CERTIFIED COPY OF ORDER

502 -2026

STATE OF MISSOURI } ea.
County of Boone

October Session of the October Adjourned Term. 20 26

In the County Commission of said county, on the 13th day of October 20 26

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

Now on this day, the County Commission of the County of Boone does hereby enter into the record the proclamation recognizing October 11-17, 2026 as Case Manager Appreciation Week.

Done this 13th day of October, 2026.

Kip Kendrick
Presiding Commissioner

Justin Aldred
District I Commissioner

Janet M. Thompson
District II Commissioner

ATTEST:

Brianna L. Lennon
Clerk of the County Commission

PROCLAMATION RECOGNIZING OCTOBER 11-17, 2026, AS CASE MANAGER APPRECIATION WEEK

Whereas, case managers are dedicated professionals who serve as vital resources to support, guide and coordinate care for patients, families, and caregivers as they navigate complex systems; and

Whereas, when individual reach their optimum level of wellness and functional capability and experience full community inclusion, everyone benefits, including the individuals being served, their support system, and their community; and

Whereas, case management interventions and services enhance quality of life by supporting people as they strive to achieve positive outcomes with their healthcare, housing, employment, education and community integration; and

Whereas, case management is a collaborative process of assessment, planning, facilitation, care coordination, evaluation, and advocacy for options and services to meet individualized needs through communication and sharing of available resources, all with the goal of promoting individual independence, safety, quality of care, and cost-effective outcomes; and

Whereas, case managers function in a variety of practice settings including hospitals, home health care, long-term care, mental health care, rehabilitation facilities, eldercare, managed care, occupational health, primary care and developmental disability services to facilitate timely and efficient coordination of care through each transition of services; and

Whereas, today, case management is a multi-disciplinary profession and an essential component of the continuum of care, improving lives through a person-centered approach that promotes self-determination while also reducing health care costs.

Therefore, in recognition of the dedication of and vital role played by case managers in enhancing the lives of individuals with disabilities, the Boone County Commission does hereby declare October 11-17, 2026, as Case Manager Appreciation Week.

IN TESTIMONY WHEREOF, this 13th day of October, 2026.



Kip Kendrick, Presiding Commissioner

Justin S. Aldred, District I Commissioner

Janet M. Thompson, District II Commissioner

ATTEST:

Brianna L. Lennon, County Clerk

S03 -2026

CERTIFIED COPY OF ORDER

STATE OF MISSOURI } ea.
County of Boone

October Session of the October Adjourned Term. 20 26

In the County Commission of said county, on the 13th day of October 20 26

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

Now on this day the County Commission of the County of Boone does hereby approve Contract C001168 (21-02JUN26) with Criteria Corp for the purchase of Criteria, Criteria Corp's proprietary web-based HR service. The terms of the agreement are set out in the attached contract, and the Presiding Commissioner is authorized to sign the same.

Done this 13th day of October 2026.

Kip Kendrick
Presiding Commissioner

Justin Aldred
District I Commissioner

Janet M. Thompson
District II Commissioner

ATTEST:

Brianna L. Lennon
Clerk of the County Commission

Boone County Purchasing

Amy Gerskin, CPPB, MBA
Buyer

5551 S. Tom Bass Rd.
Room 205
Columbia, MO 65201
Phone: (573) 886-4393
agerskin@boonecountymo.org

TO: Boone County Commission
FROM: Amy Gerskin
DATE: September 29, 2026
RE: Bid Award Recommendation: 21-02JUN26 – Pre-Employment Testing Platform

Request for Proposal #21-02JUN26 – Pre-Employment Testing Platform closed on June 2, 2026. The county received four (4) responses in total, one from each of the following vendors:

1. Concourse Tech Inc.
2. FSH Technologies
3. Criteria Corp
4. Silverwood Enterprises, Ltd.

All four responses were deemed responsive and responsible. The Evaluation Committee for this proposal included Ami Hayse, Director of the Public Safety Childcare Center; Angela Wehmeyer, Director of Human Resources; Beth Boos, Deputy Director of IT; Captain Leer, of the Seriff's Office; Christie Davis, Director of Joint Communications; Julia Lutz, Director of IT; Jodi Wilson, Administrative Services Manager for Joint Communications; Lieutenant Boyce of the Sheriff's Office; and Mike Perkins, CEU Academy Coordinator for the Sheriff's Office.

Evaluation meetings were conducted on June 9th, June 15th, and July 30th, to review the responses and response clarifications. Demonstrations of Criteria Corp and Concourse Tech Inc. were conducted on July 2nd and July 8th respectively. The evaluation committee recommends awarding a contract to Criteria Corp. for providing the lowest and best solution for the County over the contract term.

Negotiations were conducted consistently with RFP paragraph 4.5 using both subjective and objective criteria. The criteria for subjective evaluations include Method of Performance (weighted a maximum 30 points), and Experience, Expertise and Reliability of Contractor (weighted a maximum of 20 points). Objective scoring was based on a cost analysis (weighted a maximum of 50 points) for a combined total of 100 possible points.

The full evaluation report is attached for reference, along with the evaluation committee's scoring sheet.

The County contract number is C001168. The effective dates of this contract will be from the Date of the Award and will extend through March 15, 2027, with the option to extend for an additional Six (6) One-Year (1) renewals for ongoing software maintenance and support.

Criteria Corp. is exempt under RSMo Sec. 355.751 as they are "transacting business in interstate commerce."

Invoices will be paid from:
Department 1228 - Gf Sheriff/Detention Admin, Account 86300 – Testing
Department 2711 – Boco Joint Comm Administration, Account 86300 – Testing

cc: Bid File

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Evaluation Report for Request for Proposal

21-02JUN26 - Comprehensive, Web-Based, Pre-Employment Testing Platform

OFFEROR #1: Concourse Tech Inc.

__X__ It has been determined that **Concourse Tech Inc.** has submitted a **responsive** RFP response meeting the requirements set forth in the original Request for Proposal.

____ It has been determined that **Concourse Tech Inc.** has submitted a **non-responsive** proposal.

Method of Performance (Project Approach)

Strengths:

- Unlimited users
- Unlimited testing volume
- "Purpose built for the public sector"
- Uses AWS GovCloud
- Full assessment library included
    - Assessments include:
        - Psychometric documentation covering validity, reliability, and adverse-impact analysis
        - EEO Compliance
- Proctoring included
- Audit log of every administrator action, candidate session events, and result distribution events
- County retains sole ownership of data
- Platform is US-hosted
- Daily back-ups to the County network and daily exports to a county endpoint
- SOC 2 Type II certification
- TX-RAMP Level 1 certification
- NIST SP 800-53 Rev. 5 aligned controls
- Dedicated project team and account manager
- Role-based training and role-based permissions
- Invoiced annually
- **Demo:** 7/8/26 (Jack Davidson jack@concoursetech.com, Jodi Wilson, Kenneth Boyce, Brian Leer, Mike Perkins, Ami Hayse, Angela Wehmeyer)
    - References include State agencies, Localities, and educational institutions
    - 100% public sector
    - Customer Service focused
    - Direct access to project team members for support or Q&A
    - Customized and configured per agency – Are there off-the-shelf options? How is scoring determined (industry norm? Baseline scores per job?...)
    - Intuitive dashboard
    - Ability to create and customize assessments
    - Robust assessment analytics
    - Assessment red-flags and warnings (did the candidate copy/cut and paste?) - Test integrity

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Evaluation Report for Request for Proposal

21-02JUN26 - Comprehensive, Web-Based, Pre-Employment Testing Platform

OFFEROR #2: Criteria Corp

__X__ It has been determined that **Criteria Corp** has submitted a **responsive** RFP response meeting the requirements set forth in the original Request for Proposal.

_____ It has been determined that **Criteria Corp** has submitted a **non-responsive** proposal.

Method of Performance (Project Approach)

Strengths:

- **Demo: 7/2/26** (Robbie, Sefan Geyer) (Ami Hayse, Jodi Wilson, Angela Wehmeyer, Mike Perkins, Beth Boos, Brian Leer, Julia Lutz)
  - Cognitive Aptitude, Personality, Emotional Intelligence, Risk, Skills
  - Dashboard: candidate scores, percentiles, Client and Customer Service Match
  - Generates interview questions based on candidate scores in all areas (EPP, Illustrait, Emotify, Safety assenssments only)
  - Auto-generated reports that can be sent to applicants – overview of their results
  - Adaptive tests – follow-up questions related to answers to previous questions

- Clarification #2 Confirmed: The annual price of $7,510 covers up to a 100-employee headcount and is intended to serve all three Boone County departments — Boone County Sheriff's Office, Boone County Joint Communications, and the Boone County Public Safety Childcare Center.

Concerns:

- No pre-loaded Childcare-specific assessments

Experience and Expertise

Strengths:

- County users are Familiar with the platform – historic data is available
- In business 20+ years

Concerns:

- Did not submit a formal proposal response – needed to ask for it in Clarification #1 to get it
- Clarification #2 sent to verify pricing - $7,510.00 submitted was to include all 3 using departments
  - Sent follow-up emails to verify this pricing. Was told by Robbie and Justine that yes, the $7,510.00 applied across all 3 using departments
  - During contract negotiations was informed by Robbie that the pricing was incorrect and could not be honored
- Was told that Robbie and Justine did not have signing authority for the BAFO
  - BAFO request was forwarded to Josh Millet
  - BAFO pricing was submitted at $11,750 with annual increases of 15%, 15%, 8%, 8%, 8%
- Overall experience working with Criteria throughout this process was less than ideal

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OFFEROR #4: Silverwood Enterprises Ltd.

__X__ It has been determined that **Silverwood Enterprises Ltd.** Has submitted a **responsive** RFP response meeting the requirements set forth in the original Request for Proposal.

____ It has been determined that **Silverwood Enterprises Ltd.** Has submitted a **non-responsive** proposal.

Method of Performance (Project Approach)

Strengths:

- Can be managed as one account, or separated by department
- Custom testing configuration available
- AI Psych tools – populate existing assessments based on a job description
- ID Verify takes photographs of applicants while testing to verify identification
- System tracks applicant's internet use while taking the assessment
- Unlimited administrators
- AWS hosted
- County retains sole ownership of data
- 3–5-day Implementation timeline

Concerns:

- 3rd party software – managed by Silverwood
    - Hire Right Testing
    - Harver, Inc
    - PsyMetrics, Inc. - Founded in 1996 – proprietary "building block" approach to assessments (mix and match competency requirements to create a custom assessment)
    - Symphony Talent (SkillCheck)
- Who produces and validates the tests?
    - Stays relevant with current standards?
- Who do we communicate with when we have problems or questions? What delays might this create for us?
- Back-up procedure?
- Training is an additional expense: $250/hr virtual and $2,500/day in-person

Experience and Expertise

Strengths:

- Formed in 1998
- Iowa Department of Corrections – Custom pre-hire assessments for corrections, training, consulting
- Pinellas County, FL – Pre-hire testing using PsyMetrics and SkillCheck for County positions

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Evaluation Report for Request for Proposal

21-02JUN26 - Comprehensive, Web-Based, Pre-Employment Testing Platform

SUMMARY:

The evaluation committee first met on June 9, 2026. After an initial review of the four responses, the committee requested clarifications from Criteria Corp and Silverwood Enterprise, Ltd. A follow-up meeting was scheduled for June 15, 2026. Clarification responses were received and evaluated by the committee on June 15. At this meeting, the committee collectively decided to move forward with Concourse and Criteria and schedule demonstrations. During evaluations we reviewed the responses against the scope of work items listed in section 3 of the RFP.

Criteria presented a virtual demonstration for the evaluation committee on July 2, from 3:30 – 4:30 pm. During this presentation Robbie Zitzlsperger and Stefan Geyer (in for Stephanie Murken) gave a high-level overview of the system, the assessment types, and use cases. As the incumbent, the Sheriff's Office was already familiar with the system. However, this demonstration was especially helpful for Joint Communications, Human Resources, and the Child Care Center staff. Participants included: Mike Perkins, Kenneth Boyce, Brian Leer, Ami Hayse, Jodi Wilson, Angela Wehmeyer, Beth Boos and Julia Lutz.

Concourse presented a virtual demonstration for the evaluation committee on July 8, from 10:00 am – 11:00 am. Presenting for Concourse was Jack Davidson. In attendance for the County were Jodi Wilson, Kenneth Boyce, Brian Leer, Mike Perkins, Ami Hayse, and Angela Wehmeyer. Similar to the demo with Critieria, this demonstration gave the county a look into how the system operated, how to assign, build, and distribute assessments, and candidate success metrics as detailed in the report.

Additional clarification letters were sent to Criteria and Concourse on July 15th, with a deadline of July 20th. On July 20th, only Criteria had responded to the request. No response was received from Concourse. The committee met again on July 30th to complete the evaluations and begin to score each vendor. Best and Final Offers were sent to both Criteria and Concourse. After careful review of the BAFOs, extended pricing comparison, and scoring, the evaluation committee made their final decision on 8/21/2026.

The documentation provided by Concourse indicated it met all items except for 3.4.1.1 and 3.9.2. The documentation provided by Criteria indicated it met all items except for 3.4.1.1, 3.4.1.2, 3.4.1.3, 3.6.2, and 3.9.2.

This evaluation report represents the subjective opinion of each offeror's strengths and concerns and is based upon an analysis of the relevant facts, as contained in each offeror's proposal. Points have been assigned to each offeror for the evaluation category of Experience & Reliability and Expertise of Personnel, as documented on the Evaluation Report Form.

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EVALUATION REPORT FORM

PURCHASING DEPARTMENT - BOONE COUNTY - MISSOURI

REQUEST FOR PROPOSAL NUMBER - 21-02JUN26 - Comprehensive, Web-Based, Pre-Employment Testing Platform

Amy Gerskin, Senior Buyer

				For Purchasing Use Only	
NAME OF OFFEROR	Method of Performance (30 points)	Experience/ Expertise of Contractor (20 points)	TOTAL SUBJECTIVE POINTS (50 pts.)	COST POINTS (50 pts.)	TOTAL POINTS (Max 100 pts.)
Criteria Corp	27	5	32	50	82.0
Concourse Tech Inc.	30	15	45	30	75.1
FSH Technologies	26	20	46	8	53.8
Silverwood Enterprises Ltd.	15	19	34	29	63.4

We hereby attest that the subjective points assigned to each offeror above were scored pursuant to the established evaluation criteria and represent our best judgement of the subjective areas of the offerors' proposals. We have attached a brief narrative which highlights some, but not necessarily all, of the reasons for our evaluation of the proposals as indicated by the scores above. Our comments represent our opinions only and do not represent the position of the Purchasing Department of Boone County, Missouri, or any other party.

Evaluator's Signature Date	Evaluator's Signature Date
Evaluator's Signature Date	Evaluator's Signature Date

An official website of the United States government Here's how you know

Contract Opportunities Data Bank Reports Error Show Details
Jul 30, 2026

Resolution of FSD.gov System Issue Show Details
Jul 30, 2026

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Keyword Search

For more information on how to use our keyword search, visit our help guide

Simple Search | Search Editor

- ◯ Any Words
- ◯ All Words
- ◯ Exact Phrase

e.g. 123456789, Smith Corp

"Criteria Corp" ×

Classification

Excluded Individual

Excluded Entity

Entity Name

e.g. ABC Inc

Criteria Corp ×

Unique Entity ID

e.g. HTYR9YJHK65L

CAGE / NCAGE

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Commission Order # 503-2026

PURCHASE AGREEMENT
FOR
COMPREHENSIVE, WEB-BASED, PRE-EMPLOYMENT TESTING PLATFORM
SUBSCRIPTION AND MAINTENANCE – TERM & SUPPLY

THIS AGREEMENT, C001168, dated the 13 day of October 2026, is made between Boone County, Missouri, a political subdivision of the State of Missouri through the Boone County Commission, herein "County" and **Criteria Corp** herein "Contractor."

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

1. ***Contract Documents*** - The contract shall consist of this Purchase Agreement, the County of Boone Request for Bid #**21-02JUN26 – Comprehensive, Web-Based, Pre-Employment Testing Platform,** any applicable addenda, the Contractor's bid response dated **06/01/2026,** and executed by **Robbie Zitzlsperger,** on behalf of the Contractor, Clarification #1 and Clarification #2, and the Best and Final Offer (BAFO). All such documents shall constitute the contract documents, which are attached hereto and incorporated herein by reference. Service or product data, specifications, and literature submitted with bid response may be permanently maintained in the County Purchasing Office bid file for this bid if not attached. In the event of a conflict between any of the foregoing documents, this Purchase Agreement, the Request for Bid, and any applicable addenda shall prevail and control over the Contractor's bid response.

2. ***Contract Duration*** - This agreement shall commence on **the Date of the Award and will extend through March 15, 2027,** with the option to extend for an additional **Six (6) One-Year (1) renewals** for ongoing software maintenance and support.

3. ***Purchase*** - The County agrees to purchase from the Contractor, and the Contractor agrees to supply the County with the purchase of **Criteria Corp's proprietary web-based HR Service, Criteria®** as required in the bid specifications and in conformity with the contract documents for the prices set forth in the Contractor's bid response. All deadlines, milestones, and benchmarks must be in accordance with Criteria Corp's BAFO and accepted by the County.

4. ***Pricing –*** Pricing will be on a firm, fixed-price basis for the entirety of the contract period and ***shall not exceed the annual fees listed below:***

Term	Description	Total Annual Fee
Date of Award – March 15, 2027	First Year Annual Subscription Prorated Amount	$3,080.01
March 16, 2027 – March 15, 2028	Second Year Subscription	$13,512.50
March 16, 2028 – March 15, 2029	Third Year Subscription (1st Renewal)	$14,188.13
March 16, 2029 – March 15, 2030	Fourth Year Subscription (2nd Renewal)	$15,323.18
March 16, 2030 – March 15, 2031	Fifth Year Subscription (3rd Renewal)	$16,549.00
March 16, 2031 – March 15, 2032	Sixth Year Subscription (4th Renewal)	$17,872.92
March 16, 2032 – March 15, 2033	Seventh Year Subscription (5th Renewal)	$19,302.75

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5. ***Billing and Payment*** - All billings shall be invoiced in accordance with the bid documents and billings may only include the prices listed in the Contractor's bid response. No additional fees for delivery or extra services not included in the bid response or taxes shall be included as additional charges in excess of the charges in the Contractor's bid response to the specifications. The County agrees to pay all monthly statements within thirty (30) days of receipt; the Contractor agrees to honor any cash or prompt payment discounts offered in its bid response if the county makes payment as provided therein. In the event of a billing dispute, the County reserves the right to withhold payment on the disputed amount; in the event, the billing dispute is resolved in favor of the Contractor, the County agrees to pay interest at a rate 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. ***Limitation of Liability*** - Except to the extent of the insurance coverages required to be maintained under this Agreement, the total aggregate liability of Vendor to the County arising out of or in connection with this Agreement, whether based in contract, tort, strict liability, or any other legal or equitable theory, shall not exceed an amount equal to three (3) times the total fees paid or payable by Buyer under this Agreement.

9. ***Termination*** - This agreement may be terminated by the County upon thirty days advance written notice for any of the following reasons or under any of the following circumstances:
   a. The County may terminate this agreement due to a material breach of any term or condition of this agreement, or
   b. The County may terminate this agreement if in the opinion of the Boone County Commission if delivery of products is delayed or products delivered are not in conformity with bidding specifications or variances authorized by the County, or
   c. Termination for Convenience - The county may terminate this Agreement for any reason or no reason upon sixty (60) days' written notice to the contractor, or
   d. If appropriations are not made available and budgeted for any calendar year.

[Continued on next page]

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

CRITERIA CORP

By DocuSigned by: Jason Crayne 00563DE00DC0442...

Title CFO

BOONE COUNTY, MISSOURI
By: Boone County Commission

Signed by: kip kendrick 2B83ECDD7F6E4A6...

