for this product is controlled to some extent by the manufacturer, the decision was made to set cost at 40 instead of the customary 50 points. The Cost Evaluation was conducted by the Purchasing Department and is documented separately as an attachment to this memo. Cost did not include the pricing for the spare propellers or for on-site training. There was confusion among the offerors about how to price the propellers which led to the determination to exclude the propeller pricing from the Cost Evaluation. And on-site training was an option and not required. The Sheriff's Office wants to proceed with web-based training rather than on-site training. Additionally it is noted for the record that Flymotion LLC bid two different prices for item 4.10.6, the WB37 Smart Controller. The higher price of \$59.00 instead of \$57.00 was used in the Cost Evaluation to determine maximum potential liability.

The Evaluation Committee conducted subjective evaluation scoring without knowledge of cost point scores. Cost point scores have been added to final subjective scores and the outcome is as follows:

Offeror	Experience	Contractor Support & Training	Total Cost Points	Final Overall Score
Steel City Drones	20	35	38.8	93.8
Flymotion LLC	20	32	38.4	90.4
Seiler Instrument & Manufacturing	15	33	39	87
Unmanned Vehicle Technologies, LLC	15	25	40	80
Adorama Inc.	15	28	32	75
Axon Enterprise Inc.	5	15	31	51
Florida Drone Supply	Unacceptable – See Below			
Focus Camera, LLC	Unacceptable – See Below			

The Evaluation Narrative follows this memo that explains the reasoning for the awarding of subjective scores.

It is noted that two proposals were determined unacceptable. The proposals from Florida Drone Supply and Focus Camera LLC were deemed unacceptable for failure to provide requested information about training which was an essential requirement of the RFP. Additional details about the offerors' experience and support which were relevant to the subjective evaluation were not provided. These proposals were removed from further consideration.

The Evaluation Committee finds the proposal from Steel City Drones of Carnegie, Pennsylvania to be the "lowest and best" proposal and the choice for contract award. An award to Steel City Drones for a Drone – DJI Matrice 30T Worry-Free Basic Combo & Training Service for the Boone County Sheriff's Office is presented to the Commission for approval.

The initial contract period will run October 01, 2023 through September 30, 2024; the County can extend the contract month to month for as many as three (3) months past the contract end date if necessary.

Payment will reference this coding:

2901 – LEST Sheriff Operations/91300 – Machinery & Equipment: \$15,258.00

/lp

cc: Major Gary German, Sheriff's Office
 Captain Brian Leer, Sheriff's Office
 Lieutenant Britt Shea, Sheriff's Office
 Leasa Quick, Fiscal Administrator, Sheriff's Office
 Contract File

Attachments: Bid Tab, Evaluation Scoring, Evaluation Report, and Cost Totals

**PURCHASE AGREEMENT
FOR
DRONE -DJI MATRICE 30T WORRY-FREE BASIC COMBO & TRAINING SERVICE**

THIS AGREEMENT, County Contract **C000679**, awarded from **RFP 31-14AUG23**, dated the 10th day of October 2023 is made between Boone County, Missouri, a political subdivision of the State of Missouri through the Boone County Commission, herein "County" and **STEEL CITY DRONES** herein "Contractor."

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

1. Contract Documents - This agreement shall consist of this Purchase Agreement for a **Drone-DJI Matrice 30T Worry-Free Basic Combo & Training Services**, County of Boone Request for Proposal, RFP number **31-14AUG23** in its entirety including the Instructions and General Conditions, Introduction and General Information, Scope of Work, Proposal Submission Information, and the un-executed RFP Vendor Response and Pricing Pages, Certification Regarding Debarment, Certification Regarding Lobbying, Work Authorization Certification, and Boone County's Standard Terms and Conditions, as well as the Contractor's proposal response dated **August 04, 2023**, executed by **David King** on behalf of the Contractor, and e-mail clarification dated 09/20/2023, 09/08/2023, and 08/17/2023, all sent by **David King** on behalf of the Contractor. All such documents shall constitute the contract documents, which are attached hereto and incorporated herein by reference. Service or product data, specification and literature submitted with the RFP response may be permanently maintained in the County Purchasing Office RFP file for this RFP if not attached. In the event of conflict between any of the foregoing documents, this Purchase Agreement, **RFP 31-14AUG23** including the Instructions and General Conditions, Introduction and General Information, Scope of Work, Proposal Submission Information, and the un-executed RFP Vendor Response and Pricing Pages, Certification Regarding Debarment, Certification Regarding Lobbying, Work Authorization Certification, and Boone County's Standard Terms and Conditions shall prevail and control over the Contractor's proposal response.

2. Contract Period – The contract period shall commence **October 01, 2023 and extend through September 30, 2024**. The County shall have the option to extend the contract on a month-to-month basis for no more than three (3) months past the end date of the initial contract period.

3. Purchase - The County agrees to purchase from the Contractor and the Contractor agrees to supply the County with a Drone – DJI Matrice 30T Worry-Free Basic Combo & Training Services as ordered by the Boone County Sheriff's Office in accordance with the following pricing. All training shall be **on-demand web-based**; the County is not accepting on-site training with this award of contract.

Drone- DJI Matrice 30T Worry-Free Basic Combo & Training Services (On-Demand Web-Based Training Only)	
Line Item and Description	Firm Unit Price - All products shall be delivered FOB Destination, Freight Prepaid and Allowed – Inside Delivery

<p>4.10.1 DJI Matrice 30T Worry-Free Basic Combo drone package:</p> <ul style="list-style-type: none"> ▪ the Matrice 30T drone/aircraft body; ▪ DJI RC Plus Remote Controller ▪ Set of 1671 30T propellers (set of 4) ▪ USB-C Cable ▪ UCS-C to USB-C Cable ▪ Carrying Case ▪ Screws-tools-spare parts kit; ▪ BS30 Battery Station ▪ TB30 Battery ▪ One (1)-year basic shield crash protection coverage/service. ▪ Free Shipping ▪ One-Year Warranty 	<p>\$ 9,637.00</p>
<p>4.10.2 TB 30 Batteries (set of 4)</p>	<p>\$ 1,316.00</p>
<p>4.10.3 CZ1 LP12 Loudspeaker-Spotlight Combo</p>	<p>\$ 2,000.00</p>
<p>4.10.4 M30 RC Plus Smart Controller – this is an additional one/replacement to one equipped on drone</p>	<p>\$ 1,600.00</p>
<p>4.10.5 BS60 Battery Charging Station - this is an additional one/replacement to one equipped on drone</p>	<p>\$ 999.00</p>
<p>4.10.6 WB37 Smart Controller Battery - this is an additional one/replacement to one equipped on drone</p>	<p>\$ 59.00</p>

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

STEEL CITY DRONES

BOONE COUNTY, MISSOURI

by  _____
DocuSigned by:
034331A3D238432...

by: Boone County Commission

title CEO

 _____
DocuSigned by:
57400BED96434D4...

Presiding Commissioner

APPROVED AS TO FORM:

ATTEST:

 _____
DocuSigned by:
7D71DEAE89D74DD...

 _____
DocuSigned by:
0267E242BF8948C...

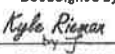
County Counselor

County Clerk

AUDITOR CERTIFICATION

In accordance with RSMo 50.660, I hereby certify that a sufficient unencumbered appropriation balance exists and is available to satisfy the obligation(s) arising from this contract. (Note: Certification is not required if the terms of this contract do not create a measurable county obligation at this time.)

2901/91300: \$15,709.00

 _____	10/2/2023	
<small>DocuSigned by: BC24BD84EE7A483...</small>		
Signature	Date	Appropriation Account