

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI }  
County of Boone } ea.

January Session of the January Adjourned

Term. 2024

In the County Commission of said county, on the 16th day of January 20 24


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 C000713 with Strategic Government Resources of Keller, Texas for Executive Recruitment Services for the Boone County Commission on behalf of the Boone County Joint Communications Department.


The Contract is set out in the attached and the Presiding Commissioner is authorized to sign the same.

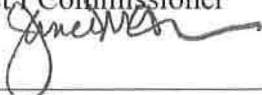
Done this 16th day of January 2024.

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 03, 2024  
RE: Award Contract C000713 for Executive Recruitment Services for the Boone County Joint Communications Directorship on behalf for the Boone County Commission

The Purchasing Department requests approval of contract C000713 for the purchase of executive recruitment search services for the Director position at Boone County Joint Communications from Strategic Government Resources of Keller, Texas.

The proposal from Strategic Government Resources has been reviewed by Boone County Legal Counsel and is acceptable as to form.

The contract period will run from January 16, 2024 through January 15, 2025.

The total guaranteed not-to-exceed amount of the consultation contract is \$27,900.00. Payments will reference this coding: 2711 – Boone County Joint Communications Administration/71100 – Outsourced Services.

/lp

cc: File



## Boone County Contract C000713

**Agreement for Executive Recruitment Services ("PROJECT")  
to Boone County, Missouri ("CLIENT") between  
CLIENT and Strategic Government Resources, Inc. ("SGR")**

SGR and CLIENT (together, "Parties") agree as follows, effective upon the date of the later signature below, in consideration of the mutual promises contained in this Agreement and other good and valuable consideration, the sufficiency of which each Party hereby acknowledges.

**1. SGR promises and agrees:**

- A. To perform the services described in SGR's Proposal for PROJECT dated November 8, 2023 ("PROPOSAL"), substantially in the timeframe projected in the PROPOSAL.
- B. To honor the Placement Guarantee stated in the PROPOSAL.
- C. To comply with all applicable open records, public information and similar laws, and consult with CLIENT if SGR is asked for information before disclosure, unless prevented by court order or law from doing so.

**2. CLIENT promises and agrees:**

- A. To pay SGR promptly as billed or invoiced for such services in accordance with the amounts stated in PROPOSAL, including Reimbursable Expenses and costs of any Supplemental Services or Other Expenses that CLIENT selects.
- B. To timely provide photos/graphics and information necessary to develop recruitment brochure, narrow candidate field, and conduct candidate screening and interviews; failure to do so may, in SGR's reasonable discretion, extend timeline and can negatively impact the outcome of the process.
- C. To respond to drafts of documents and reports in a timely manner; failure to do so may, in SGR's reasonable discretion, extend timelines and can negatively impact the outcome of the process.
- D. To refer all prospective applicants to SGR and not to accept applications independently during the recruitment process.
- E. To provide legal opinions to SGR regarding when and if any information relating to the PROJECT must or should be released in accordance with public information laws or legal process.
- F. That if CLIENT receives an open records request, CLIENT shall notify and share the request with SGR in writing as soon as possible but within no more than three (3) business days of receipt and that CLIENT shall provide sufficient time for SGR to notify and provide advance notice to the impacted individuals prior to CLIENT releasing the required information with protected information redacted.
- G. To directly reimburse finalists for travel-related expenses relating to in-person interviews.
- H. That CLIENT is ultimately responsible for candidate selections and CLIENT will not discriminate against any candidate on the basis of age, race, creed, color, religion, sex, sexual orientation, national origin, disability, marital status, or any other basis that is prohibited by federal, or applicable state, or local law.
- I. To comply with the Fair Credit Reporting Act.