Kip Kendrick, Presiding Commissioner

APPROVED AS TO FORM:

DocuSigned by: 7D71DEAEB9D74DD...

CJ Dykhouse, County Counselor

ATTEST:

Signed by: Brianna L. Lennon 242B827B32F14BF...

Brianna L. Lennon, County Clerk

AUDITOR CERTIFICATION

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

Signature	Date	Appropriation Account
DocuSigned by: Kyle Rieman by AN. 8E8FE1148A274E1...	9/30/2026	1228 / 86300 $0.00 2711 / 86300 $3,080.01

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STANDARD TERMS AND CONDITIONS - BOONE COUNTY, MISSOURI

1. The Contractor shall comply with all applicable federal, state, and local laws, and failure to do so, in the County's sole discretion, shall give the County the right to terminate this Contract.

2. Responses shall include all charges for packing, delivery, installation, etc., (unless otherwise specified) to the Boone County Department identified in the Request for Bid and/or Proposal.

3. The Boone County Commission has the right to accept or reject any part or parts of all bids, to waive technicalities, and to accept the offer the County Commission considers the most advantageous to the County. Boone County reserves the right to award this bid on an item-by-item basis, or an "all or none" basis, whichever is in the best interest of the County.

4. Bidders must use the bid forms provided to submit bids, must return the bid and bid sheets comprised in this bid, give the unit price, and extended totals, and sign the bid. The Purchasing Director reserves the right, when only one bid has been received by the bid closing date, to delay the opening of bids to another date and time in order to revise specifications and/or establish further competition for the commodity or service required. The one (1) bid received will be retained unopened until the new Closing date, or at the request of the bidder, returned unopened for re-submittal at the new date and time of bid closing.

5. When products or materials of any particular producer or manufacturer are mentioned in our specifications, such products or materials are intended to be descriptive of type or quality and not restricted to those mentioned.

6. Do not include Federal Excise Tax or Sales and Use Taxes in the bid process, as the law exempts the County from them.

7. The delivery date shall be stated in definite terms, as it will be taken into consideration in awarding the bid.

8. The County Commission reserves the right to cancel all or any part of orders if delivery is not made or work is not started as guaranteed. In case of a delay, the Contractor must notify the Purchasing Department.

9. In case of default by the Contractor, the County of Boone will procure the articles or services from other sources and hold the Bidder responsible for any excess cost occasioned thereby.

10. Failure to deliver as guaranteed may disqualify Bidder from future bidding.

11. Prices must be as stated in units of the quantity specified and must be firm. Bids qualified by escalator clauses may not be considered unless specified in the bid specifications.

12. No bid transmitted by fax machine or e-mail will be accepted.

13. The County of Boone, Missouri expressly denies responsibility for or ownership of any item purchased until the same is delivered to the County and is accepted by the County.

14. The County reserves the right to award to one or multiple respondents. The County also reserves the right to not award any item or group of items if the services can be obtained from a state or other governmental entity contract under more favorable terms. The resulting contract will be considered "Non-Exclusive". The County reserves the right to purchase from other vendors.

Docusign Envelope ID: 972E4921-13D5-829C-8251-C6FC4A8AF726

15. The County, from time to time, uses federal grant funds for the procurement of goods and services. Accordingly, the provider of goods and/or services shall comply with federal laws, rules, and regulations applicable to the funds used by the County for said procurement, and contract clauses required by the federal government in such circumstances are incorporated herein by reference. These clauses can generally be found in the Federal Transit Administration's Best Practices Procurement Manual – Appendix A. Any questions regarding the applicability of federal clauses to a particular bid should be directed to the Purchasing Department prior to bid opening.

16. In the event of a discrepancy between a unit price and an extended line-item price, the unit price shall govern.

17. Should an audit of the Contractor's invoices during the term of the Agreement, and any renewals thereof, indicate that the County has remitted payment on invoices that constitute an over-charging to the County above the pricing terms agreed to herein, the Contractor shall issue a refund check to the County for any over-charges within 30-days of being notified of the same.

18. For all bid responses over $25,000, if any manufactured goods or commodities proposed with the bid/proposal response are manufactured or produced outside the United States, this MUST be noted on the Bid/Proposal Response Form or a Memo attached.

19. Pursuant to Section 34.600 RSMo, for contracts $100,000 and greater, the Contractor/Vendor certifies it is not currently engaged in and shall not, for the duration of the contract, engage in a boycott of goods or services from the State of Israel; companies doing business in or with Israel or authorized by, licensed by, or organized under the laws of the State of Israel; or persons or entities doing business in the State of Israel.

20. For all titled vehicles and equipment, the dealer must use the actual delivery date to the County on all transfer documents including the Certificate of Origin (COO), Manufacturer's Statement of Origin (MSO), Bill of Sale (BOS), and Application for Title.

21. Equipment and serial and model numbers - The contractor is strongly encouraged to include equipment serial and model numbers for all amounts invoiced to the County. If equipment serial and model numbers are not provided on the face of the invoice, such information may be required by the County before issuing payment.

22. All equipment and supplies offered in a quote must be new, of current production, and available for marketing by the manufacturer unless the County clearly specifies that used, reconditioned, or remanufactured equipment and supplies may be offered.

23. The resulting agreement may be extended beyond the expiration date by order of the County on a month-to-month basis if the County cannot re-bid and/or award a new contract before the expiration date.

24. The County as a public governmental body is subject to the Missouri Sunshine Law (Chapter 610 RSMo) and will comply with requests for documents in accordance with that law.

Docusign Envelope ID: 972E4921-13D5-829C-8251-C6FC4A8AF726

Boone County Purchasing

Amy Gerskin, CPPB, MBA
Senior Buyer

5551 S. Tom Bass Rd.
Room 205
Columbia, MO 65201
Phone: (573) 886-4393
agerskin@boonemo.gov

August 10, 2026

Criteria Corp.
750 N San Vicente Blvd.
Suite 1500
East Tower
West Hollywood, CA 90069

Dear Ms. Niketen:

In accordance with paragraph 4.5 of RFP number 21-02JUN26 – Comprehensive Web-Based Pre-Employment Testing Platform, this letter shall constitute an official request by the County of Boone – Missouri to enter into competitive negotiations with Criteria Corp. Included with this letter are two attachments.

The first attachment is the Best and Final Offer (BAFO) Request List and it includes the following: (1) a listing of the deficiencies or other concerns identified within your proposal which do not comply to the requirements of the RFP, (2) a listing of areas within your proposal which require further information and/or clarification, and (3) a request for specific responses to identified RFP paragraphs.

The second attachment is a Best and Final Offer Form for RFP #21-02JUN26 which also includes any changes being made to the RFP as a result of this BAFO request. The Best and Final Offer Form must be completed, signed by an authorized representative of your organization, and returned with your detailed BAFO response.

Your detailed BAFO response should address each area identified on the BAFO Request List using the same numbering outline as the list. In addition, as a result of this request for a Best and Final Offer, you may now modify the pricing of your proposal and/or may change, add information, and/or modify any part of your proposal. However, if pricing is resubmitted, be sure to follow the pricing structure stated in the RFP. Furthermore, please understand that your response to this BAFO request is your final opportunity to ensure that (1) all mandatory requirements of the RFP have been met, (2) all RFP requirements are adequately described since all areas of the proposal are subject to evaluation, and (3) this is your best offer, including a reduction or other changes to pricing.

Docusign Envelope ID: 972E4921-13D5-829C-8251-C6FC4A8AF726

You are requested to respond to this BAFO request by submitting a written "Best and Final Offer" by the end of the Business on Wednesday, August 19, 2026, to:

Attention: Amy Gerskin, CPPB, MBA
Boone County Purchasing
5551 S Tom Bass Rd.
Columbia, MO 65201

Or by Email to: agerskin@boonemo.gov

You are reminded that pursuant to Section 610.021 RSMo, proposal documents including any best and final offer documents are considered closed records and shall not be divulged in any manner until after a contract is executed or all proposals are rejected. Furthermore, you and your agents (including subcontractors, employees, consultants, or anyone else acting on their behalf) must direct all questions or comments regarding the RFP, the evaluation, etc., to the buyer of record. Neither you nor your agents may contact any other County employee regarding any of these matters during the negotiation and evaluation process. Inappropriate contacts or release of information about your proposal or BAFO are grounds of suspension and/or exclusion from specific procurements.

If you have any questions regarding this BAFO request, please call (573) 886-4393 or e-mail agerskin@boonemo.gov. I sincerely appreciate your efforts in working with the County of Boone – Missouri to ensure a thorough evaluation of your proposal.

Sincerely,

Amy Gerskin

Amy Gerskin, CPPB, MBA
Senior Buyer

cc: Evaluation Team
Proposal File

Attachments: Best and Final Offer Request List
Request for Best and Final Offer (BAFO) Form

Docusign Envelope ID: 972E4921-13D5-829C-8251-C6FC4A8AF726

CLARIFICATION QUESTION LIST

Request for Bid #21-02JUN26 – Comprehensive Web-Based Pre-Employment Testing Platform

1. IDENTIFIED DEFICIENCIES AND AREAS OF CONCERN:

The County of Boone makes no claim that all concerns related to your proposal have been identified herein; nor is the County obligated to do so.

1.1. Pricing as stated in the Proposal Response, Clarification Letter #1, and Clarification Letter #2 as well as clarification emails sent on 8/3/2026 and 8/7/2026 between Amy Gerskin, Justine Niketen and Robbie Zitzlsperger are inconsistent.

2. CLARIFICATIONS:

2.1. Please submit firm and final pricing in accordance with Sections 4.2–4.9 of the Request for Proposal, clearly identifying the cost for each of the three using departments, the grand total for all three departments, and any proposed price increases for each of the five subsequent renewals. As stated in Section 2.3, the initial contract term is two (2) years from the date of award, with five (5) additional renewal periods.

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CONTRACT DOCUMENTS
BOONE COUNTY, MISSOURI
PROPOSAL NUMER AND DESCRIPTION:

BEST AND FINAL OFFER FORM #1

This BAFO is issued in accordance with the Instructions to Bidders and is hereby incorporated into and made a part of the Contract Documents.

Offeror's are reminded that receipt of this BAFO must be acknowledged and responses submitted on or before the end of business on Wednesday, August 19, 2026.

The Offeror hereby declares understanding, agreement and certification of compliance to provide the items and/or services, at the prices quoted, in accordance with all terms and conditions, requirements, and specifications of the original RFP as modified by any previously issued RFP amendments and by this and any previously issued BAFO requests. The Offeror agrees that the language of the original RFP as modified by any previously issued RFP amendments and by this and any previously issued BAFO requests shall govern in the event of a conflict with Offeror's proposal.

By: _____
Amy Gerskin, CPPB, MBA
Senior Buyer

Company Name Criteria Corp.

Address 750 N San Vicente Blvd., Suite 800W

West Hollywood, CA 90069

Phone Number (310)276-8649 Fax Number: _____

E-mail Address: josh@criteriacorp.com

Authorized Representative Signature Signed by: Josh Millet AE9A085BB91F447... Date: 14 August 2026 | 1:51 PM PDT

Printed Name: Josh Millet Title: CEO

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VENDOR RESPONSE AND PRICING PAGES

In compliance with this Request for Proposal and subject to all the conditions thereof, the offeror agrees to furnish the services/equipment/supplies requested and proposed and certifies he/she has read, understands, and agrees to all terms, conditions, and requirements of this proposal and is authorized to contract on behalf of the firm named below. (Note: This form must be signed. All signatures must be original and not photocopies. In addition, the County uses *Docusign* when making a contract award. When providing a Contact Name and E-Mail Address below, the Contact and E-Mail address provided must be a person who has the legal authority to contractually bind the offeror's/bidder's company in a contract with the County.

4.6. Offeror Information:

Company Name: __Criteria Corp_____

Address:

__750 N. SAN VINCENTE BLVD. STE 1500 EAST TOWER_____

City/State/Zip Code: _West Hollywood, California, 90069_____

Telephone: _____310-278-8649_____ Fax: _____

Federal Tax ID (or Social Security): ____37-1517042_____

Contact Name and E-Mail Address to receive documents for electronic signature:

_____Robbie.zitzlsperger@criteriacorp.com_____

Check One: Corporation X

Partnership – Name □

_____

Individual Proprietorship – Individual Name □

_____

Other – Specify

_____

4.7. Cooperative Procurement: The offeror should indicate by checking "Yes" or "No" in the indicated space if the offeror will honor the submitted prices and terms for purchase by other entities in Boone County that participate in cooperative purchasing with Boone County, Missouri?

YesX No

NOTE: The offeror must clearly state in writing any restrictions or deviations from specifications and requirements stated herein. In the absence of such statement, the County will assume that all items/services offered are in strict compliance with specifications stated in the RFP, including all

RFP #: **21-02JUN26** 18

Insertion Date: ***Friday, May 1, 2026***technical and cost requirements, terms and conditions. The offeror must agree that the proposal,

if selected for award by the County, will be included as part of the final contract with the County. The undersigned offers to furnish and deliver the articles or services as specified at the prices and terms stated and in strict accordance with all requirements contained in the Request for Bid, including Boone County's Terms and Conditions, FOB Destination Freight Prepaid and Allowed, *unless pricing has been specifically quoted for vehicle delivery and preparation below*. Further, the undersigned has read and understood all requirements, terms and conditions, and agrees that all of which are made part of the contract and any orders resulting thereunder. By submission of this bid response, the vendor certifies their compliance with Section 34.353 and, if applicable, Section 34.359 ("Missouri Domestic Products Procurement Act") of the Revised Statutes of Missouri.

Print Name: _____Robbie Zitzlsperger_____ Title: _____Customer Account Executive_____

Signature: ____RZITZ_____ Today's Date: _____8/14/2026_____

4.8. Pricing:

The offeror must submit a firm, fixed price below for all identified line items. No other pricing will be paid by the County – therefore the pricing below must cover all costs of providing a Comprehensive Pre-Employment Testing Platform as specified herein.

LINE ITEM DESCRIPTION PRICE

4.8.1. Firm, fixed, annual subscription fee

$___11,750_____

(Annual fee)

4.8.2. Initial Implementation and Setup

$_____0_____

(one-time fee)

4.8.3. Additional Optional Modules or Add-On

$_____0____

Features (Cost per each)

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4.8.4. Training $____0_____
4.8.5. Integrations, Configurations, Customizations
(Cost per each)
4.8.6. Ongoing Annual Support and Maintenance
(Annual fee)
4.8.7. Pricing per Additional User $_____0_____
$_____0_____
$_____0_____
RFP #: **21-02JUN26** 19
Insertion Date: ***Friday, May 1, 2026*****4.9. Renewal Options:**
The County shall have the option to renew the contract in one-year increments, or any portion thereof, for a total period **of five (5) additional years** following the initial term. If the options are exercised, pricing for the renewal period shall be the same as quoted for the initial or previous contract period subject to adjustment in accordance with the specific percentage of price adjustment quoted below for the applicable renewal contract period.
Prices for the renewal period shall not exceed the maximum percentage of increase for the applicable renewal period stated on the Pricing Page of the contract.
The offeror must respond with a firm, fixed ***percentage of maximum increase.*** Statements such as "a percentage of the then-current price" or "consumer price index" are NOT ACCEPTABLE, i.e., reference to a CPI adjustment shall be deemed unacceptable.
If the bidder quotes 0% percentage or leaves the line blank, the County shall have the right to execute the option at the same price(s) proposed for the initial or previous contract period.
In conducting the cost evaluation, Boone County will evaluate pricing that determines the potential maximum financial liability to the County.
The percentage for the first renewal will be applied to original contract period pricing, and percentage for subsequent renewals will be applied to previous contract period pricing.
4.9.1. Renewal Option Percentage Price Adjustment 1st Renewal Period
__15_____% Increase applied to original contract period pricing
4.9.2. Renewal Option Percentage Price Adjustment 2nd Renewal Period
___15_____% Increase applied to previous contract period pricing
4.9.3. Renewal Option Percentage Price Adjustment 3rd Renewal Period
____8_____% Increase applied to previous contract period pricing
4.9.4. Renewal Option Percentage Price Adjustment 4th Renewal Period
____8____% Increase applied to previous contract period pricing
4.9.5. Renewal Option Percentage Price Adjustment 5th Renewal Period
____8___% Increase applied to previous contract period pricing
RFP #: **21-02JUN26** 20
Insertion Date: ***Friday, May 1, 2026***

Signed by:
Josh Millet
AE9A085BB91F447...

Outlook

Re: Criteria Virtual Demonstration

Organizer	Amy Gerskin <AGerskin@boonemo.gov>
Meeting time	This event occurred 2 weeks ago (Thu 7/2/2026 3:30 PM - 4:30 PM)
Location	Microsoft Teams Meeting
My response	Accepted
Required attendees	Christie Davis, Jodi Wilson, Mike Perkins, Kenneth Boyce, Ami Hayse, Angela Wehmeyer, Brian Leer, Beth Boos, Julia Lutz, Robbie Zitzlsperger
Optional attendees	Stephanie Murken, Stefan Geyer
Message sent	Thu 7/16/2026 5:15 PM

1 attachment (297 KB)
Criteria-AssessmentGuide-AssessmentTypes (2).pdf;

CAUTION: This email originated outside of **boonemo.gov**. ONLY use links and attachments which are familiar.

Hi Amy,

Happy to address:

1: You will find all assessment descriptions in the attached document titled Criteria-AssessmentGuide. For scoring examples, please see the below links
- Here is a link to our Overview of All Criteria Assessments
- Criteria Assessment Guides

2. Could you provide more of an example of what you are looking for here? The trust center site is an index of our documents. Don't necessarily have a summarized document of all of that, that I can send. You should be able to pull what is needed from that site. I'll keep an eye out for your reply here.

3. Total Cost Clarification:
I appreciate the opportunity to clarify the pricing structure. The annual price of $7,510 covers up to a 100 employee headcount and is intended to serve all three Boone County departments — Boone County Sheriff's Office, Boone County Joint Communications, and the Boone County Public Safety Childcare Center. The $7,510 figure referenced in Section 2.2 of our proposal was cited in the context of Joint Communications, but that price point reflects the full county-wide cost and does not change with the addition of the other two departments. There is no additional cost to extend access to all three departments.

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Criteria

Assessment Guide

Types of Assessments

Our assessments are designed to help you learn more about your candidates.



Aptitude: Can the person do the job? Aptitude assessments measure critical thinking, problem-solving capability, and learning ability. Research shows that cognitive aptitude is one of the most accurate predictors of job performance.



Personality: Will the person be comfortable in the job? Personality assessments measure job fit based on a candidate's behavioral traits and competencies.



Emotional Intelligence: Can the person perceive, understand and manage emotions? Emotional intelligence assessments measure the ability to interpret emotional information, and manage their own and others' emotions effectively.



Risk: How likely is the person to take risks on the job? Risk assessments predict whether candidates will follow rules, support safe work practices, and be reliable, conscientious employees.



Skills: What skills or competencies does the person have right now? Skills assessments measure acquired knowledge that the candidate has already developed. This measures current competencies, not the ability to learn new skills or to adapt over time.



Interviewing: What skills and experience does the candidate have? Structured interviews are one of the most predictive types of assessments. They ensure every candidate has the same experience to mitigate bias and support objective, data-driven hiring decisions.

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Selecting the Right Combination of Assessments

Every organization has unique needs, but we can offer a few basic tips for how to select the right assessments for your roles.

Tip #1:

We typically recommend pairing an aptitude assessment with a personality assessment to get a well-rounded view of each candidate. Skills, emotional intelligence, and risk assessments can be added as needed depending on the role.

Do not be surprised if you find yourself choosing the same tests for multiple jobs – this is very common practice. The most important thing to keep in mind when selecting tests is to make sure they are assessing qualities that are job-related. For example, our most popular assessments, the CCAT and EPP, measure qualities that are universally relevant to nearly all jobs. If those assessments are right for your role, you can customize the reports to fit the profiles for specific positions or job families.