J. To cooperate with SGR to enable SGR to perform its obligations to CLIENT.

**3. Additional Terms and Conditions:**

- A. The PROPOSAL is incorporated herein for all purposes including all terms defined therein, but if there is any conflict or inconsistency between the terms or conditions of this Agreement, this Agreement controls.
- B. SGR may substitute personnel other than those initially placed, who have substantially equivalent training and experience and subject to approval of CLIENT, due to factors such as SGR employee/consultant turnover, developing needs of the PROJECT, or CLIENT's request.
- C. Remedies
  - i. CLIENT can terminate this agreement at any time for no reason upon giving SGR seven (7) days advance written notice of the termination date. In such an event, SGR shall be compensated for all work satisfactorily performed up to and through the termination date.
  - ii. SGR can terminate this agreement upon seven (7) days advance written notice of the termination date to CLIENT if CLIENT has failed to promptly pay in full any undisputed portion of any bill or invoice (if the dispute is in good faith) or has failed to perform its contractual promises in a manner that materially impedes SGR's ability to perform. In such an event, SGR shall be compensated for all work satisfactorily performed up to and through the termination date.
- D. CLIENT acknowledges that the nature of executive recruitment is such that SGR engages in discussions with prospects through the process who may or may not ultimately become a candidate, and that SGR is utilizing its proprietary network of relationships to identify and engage prospective candidates, and that premature release of such proprietary information, including names of prospective candidates with whom SGR may be having conversations as part of the recruitment process, may be damaging to the prospects, CLIENT, and SGR. Accordingly, CLIENT acknowledges and, to the extent permitted by law, agrees that all information related to this search is proprietary, and remains the property of and under the exclusive control of SGR, regardless of whether such information has been shared with CLIENT.
- E. There are no third-party beneficiaries to this Agreement.
- F. If any term or condition of this Agreement is invalidated by final judgment of a court of competent jurisdiction or becomes impossible to perform, the Parties will confer about whether to continue performance without amending the Agreement, without prejudice to either Party's right to terminate the Agreement without cause.
- G. This Agreement embodies the complete and final understandings, contract, and agreement between the Parties, superseding any and all prior written or verbal representations, understandings, or agreements pertaining to this PROJECT. This Agreement can be modified only by signed written amendment. Electronic communications purporting to amend this Agreement will be effective only if the electronic communication includes specific reference to this Agreement or PROJECT.
- H. This Agreement will be governed by the substantive laws of the State of Missouri without regard to the jurisdiction's choice-of-law doctrines. Venue for any litigation relating to this Agreement will be exclusively in Boone County of the State of Missouri.

- I. To the extent it may be permitted to do so by applicable law, CLIENT does hereby agree to defend, hold harmless, and indemnify SGR, and all officers, employees, and contractors of SGR, from any and all demands, claims, suits, actions, judgments, expenses, and attorneys' fees incurred in any legal proceedings brought against them as a result of action taken by SGR, its officers, employees, and contractors, providing the incident(s), which is (are) the basis of any such demand, claim, suit, actions, judgments, expenses, and attorneys' fees, arose or does arise in the future from an act or omission of SGR acting within the course and scope of SGR's engagement with CLIENT; excluding, however, any such demand, claim, suit, action, judgment, expense, and attorneys' fees for those claims or any causes of action where it is determined that SGR committed official misconduct, or committed a willful or wrongful act or omission, or an act or omission constituting gross negligence, or acted in bad faith. In the case of such indemnified demand, claim, suit, action, or judgment, the selection of SGR's legal counsel shall be with the mutual agreement of SGR and CLIENT if such legal counsel is not also CLIENT's legal counsel. A legal defense may be provided through insurance coverage, in which case SGR's right to agree to legal counsel provided will depend on the terms of the applicable insurance contract. The provisions of this paragraph shall survive the termination, expiration, or other end of this agreement and/or SGR's engagement with CLIENT.
- J. Notices related to this Agreement will go to the respective Parties as follows but either Party can change the addressee for notices to that Party by written notice to the other Party.
  - i. For the purposes of this Agreement, legal notice shall be required for all matters involving potential termination actions, litigation, indemnification, and unresolved disputes. This does not preclude legal notice for any other actions having a material impact on the Agreement.
  - ii. Any notice required be given by this Agreement shall be deemed to have been given within three (3) days of emailing or depositing in the mail.

**Legal Notices:**

**SGR**

Attn: Melissa Valentine, Corporate Secretary  
PO Box 1642  
Keller, TX 76244  
[Melissa@GovernmentResource.com](mailto:Melissa@GovernmentResource.com)

**CLIENT**

Attn: County of Boone - Missouri  
Address: \_\_\_\_\_  
Email: \_\_\_\_\_

**PROJECT Representative:**

**SGR**

Jeri J. Peters  
President of Executive Recruitment  
[JJPeters@governmentresource.com](mailto:JJPeters@governmentresource.com)  
817-337-8581

**CLIENT**

Name: TBD  
Title: \_\_\_\_\_  
Email: \_\_\_\_\_  
Phone: \_\_\_\_\_

**Billing and Invoicing:**

**SGR**

Attn: Finance  
Finance@GovernmentResource.com  
817-337-8581

**CLIENT**

Name: TBD  
Title: \_\_\_\_\_  
Email: \_\_\_\_\_  
Phone: \_\_\_\_\_

- K. Unless sooner terminated, this Agreement shall terminate at such time as the PROJECT is completed and the requirements of this Agreement are satisfied, except that duties of payment, of information disclosure, any representations and warranties, and placement guarantee survive this Agreement.
- L. The Parties and each individual who executes this Agreement on behalf of a Party represent and warrant to the other Party that as to each Party's respective signatory, that signatory is authorized by their Party to execute this Agreement and to bind their Party hereto.
- M. Time is of the essence to this Agreement.
- N. This Agreement may be executed in counterparts which together will comprise the Agreement.
- O. This Agreement is subject to appropriation of funds by CLIENT.