Tip #2:

Try to keep the total assessment time under 40-45 minutes. Our data shows that most candidates are perfectly willing to take assessments for up to 45 minutes, but after that threshold, you may start to see some candidate drop-off. If more testing is necessary, you can stagger the tests at different stages of the hiring process.

Tip #3:

Get a stronger talent signal by adding structured interviews alongside assessments to make better, more informed talent decisions. Structured video interviews create consistency in your screening process and ensure you compare candidates fairly by assessing them with a clear, standardized, and objective rating system.

Aptitude Assessments

Criteria Cognitive Aptitude Test (CCAT) *– 50 questions in 15 minutes*

High level aptitude assessment that measures critical thinking, problem solving, and learning ability through math, verbal, and spatial reasoning questions.

Can someone do the job for high level positions?

- **Common Use:** Used for high level roles that require or prefer a college education.
- **Notes:** For an easier version that is more suitable for entry level roles or roles that do not require a college education, see the Criteria Basic Skills Test (CBST) in the Skills section. Do not pair the CCAT with the CBST, Universal Cognitive Aptitude Test (UCAT), or Cognify, as the information will be redundant.
- **Example Positions:** Project Managers, Supervisors, Accountants, Sales Engineers

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Universal Cognitive Aptitude Test (UCAT) – *40 questions in 20 minutes*

High level aptitude assessment that measures critical thinking and problem solving through math, reasoning, and attention to detail questions. The assessment is similar to the CCAT but does not measure verbal ability, making it well-suited as a cognitive aptitude assessment for international roles.

Can someone do the job for high level positions, without asking language-specific verbal questions?

- **Common Use:** Used for high level, technical, and scientific positions where English is not the first language. Used for roles where language is not an important component of the role.
- **Notes:** Available in other languages for a small fee. Can be translated into additional languages for a fee. Do not pair the UCAT with the Criteria Cognitive Aptitude Assessment (CCAT), the Criteria Basic Skills Test (CBST), or Cognify, as the information will be redundant.
- **Example Positions:** Developers, Managers, Accountants, Computer Programmers

General Aptitude Mobile Evaluation (GAME) – *5-6 minutes*

Mobile-first, game-based assessment of cognitive aptitude.

Can someone do the job, through a quick and fun game?

- **Common Use:** Used for a variety of entry to high level roles. Because it is short and makes for an engaging candidate experience, it is often placed at the start of the hiring process.
- **Notes:** Works on both mobile devices and desktops. It is an adaptive test, meaning that it adapts to the test taker's level. This makes the test difficulty appropriate for all levels.
- **Example Positions:** Cashiers, Project Managers, Financial Analysts

Cognify – *15 minutes*

Game-based assessment of cognitive ability that measures a candidate's problem-solving ability, critical thinking, and reasoning.

Can someone do the job for mid to senior level positions?

- **Common Use:** Used for advanced, professional roles that require or prefer a college education.
- **Notes:** Do not pair Cognify with the CCAT, CBST or UCAT, as the information will be redundant.
- **Example Positions:** Sales, IT, Marketing, Content Writers/Editors, Customer Success/Support

UCognify – *10 minutes*

A language-independent, game-based assessment of cognitive ability that's suitable for international roles. UCognify measures a candidate's problem-solving ability, critical thinking, and reasoning.

Can someone do the job for mid to senior level positions?

- **Common Use:** Used for advanced, professional roles that require or prefer a college education.
- **Notes:** Do not pair UCognify with the CCAT, CBST or UCAT, as the information will be redundant.
- **Example Positions:** Sales, IT, Marketing, Customer Success/Support

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Criteria Mechanical Reasoning Assessment (CMRA) – *30 questions in 15 minutes*

Mechanical reasoning assessment that measures a candidate's mechanical aptitude and reasoning ability.

Does someone have mechanical common sense? A shorter, lighter, mobile-first assessment of mechanical reasoning.

- **Common Use:** Roles that work with or maintain machinery.
- **Notes:** Only 15 minutes and optimized for mobile. Do not pair with the Wiesen Test of Mechanical Aptitude (WTMA), as the information will be redundant.
- **Example Positions:** Maintenance Technicians, Electricians, Service Technicians

Wiesen Test of Mechanical Aptitude (WTMA) – *60 questions in 30 minutes*

Mechanical aptitude assessment that measures a candidate's mechanical aptitude, or their ability to learn to use, maintain, and repair equipment and machinery.

Does someone have mechanical common sense?

- **Common Use:** Roles that work with or maintain machinery.
- **Notes:** Do not pair with the Criteria Mechanical Reasoning Assessment (CMRA), as the information will be redundant.
- **Example Positions:** Maintenance Technicians, Electricians, Service Technicians

Criteria Attention Skills Test (CAST) – *10 minutes*

Short aptitude assessment that measures a candidate's concentration and ability to sustain focus on one or more tasks while avoiding distractions.

Can someone concentrate on tasks despite visual distractions?

- **Common Use:** Roles that require visual attention like drivers, air traffic controllers, and security guards.
- **Notes:** Not ideal for many office jobs as it does not give the full breadth of aptitude that the CCAT/UCAT/CBST would. Cannot pair with the Minicog Rapid Assessment Battery as the CAST is a shorter version of the MRAB.
- **Example Positions:** Drivers, Gaming Dealers, Assembly-line Workers

MiniCog Rapid Assessment Battery (MRAB) – *35 minutes*

Aptitude assessment that measures a person's information processing functions.

Mental fitness test developed for NASA to measure the cognitive functions of astronauts when in space

- **Common Use:** Positions that require extremely high-level cognitive fitness. Rarely used!
- **Notes:** Not ideal for most office jobs.
- **Example Positions:** Astronauts, Air Traffic Controllers, Network Administrators, and Navy SEALs

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Personality Assessments

Illustrait – *number of questions varies depending on competencies assessed, approximately 5-10 mins.*

Hyper-targeted, job-relevant assessment of the specific competencies required for successful performance in a role.

Does someone have the behavioral traits and competencies to succeed in a role?

- **Common Use:** all roles, particularly those with specific requirements
- **Notes:** Illustrait gives you a highly flexible way to assess the specific behavioral traits and competencies that predict successful performance in any job, including those with unique requirements.
- Our platform can recommend the relevant Illustrait competencies for over 900 O*NET jobs, or you can choose from our extensive library of 38 individual competencies.
- Candidates only complete questions related to the selected competencies, making the assessment brief, hyper-targeted and highly job-relevant. The score report outlines their competency potential for a specific role and outlines the behaviors you can expect the candidate to display in terms of each competency.
- You can also choose to receive a general Work Styles report for each candidate, which gives you a broad, universally applicable overview of the candidate's traits and how they express themselves at work, which is particularly useful when onboarding a successful hire.

Employee Personality Profile (EPP) – *140 prompts, approximately 10 minutes*

General personality assessment that measures twelve personality traits that provide insight into a person's work style and how they are likely to interact with co-workers, management, and customers.

Will someone be comfortable in a role?

- **Common Use:** It's our most versatile personality test and can be applied to all types of roles.
- **Notes:** Looks at 12 personality traits and matches candidates to 12 job families. It is best to think of these as families or profiles, instead of specific job titles. Includes recommended interview questions to aid in the hiring process. Do not pair with the Customer Service Aptitude Profile (CSAP) or the Sales Achievement Predictor (SalesAP), as the information will be redundant.
- The "Sales" profile on the EPP is geared toward a more consultative sale, that entails relationship building and follow-ups. For a more transactional sales role like retail or cold calling, see the Sales Achievement Predictor.
- In addition to the traditional score report, the EPP generates the Workplace Insights report, a unique score report that you can choose to share with candidates. It identifies a candidate's strengths and areas for development, incentivizing candidates to complete testing and creating a brand-positive experience.

Customer Service Aptitude Profile (CSAP) – *140 prompts, approximately 10 minutes*

Personality assessment that measures key customer service personality traits to determine someone's comfort in that style of role.

Will someone be comfortable in a customer service role?

- **Common Use:** All types of customer service roles.

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- **Notes:** Only appropriate for customer service roles. Easy to read results (Highly Recommended, Recommended, Not Recommended). Can also receive Sales Achievement Predictor results from CSAP.
- The EPP also has a "Customer Service" profile on it. The CSAP and EPP are both suitable for customer service roles, but we advise using one or the other, not both. There are three main differences: how the report is expressed (CSAP is a bucketed response vs. EPP is a numerical value % match), the number of profiles (CSAP has 2 vs. the EPP has 12), and the EPP has custom interview questions, but the CSAP does not.

Sales Achievement Predictor (SalesAP) *– 140 prompts, approximately 10 minutes*

Personality assessment that measures key sales personality traits to determine someone's comfort in that style of role.

Will someone be comfortable and successful in a traditional/transactional sales role?

- **Common Use:** Direct sales roles, focusing on closing and cold calling.
- **Notes:** Easy to read results (Highly Recommended, Recommended, Not Recommended). Can also receive Customer Service Aptitude Profile results from SalesAP.
- The EPP also has a "Sales" profile on it. The SalesAP and EPP are both suitable for sales roles, but we advise using one or the other, not both. The type of sales the SalesAP is geared toward are traditional, transactional sales, like retail, cold calling, or appointment setting. For sales roles that are more consultative, entailing a lot of relationship building and follow-ups, see the Employee Personality Profile.

Criteria Personality Inventory (CPI) *– 100 prompts, approximately 10 minutes*

Broad personality test that looks at key characteristics based on the Big Five.

Big five personality assessment

- **Common Use:** Appropriate for all types of positions.
- **Notes:** If no Big Five experience, we recommend using the EPP instead for more context. Ideal when the reader of the report has a good understanding of the Big Five, as this assessment does not provide job matches.

Workplace Alignment Assessment (WAA) *– 20 work preferences, approximately 10 minutes*

Measures the degree of alignment between a candidate's most important work preferences and the environment the organization provides, to identify people who will be more engaged, committed and satisfied at work.

Will someone be committed to your organization?

- **Common Use:** All roles, especially where tenure and commitment is important.
- **Notes:** The WAA is a "double-sided" assessment, that compares the candidate's work preferences with the environment the organization offers to its employees. Someone who is very familiar with the job and the organization should complete the organizational profile; usually this would be the position supervisor.

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Emotional Intelligence Assessments

Emotify – *Approximately 20 minutes*

An ability-based assessment that measures Emotional Intelligence (EI) by assessing an individual's ability to accurately perceive, understand and manage emotions.

Can someone perceive emotions and and understand emotional information appropriately? Can they manage their own and others' emotions effectively?

- **Common Use:** Ideal for roles that require self-awareness and empathy, or where interpersonal interaction is a job requirement.
- **Notes:** Features three brief game-based assessments, providing a positive and engaging candidate experience. The score report includes dynamic interview questions to aid in the hiring process.
- **Example Positions:** Leadership roles, Customer Service, Human Resources, Healthcare, and Sales

Risk Assessments

Workplace Productivity Profile (WPP) – *50 prompts, approximately 7 minutes*

Behavioral risk assessment used to help predict whether a person will be a conscientious, productive, and reliable employee.

Is someone likely to follow the rules?

- **Common Use:** Entry to mid-level roles where rule following is very important.
- **Notes:** Should not be used for high level roles that require critical thinking or management. Scoring: High, Medium, Low – both High and Medium are good scores. Scoring invalid is not a good thing on this test, and should be likened to scoring "Low."
- **Example Positions:** Interns, Cashiers, Delivery Drivers, In-Home Healthcare Providers

Workplace Safety Profile (WSP) – *46 prompts, approximately 7 minutes*

Risk assessment that is used to help predict whether an individual will follow safety rules, support safe work practices, and avoid accidents and injuries at work.

Will the person follow safety rules and avoid accidents at work?

- **Common Use:** Ideal for positions that are safety-critical, and especially for front-line roles where following safety procedures is essential to ensure a safe workplace.
- **Notes:** Not recommended for office roles.
- **Example Positions:** Construction, Manufacturing, Technicians, Laborers, Mining, Warehouse

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Skills Assessments

Criteria Basic Skills Test (CBST) *– 40 questions in 20 minutes*

Assessment of job-readiness and trainability that measures the basic math and verbal skills that are linked to long-term performance in a wide variety of entry-level jobs. The CBST is often used as an easier version of the CCAT.

Can someone do the job for entry to mid-level positions?

- **Common Use:** Used for entry to mid-level roles, typically roles that would not require or expect a college education.
- **Notes:** Do not pair with the Criteria Cognitive Aptitude Test (CCAT), the Universal Cognitive Aptitude Test (UCAT), or Cognify, as some of the information will be redundant.
- **Example Positions:** Administrative Assistants, Drivers, Call Center Customer Service, Retail Sales Representatives

Computer Literacy and Internet Knowledge (CLIK) *– 25 questions in 13 minutes*

Skills assessment that measures a person's proficiency with using internet browsers, chat and common desktop applications. Measures basic computer and internet comfortability.

- **Common Use:** Positions where basic computer skills are required.
- **Notes:** Very basic, will not assess advanced computer skills.

Criteria Language Proficiency Test (CLPT) *– Two versions, 7-21 minutes depending on the skills assessed*

Measures English language proficiency in a fast, customizable way. Assesses reading comprehension, spelling and grammar, listening comprehension, and writing ability.

- **Common Use:** Roles that require proficiency with the English language, including customer service, call center, order fulfillment, technical support, transportation and logistics, and international business roles.
- **Notes:** Assess beginner through to advanced proficiency with English language.

Microsoft Excel (EXCEL) *– Two versions: Excel 365 Interactive includes 3 simulations and 12 questions and takes 7 minutes; Excel 365 includes 12 questions and takes 5 minutes.*

Measures proficiency with a wide range of functions in Excel.

- **Common Use:** Roles that require Excel proficiency including Administrative Assistants, Financial Analysts, Accountants, and Auditors.
- **Notes:** Assess basic through to advanced level Excel skills.

Microsoft Word (WORD) *– 12 questions in 5 minutes*

Measures proficiency with a wide range of functions in Word.

- **Common Use:** Roles that require Word proficiency including Administrative Assistants, Executive Assistants, Customer Service Representatives, Paralegals, and Receptionists.
- **Notes:** Assess basic through to advanced level Word skills.

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Microsoft PowerPoint (PPT) – *12 questions in 5 minutes*

Measures proficiency with a wide range of functions in PowerPoint.

- **Common Use:** Roles that require PowerPoint proficiency including Administrative Assistants, Executive Assistants, Sales & Marketing professionals, and internship roles.
- **Notes:** Assess basic through to advanced level PowerPoint skills.

Typing Test (TT) – *1 minute*

Measures typing speed and accuracy.

- **Common Use:** Anything needing typing speed/accuracy.
- **Notes:** This test will only speak to typing speed/accuracy, but aptitude and personality will do a better job of predicting ability and comfort in a role.
- You can create your own typing test using our TestMaker tool if you would like to alter the time or make the test industry-specific.

Ten Key Test (TKT) – *Approximately 2 minutes*

Measures the ability to perform numerical data entry.

- **Common Use:** Anything needing number pad speed/accuracy.
- **Notes:** This test will only speak to number pad speed/accuracy, but aptitude and personality will do a better job predicting ability and comfort in a role.

TestMaker

TestMaker Tests

Create your own customized skills, knowledge and situational judgement tests and employee surveys!

- **Common Use:** TestMaker is Criteria's advanced test authoring tool that allows you to create, edit and deliver customized tests and surveys for your specific requirements. With a variety of question types and the ability to incorporate videos and images, and survey creation functionality makes it easy to gather feedback from your employees, TestMaker is a valuable tool for hiring and beyond.
- TestMaker can be used for assessing industry or company knowledge, subject-matter expertise, scenario-based responses, coding, typing or software proficiency, employee engagement surveys, 360-degree reviews, requests for feedback, team polls or post-training evaluations.
- **Notes:** All of Criteria's proprietary tests have been extensively validated based on data from norming groups. When you create your own tests with TestMaker, you no longer have the added security of the validation from our proprietary tests. TestMaker is an ideal complement to your existing recruitment process, alongside validated psychometric assessments and structured interviews. By using TestMaker to assess specific job-related skills and knowledge in conjunction with validated assessments and structured interviews, you can obtain stronger talent signals and make better talent decisions.
- Find this tool under the "Manage" tab in Criteria. Your CSM can assist you with more information how TestMaker can enhance your recruitment process.

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Interviewing

Video Interviewing

Measures skills and experience required for the role

Does someone have the skills, experience and traits to perform the role?

- **Common Use:** Video interviewing can be applied to all types of roles. Asynchronous (one-way) video interviews give you a more structured, consistent, and equitable way to screen candidates, while reducing bias and enhancing diversity and inclusion. With video interviewing, you can create immersive, scenario-based assessments and evaluate who can perform the role based on real work scenarios.

Live Interviewing

Measures skills and experience required for the role

Does someone have the skills, experience and traits to perform the role?

- **Common Use:** The Live Interviewing tool can be applied to all roles, and can support your interviewing process for any live interviews, including in-person or panel interviews, video or phone interviews. Plan, organize, and conduct structured interviews all in one place.

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Boone County Purchasing

Amy Gerskin, CPPB
Senior Buyer

5551 S. Tom Bass Rd.
Room 205
Columbia, MO 65201
Phone: (573) 886-4393
agerskin@boonemo.gov

June 10, 2026

Criteria Corp
Attn: Robbie Zitzlsperger
750 N. San Vicente Blvd.
Suite 1500, East Tower
West Hollywood, CA 90069

Re: Boone County RFP 21-02JUN26 – Comprehensive Web-Based Pre-Employment Testing Platform

Dear Mr. Zitzlsperger,

Thank you for submitting your proposal in response to our Request for Proposal for a Comprehensive Web-Based Pre-Employment Testing Platform.

As part of our evaluation process, we are formally requesting a written proposal to go along with your quote. Evaluation criteria can be found within the RFP document. Please ensure that all sections of the RFP are addressed, and that pricing is clearly outlined for each department and office identified in the RFP. Please provide a written response via email by **12:00 pm on Wednesday, June 17, 2026.**

Your timely response will help us conduct a thorough and fair evaluation of all proposals. Should you have any questions regarding this request, please feel free to contact me.

Best,

Amy Gerskin

Amy Gerskin
Senior Buyer
Boone County Purchasing

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CRITERIA CORP

Written Proposal

Comprehensive Web-Based Pre-Employment Testing Platform

Submitted in Response to RFP #21-02JUN26

Submitted To	Boone County Joint Communications
Buyer of Record	Amy Gerskin, Senior Buyer
Submission Date	June 2026
RFP Number	21-02JUN26
Submitted By	Criteria Corp

1. Solution Overview

Criteria Corp is pleased to submit this written proposal in response to RFP #21-02JUN26 issued by Boone County Joint Communications. This proposal provides a full breakdown of what Boone County Joint Communications will receive under the proposed subscription, including the number of seats, offices served, platform modules, and assessment capabilities, in accordance with Section 4 of the RFP.

The proposed solution is Criteria's Professional Platform — a fully web-based, scientifically validated pre-employment testing platform purpose-built for high-volume candidate screening across multiple departments and job classifications.