Strategic Government Resources, Inc.

Boone County, Missouri  
by: Boone County Commission

DocuSigned by:  
Jeri J. Peters  
Signature 031BF0F460...

DocuSigned by:  
Kip Kendrick  
Signature ED96434D4...

Printed Name: Jeri J. Peters

Printed Name: Kip Kendrick

Title: President of Executive Recruitment

Title: Presiding Commissioner

1/10/2024  
Date

1/10/2024  
Date

APPROVED AS TO FORM:

ATTEST:


DocuSigned by:  
  
7D71DEAEB9D74DD...  
County Counselor

DocuSigned by:  
  
D267E242BFB948C...  
Boone 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.

2711/71100: \$27,900.00

DocuSigned by:  8E8FE1148A274E1...	1/10/2024	
Signature	Date	Appropriation Account



# CERTIFIED COPY OF ORDER

STATE OF MISSOURI

} ea.

January Session of the January Adjourned

Term. 2024

County of Boone

In the County Commission of said county, on the 16th day of January 20 24

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

Now on this day, the County Commission of the County of Boone does hereby approve the Information Technology Department's request to purchase from Cooperative Agreements for Fiscal Year 2024.

Done this 16th day of January 2024.

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

## Department of Information Technology

ROGER B. WILSON BOONE COUNTY GOVERNMENT CENTER  
801 E. Walnut, Room 220  
Columbia, MO 65201-4890  
573-886-4443

**Julia Lutz**

**Director**

**DATE:** January 11<sup>th</sup>, 2024

**TO:** Kip Kendrick, Presiding Commissioner  
Justin Aldred, District I Commissioner  
Janet Thompson, District II Commissioner

**FROM:** Julia Lutz

**SUBJECT:** Request Administrative Authority to Purchase Technology-Related Items for FY2024

The purpose of this request is to seek administrative authority for the Information Technology Department to purchase technology-related items in FY2024 as follows;

Part 1 – Request to extend authority for the IT Department to purchase from cooperative agreements for the fiscal year 2024. The department's authority expired on 12/31/23. Samples of cooperative agreements include the State of Missouri's CDW-G (Computer Discount Warehouse-Government), NACo (National Association of Counties), and NASPO ValuePoint. This request has been presented to and approved by the County Commission for the past 21 years.

Part 2 – Request to extend authority for the IT Department to use the "Unanticipated Emergency Hardware" funding (Dept.'s: 1172, 2708, 1171, 2012, 2083, 6107; Account: 92301) to replace existing technology items that fail and are not cost-effective to repair. This authority would cover equipment with a replacement cost of up to \$1,800 without additional Commission review. This allows for less interruption for our technology users and reduces the number of "spare" items to be kept as backup equipment. This request has been made and approved for the previous 6 years.

Part 3 - Request to extend authority for the IT Department to purchase new assets, as needed, where the item's total purchase price is \$999.00 or less. These purchases should not have annual operating expense or licenses. Monitors are the best example of this need. This request was first approved in 2018.

Thank you for your consideration regarding this matter.

*Julia Lutz*

CC:  
Kyle Rieman  
Jeff Shockley  
Victoria Walter  
Melinda Bobbitt

24 -2024

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STATE OF MISSOURI }  
County of Boone } ea.

January Session of the January Adjourned

Term. 2024

In the County Commission of said county, on the 16th day of January 20 24

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 water meter opt-out form with Consolidated Water.

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

Done this 16th day of January 2024.

ATTEST:

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

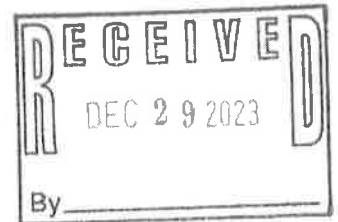
*Kip Kendrick*  
Kip Kendrick  
Presiding Commissioner

*Justin Aldred*  
Justin Aldred  
District I Commissioner

*Janet M. Thompson*  
Janet M. Thompson  
District II Commissioner

# CONSOLIDATED WATER

Boone County, Missouri



December 27, 2023

COUNTY OF BOONE  
801 E WALNUT ST RM 245  
COLUMBIA, MO 65201

Re: Location No. 3518

Dear Property Owner or Customer,

You are receiving this notice because our records indicate that you are the owner of record for one or more parcels of property located within the Consolidated Public Water Supply District No. 1 of Boone County's water service territory having an inactive water service.