2. Subscription Details

2.1 Pricing Summary

Item	Detail
Annual Subscription Rate	$7,510.00 / year
Platform Tier	Professional Platform
Number of Seats (User Licenses)	30

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Offices Served	Boone County Joint Communications (9–11 Dispatch Center)
Usage Model	Unlimited assessments — no per-test or per-assessment fees
Contract Term	2-year initial term with five (5) optional 1-year renewals
Pricing Stability	Fixed for initial contract term; adjustments only at renewal with 60-day advance notice

2.2 What Is Included

The $7,510.00 annual rate covers the following for Boone County Joint Communications:

- 30 user seats on the Criteria Professional Platform
- Unlimited candidate assessments — no per-test fees
- Full access to Criteria's scientifically validated assessment library (detailed in Section 3)
- Real-time scoring, automated results distribution, and candidate comparison tools
- Configurable testing workflows by position and department
- Data export, historical tracking, and hiring analytics
- Full system configuration and onboarding support
- Candidate data migration within 60 days of contract execution
- Comprehensive training for all County users
- Ongoing customer support and platform maintenance

3. Platform Modules & Assessment Capabilities

3.1 Assessment Library

The Criteria Professional Platform includes access to the following scientifically validated assessments, directly mapped to the RFP's requirements:

Assessment / Module	Description & RFP Alignment
Criteria Cognitive Aptitude Test (CCAT)	Measures cognitive aptitude, learning ability, trainability, and problem-solving. Directly addresses RFP 3.2.1.1, 3.2.1.2, 3.2.1.10
Employee Personality Profile (EPP)	Comprehensive personality and behavioral assessment covering work style, teamwork, leadership, and job fit. Addresses RFP 3.2.1.8, 3.2.1.11, 3.2.1.12, 3.2.1.13
Criteria Basic Skills Test (CBST)	Assesses foundational math, verbal, and clerical skills essential for administrative and dispatch roles. Addresses RFP 3.2.1.6, 3.2.1.7

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Customer Service Aptitude Test (CSAT)	Evaluates situational judgment, attention to detail, and concentration in customer-facing and communications roles. Addresses RFP 3.2.1.4, 3.2.1.5
Criteria Legal Compliance Test (CLCT)	Assesses integrity, honesty, reliability, and risk indicators relevant to law enforcement-adjacent roles. Addresses RFP 3.2.1.9
Workplace Productivity Profile (WPP)	Counterproductive work behavior and integrity risk assessment. Supports RFP 3.2.1.9
Emotify® (Emotional Intelligence)	Measures emotional intelligence and resilience — a preferred capability per RFP 3.2.1.14
Typing & Computer Literacy Tests	Assesses typing speed/accuracy and basic software proficiency including data entry. Directly addresses RFP 3.3.4, 3.3.5
Word 365 Proficiency Test	Evaluates proficiency in Microsoft Word 365. Addresses RFP 3.2.1.6

Note: The assessments above reflect those actively used by Boone County Joint Communications in current job postings including Emergency Telecommunications Operator, Dispatch Supervisor, Deputy Director, and related roles. The full Criteria library contains additional assessments available at no additional cost under the Professional Platform.

3.2 Position-Specific Testing Packages

The platform supports standardized testing packages aligned to job classifications. Examples of active configurations for Boone County Joint Communications include:

Position	Assessment Combination
Emergency Telecommunications Operator	CBST, EPP, CLIK, Emotify, CAST
Dispatch Supervisor	CCAT, EPP, Emotify
Deputy Director / General Manager	CCAT, EPP
Accreditation Specialist	UCAT, EPP, PCLI, KWord 365, TT, Emotify
Budget / HR Administrator	EPP, PCLI, KWord, WPP, CBST

Administrators can modify or create testing packages without vendor intervention — a preferred capability per RFP 3.7.1.3. À la carte assessment selection is also supported for promotional or specialized evaluations (RFP 3.1.5).

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4. Test Administration & Candidate Experience

Feature	Detail
Platform Access	Fully web-based; no software installation required. Accessible via secure internet-based portals (RFP 3.1.6, 3.1.7)
Device Compatibility	Supported on desktop, mobile, and tablet devices (RFP 3.3.1)
Remote Testing	Candidates complete assessments remotely at their convenience (RFP 3.3.2)
Configurable Workflows	Testing workflows configurable by position or department (RFP 3.3.3)
Time Limits	Configurable time limits and completion tracking per assessment (RFP 3.3.6)
Candidate Experience	Guided portal with practice questions, accessibility features, and real-time progress tracking
WCAG 2.1 Level AA	Platform complies with accessibility standards (RFP 3.9.4)

5. Scoring, Reporting & Analytics

Capability	Detail
Real-Time Scoring	Results available immediately upon test completion (RFP 3.5.1.1)
Automated Distribution	Configurable automated delivery of results to designated County personnel by position (RFP 3.5.1.2)
Score Breakdowns	Detailed breakdowns by subject area and competency (RFP 3.5.2.1)
Completion Metrics	Time-to-complete and completion behavior insights (RFP 3.5.2.2)
Candidate Comparison	Side-by-side candidate comparison tools (RFP 3.5.2.3)
Hiring Manager Reports	Easy-to-interpret summaries including fit/match scoring for open positions (RFP 3.5.2.4, 3.5.2.5)
Data Export	Export capabilities in standard formats (RFP 3.5.3.1)
Historical Tracking	Historical data retention to support continuous improvement of hiring practices (RFP 3.5.3.2)

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6. Data Ownership, Security & Compliance

Requirement	Criteria Response
Data Ownership	Boone County retains sole ownership of all data collected (RFP 3.1.8)
Data Location	All data stored in the United States; all support portals US-based (RFP 3.1.9)
Daily Backups	Supports daily backup to Boone County's network (RFP 3.1.10)
Backup Documentation	Criteria will supply comprehensive backup procedures including frequency, storage location, and restoration process (RFP 3.1.11)
AI Data Use	Boone County's data will not be used to train any AI model (RFP 3.1.12)
Scientific Validation	All assessments are scientifically validated with psychometric documentation available upon request (RFP 3.6.1)
EEO Compliance	Assessments designed to minimize adverse impact and comply with EEO standards (RFP 3.6.1.2, 3.6.1.3)
Cyber Liability Insurance	Criteria maintains Cyber Liability Insurance meeting the requirements of RFP 3.11.5

7. Implementation & Support

Area	Detail
System Configuration	Criteria is responsible for full system configuration per Boone County Joint Communications requirements (RFP 3.9.6)
Data Migration	Existing applicant data migrated within 60 days of contract execution (RFP 3.9.7)
Training	Comprehensive training provided to all County users (RFP 3.9.8)
Experience	Criteria has provided pre-employment testing solutions to government and public sector organizations for over 20 years (RFP 3.9.1)
References	A minimum of three (3) government agency references of similar size and complexity will be provided upon request (RFP 3.9.3)

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Scalability	Platform supports expansion to additional County departments as needed (RFP 3.7.1.2)

8. Pricing Structure Summary

In accordance with RFP Section 3.8, the following pricing model applies:

Item	Detail
Annual Rate	$7,510.00
Usage Model	Unlimited — no per-test or per-assessment fees
Seats	30 user licenses
Tiered / Per-User Fees	None
Optional Add-Ons	None included in this proposal
Price Adjustments	Fixed for initial 2-year term. Any renewal adjustment will be communicated 60 days prior to renewal with firm pricing for the full renewal period (RFP 3.10.5)

Criteria Corp looks forward to supporting Boone County Joint Communications with a best-in-class pre-employment testing solution. We are confident the Professional Platform meets all mandatory requirements outlined in RFP #21-02JUN26 and will deliver meaningful efficiency and quality improvements to the County's hiring process.

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Boone County Purchasing

Amy Gerskin
Senior Buyer

5551 S. Tom Bass Rd.
Room 205
Columbia, MO 65201
Phone: (573) 886-4393
agerskin@boonemo.gov

BOONE COUNTY, MISSOURI

Request for Bid # 21-02JUN26 – Comprehensive Web-Based Pre-Employment Platform

ADDENDUM # 1 - *Issued* **May 20, 2026**

Prospective offerors are hereby notified of the following **questions and answers** to the Request for Proposal 21-02JUN26:

QUESTION:	ANSWER:
1. Name of the incumbent vendor	Criteria
2. Current contract value or annual spend	Criteria Professional Plan (lowest tier) 6,521.25
3. Contract start and end dates	BCSO expires 03/16/2027
4. Current platform or solution being used	Criteria
5. Any available usage volume, such as number of assessments/tests administered annually	528 tests issued since 2022: 2022 - we tested 108 applicants 2023 - we tested 134 applicants 2024 - we tested 81 applicants 2025 - we tested 148 applicants 2026 - we tested 57 applicants so far this year
6. Whether the incumbent is eligible to participate in this RFP	Incumbents are eligible to submit a response

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7.	What is the approximate annual volume of applicants/tests for each participating department, and are there seasonal peaks we should anticipate?	**See Question 5. There are no peak seasons or applicants.**
8.	Which Applicant Tracking System or HRIS, if any, is currently used by the County, and is API-level integration required for real-time data exchange?	**See Question 1. No API level integration is needed.**
9.	Does the County require the vendor to supply validated public-safety-specific test content (cognitive ability, situational judgment, personality) or will the County provide/approve existing assessments?	Yes. The vendor must provide validated testing that is specific to public safety positions.
10.	Are there CJIS, data residency, or other security standards that the platform must meet given involvement of the Sheriff's Office?	A solution that only provides testing will not contain anything that is considered CJIS information. Unless the proposed solution includes an applicant tracking system that allows us to store and manage documents created during the hiring process, I don't see the need for CJIS compliance. If they are proposing a solution that allows us to store documents generated during the hiring process such as criminal history checks or background investigations, yes, they must be CJIS compliant.
11.	Please provide the weighing or scoring methodology that will be applied to Cost, Technical Approach, Experience/References, and other factors.	When evaluating proposal responses, the evaluation committee will weigh subjective criteria, including method of performance and experience and expertise at 50% and cost analysis at 50%.

This addendum is issued following the Request for Bid requirements in section 1.3.2 and is hereby incorporated into and made a part of the Request for Bid Documents. Bidders are reminded that receipt of this addendum should be acknowledged and submitted with the bid response.

By: Amy Gerskin

Amy Gerskin, Buyer
Boone County Purchasing

The bidder has examined **Addendum #1** to **21-02JUN26 – Comprehensive Web-Based Pre-Employment Platform,** receipt of which is hereby acknowledged.

Company Name: Criteria Corp

Address: Corporate Headquarters Address:750 N. San Vicente BoulevardRed Building, Pacific Design Center, Suite 1500West Hollywood, CA 90069USA

Telephone: 877 909 8378 Fax: _____

Federal Tax ID (or Social Security #): 37–1517042

Docusign Envelope ID: 972E4921-13D5-829C-8251-C6FC4A8AF726

Print Name: Robbie Zitzlsperger Title: Customer Account Executive

Authorized Signature: RZitz Date: 5/29/26

Contact Name and E-Mail Address to receive documents for electronic signature:

Robbie Zitzlsperger Robbie.zitzlsperger@criteriacorp.com

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COUNTY OF BOONE - MISSOURI

REQUEST FOR PROPOSAL
FOR
COMPREHENSIVE WEB-BASED, PRE-EMPLOYMENT TESTING PLATFORM – SUBSCRIPTION AND MAINTENANCE – TERM & SUPPLY

RFP # 21-02JUN26

Release Date: Friday, May 1, 2026

Deadline for Questions:
Monday, May 25, 2026
2:00 pm

Submittal Deadline:
Tuesday, June 2, 2026
not later than 1:00 P.M. CST

Boone County Purchasing
5551 S Tom Bass Rd.
Columbia, Missouri 65201

Amy Gerskin, Senior Buyer
Phone: (573) 886-4393
E-mail: agerskin@boonemo.gov

Docusign Envelope ID: 972E4921-13D5-829C-8251-C6FC4A8AF726

NOTICE OF REQUEST FOR PROPOSAL

Boone County is accepting Request for Proposals for the following:

Request for Proposal #: 21-02JUN26– COMPREHENSIVE WEB-BASED, PRE-EMPLOYMENT TESTING PLATFORM – SUBSCRIPTION AND MAINTENANCE – TERM & SUPPLY

Request for Proposals will be accepted until **1:00 p.m. central time on June 2, 2026,** in the Boone County Purchasing office, 5551 S. Tom Bass Road, Columbia, MO 65201 or by electronic submission in bocomobids.ionwave.net. The list of Offerors that have submitted a proposal will be read aloud on June 2, 2026, shortly after 1:00 p.m. in the Boone County Purchasing Office and posted on our web page at https://www.boonemo.gov/purchasing/bids/tabulations.asp

Written questions are due by 2:00 p.m. on **May 25, 2026**

Request for Proposals are available in the Purchasing Office and requests for copies may be made by phone (573) 886-4393; e-mail: agerskin@boonemo.gov or check our web page at https://www.boonemo.gov.

Amy Gerskin, Senior Buyer
Boone County Purchasing

Insertion date: Friday, May 1, 2026
COLUMBIA MISSOURIAN

Docusign Envelope ID: 972E4921-13D5-829C-8251-C6FC4A8AF726

1. INSTRUCTIONS AND GENERAL CONDITIONS

1.1. **Delivery of Proposals:** Sealed hard-copy or secured electronic proposals, subject to Instructions and General Conditions and any special conditions set forth herein, will be received by the Boone County Purchasing office until the proposal closing date and time indicated herein for furnishing the County with services as detailed in the following request for proposal.

1.2. **Proposal Closing**: All proposals must be delivered before **1:00 P.M. Central Time on Tuesday, June 2, 2026**.

1.2.1. Hard copy sealed proposals shall be delivered to:

Boone County Purchasing Department
Amy Gerskin, Senior Buyer
5551 S Tom Bass Rd., Room 206
Columbia, Missouri 65201-4460

1.2.2. Secured Electronic Proposals: Instead of submitting a hard-copy proposal, the offeror may submit a secured electronic proposal using the County's electronic bidding system at https://bocomobids.ionwave.net/Login.aspx. If submitting a response electronically, the offeror is cautioned to carefully follow instructions in the solicitation identified by the RFP number and ensure that all requirements are met and the proposal submission is complete. Refer questions about the electronic proposal submission process to the Buyer of Record named on page one of this solicitation.

1.2.3. The County will not accept **any** proposals received after 1:00 P.M.CST. Late hard-copy proposal responses may be returned unopened if the vendor requests within ten (10) business days after RFP opening. All returns will be made at the vendor's expense.

1.3. **Hard-Copy Sealed and/or Secured Electronic Proposals Required:** Hard-copy proposals must be submitted in a sealed envelope identified with the proposal number and date of closing, or proposals may be submitted electronically. If submitting a hard-copy sealed proposal, the offeror is advised to identify the proposal number on the outside of the box or envelope and note "Response to Request for Proposal enclosed." No faxed or e-mailed proposals will be accepted.

1.3.1. If the offeror chooses not to submit a proposal, please return the enclosed *No Bid Response Page* and note the reason.

1.4. **Copies**: ***Only if submitting a hard-copy proposal***, then the offeror is advised to submit one (1) original proposal, and one (1) copy of the proposal (for a total of two copies).

1.5. **Bid Opening**: Proposals will be opened publicly shortly after **1:00 P.M. on Tuesday, June 2, 2026,** but only the names of offerors will be read aloud at the proposal opening.

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Following contract execution or rejection of all proposal responses, all responses will become a part of the public record and will be released to any person or firm who requests access. **Missouri Sunshine Laws:** Due to applicable sunshine laws and regulations concerning public documents (e.g., Section 610.021 RSMo), the County's proposal file becomes part of the public record at time of contract execution or when all proposals have been rejected.

1.6. **RFP Source**: If the offeror has obtained this proposal document from the Boone County IonWave Purchasing Web Page or from a source other than the Boone County Purchasing Department, prior to submitting the proposal the offeror is advised to check with the Boone County Purchasing Department in order to ensure that the RFP solicitation package is complete, i.e., the offeror has all RFP addenda and attachments as applicable. ***The Boone County Purchasing Department will not be responsible for providing RFP addenda if the vendor has not been added to the official Vendor list for this Request for Proposal***.

1.7. **Guideline for Written Questions**: All ***questions regarding this Request for Proposal should be submitted in writing, prior to the RFP opening, and no later than 2:00 P.M., Monday, May 25, 2026,*** (which allows enough time to issue an addendum answering the questions). All questions must be mailed or e-mailed to the attention of Amy Gerskin. All such questions will be answered in writing, and such answers will be provided to all parties having obtained a Request for Proposal packet by the County by posting the addendum on the County Web site at https://www.showmeboone.com/purchasing/bids/ (Select Purchasing, then Current Bid Opportunities). Submit questions to:

Amy Gerskin, Senior Buyer
5551 S Tom Bass Rd., Room 206
Columbia, Missouri 65201
Phone: (573) 886-4393
E-mail: agerskin@boonemo.gov

1.8. **RFP Addenda**: In the event that it becomes necessary to revise any part of this RFP, written addenda will be issued. Any addendum to this RFP is valid only if in writing and issued by the Boone County Purchasing Department. Verbal conversations or agreements with any officer, agent, or employee of the County which modify any terms or obligations of this RFP are invalid.

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2. INTRODUCTION AND GENERAL INFORMATION

2.1. Introduction:

2.1.1. This document constitutes a request for sealed proposals for **a Comprehensive Web-based, Pre-Employment Testing Platform – Subscription and Maintenance,** as set forth herein.

2.1.2. **Organization:** This document, referred to as a Request for Proposal (RFP), is divided into the following parts:

1) Instructions and General Conditions
2) Introduction and General Information
3) Scope of Work
4) Proposal Submission Information
5) Vendor Response/Pricing Page(s)
6) Prior Experience
7) Certification Regarding Debarment
8) Work Authorization Certification
9) "No Bid" Response Form

2.2. **Purpose:** Boone County, hereafter referred to as "County," proposes to contract with an individual(s) or organization(s), hereinafter referred to as "contractor" for a Term and Supply contract for a **Comprehensive, Web-based, Pre-Employment Testing Platform** designed to support data-driven hiring decisions for the Boone County Sheriff's Office, Boone County Joint Communications, and the Boone County Public Safety Childcare Center.

2.2.1. The County seeks to implement a solution that enables end users to **screen applicants using validated assessment tools**, with the intent to:

- Identify high-quality candidates who demonstrate strong job fit
- Reduce employee turnover and associated hiring costs
- Improve consistency, objectivity, and defensibility in hiring decisions
- Streamline the evaluation of applicants across multiple departments

2.2.2. The proposed solution must support a wide range of assessment types, including but not limited to **aptitude, personality, skills-based, and integrity testing**, and must be adaptable to various job classifications within the County, including public safety and non-public safety roles.

2.3. Contract Term: The initial contract period shall be for **two (2) years from the Date of Implementation and Go-Live with the option to renew for five (5) additional, one (1)-year periods**, or any portion thereof, following the completion of the initial/original contract term. After the completion of the final renewal term, the contract may continue on a month-to-month basis until either party terminates the contract by providing the other party with thirty (30) calendar days prior written notice.

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3. SCOPE OF WORK:

3.1. **General Requirements:** The contractor shall provide a **Comprehensive Web-based, Pre-Employment Testing Platform – Subscription and Maintenance** for the Boone County Sheriff's Office, Boone County Joint Communications, and the Boone County Public Safety Childcare Center as specified herein, and in accordance with the standards specifically referenced in this RFP.

3.1.1. The proposed platform shall enable the County to administer, manage, and evaluate applicant assessments across multiple departments.

3.1.2. The system shall support high-volume candidate screening and provide tools to identify applicants who are best aligned with position requirements and organizational culture.

3.1.3. The system shall provide position-specific testing options or customizable assessment combinations.

3.1.4. The system shall allow the County to create standardized testing packages aligned with job classifications.

3.1.5. The system shall offer à la carte assessment selection for promotional processes or specialized evaluations.

3.1.6. The platform shall be fully web-based and accessible without requiring specialized software installation.

3.1.7. The proposed solution shall provide access via secure, internet-based interfaces (end-user portals…).

3.1.8. Boone County shall maintain sole ownership of all data collected by the proposed solution.

3.1.9. The proposed solution shall be in the United States, along with all support portals, and all County data must be stored in the United States only.

3.1.10. Boone County must be able to back up the data at a minimum of a daily basis to Boone County's network.

3.1.11. The vendor must supply the County with a comprehensive backup procedure, including the frequency of backups, location of stored data, and restoration process for all evaluations.

3.1.12. Boone County's data shall not be used to train the vendor-provided AI solution if AI is utilized in the product.

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3.2. Assessment Capabilities:

3.2.1. The proposed solution should include a comprehensive library of scientifically validated assessments, including:

3.2.1.1. Cognitive aptitude testing
3.2.1.2. Cognitive aptitude testing for learning and trainability
3.2.1.3. Attention to detail
3.2.1.4. Situational awareness
3.2.1.5. Ability to maintain concentration, process information, and prioritize actions
3.2.1.6. Basic computer skills (e.g., typing, internet use, use of common software programs…see 3.3.4-3.3.5)
3.2.1.7. Job-specific skills testing
3.2.1.8. Personality and behavioral assessments
3.2.1.9. Integrity and risk-based assessments (e.g., indicators related to honesty, reliability, and workplace conduct)
3.2.1.10. Critical thinking and problem-solving abilities
3.2.1.11. Leadership skills
3.2.1.12. Ability to work with a team
3.2.1.13. Job fit and work style alignment assessments (see 3.5.2.5.)
3.2.1.14. Emotional intelligence and resilience indicators (preferred)

3.3. Test Administration and Candidate Experience:

3.3.1. The proposed solution must support testing across desktop and mobile devices.

3.3.2. The proposed solution shall allow candidates to complete assessments remotely.

3.3.3. The proposed solution shall provide configurable testing workflows based on position or department.

3.3.4. The proposed solution shall include typing assessments.

3.3.5. The proposed solution shall include computer literacy testing (e.g., basic software proficiency, data entry, etc.).

3.3.6. The proposed solution should include configurable time limits and completion tracking.

3.4. Proctoring and Test Integrity:

3.4.1. The solution should include measures to ensure test integrity, including:
3.4.1.1. Optional AI-based or automated remote proctoring capabilities to detect potential cheating behaviors.
3.4.1.2. Browser lockdown or similar controls (if available).
3.4.1.3. Monitoring or flagging of suspicious activity during assessments.

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3.5. Scoring, Reporting, and Analytics:

3.5.1. The system shall provide real-time or near real-time scoring, including:
- **3.5.1.1.** Immediate availability of results upon test completion
- **3.5.1.2.** Automated distribution of results to designated County personnel
  - This should be configurable by the County for each position being tested

3.5.2. Reporting capabilities shall include:
- **3.5.2.1.** Detailed score breakdowns by subject area or competency
- **3.5.2.2.** Time-to-complete metrics and completion behavior insights
- **3.5.2.3.** Candidate Comparison Tools
- **3.5.2.4.** Comprehensive, easy-to-interpret reports for hiring managers
- **3.5.2.5.** Applicant summaries, including scoring and an applicants fit/match to available positions

3.5.3. The system should also support:
- **3.5.3.1.** Data export capabilities
- **3.5.3.2.** Historical data tracking to support continuous improvement of hiring practices

3.6. Scientific Validation and Compliance:

3.6.1. All assessments must:
- **3.6.1.1.** Be **scientifically validated** and supported by appropriate psychometric methodologies
- **3.6.1.2.** Be designed to **minimize adverse impact and bias**
- **3.6.1.3.** Comply with applicable employment laws and guidelines, including Equal Employment Opportunity (EEO) standards

3.6.2. Vendors shall provide documentation supporting the **validity, reliability, and legal defensibility** of their assessments.

3.7. System Flexibility and Scalability:

3.7.1. The solution shall:
- **3.7.1.1.** Support testing across multiple departments and job classifications.
- **3.7.1.2.** Allow for expansion to additional County departments as needed.
- **3.7.1.3.** Enable administrators to modify or create testing packages without vendor intervention (preferred).

3.8. Pricing Structure:

3.8.1. The County prefers a pricing model that:
- **3.8.1.1.** Supports unlimited or high-volume testing usage.
- **3.8.1.2.** Avoids per-test or per-assessment fees where possible.
- **3.8.1.3.** Clearly identifies any tiered pricing, user-based pricing, or enterprise licensing options.

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3.8.2. Vendors shall clearly describe all pricing components, including any optional modules or services.

3.9. Contractor Requirements:

3.9.1. Minimum of three (3) years of experience providing pre-employment software solutions to government agencies or public sector organizations.

3.9.2. Demonstrated financial stability with ability to support the solution for the contract term.

3.9.3. Provide a minimum of three (3) references from government agencies of similar size and complexity currently using the proposed solution.

3.9.4. Demonstrate compliance with accessibility standards including WCAG 2.1 Level AA.

3.9.5. Maintain appropriate cybersecurity insurance coverage.

3.9.6. Contractor shall be responsible for system configuration and customization per the Boone County Sheriff's Office, Boone County Joint Communications, and Boone County Public Safety Childcare Center.

3.9.7. Contractor shall be responsible for migrating existing applicant data within 60 days of contract execution.

3.9.8. Contractor shall provide comprehensive training to all County users.

3.10. General Contract Conditions:

3.10.1. Contract Terms and Conditions: The contractor must be prohibited from assigning, transferring, conveying, subletting, or otherwise disposing of this agreement or its rights, title or interest therein, or its power to execute such agreement to any other person, company or corporation without the prior consent and approval in writing by the County.

3.10.2. Contract Period: The initial contract period shall be for **two (2) years from the Date of Implementation and Go-Live with the option to renew for five (5) additional, one (1)-year periods**, or any portion thereof, following the completion of the initial/original contract term. After the completion of the final renewal term, the contract may continue on a month-to-month basis until either party terminates the contract by providing the other party with thirty (30) calendar days prior written notice.

3.10.3. Cancellation Agreement: Either party may terminate the agreement for convenience upon thirty (30) days written, advance notice to the other party. The County reserves the right to cancel the contract without cause by giving not less than thirty (30) calendar days prior notice to the contractor in writing of the

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intention to cancel, or with cause, if at any time the contractor fails to fulfill or abide by any of the terms or conditions specified. Failure of the contractor to comply with any of the provisions of the contract may be considered a material breach of contract and must be cause for immediate termination of the contract at the discretion of Boone County. Boone County may allow the contractor reasonable opportunity to cure material breach, but it is not required to do so.

3.10.4. Fiscal Non-Funding Clause: In the event sufficient budgeted funds are not available for a new fiscal period, the County must notify the provider of such occurrence, and the contract must terminate on the last day of the current fiscal period without penalty or expenses to the County.

3.10.5. Pricing: The contract will be awarded on a firm, fixed price basis for the entirety of the initial/original contract period. Prices are subject to adjustment only upon renewal of the contract period, subject to quotations on the Vendor Response Page for the specific renewal period; adjusted pricing must be effective on the renewal date and must remain firm through the entirety of the specific renewal period.

a. Price Increase: It shall be the responsibility of the contractor to notify the County sixty (60) calendar days prior to the end of the current contract period of any pending price increase which will take effect at the beginning of the ensuing renewal period.

b. If the option for renewal is exercised by the County, the contractor must agree that the prices for the renewal period must not exceed the maximum percentage of increase for the applicable renewal period stated on the Vendor Response Pages of the contract.

c. If renewal percentages are not provided, then prices for the renewal period(s) shall be the same as during the initial/original contract period or previous contract period as applicable. Pricing adjustments for the first renewal option shall be calculated using the initial/original pricing; pricing adjustments for subsequent renewal options shall use previous contract period pricing as the base pricing for adjustment.

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

3.11.1. **Employers Liability and Workers Compensation Insurance -** The Contractor shall take out and maintain during the life of this contract, **Employers Liability and Workers Compensation Insurance** for all of its employees employed at the site of work, and in case any work is sublet, the Contractor shall require the subcontractor similarly to provide Workers

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

3.11.2. **Commercial General Liability Insurance -** The Contractor shall take out and maintain during the life of this contract, such commercial general liability insurance as shall protect it and any subcontractor performing work covered by this contract, from claims for damages for personal & advertising injury, bodily injury including accidental death, as well as from claims for property damages, which may arise from operations under this contract, whether such operations be by themselves or for any subcontractor or by anyone directly or indirectly employed by them. The amounts of insurance shall be not less than $1,000,000.00 per occurrence/$2,000,000 aggregate covering both bodily injury and property damage, including accidental death. If the Contract involves any underground/digging operations, the general liability certificate shall include X, C, and U (Explosion, Collapse, and Underground) coverage. If providing Commercial General Liability Insurance, then the Proof of Coverage of Insurance shall also be included.

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

3.11.4. **Business Automobile Liability –** The Contractor shall maintain during the life of this contract, automobile liability insurance in the amount of not less than $2,000,000.00 combined single limit for any one occurrence, covering both bodily injury, including accidental death, and property damage, to protect themselves from any and all claims arising from the use of the Contractor's own automobiles, teams and trucks; hired automobiles, teams and trucks; non-owned and both on and off the site of work.

3.11.5. **Cyber Liability Insurance –** The Contractor shall maintain during the life of this contract, Cyber Liability Insurance with limits not less than $2,000,000 per occurrence or claim, $2,000,000 aggregate. Coverage shall be sufficiently broad to respond to the duties and obligations as undertaken by Contractor in this agreement and shall include claims involving infringement of intellectual property, infringement of copyright, trademark, trade dress, invasion of privacy

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violations, information theft, damage to or destruction of electronic information, release of private information, alteration of electronic information, extortion and network security. The policy shall provide coverage for breach response costs as well as regulatory fines and penalties as well as credit monitoring expenses with limits sufficient to respond to these obligations.

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

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

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

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

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

Certificate Holder address:

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County of Boone, Missouri
C/O Purchasing Department
5551 S. Tom Bass Road
Columbia, MO 65201

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4. PROPOSAL SUBMISSION INFORMATION

4.1. General Information:

4.1.1. The offeror can submit a hard-copy proposal, or an electronic proposal as described further.

a. When submitting a hard-copy sealed proposal, the offeror should include the **original and one (1) copy for a total of two (2) copies.**

b. The offeror must submit the hard-copy sealed proposal to:

Boone County Purchasing Department
Attn: Amy Gerskin, Senior Buyer
5551 S Tom Bass Rd.
Columbia, MO 65201

c. Electronic Proposals The offeror can instead submit a secured electronic proposal. If submitting the proposal using Euna Solutions electronic bidding system at **https://bocomobids.ionwave.net/Login.aspx**, the offeror is cautioned to carefully follow instructions in the electronic solicitation, and ensure that all requirements are met and the proposal submission is complete. Refer questions about the electronic proposal submission process to the Buyer of Record named on page one of this solicitation.

d. All proposals must be delivered no later than **1:00 P.M. on Tuesday, June 2, 2026,** Proposals will not be accepted after this date and time.

4.1.2. **Terms and Conditions:** The offeror agrees that by submitting an offer, Boone County's Terms and Conditions as incorporated herein must become part of the contract, and in the event of conflict between any terms the offeror submits, the terms and conditions of the County must govern.

4.2. Organization of Proposal:

4.2.1. To facilitate the evaluation process, the offeror is encouraged to organize their proposal into distinctive sections that correspond with the individual evaluation categories described herein.

a. Each distinctive section should be titled with each individual evaluation category and all material related to that category should be included therein.

b. The signed response page from the original RFP and all signed addendums should be placed at the beginning of the proposal.

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c. The offeror is advised that the proposal should, at a minimum, address all mandatory and desired services, equipment, materials, etc. Responses will fully describe how the service will be performed and what hardware/software (if any) is required at the County to access the service.

4.2.2. The offeror is cautioned that it is the offeror's sole responsibility to submit information related to the evaluation categories, and that the County is under no obligation to solicit such information if it is not included with the proposal. The offeror's failure to submit such information may cause an adverse impact on the evaluation of the proposal. Any offeror whose response deviates from the outlined specifications may automatically be disqualified.

4.3. Offeror's Contacts with Purchasing:

4.3.1. Offeror's Contacts: Offerors and their agents (including subcontractors, employees, consultants, or anyone else acting on their behalf) must direct all of their questions or comments regarding the RFP, the evaluation, etc. to the buyer of record indicated on the first page of this RFP. Offerors and their agents may not contact any County employee other than the buyer of record regarding any of these matters during the solicitation and evaluation process. Inappropriate contacts are grounds for suspension and/or exclusion from specific procurements. Offerors and their agents who have questions regarding this matter should contact the buyer of record.

4.4. Validity of Proposal Response:

4.4.1. Offerors must agree that proposals must remain firm for a period of ninety (90) calendar days after the date specified for the return of proposals.

4.5. Evaluation of Proposals:

4.5.1. Evaluation and Award Process: After determining a responsible offeror and a responsive proposal through the determination that the proposal satisfies the mandatory requirements stated in the Request for Proposal, the evaluator(s) will use both objective analysis and subjective judgment in conducting a comparative assessment of the proposal. Evaluation categories include an assessment of cost, the offeror's experience, expertise and reliability, proposed methodology, and contractor support.

4.5.2. In order to conduct an evaluation of proposals, the Offeror is advised to complete the Vendor Response Page, all parts, and to return the completed pages with the Offeror's proposal. Failure to provide information necessary to evaluate the offeror's response may render the proposal incapable of award consideration. The County is not obligated to obtain information necessary for evaluation from the offeror. When evaluating responses, the County reserves the right to consider relevant information and facts, whether gained from the response, from an offeror, from the offeror's references, of from any other source.

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4.5.3. After an initial evaluation process, a question-and-answer interview may be conducted with the offeror, if deemed necessary by the County. In addition, the offeror may be asked to make an oral presentation of their proposal to the evaluation team at a designated Boone County location. Attendance cost must be at the offeror's expense. All arrangements and scheduling will be coordinated by the County.

4.5.4. Competitive Negotiation of Proposals: The offeror is advised that under the provisions of this Request for Proposal, the County reserves the right to conduct negotiations of the proposals received or to award a contract without negotiations. If such negotiations are conducted, the following conditions must apply:

a. Negotiations may be conducted in person, in writing, or by telephone.

b. Negotiations will only be conducted with potentially acceptable proposals. The County reserves the right to limit negotiations to those proposals, which received the highest rankings during the initial evaluation phase.

c. Terms, conditions, prices, methodology, or other features of the offeror's proposal may be subject to negotiation and subsequent revision. As part of the negotiations, the offeror may be required to submit supporting financial, pricing and other data in order to allow a detailed evaluation of the feasibility, reasonableness, and acceptability of the proposal.

d. The mandatory requirements of the Request for Proposal must not be negotiable and must remain unchanged unless the County determines that a change in such requirements is in its best interest.

4.5.5. Evaluation of the Offeror's Experience, Expertise and Reliability: Experience, expertise, and reliability of the offeror's organization are considered subjectively in the evaluation process. Therefore, the offeror is advised to submit any information which documents successful and reliable experience in past performances, especially those performances related to the requirements of this RFP.

a. Name other businesses or preferably any government agencies/municipalities for which the offeror has provided Pre-Employment Testing services in the last three (3) years and provide a current contact name, email address, and phone number for each account.

b. The offeror should submit a copy of all licenses, certifications, accreditation, and/or permits, which may be required by state, federal, and/or local law, statute, or regulation in the course of conduct of the offeror's business. If not submitted with the proposal, the County reserves the right to request and obtain a copy of any license or certification required to perform the defined services prior to contract award.

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4.5.6. Evaluation of the Offeror's Proposed Method of Performance: Proposals will be subjectively evaluated based on the offeror's distinctive plan for performing the requirements of the RFP. Therefore, the offeror should present a written narrative, which demonstrates the method or manner in which the offeror proposes to satisfy these requirements. The language of the narrative should be straightforward and limited to facts, solutions to problems, and plans of action. The County will be evaluating the offeror's adherence to mandatory performance requirements as well as other features of the offeror's proposed approach to performing the work described herein.

a. Offerors are cautioned about the use of specific words in the RFP. Where the words "must" or "shall" are used, they signify a required minimum function of system capacity that will heavily impact the offeror's final response rating. Where the words "should," "may" or "desired" are used, they signify that the feature or capacity is desirable but not mandatory; therefore, the specifications in question will possess minimal impact on the offeror's final response rating.

b. The method by which the proposed method of performance is written will be left to the discretion of the offeror. At minimum, the offeror is strongly advised to complete the Vendor Response and Pricing Pages of this RFP. In addition, the offeror may address each specific paragraph and subparagraph of the specifications by paragraph and page number as an item for discussion. Immediately below these numbers, write descriptions of how, when, by whom, with what, to what degree, why, where etc., the requirements will be satisfied.

4.5.7. Rejection / Withdrawal of Proposals Response:

a. Rejection of Proposals: The right is reserved by the County at its discretion to reject any or all proposals or parts thereof. The County reserves the right to waive defects or informalities, to negotiate with offerors and to accept the proposal deemed to be in the best interest of the County.

b. Withdrawal of Proposals: Proposals may be withdrawn on written requests from the offeror at the address shown in the solicitation prior to the time of acceptance.

c. Negligence on the part of the offeror in preparing the proposal confers no right of withdrawal after the time fixed for the acceptance of the proposals.

4.5.8. Sovereign Immunity**:** The County of Boone, due to its status as a public entity in the State of Missouri and its entitlement to sovereign immunity, is unable to accept contract provisions which require the County to indemnify another party (RSMo §537.600). Any indemnity language in proposed terms and conditions will be modified to conform to language that the County is able to accept.

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VENDOR RESPONSE AND PRICING PAGES

In compliance with this Request for Proposal and subject to all the conditions thereof, the offeror agrees to furnish the services/equipment/supplies requested and proposed and certifies he/she has read, understands, and agrees to all terms, conditions, and requirements of this proposal and is authorized to contract on behalf of the firm named below. (Note: This form must be signed. All signatures must be original and not photocopies. In addition, the County uses *Docusign* when making a contract award. When providing a Contact Name and E-Mail Address below, the Contact and E-Mail address provided must be a person who has the legal authority to contractually bind the offeror's/bidder's company in a contract with the County.

4.6. Offeror Information:

Company Name: Criteria Corp

Address: 750 N. SAN VICENTE BLVD, STE 1500 EAST TOWER

City/State/Zip Code: West Hollywood, California 90069

Telephone: 310-278-8649 Fax: _____

Federal Tax ID (or Social Security): 37-1517042

Contact Name and E-Mail Address to receive documents for electronic signature:

robbie.zitzlsperger@criteriacorp.com

Check One: Corporation ☒
Partnership – Name ☐ _____
Individual Proprietorship – Individual Name ☐
_____
Other – Specify
_____

4.7. Cooperative Procurement: The offeror should indicate by checking "Yes" or "No" in the indicated space if the offeror will honor the submitted prices and terms for purchase by other entities in Boone County that participate in cooperative purchasing with Boone County, Missouri?

Yes [X] No [ ]

NOTE: The offeror must clearly state in writing any restrictions or deviations from specifications and requirements stated herein. In the absence of such statement, the County will assume that all items/services offered are in strict compliance with specifications stated in the RFP, including all

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technical and cost requirements, terms and conditions. The offeror must agree that the proposal, if selected for award by the County, will be included as part of the final contract with the County.

The undersigned offers to furnish and deliver the articles or services as specified at the prices and terms stated and in strict accordance with all requirements contained in the Request for Bid, including Boone County's Terms and Conditions, FOB Destination Freight Prepaid and Allowed, *unless pricing has been specifically quoted for vehicle delivery and preparation below*. Further, the undersigned has read and understood all requirements, terms and conditions, and agrees that all of which are made part of the contract and any orders resulting thereunder. By submission of this bid response, the vendor certifies their compliance with Section 34.353 and, if applicable, Section 34.359 ("Missouri Domestic Products Procurement Act") of the Revised Statutes of Missouri.

Print Name: Robbie Zitzlsperger Title: Customer Account Executive

Signature: RZITZ Today's Date: 10/15/26

4.8. Pricing:

The offeror must submit a firm, fixed price below for all identified line items. No other pricing will be paid by the County – therefore the pricing below must cover all costs of providing a Comprehensive Pre-Employment Testing Platform as specified herein.