Consolidated Water is a local water district that provides water service to a population of over 24,000 people in Boone County and small portions of Howard County and Callaway County. Consolidated Water owns and operates thirteen deep wells, ten storage facilities, over 650 miles of transmission and distribution water mains and is governed by a five-member Board of Directors elected within the community. Consolidated Water is financially self-supporting and relies in part on monthly water service availability charges to fund the costs of operating, improving and maintaining the water system.

Consolidated Water will enact a new policy in the first quarter of 2024, affecting inactive meters in the system. Inactive meters will be assessed a monthly availability fee based on meter size, same as active meters. The District maintains the connection to each meter service/meter pit and as such the owner of each meter service, active or inactive, must be equally responsible for payment of the monthly availability fee. Monthly availability fees based on meter size will be billed on or before April 1, 2024. Availability fees will not be assessed for prior years.

Consolidated Water understands that the owners of some inactive services have no intention of initiating water service soon and have not anticipated paying an availability fee. For this reason, Consolidated Water is offering an "opt out" provision whereby the water service will be disconnected and dug up at no cost to the customer, thus avoiding payment of a monthly availability fee. Property owners who "opt out" relinquish all rights to service and would be subject to a new meter set charge and any other necessary charges should they request water in the future.

Property Owners will have the ability to opt out by using the form attached and mailing it to the address shown below or emailing the completed form to [staff@consolidatedwater.com](mailto:staff@consolidatedwater.com). If we do not hear from you by March 31, 2024, Consolidated Water will begin to bill those customers/property owners monthly. To maintain your water service, please contact our office at 573.449.0324 and we will walk you through the process. For customers who choose to keep their service, a current rate schedule is available in our office or on our website at [www.consolidatedwater.com](http://www.consolidatedwater.com). You may contact the District at 573.449.0324 should you have any questions.

Enclosures: Opt-Out Form, Inactive Meter FAQs, Rate Schedule

## Rate Schedule

Effective August 1, 2023

Meter Size	Monthly Minimum
3/4 x 5/8 inch	\$15.00
2 user	\$30.00
3 user	\$45.00
4 user	\$60.00
1 inch	\$37.50
1.5 inch	\$75.00
2 inch	\$120.00
3 inch	\$240.00
4 inch	\$375.00
6 inch	\$750.00
8 inch	\$1,200.00
Water usage	\$7.00 per 1,000 gallons
Fireline	\$5.00 per inch of pipe diameter

Meter Deposit	
5/8 x 3/4	\$100.00
1-inch	\$200.00
1.5-inch	\$400.00
2-inch	\$1,200.00
3-inch	\$1,200.00
4-inch	\$1,200.00
6-inch	\$1,500.00
Mobile Meter	\$1,000.00

Fees and Charges	
New Account Fee	\$10.00
Reconnection – Locked Meter	\$30.00
Reconnection – Locked for Non-Payment	\$75.00
Broken Lock	\$50.00

Meter Size	Charge	Deposit	Total
<b>Same Side</b>			
5/8"x3/4"	\$ 1,300.00	\$ 100.00	\$ 1,400.00
1"	\$ 1,700.00	\$ 200.00	\$ 1,900.00
<b>Road Crossing/Bore Required</b>			
5/8"x3/4"	\$ 2,900.00	\$ 100.00	\$ 3,000.00
1"	\$ 3,300.00	\$ 200.00	\$ 3,500.00

# CONSOLIDATED WATER

Boone County, Missouri

## Inactive Meter Opt-Out Form

Customer Name: County of Boone  
Mailing Address: 801 W. Walnut St. Room 245 COLUMBIA, MO. 65201  
Service Address: County Hill-Plat 1, LOT 19 Parcel 16-708-29-01-019.00 01 3200 BRAMPTON CT  
Daytime Phone: 573-886-4400 or 573-886-4312 COLUMBIA, MO. LOCATION # 3518  
Email: Facmaint@boonecountymo.org

ALSO: LOCATION 8761  
950 HWY 124  
HALLSVILLE  
LISTED UNDER: BOONE COUNTY, MO

By making this selection, I AGREE that I am the landowner for the address mentioned above. Further, I am indicating that I want to opt-out of the inactive meter on my property. By opting out, I understand that the meter pit will be dug up and thus, I agree to forfeit the services and benefits this meter provides.

Print Name Kip Kendrick, Presiding Commissioner

Signature  Date 1/16/24