LINE ITEM	DESCRIPTION	PRICE
4.8.1.	Firm, fixed, annual subscription fee (Annual fee)	$ 7510
4.8.2.	Initial Implementation and Setup (one-time fee)	$ 0
4.8.3.	Additional Optional Modules or Add-On Features (Cost per each)	$ 0
4.8.4.	Training	$ 0
4.8.5.	Integrations, Configurations, Customizations (Cost per each)	$ 0
4.8.6.	Ongoing Annual Support and Maintenance (Annual fee)	$ 0
4.8.7.	Pricing per Additional User	$ 0

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4.9. Renewal Options:

The County shall have the option to renew the contract in one-year increments, or any portion thereof, for a total period **of five (5) additional years** following the initial term. If the options are exercised, pricing for the renewal period shall be the same as quoted for the initial or previous contract period subject to adjustment in accordance with the specific percentage of price adjustment quoted below for the applicable renewal contract period. **Prices for the renewal period shall not exceed the maximum percentage of increase for the applicable renewal period stated on the Pricing Page of the contract.**

The offeror must respond with a firm, fixed ***percentage of maximum increase.*** Statements such as "a percentage of the then-current price" or "consumer price index" are NOT ACCEPTABLE, i.e., reference to a CPI adjustment shall be deemed unacceptable.

If the bidder quotes 0% percentage or leaves the line blank, the County shall have the right to execute the option at the same price(s) proposed for the initial or previous contract period.

In conducting the cost evaluation, Boone County will evaluate pricing that determines the potential maximum financial liability to the County.

The percentage for the first renewal will be applied to original contract period pricing, and percentage for subsequent renewals will be applied to previous contract period pricing.

4.9.1. Renewal Option Percentage Price Adjustment 1st Renewal Period

15 % Increase applied to original contract period pricing

4.9.2. Renewal Option Percentage Price Adjustment 2nd Renewal Period

15 % Increase applied to previous contract period pricing

4.9.3. Renewal Option Percentage Price Adjustment 3rd Renewal Period

8 % Increase applied to previous contract period pricing

4.9.4. Renewal Option Percentage Price Adjustment 4th Renewal Period

_____ % Increase applied to previous contract period pricing

4.9.5. Renewal Option Percentage Price Adjustment 5th Renewal Period

_____ % Increase applied to previous contract period pricing

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4.10. Vendor's Experience, Expertise and Reliability:

4.10.1. The evaluation of the offeror's proposed experience, expertise, and reliability must be subjective based on the ability of the offeror to perform the requirements stated herein. Therefore, the offeror should present detailed information regarding their experience and reliability. The following information should be provided by the offeror in order to assist Boone County with the evaluation of the offeror's experience and reliability. The County reserves the right to use this information, including information gained from any other source, in the evaluation process.

Failure to submit requested information may negatively impact the evaluation of the proposal. The County is under no obligation to obtain information from the offeror not submitted with the proposal that may impact the subjective evaluation of the offeror's proposal.

Company History: In the space below, please describe the company's background, when the company was founded, how long the company has been serving the market, etc.:

Criteria was founded over 20 years ago, today we have over 4,500 clients in over 60 countries

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PRIOR EXPERIENCE

Include references familiar with your company's work performance. References for similar **Pre-Employment Testing services** are required. References from governmental agencies or public safety organizations will be weighed more heavily in the evaluation.

1. Prior Equipment and/or Services Provided for:
Organization Name:
Address:
Contact Name:
Telephone Number:

Date of Contract:
Length of Contract:

Description (include type, Mfr./Brand of equipment, service performed):

2. Prior Equipment and/or Services Provided for:
Organization Name:
Address:
Contact Name:
Telephone Number:

Date of Contract:
Length of Contract:
Description (include type, Mfr./Brand of equipment, service performed):

3. Prior Equipment and/or Services Provided for:
Organization Name:
Address:

Contact Name:
Telephone Number:

Date of Contract:
Length of Contract:

Description (include type, Mfr./Brand of equipment, service performed):

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Amy Gerskin
Senior Buyer

Boone County Purchasing
5551 S. Tom Bass Rd.
Columbia, MO 65201
Phone: (573) 886-4393

INSTRUCTIONS FOR COMPLIANCE WITH HOUSE BILL 1549

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

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

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

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

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

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

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Boone County Purchasing
5551 S. Tom Bass Rd.
Columbia, MO 65201

Amy Gerskin
Senior Buyer
P: (573) 886-4393
Email: AGerskin@boonemo.gov

"No Bid" Response Form

"NO BID RESPONSE FORM"

NOTE: COMPLETE AND RETURN THIS FORM ONLY IF YOU DO NOT WANT TO SUBMIT A BID

If you do not wish to respond to this bid request but would like to remain on the Boone County vendor list **for this service/commodity**, please remove this form and return it to the Purchasing Department by mail.

Bid: 21-02JUN26– Pre-Employment Human Resource Software Solution – Term & Supply

Business Name: _____

Address: _____

_____

_____

Telephone: _____

Contact: _____

Date: _____

Reason(s) for not bidding:

_____

_____

_____

_____

_____

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STANDARD TERMS AND CONDITIONS - BOONE COUNTY, MISSOURI

1. The Contractor shall comply with all applicable federal, state, and local laws, and failure to do so, in County's sole discretion, shall give County the right to terminate this Contract.

2. Responses shall include all charges for packing, delivery, installation, etc., (unless otherwise specified) to the Boone County Department identified in the Request for Bid and/or Proposal.

3. The Boone County Commission has the right to accept or reject any part or parts of all bids, to waive technicalities, and to accept the offer the County Commission considers the most advantageous to the County. Boone County reserves the right to award this bid on an item-by-item basis, or an "all or none" basis, whichever is in the best interest of the County.

4. Bidders must use the bid forms provided for the purpose of submitting bids, must return the bid and bid sheets comprised in this bid, give the unit price, extended totals, and sign the bid. The Purchasing Director reserves the right, when only one bid has been received by the bid closing date, to delay the opening of bids to another date and time in order to revise specifications and/or establish further competition for the commodity or service required. The one (1) bid received will be retained unopened until the new Closing date, or at the request of the bidder, returned unopened for re-submittal at the new date and time of bid closing.

5. When products or materials of any particular producer or manufacturer are mentioned in our specifications, such products or materials are intended to be descriptive of type or quality and not restricted to those mentioned.

6. Do not include Federal Excise Tax or Sales and Use Taxes in the bid process, as the law exempts the County from them.

7. The delivery date shall be stated in definite terms, as it will be taken into consideration in awarding the bid.

8. The County Commission reserves the right to cancel all or any part of orders if delivery is not made or work is not started as guaranteed. In case of a delay, the Contractor must notify the Purchasing Department.

9. In case of default by the Contractor, the County of Boone will procure the articles or services from other sources and hold the Bidder responsible for any excess cost occasioned thereby.

10. Failure to deliver as guaranteed may disqualify Bidder from future bidding.

11. Prices must be as stated in units of the quantity specified and must be firm. Bids qualified by escalator clauses may not be considered unless specified in the bid specifications.

12. No bid transmitted by fax machine or e-mail will be accepted.

13. The County of Boone, Missouri expressly denies responsibility for or ownership of any item purchased until the same is delivered to the County and is accepted by the County.

14. The County reserves the right to award to one or multiple respondents. The County also reserves the right to not award any item or group of items if the services can be obtained from a state or other

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governmental entities contract under more favorable terms. The resulting contract will be considered "Non-Exclusive". The County reserves the right to purchase from other vendors.

15. The County, from time to time, uses federal grant funds for the procurement of goods and services. Accordingly, the provider of goods and/or services shall comply with federal laws, rules, and regulations applicable to the funds used by the County for said procurement, and contract clauses required by the federal government in such circumstances are incorporated herein by reference. These clauses can generally be found in the Federal Transit Administration's Best Practices Procurement Manual – Appendix A. Any questions regarding the applicability of federal clauses to a particular bid should be directed to the Purchasing Department prior to bid opening.

16. In the event of a discrepancy between a unit price and an extended line-item price, the unit price shall govern.

17. Should an audit of the Contractor's invoices during the term of the Agreement, and any renewals thereof, indicate that the County has remitted payment on invoices that constitute an over-charging to the County above the pricing terms agreed to herein, the Contractor shall issue a refund check to the County for any over-charges within 30-days of being notified of the same.

18. For all bid responses over $25,000, if any manufactured goods or commodities proposed with the bid/proposal response are manufactured or produced outside the United States, this MUST be noted on the Bid/Proposal Response Form or a Memo attached.

19. Pursuant to Section 34.600 RSMo, for contracts $100,000 and greater, the Contractor/Vendor certifies it is not currently engaged in and shall not, for the duration of the contract, engage in a boycott of goods or services from the State of Israel; companies doing business in or with Israel or authorized by, licensed by, or organized under the laws of the State of Israel; or persons or entities doing business in the State of Israel.

20. For all titled vehicles and equipment, the dealer must use the actual delivery date to the County on all transfer documents including the Certificate of Origin (COO), Manufacturer's Statement of Origin (MSO), Bill of Sale (BOS), and Application for Title.

21. Equipment and serial and model numbers - The contractor is strongly encouraged to include equipment serial and model numbers for all amounts invoiced to the County. If equipment serial and model numbers are not provided on the face of the invoice, such information may be required by the County before issuing payment.

22. All equipment and supplies offered in a quote must be new, of current production, and available for marketing by the manufacturer unless the County clearly specifies that used, reconditioned, or remanufactured equipment and supplies may be offered.

23. The resulting agreement may be extended beyond the expiration date by order of the County on a month-to-month basis if the County cannot re-bid and/or award a new contract before the expiration date.

24. The County as a public governmental body is subject to the Missouri Sunshine Law (Chapter 610 RSMo) and will comply with requests for documents in accordance with that law.

Revised: 01/10/24

End of Document

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(Please complete and return with Bid)

Certification Regarding
Debarment, Suspension, Ineligibility and Voluntary Exclusion
Lower Tier Covered Transactions

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 29 CFR Part 98 Section 98.510, Participants' responsibilities. The regulations were published as Part VII of the May 26, 1988, Federal Register (pages 19160-19211).

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS FOR CERTIFICATION)

(1) The prospective recipient of Federal assistance funds certifies, by submission of this proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

(2) Where the prospective recipient of Federal assistance funds is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Jason Crayne CFO

Name and Title of Authorized Representative

DocuSigned by:
Jason Crayne
00563DE00DC0442...

Signature

12 June 2026 | 12:43 PM PDT

Date

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A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

COUNTY OF BOONE - MISSOURI
WORK AUTHORIZATION CERTIFICATION
PURSUANT TO 285.530 RSMo
(FOR ALL AGREEMENTS IN EXCESS OF $5,000.00)

County of Los Angeles)
)ss
State of California)

My name is JASON CRAYNE am an authorized agent of CRITERIA CORP (Bidder). This business is enrolled and participates in a federal work authorization program for all employees working in connection with services provided to the County. This business does not knowingly employ any person that is an unauthorized alien in connection with the services being provided. **Documentation of participation in a federal work authorization program is attached to this affidavit.**

Furthermore, all subcontractors working on this contract shall affirmatively state in writing in their contracts that they are not in violation of Section 285.530.1, shall not thereafter be in violation and submit a sworn affidavit under penalty of perjury that all employees are lawfully present in the United States.

Affiant — Date: 7/8/2026

JASON CRAYNE
Printed Name

Subscribed and sworn to before me this 08 day of July, 2026.

Notary Public

RYAN MATTHEW MCDUFFIE
Comm. No. 2533143
NOTARY PUBLIC - CALIFORNIA
LOS ANGELES COUNTY
My Comm. Exp. OCT. 19, 2029

Attach to this form the first and last page of the *E-Verify Memorandum of Understanding* that you completed when enrolling.

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BOONE COUNTY GOVERNMENT

21-02JUN26 Addendum 1
Criteria Corp
Supplier Response

Event Information

Number:	21-02JUN26 Addendum 1
Title:	Comprehensive Web-based, Pre-Employment Testing Platform – Subscription and Maintenance
Type:	Request for Proposal
Issue Date:	5/1/2026
Deadline:	6/2/2026 01:00 PM (CT)
Notes:	Boone County, hereafter referred to as “County,” proposes to contract with an individual(s) or organization(s), hereinafter referred to as “contractor” for a Term and Supply contract for a Comprehensive, Web-based, Pre-Employment Testing Platform designed to support data-driven hiring decisions for the Boone County Sheriff’s Office, Boone County Joint Communications, and the Boone County Public Safety Childcare Center.

Contact Information

Contact:	Amy Gerskin, Buyer
Address:	Purchasing Department 5551 S. Tom Bass Road Columbia, MO 65201
Phone:	(573) 886-4393
Email:	agerskin@boonemo.gov

Criteria Corp Information

Address: 750 N San Vicente Blvd, Suite 1500, East Tower
West Hollywood, CA 90069
Phone: (310) 278-8649 x233

By submitting your response, you certify that you are authorized to represent and bind your company.

Robbie Zitzlsperger
Signature

robbie.zitzlsperger@criteriacorp.com
Email

Submitted at 6/1/2026 01:55:27 PM (CT)

Supplier Note

Will get documents notarized where needed and sent over as soon as possible. had notary delays

Requested Attachments

Vendor Response and Pricing Form — Addendum 1.pdf

Please include all applicable forms here or as a separate attachments.

Bid Attributes

1	**Agreement with Mandatory Requirements, Terms and Conditions** By checking the box, the offeror agrees to perform services in compliance with all mandatory requirements, terms and conditions of the RFP. ☑ Confirm
2	**Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions** Make sure to complete and include the Certification Regarding Debarment with the uploaded RFP response ☑ Confirm
3	**Certification Regarding Lobbying** Make sure to complete and include the Certification Regarding Lobbying in the uploaded RFP response ☑ Confirm
4	**Cooperative Procurement - Agreement** By checking the box, the offeror agrees to allow other political subdivisions to piggy-back off the resulting contract at the same terms, conditions and prices as those under contract. ☑ Confirm
5	**Vendor Response and Pricing Pages** Make sure to complete and include the Vendor Response and Pricing Pages in the uploaded RFP response ☑ Confirm
6	**Work Authorization Certification** Make sure to complete the notarized Work Authorization Certification and as applicable, include the signed the E-Verify Memorandum of Understanding with the uploaded RFP response ☐ *Confirm*

7 Primary Contact

Please provide the name of the person/persons who are to be the primary contact for the County

Robbie Zitzlsperger

8 Contact Phone

(763) 516-2811

9 Contact Email

robbie.zitzlsperger@criteriacorp.com

Bid Lines

1 4.8.1. Firm, fixed, annual subscription fee.

Quantity: 1 UOM: Annual Fee Price: $7,510.00 Total: $7,510.00

2 4.8.2. Initial Implementation and Setup

Quantity: 1 UOM: One-time fee Price: $0.00 Total: $0.00

3 4.8.3. Additional Optional Modules or Add-On Features

Quantity: 1 UOM: Each ***No Bid***

4 4.8.4. Training

Quantity: 1 UOM: Each Price: $0.00 Total: $0.00

5 4.8.5. Integrations, Configurations, Customizations

Quantity: 1 UOM: Each ***No Bid***

6 4.8.6. Ongoing Annual Support and Maintenance

Quantity: 1 UOM: Annual Fee Price: $0.00 Total: $0.00

7 4.8.7. Pricing per Additional User

Quantity: 1 UOM: Each Price: $0.00 Total: $0.00

8 Package Header

Renewals

(Line excluded from response total)

Total: *No response*

Item Notes: The percentage for the first renewal will be applied to the original contract period pricing, and the percentage for subsequent renewals will be applied to previous contract period pricing.

Package Items

8.1 4.9.1. Maximum percent increase for the 1st Renewal

Total: 15%

8.2 4.9.2. Maximum percent increase for the 2nd Renewal

Total: 15%

8.3 4.9.3. Maximum percent increase for the 3rd Renewal

No Bid

8.4 4.9.4. Maximum percent increase for the 4th Renewal

No Bid

8.5 4.9.5. Maximum percent increase for the 5th Renewal

No Bid

Response Total: $7,510.00

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Boone County Purchasing

Amy Gerskin
Senior Buyer

5551 S. Tom Bass Rd.
Room 205
Columbia, MO 65201
Phone: (573) 886-4393
agerskin@boonemo.gov

BOONE COUNTY, MISSOURI

Request for Bid # 21-02JUN26 – Comprehensive Web-Based Pre-Employment Platform

ADDENDUM # 1 - *Issued* **May 20, 2026**

Prospective offerors are hereby notified of the following **questions and answers** to the Request for Proposal 21-02JUN26:

QUESTION:	**ANSWER:**
1. Name of the incumbent vendor	Criteria
2. Current contract value or annual spend	Criteria Professional Plan (lowest tier)
3. Contract start and end dates	BCSO expires 03/16/2027
4. Current platform or solution being used	Criteria
5. Any available usage volume, such as number of assessments/tests administered annually	528 tests issued since 2022: 2022 - we tested 108 applicants 2023 - we tested 134 applicants 2024 - we tested 81 applicants 2025 - we tested 148 applicants 2026 - we tested 57 applicants so far this year
6. Whether the incumbent is eligible to participate in this RFP	Incumbents are eligible to submit a response

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7. What is the approximate annual volume of applicants/tests for each participating department, and are there seasonal peaks we should anticipate?	**See Question 5. There are no peak seasons or applicants.**
8. Which Applicant Tracking System or HRIS, if any, is currently used by the County, and is API-level integration required for real-time data exchange?	**See Question 1. No API level integration is needed.**
9. Does the County require the vendor to supply validated public-safety-specific test content (cognitive ability, situational judgment, personality) or will the County provide/approve existing assessments?	Yes. The vendor must provide validated testing that is specific to public safety positions.
10. Are there CJIS, data residency, or other security standards that the platform must meet given involvement of the Sheriff's Office?	A solution that only provides testing will not contain anything that is considered CJIS information. Unless the proposed solution includes an applicant tracking system that allows us to store and manage documents created during the hiring process, I don't see the need for CJIS compliance. If they are proposing a solution that allows us to store documents generated during the hiring process such as criminal history checks or background investigations, yes, they must be CJIS compliant.
11. Please provide the weighing or scoring methodology that will be applied to Cost, Technical Approach, Experience/References, and other factors.	When evaluating proposal responses, the evaluation committee will weigh subjective criteria, including method of performance and experience and expertise at 50% and cost analysis at 50%.

This addendum is issued following the Request for Bid requirements in section 1.3.2 and is hereby incorporated into and made a part of the Request for Bid Documents. Bidders are reminded that receipt of this addendum should be acknowledged and submitted with the bid response.

By: Amy Gerskin

Amy Gerskin, Buyer
Boone County Purchasing

The bidder has examined **Addendum #1** to **21-02JUN26 – Comprehensive Web-Based Pre-Employment Platform,** receipt of which is hereby acknowledged.

Company Name: _____

Address: _____

_____

Telephone: _____Fax: _____

Federal Tax ID (or Social Security #): _____

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Print Name: _____Title: _____

Authorized Signature: _____Date: _____

Contact Name and E-Mail Address to receive documents for electronic signature:

_____

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COUNTY OF BOONE - MISSOURI

REQUEST FOR PROPOSAL
FOR
COMPREHENSIVE WEB-BASED, PRE-EMPLOYMENT TESTING PLATFORM – SUBSCRIPTION AND MAINTENANCE – TERM & SUPPLY

RFP # 21-02JUN26

Release Date: Friday, May 1, 2026

Deadline for Questions:
Monday, May 25, 2026
2:00 pm

Submittal Deadline:
Tuesday, June 2, 2026
not later than 1:00 P.M. CST

Boone County Purchasing
5551 S Tom Bass Rd.
Columbia, Missouri 65201

Amy Gerskin, Senior Buyer
Phone: (573) 886-4393
E-mail: agerskin@boonemo.gov

Docusign Envelope ID: 972E4921-13D5-829C-8251-C6FC4A8AF726

NOTICE OF REQUEST FOR PROPOSAL

Boone County is accepting Request for Proposals for the following:

Request for Proposal #: 21-02JUN26– COMPREHENSIVE WEB-BASED, PRE-EMPLOYMENT TESTING PLATFORM – SUBSCRIPTION AND MAINTENANCE – TERM & SUPPLY

Request for Proposals will be accepted until **1:00 p.m. central time on June 2, 2026,** in the Boone County Purchasing office, 5551 S. Tom Bass Road, Columbia, MO 65201 or by electronic submission in bocomobids.ionwave.net. The list of Offerors that have submitted a proposal will be read aloud on June 2, 2026, shortly after 1:00 p.m. in the Boone County Purchasing Office and posted on our web page at https://www.boonemo.gov/purchasing/bids/tabulations.asp

Written questions are due by 2:00 p.m. on **May 25, 2026**

Request for Proposals are available in the Purchasing Office and requests for copies may be made by phone (573) 886-4393; e-mail: agerskin@boonemo.gov or check our web page at https://www.boonemo.gov.

Amy Gerskin, Senior Buyer
Boone County Purchasing

Insertion date: Friday, May 1, 2026
COLUMBIA MISSOURIAN

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1. INSTRUCTIONS AND GENERAL CONDITIONS

1.1. **Delivery of Proposals:** Sealed hard-copy or secured electronic proposals, subject to Instructions and General Conditions and any special conditions set forth herein, will be received by the Boone County Purchasing office until the proposal closing date and time indicated herein for furnishing the County with services as detailed in the following request for proposal.

1.2. **Proposal Closing**: All proposals must be delivered before **1:00 P.M. Central Time on Tuesday, June 2, 2026**.

1.2.1. Hard copy sealed proposals shall be delivered to:

Boone County Purchasing Department
Amy Gerskin, Senior Buyer
5551 S Tom Bass Rd., Room 206
Columbia, Missouri 65201-4460

1.2.2. Secured Electronic Proposals: Instead of submitting a hard-copy proposal, the offeror may submit a secured electronic proposal using the County's electronic bidding system at https://bocomobids.ionwave.net/Login.aspx. If submitting a response electronically, the offeror is cautioned to carefully follow instructions in the solicitation identified by the RFP number and ensure that all requirements are met and the proposal submission is complete. Refer questions about the electronic proposal submission process to the Buyer of Record named on page one of this solicitation.

1.2.3. The County will not accept **any** proposals received after 1:00 P.M.CST. Late hard-copy proposal responses may be returned unopened if the vendor requests within ten (10) business days after RFP opening. All returns will be made at the vendor's expense.

1.3. **Hard-Copy Sealed and/or Secured Electronic Proposals Required:** Hard-copy proposals must be submitted in a sealed envelope identified with the proposal number and date of closing, or proposals may be submitted electronically. If submitting a hard-copy sealed proposal, the offeror is advised to identify the proposal number on the outside of the box or envelope and note "Response to Request for Proposal enclosed." No faxed or e-mailed proposals will be accepted.

1.3.1. If the offeror chooses not to submit a proposal, please return the enclosed *No Bid Response Page* and note the reason.

1.4. **Copies**: ***Only if submitting a hard-copy proposal***, then the offeror is advised to submit one (1) original proposal, and one (1) copy of the proposal (for a total of two copies).

1.5. **Bid Opening**: Proposals will be opened publicly shortly after **1:00 P.M. on Tuesday, June 2, 2026,** but only the names of offerors will be read aloud at the proposal opening.

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Following contract execution or rejection of all proposal responses, all responses will become a part of the public record and will be released to any person or firm who requests access. **Missouri Sunshine Laws:** Due to applicable sunshine laws and regulations concerning public documents (e.g., Section 610.021 RSMo), the County's proposal file becomes part of the public record at time of contract execution or when all proposals have been rejected.

1.6. **RFP Source**: If the offeror has obtained this proposal document from the Boone County IonWave Purchasing Web Page or from a source other than the Boone County Purchasing Department, prior to submitting the proposal the offeror is advised to check with the Boone County Purchasing Department in order to ensure that the RFP solicitation package is complete, i.e., the offeror has all RFP addenda and attachments as applicable. ***The Boone County Purchasing Department will not be responsible for providing RFP addenda if the vendor has not been added to the official Vendor list for this Request for Proposal***.

1.7. **Guideline for Written Questions**: All ***questions regarding this Request for Proposal should be submitted in writing, prior to the RFP opening, and no later than 2:00 P.M., Monday, May 25, 2026,*** (which allows enough time to issue an addendum answering the questions). All questions must be mailed or e-mailed to the attention of Amy Gerskin. All such questions will be answered in writing, and such answers will be provided to all parties having obtained a Request for Proposal packet by the County by posting the addendum on the County Web site at https://www.showmeboone.com/purchasing/bids/ (Select Purchasing, then Current Bid Opportunities). Submit questions to:

Amy Gerskin, Senior Buyer
5551 S Tom Bass Rd., Room 206
Columbia, Missouri 65201
Phone: (573) 886-4393
E-mail: agerskin@boonemo.gov

1.8. **RFP Addenda**: In the event that it becomes necessary to revise any part of this RFP, written addenda will be issued. Any addendum to this RFP is valid only if in writing and issued by the Boone County Purchasing Department. Verbal conversations or agreements with any officer, agent, or employee of the County which modify any terms or obligations of this RFP are invalid.

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2. INTRODUCTION AND GENERAL INFORMATION

2.1. Introduction:

2.1.1. This document constitutes a request for sealed proposals for **a Comprehensive Web-based, Pre-Employment Testing Platform – Subscription and Maintenance,** as set forth herein.

2.1.2. **Organization:** This document, referred to as a Request for Proposal (RFP), is divided into the following parts:

1) Instructions and General Conditions
2) Introduction and General Information
3) Scope of Work
4) Proposal Submission Information
5) Vendor Response/Pricing Page(s)
6) Prior Experience
7) Certification Regarding Debarment
8) Work Authorization Certification
9) "No Bid" Response Form

2.2. **Purpose:** Boone County, hereafter referred to as "County," proposes to contract with an individual(s) or organization(s), hereinafter referred to as "contractor" for a Term and Supply contract for a **Comprehensive, Web-based, Pre-Employment Testing Platform** designed to support data-driven hiring decisions for the Boone County Sheriff's Office, Boone County Joint Communications, and the Boone County Public Safety Childcare Center.

2.2.1. The County seeks to implement a solution that enables end users to **screen applicants using validated assessment tools**, with the intent to:

- Identify high-quality candidates who demonstrate strong job fit
- Reduce employee turnover and associated hiring costs
- Improve consistency, objectivity, and defensibility in hiring decisions
- Streamline the evaluation of applicants across multiple departments

2.2.2. The proposed solution must support a wide range of assessment types, including but not limited to **aptitude, personality, skills-based, and integrity testing**, and must be adaptable to various job classifications within the County, including public safety and non-public safety roles.

2.3. Contract Term: The initial contract period shall be for **two (2) years from the Date of Implementation and Go-Live with the option to renew for five (5) additional, one (1)-year periods**, or any portion thereof, following the completion of the initial/original contract term. After the completion of the final renewal term, the contract may continue on a month-to-month basis until either party terminates the contract by providing the other party with thirty (30) calendar days prior written notice.

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3. SCOPE OF WORK:

3.1. **General Requirements:** The contractor shall provide a **Comprehensive Web-based, Pre-Employment Testing Platform – Subscription and Maintenance** for the Boone County Sheriff's Office, Boone County Joint Communications, and the Boone County Public Safety Childcare Center as specified herein, and in accordance with the standards specifically referenced in this RFP.

3.1.1. The proposed platform shall enable the County to administer, manage, and evaluate applicant assessments across multiple departments.

3.1.2. The system shall support high-volume candidate screening and provide tools to identify applicants who are best aligned with position requirements and organizational culture.

3.1.3. The system shall provide position-specific testing options or customizable assessment combinations.

3.1.4. The system shall allow the County to create standardized testing packages aligned with job classifications.

3.1.5. The system shall offer à la carte assessment selection for promotional processes or specialized evaluations.

3.1.6. The platform shall be fully web-based and accessible without requiring specialized software installation.

3.1.7. The proposed solution shall provide access via secure, internet-based interfaces (end-user portals…).

3.1.8. Boone County shall maintain sole ownership of all data collected by the proposed solution.

3.1.9. The proposed solution shall be in the United States, along with all support portals, and all County data must be stored in the United States only.

3.1.10. Boone County must be able to back up the data at a minimum of a daily basis to Boone County's network.

3.1.11. The vendor must supply the County with a comprehensive backup procedure, including the frequency of backups, location of stored data, and restoration process for all evaluations.

3.1.12. Boone County's data shall not be used to train the vendor-provided AI solution if AI is utilized in the product.

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3.2. Assessment Capabilities:

3.2.1. The proposed solution should include a comprehensive library of scientifically validated assessments, including:

3.2.1.1. Cognitive aptitude testing
3.2.1.2. Cognitive aptitude testing for learning and trainability
3.2.1.3. Attention to detail
3.2.1.4. Situational awareness
3.2.1.5. Ability to maintain concentration, process information, and prioritize actions
3.2.1.6. Basic computer skills (e.g., typing, internet use, use of common software programs…see 3.3.4-3.3.5)
3.2.1.7. Job-specific skills testing
3.2.1.8. Personality and behavioral assessments
3.2.1.9. Integrity and risk-based assessments (e.g., indicators related to honesty, reliability, and workplace conduct)
3.2.1.10. Critical thinking and problem-solving abilities
3.2.1.11. Leadership skills
3.2.1.12. Ability to work with a team
3.2.1.13. Job fit and work style alignment assessments (see 3.5.2.5.)
3.2.1.14. Emotional intelligence and resilience indicators (preferred)

3.3. Test Administration and Candidate Experience:

3.3.1. The proposed solution must support testing across desktop and mobile devices.

3.3.2. The proposed solution shall allow candidates to complete assessments remotely.

3.3.3. The proposed solution shall provide configurable testing workflows based on position or department.

3.3.4. The proposed solution shall include typing assessments.

3.3.5. The proposed solution shall include computer literacy testing (e.g., basic software proficiency, data entry, etc.).

3.3.6. The proposed solution should include configurable time limits and completion tracking.

3.4. Proctoring and Test Integrity:

3.4.1. The solution should include measures to ensure test integrity, including:
3.4.1.1. Optional AI-based or automated remote proctoring capabilities to detect potential cheating behaviors.
3.4.1.2. Browser lockdown or similar controls (if available).
3.4.1.3. Monitoring or flagging of suspicious activity during assessments.

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3.5. Scoring, Reporting, and Analytics:

3.5.1. The system shall provide real-time or near real-time scoring, including:
- **3.5.1.1.** Immediate availability of results upon test completion
- **3.5.1.2.** Automated distribution of results to designated County personnel
  - This should be configurable by the County for each position being tested

3.5.2. Reporting capabilities shall include:
- **3.5.2.1.** Detailed score breakdowns by subject area or competency
- **3.5.2.2.** Time-to-complete metrics and completion behavior insights
- **3.5.2.3.** Candidate Comparison Tools
- **3.5.2.4.** Comprehensive, easy-to-interpret reports for hiring managers
- **3.5.2.5.** Applicant summaries, including scoring and an applicants fit/match to available positions

3.5.3. The system should also support:
- **3.5.3.1.** Data export capabilities
- **3.5.3.2.** Historical data tracking to support continuous improvement of hiring practices

3.6. Scientific Validation and Compliance:

3.6.1. All assessments must:
- **3.6.1.1.** Be **scientifically validated** and supported by appropriate psychometric methodologies
- **3.6.1.2.** Be designed to **minimize adverse impact and bias**
- **3.6.1.3.** Comply with applicable employment laws and guidelines, including Equal Employment Opportunity (EEO) standards

3.6.2. Vendors shall provide documentation supporting the **validity, reliability, and legal defensibility** of their assessments.

3.7. System Flexibility and Scalability:

3.7.1. The solution shall:
- **3.7.1.1.** Support testing across multiple departments and job classifications.
- **3.7.1.2.** Allow for expansion to additional County departments as needed.
- **3.7.1.3.** Enable administrators to modify or create testing packages without vendor intervention (preferred).

3.8. Pricing Structure:

3.8.1. The County prefers a pricing model that:
- **3.8.1.1.** Supports unlimited or high-volume testing usage.
- **3.8.1.2.** Avoids per-test or per-assessment fees where possible.
- **3.8.1.3.** Clearly identifies any tiered pricing, user-based pricing, or enterprise licensing options.

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3.8.2. Vendors shall clearly describe all pricing components, including any optional modules or services.

3.9. Contractor Requirements:

3.9.1. Minimum of three (3) years of experience providing pre-employment software solutions to government agencies or public sector organizations.

3.9.2. Demonstrated financial stability with ability to support the solution for the contract term.

3.9.3. Provide a minimum of three (3) references from government agencies of similar size and complexity currently using the proposed solution.

3.9.4. Demonstrate compliance with accessibility standards including WCAG 2.1 Level AA.

3.9.5. Maintain appropriate cybersecurity insurance coverage.

3.9.6. Contractor shall be responsible for system configuration and customization per the Boone County Sheriff's Office, Boone County Joint Communications, and Boone County Public Safety Childcare Center.

3.9.7. Contractor shall be responsible for migrating existing applicant data within 60 days of contract execution.

3.9.8. Contractor shall provide comprehensive training to all County users.

3.10. General Contract Conditions:

3.10.1. Contract Terms and Conditions: The contractor must be prohibited from assigning, transferring, conveying, subletting, or otherwise disposing of this agreement or its rights, title or interest therein, or its power to execute such agreement to any other person, company or corporation without the prior consent and approval in writing by the County.

3.10.2. Contract Period: The initial contract period shall be for **two (2) years from the Date of Implementation and Go-Live with the option to renew for five (5) additional, one (1)-year periods**, or any portion thereof, following the completion of the initial/original contract term. After the completion of the final renewal term, the contract may continue on a month-to-month basis until either party terminates the contract by providing the other party with thirty (30) calendar days prior written notice.

3.10.3. Cancellation Agreement: Either party may terminate the agreement for convenience upon thirty (30) days written, advance notice to the other party. The County reserves the right to cancel the contract without cause by giving not less than thirty (30) calendar days prior notice to the contractor in writing of the

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intention to cancel, or with cause, if at any time the contractor fails to fulfill or abide by any of the terms or conditions specified. Failure of the contractor to comply with any of the provisions of the contract may be considered a material breach of contract and must be cause for immediate termination of the contract at the discretion of Boone County. Boone County may allow the contractor reasonable opportunity to cure material breach, but it is not required to do so.

3.10.4. Fiscal Non-Funding Clause: In the event sufficient budgeted funds are not available for a new fiscal period, the County must notify the provider of such occurrence, and the contract must terminate on the last day of the current fiscal period without penalty or expenses to the County.

3.10.5. Pricing: The contract will be awarded on a firm, fixed price basis for the entirety of the initial/original contract period. Prices are subject to adjustment only upon renewal of the contract period, subject to quotations on the Vendor Response Page for the specific renewal period; adjusted pricing must be effective on the renewal date and must remain firm through the entirety of the specific renewal period.

a. Price Increase: It shall be the responsibility of the contractor to notify the County sixty (60) calendar days prior to the end of the current contract period of any pending price increase which will take effect at the beginning of the ensuing renewal period.

b. If the option for renewal is exercised by the County, the contractor must agree that the prices for the renewal period must not exceed the maximum percentage of increase for the applicable renewal period stated on the Vendor Response Pages of the contract.

c. If renewal percentages are not provided, then prices for the renewal period(s) shall be the same as during the initial/original contract period or previous contract period as applicable. Pricing adjustments for the first renewal option shall be calculated using the initial/original pricing; pricing adjustments for subsequent renewal options shall use previous contract period pricing as the base pricing for adjustment.

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

3.11.1. **Employers Liability and Workers Compensation Insurance -** The Contractor shall take out and maintain during the life of this contract, **Employers Liability and Workers Compensation Insurance** for all of its employees employed at the site of work, and in case any work is sublet, the Contractor shall require the subcontractor similarly to provide Workers

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

3.11.2. **Commercial General Liability Insurance -** The Contractor shall take out and maintain during the life of this contract, such commercial general liability insurance as shall protect it and any subcontractor performing work covered by this contract, from claims for damages for personal & advertising injury, bodily injury including accidental death, as well as from claims for property damages, which may arise from operations under this contract, whether such operations be by themselves or for any subcontractor or by anyone directly or indirectly employed by them. The amounts of insurance shall be not less than $1,000,000.00 per occurrence/$2,000,000 aggregate covering both bodily injury and property damage, including accidental death. If the Contract involves any underground/digging operations, the general liability certificate shall include X, C, and U (Explosion, Collapse, and Underground) coverage. If providing Commercial General Liability Insurance, then the Proof of Coverage of Insurance shall also be included.

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

3.11.4. **Business Automobile Liability –** The Contractor shall maintain during the life of this contract, automobile liability insurance in the amount of not less than $2,000,000.00 combined single limit for any one occurrence, covering both bodily injury, including accidental death, and property damage, to protect themselves from any and all claims arising from the use of the Contractor's own automobiles, teams and trucks; hired automobiles, teams and trucks; non-owned and both on and off the site of work.

3.11.5. **Cyber Liability Insurance –** The Contractor shall maintain during the life of this contract, Cyber Liability Insurance with limits not less than $2,000,000 per occurrence or claim, $2,000,000 aggregate. Coverage shall be sufficiently broad to respond to the duties and obligations as undertaken by Contractor in this agreement and shall include claims involving infringement of intellectual property, infringement of copyright, trademark, trade dress, invasion of privacy

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violations, information theft, damage to or destruction of electronic information, release of private information, alteration of electronic information, extortion and network security. The policy shall provide coverage for breach response costs as well as regulatory fines and penalties as well as credit monitoring expenses with limits sufficient to respond to these obligations.

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

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

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

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

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

Certificate Holder address:

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County of Boone, Missouri
C/O Purchasing Department
5551 S. Tom Bass Road
Columbia, MO 65201

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4. PROPOSAL SUBMISSION INFORMATION

4.1. General Information:

4.1.1. The offeror can submit a hard-copy proposal, or an electronic proposal as described further.

a. When submitting a hard-copy sealed proposal, the offeror should include the **original and one (1) copy for a total of two (2) copies.**

b. The offeror must submit the hard-copy sealed proposal to:

Boone County Purchasing Department
Attn: Amy Gerskin, Senior Buyer
5551 S Tom Bass Rd.
Columbia, MO 65201

c. Electronic Proposals The offeror can instead submit a secured electronic proposal. If submitting the proposal using Euna Solutions electronic bidding system at **https://bocomobids.ionwave.net/Login.aspx**, the offeror is cautioned to carefully follow instructions in the electronic solicitation, and ensure that all requirements are met and the proposal submission is complete. Refer questions about the electronic proposal submission process to the Buyer of Record named on page one of this solicitation.

d. All proposals must be delivered no later than **1:00 P.M. on Tuesday, June 2, 2026,** Proposals will not be accepted after this date and time.

4.1.2. **Terms and Conditions:** The offeror agrees that by submitting an offer, Boone County's Terms and Conditions as incorporated herein must become part of the contract, and in the event of conflict between any terms the offeror submits, the terms and conditions of the County must govern.

4.2. Organization of Proposal:

4.2.1. To facilitate the evaluation process, the offeror is encouraged to organize their proposal into distinctive sections that correspond with the individual evaluation categories described herein.

a. Each distinctive section should be titled with each individual evaluation category and all material related to that category should be included therein.

b. The signed response page from the original RFP and all signed addendums should be placed at the beginning of the proposal.

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c. The offeror is advised that the proposal should, at a minimum, address all mandatory and desired services, equipment, materials, etc. Responses will fully describe how the service will be performed and what hardware/software (if any) is required at the County to access the service.

4.2.2. The offeror is cautioned that it is the offeror's sole responsibility to submit information related to the evaluation categories, and that the County is under no obligation to solicit such information if it is not included with the proposal. The offeror's failure to submit such information may cause an adverse impact on the evaluation of the proposal. Any offeror whose response deviates from the outlined specifications may automatically be disqualified.

4.3. Offeror's Contacts with Purchasing:

4.3.1. Offeror's Contacts: Offerors and their agents (including subcontractors, employees, consultants, or anyone else acting on their behalf) must direct all of their questions or comments regarding the RFP, the evaluation, etc. to the buyer of record indicated on the first page of this RFP. Offerors and their agents may not contact any County employee other than the buyer of record regarding any of these matters during the solicitation and evaluation process. Inappropriate contacts are grounds for suspension and/or exclusion from specific procurements. Offerors and their agents who have questions regarding this matter should contact the buyer of record.

4.4. Validity of Proposal Response:

4.4.1. Offerors must agree that proposals must remain firm for a period of ninety (90) calendar days after the date specified for the return of proposals.

4.5. Evaluation of Proposals:

4.5.1. Evaluation and Award Process: After determining a responsible offeror and a responsive proposal through the determination that the proposal satisfies the mandatory requirements stated in the Request for Proposal, the evaluator(s) will use both objective analysis and subjective judgment in conducting a comparative assessment of the proposal. Evaluation categories include an assessment of cost, the offeror's experience, expertise and reliability, proposed methodology, and contractor support.

4.5.2. In order to conduct an evaluation of proposals, the Offeror is advised to complete the Vendor Response Page, all parts, and to return the completed pages with the Offeror's proposal. Failure to provide information necessary to evaluate the offeror's response may render the proposal incapable of award consideration. The County is not obligated to obtain information necessary for evaluation from the offeror. When evaluating responses, the County reserves the right to consider relevant information and facts, whether gained from the response, from an offeror, from the offeror's references, of from any other source.

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4.5.3. After an initial evaluation process, a question-and-answer interview may be conducted with the offeror, if deemed necessary by the County. In addition, the offeror may be asked to make an oral presentation of their proposal to the evaluation team at a designated Boone County location. Attendance cost must be at the offeror's expense. All arrangements and scheduling will be coordinated by the County.

4.5.4. Competitive Negotiation of Proposals: The offeror is advised that under the provisions of this Request for Proposal, the County reserves the right to conduct negotiations of the proposals received or to award a contract without negotiations. If such negotiations are conducted, the following conditions must apply:

a. Negotiations may be conducted in person, in writing, or by telephone.

b. Negotiations will only be conducted with potentially acceptable proposals. The County reserves the right to limit negotiations to those proposals, which received the highest rankings during the initial evaluation phase.

c. Terms, conditions, prices, methodology, or other features of the offeror's proposal may be subject to negotiation and subsequent revision. As part of the negotiations, the offeror may be required to submit supporting financial, pricing and other data in order to allow a detailed evaluation of the feasibility, reasonableness, and acceptability of the proposal.

d. The mandatory requirements of the Request for Proposal must not be negotiable and must remain unchanged unless the County determines that a change in such requirements is in its best interest.

4.5.5. Evaluation of the Offeror's Experience, Expertise and Reliability: Experience, expertise, and reliability of the offeror's organization are considered subjectively in the evaluation process. Therefore, the offeror is advised to submit any information which documents successful and reliable experience in past performances, especially those performances related to the requirements of this RFP.

a. Name other businesses or preferably any government agencies/municipalities for which the offeror has provided Pre-Employment Testing services in the last three (3) years and provide a current contact name, email address, and phone number for each account.

b. The offeror should submit a copy of all licenses, certifications, accreditation, and/or permits, which may be required by state, federal, and/or local law, statute, or regulation in the course of conduct of the offeror's business. If not submitted with the proposal, the County reserves the right to request and obtain a copy of any license or certification required to perform the defined services prior to contract award.

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4.5.6. Evaluation of the Offeror's Proposed Method of Performance: Proposals will be subjectively evaluated based on the offeror's distinctive plan for performing the requirements of the RFP. Therefore, the offeror should present a written narrative, which demonstrates the method or manner in which the offeror proposes to satisfy these requirements. The language of the narrative should be straightforward and limited to facts, solutions to problems, and plans of action. The County will be evaluating the offeror's adherence to mandatory performance requirements as well as other features of the offeror's proposed approach to performing the work described herein.

a. Offerors are cautioned about the use of specific words in the RFP. Where the words "must" or "shall" are used, they signify a required minimum function of system capacity that will heavily impact the offeror's final response rating. Where the words "should," "may" or "desired" are used, they signify that the feature or capacity is desirable but not mandatory; therefore, the specifications in question will possess minimal impact on the offeror's final response rating.

b. The method by which the proposed method of performance is written will be left to the discretion of the offeror. At minimum, the offeror is strongly advised to complete the Vendor Response and Pricing Pages of this RFP. In addition, the offeror may address each specific paragraph and subparagraph of the specifications by paragraph and page number as an item for discussion. Immediately below these numbers, write descriptions of how, when, by whom, with what, to what degree, why, where etc., the requirements will be satisfied.

4.5.7. Rejection / Withdrawal of Proposals Response:

a. Rejection of Proposals: The right is reserved by the County at its discretion to reject any or all proposals or parts thereof. The County reserves the right to waive defects or informalities, to negotiate with offerors and to accept the proposal deemed to be in the best interest of the County.

b. Withdrawal of Proposals: Proposals may be withdrawn on written requests from the offeror at the address shown in the solicitation prior to the time of acceptance.

c. Negligence on the part of the offeror in preparing the proposal confers no right of withdrawal after the time fixed for the acceptance of the proposals.

4.5.8. Sovereign Immunity**:** The County of Boone, due to its status as a public entity in the State of Missouri and its entitlement to sovereign immunity, is unable to accept contract provisions which require the County to indemnify another party (RSMo §537.600). Any indemnity language in proposed terms and conditions will be modified to conform to language that the County is able to accept.

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VENDOR RESPONSE AND PRICING PAGES

In compliance with this Request for Proposal and subject to all the conditions thereof, the offeror agrees to furnish the services/equipment/supplies requested and proposed and certifies he/she has read, understands, and agrees to all terms, conditions, and requirements of this proposal and is authorized to contract on behalf of the firm named below. (Note: This form must be signed. All signatures must be original and not photocopies. In addition, the County uses *Docusign* when making a contract award. When providing a Contact Name and E-Mail Address below, the Contact and E-Mail address provided must be a person who has the legal authority to contractually bind the offeror's/bidder's company in a contract with the County.

4.6. Offeror Information:

Company Name: _____

Address: _____

City/State/Zip Code: _____

Telephone: _____ Fax: _____

Federal Tax ID (or Social Security): _____

Contact Name and E-Mail Address to receive documents for electronic signature:

_____

Check One: Corporation □
Partnership – Name □ _____
Individual Proprietorship – Individual Name □
_____
Other – Specify
_____

4.7. Cooperative Procurement: The offeror should indicate by checking "Yes" or "No" in the indicated space if the offeror will honor the submitted prices and terms for purchase by other entities in Boone County that participate in cooperative purchasing with Boone County, Missouri?

Yes ☐ No ☐

NOTE: The offeror must clearly state in writing any restrictions or deviations from specifications and requirements stated herein. In the absence of such statement, the County will assume that all items/services offered are in strict compliance with specifications stated in the RFP, including all

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technical and cost requirements, terms and conditions. The offeror must agree that the proposal, if selected for award by the County, will be included as part of the final contract with the County.

The undersigned offers to furnish and deliver the articles or services as specified at the prices and terms stated and in strict accordance with all requirements contained in the Request for Bid, including Boone County's Terms and Conditions, FOB Destination Freight Prepaid and Allowed, *unless pricing has been specifically quoted for vehicle delivery and preparation below*. Further, the undersigned has read and understood all requirements, terms and conditions, and agrees that all of which are made part of the contract and any orders resulting thereunder. By submission of this bid response, the vendor certifies their compliance with Section 34.353 and, if applicable, Section 34.359 ("Missouri Domestic Products Procurement Act") of the Revised Statutes of Missouri.

Print Name: _____ Title: _____

Signature: _____ Today's Date: _____

4.8. Pricing:

The offeror must submit a firm, fixed price below for all identified line items. No other pricing will be paid by the County – therefore the pricing below must cover all costs of providing a Comprehensive Pre-Employment Testing Platform as specified herein.

LINE ITEM	DESCRIPTION	PRICE
4.8.1.	Firm, fixed, annual subscription fee (Annual fee)	$_____
4.8.2.	Initial Implementation and Setup (one-time fee)	$_____
4.8.3.	Additional Optional Modules or Add-On Features (Cost per each)	$_____
4.8.4.	Training	$_____
4.8.5.	Integrations, Configurations, Customizations (Cost per each)	$_____
4.8.6.	Ongoing Annual Support and Maintenance (Annual fee)	$_____
4.8.7.	Pricing per Additional User	$_____

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4.9. Renewal Options:

The County shall have the option to renew the contract in one-year increments, or any portion thereof, for a total period **of five (5) additional years** following the initial term. If the options are exercised, pricing for the renewal period shall be the same as quoted for the initial or previous contract period subject to adjustment in accordance with the specific percentage of price adjustment quoted below for the applicable renewal contract period. **Prices for the renewal period shall not exceed the maximum percentage of increase for the applicable renewal period stated on the Pricing Page of the contract.**

The offeror must respond with a firm, fixed ***percentage of maximum increase.*** Statements such as "a percentage of the then-current price" or "consumer price index" are NOT ACCEPTABLE, i.e., reference to a CPI adjustment shall be deemed unacceptable.

If the bidder quotes 0% percentage or leaves the line blank, the County shall have the right to execute the option at the same price(s) proposed for the initial or previous contract period.

In conducting the cost evaluation, Boone County will evaluate pricing that determines the potential maximum financial liability to the County.

The percentage for the first renewal will be applied to original contract period pricing, and percentage for subsequent renewals will be applied to previous contract period pricing.

4.9.1. Renewal Option Percentage Price Adjustment 1st Renewal Period

_____% Increase applied to original contract period pricing

4.9.2. Renewal Option Percentage Price Adjustment 2nd Renewal Period

_____% Increase applied to previous contract period pricing

4.9.3. Renewal Option Percentage Price Adjustment 3rd Renewal Period

_____% Increase applied to previous contract period pricing

4.9.4. Renewal Option Percentage Price Adjustment 4th Renewal Period

_____% Increase applied to previous contract period pricing

4.9.5. Renewal Option Percentage Price Adjustment 5th Renewal Period

_____% Increase applied to previous contract period pricing

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4.10. Vendor's Experience, Expertise and Reliability:

4.10.1. The evaluation of the offeror's proposed experience, expertise, and reliability must be subjective based on the ability of the offeror to perform the requirements stated herein. Therefore, the offeror should present detailed information regarding their experience and reliability. The following information should be provided by the offeror in order to assist Boone County with the evaluation of the offeror's experience and reliability. The County reserves the right to use this information, including information gained from any other source, in the evaluation process.

Failure to submit requested information may negatively impact the evaluation of the proposal. The County is under no obligation to obtain information from the offeror not submitted with the proposal that may impact the subjective evaluation of the offeror's proposal.

Company History: In the space below, please describe the company's background, when the company was founded, how long the company has been serving the market, etc.:

_____

_____

_____

_____

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PRIOR EXPERIENCE

Include references familiar with your company's work performance. References for similar **Pre-Employment Testing services** are required. References from governmental agencies or public safety organizations will be weighed more heavily in the evaluation.

1. Prior Equipment and/or Services Provided for:
Organization Name:
Address:
Contact Name:
Telephone Number:

Date of Contract:
Length of Contract:

Description (include type, Mfr./Brand of equipment, service performed):

2. Prior Equipment and/or Services Provided for:
Organization Name:
Address:
Contact Name:
Telephone Number:

Date of Contract:
Length of Contract:
Description (include type, Mfr./Brand of equipment, service performed):

3. Prior Equipment and/or Services Provided for:
Organization Name:
Address:

Contact Name:
Telephone Number:

Date of Contract:
Length of Contract:

Description (include type, Mfr./Brand of equipment, service performed):

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(The Offeror should complete and return with the proposal)

Certification Regarding
Debarment, Suspension, Ineligibility and Voluntary Exclusion
Lower Tier Covered Transactions

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 29 CFR Part 98 Section 98.510, Participants' responsibilities. The regulations were published as Part VII of the May 26, 1988, Federal Register (pages 19160-19211).

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS FOR CERTIFICATION)

(1) The prospective recipient of Federal assistance funds certifies, by submission of this proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

(2) Where the prospective recipient of Federal assistance funds is unable to certify to any of the statements in this certification, such prospective participant must attach an explanation to this proposal.

_____
Name and Title of Authorized Representative

_____ _____
Signature Date

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Amy Gerskin
Senior Buyer

Boone County Purchasing
5551 S. Tom Bass Rd.
Columbia, MO 65201
Phone: (573) 886-4393

INSTRUCTIONS FOR COMPLIANCE WITH HOUSE BILL 1549

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

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

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

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

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

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

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WORK AUTHORIZATION CERTIFICATION
PURSUANT TO 285.530 RSMo
(FOR ALL AGREEMENTS IN EXCESS OF $5,000.00)

County of _____)
)ss
State of _____)

My name is _____. I am an authorized agent of _____ _____(Bidder). This business is enrolled and participates in a federal work authorization program for all employees working in connection with services provided to the County. This business does not knowingly employ any person that is an unauthorized alien in connection with the services being provided. Documentation of participation in a federal work authorization program is attached hereto.

Furthermore, all subcontractors working on this contract must affirmatively state in writing in their contracts that they are not in violation of Section 285.530.1, must not thereafter be in violation and submit a sworn affidavit under penalty of perjury that all employees are lawfully present in the United States.

_____
Affiant Date

_____
Printed Name

Subscribed and sworn to before me this ___ day of _____, 20___.

_____
Notary Public

Docusign Envelope ID: 972E4921-13D5-829C-8251-C6FC4A8AF726

CERTIFICATION OF INDIVIDUAL BIDDER

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.

Options

_____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 – see following page)* 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 must terminate upon receipt of the birth certificate or determination that a birth certificate does not exist because I am not a United States citizen.

_____ _____

Applicant Date Printed Name

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AFFIDAVIT
(Only Required for Certification of Individual Bidder (Option #2)
– see previous page -

State of Missouri)
)ss
County of _____)

I, the undersigned, being at least eighteen years of age, swear upon my oath that I am either a United States citizen or am classified by the United States government as being lawfully admitted for permanent residence.

_____ _____
Date Signature

_____ _____
Social Security Number Printed Name
or Other Federal I.D. Number

On the date above written _____ appeared before me and swore that the facts contained in the foregoing affidavit are true according to his/her best knowledge, information and belief.

_____
Notary Public

My Commission Expires:

Docusign Envelope ID: 972E4921-13D5-829C-8251-C6FC4A8AF726

Boone County Purchasing
5551 S. Tom Bass Rd.
Columbia, MO 65201

Amy Gerskin
Senior Buyer
P: (573) 886-4393
Email: AGerskin@boonemo.gov

"No Bid" Response Form

"NO BID RESPONSE FORM"

NOTE: COMPLETE AND RETURN THIS FORM ONLY IF YOU DO NOT WANT TO SUBMIT A BID

If you do not wish to respond to this bid request but would like to remain on the Boone County vendor list **for this service/commodity**, please remove this form and return it to the Purchasing Department by mail.

Bid: 21-02JUN26– Pre-Employment Human Resource Software Solution – Term & Supply

Business Name: _____

Address: _____

_____

_____

Telephone: _____

Contact: _____

Date: _____

Reason(s) for not bidding:

_____

_____

_____

_____

_____

Docusign Envelope ID: 972E4921-13D5-829C-8251-C6FC4A8AF726

STANDARD TERMS AND CONDITIONS - BOONE COUNTY, MISSOURI

1. The Contractor shall comply with all applicable federal, state, and local laws, and failure to do so, in County's sole discretion, shall give County the right to terminate this Contract.

2. Responses shall include all charges for packing, delivery, installation, etc., (unless otherwise specified) to the Boone County Department identified in the Request for Bid and/or Proposal.

3. The Boone County Commission has the right to accept or reject any part or parts of all bids, to waive technicalities, and to accept the offer the County Commission considers the most advantageous to the County. Boone County reserves the right to award this bid on an item-by-item basis, or an "all or none" basis, whichever is in the best interest of the County.

4. Bidders must use the bid forms provided for the purpose of submitting bids, must return the bid and bid sheets comprised in this bid, give the unit price, extended totals, and sign the bid. The Purchasing Director reserves the right, when only one bid has been received by the bid closing date, to delay the opening of bids to another date and time in order to revise specifications and/or establish further competition for the commodity or service required. The one (1) bid received will be retained unopened until the new Closing date, or at the request of the bidder, returned unopened for re-submittal at the new date and time of bid closing.

5. When products or materials of any particular producer or manufacturer are mentioned in our specifications, such products or materials are intended to be descriptive of type or quality and not restricted to those mentioned.

6. Do not include Federal Excise Tax or Sales and Use Taxes in the bid process, as the law exempts the County from them.

7. The delivery date shall be stated in definite terms, as it will be taken into consideration in awarding the bid.

8. The County Commission reserves the right to cancel all or any part of orders if delivery is not made or work is not started as guaranteed. In case of a delay, the Contractor must notify the Purchasing Department.

9. In case of default by the Contractor, the County of Boone will procure the articles or services from other sources and hold the Bidder responsible for any excess cost occasioned thereby.

10. Failure to deliver as guaranteed may disqualify Bidder from future bidding.

11. Prices must be as stated in units of the quantity specified and must be firm. Bids qualified by escalator clauses may not be considered unless specified in the bid specifications.

12. No bid transmitted by fax machine or e-mail will be accepted.

13. The County of Boone, Missouri expressly denies responsibility for or ownership of any item purchased until the same is delivered to the County and is accepted by the County.

14. The County reserves the right to award to one or multiple respondents. The County also reserves the right to not award any item or group of items if the services can be obtained from a state or other

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governmental entities contract under more favorable terms. The resulting contract will be considered "Non-Exclusive". The County reserves the right to purchase from other vendors.

15. The County, from time to time, uses federal grant funds for the procurement of goods and services. Accordingly, the provider of goods and/or services shall comply with federal laws, rules, and regulations applicable to the funds used by the County for said procurement, and contract clauses required by the federal government in such circumstances are incorporated herein by reference. These clauses can generally be found in the Federal Transit Administration's Best Practices Procurement Manual – Appendix A. Any questions regarding the applicability of federal clauses to a particular bid should be directed to the Purchasing Department prior to bid opening.

16. In the event of a discrepancy between a unit price and an extended line-item price, the unit price shall govern.

17. Should an audit of the Contractor's invoices during the term of the Agreement, and any renewals thereof, indicate that the County has remitted payment on invoices that constitute an over-charging to the County above the pricing terms agreed to herein, the Contractor shall issue a refund check to the County for any over-charges within 30-days of being notified of the same.

18. For all bid responses over $25,000, if any manufactured goods or commodities proposed with the bid/proposal response are manufactured or produced outside the United States, this MUST be noted on the Bid/Proposal Response Form or a Memo attached.

19. Pursuant to Section 34.600 RSMo, for contracts $100,000 and greater, the Contractor/Vendor certifies it is not currently engaged in and shall not, for the duration of the contract, engage in a boycott of goods or services from the State of Israel; companies doing business in or with Israel or authorized by, licensed by, or organized under the laws of the State of Israel; or persons or entities doing business in the State of Israel.

20. For all titled vehicles and equipment, the dealer must use the actual delivery date to the County on all transfer documents including the Certificate of Origin (COO), Manufacturer's Statement of Origin (MSO), Bill of Sale (BOS), and Application for Title.

21. Equipment and serial and model numbers - The contractor is strongly encouraged to include equipment serial and model numbers for all amounts invoiced to the County. If equipment serial and model numbers are not provided on the face of the invoice, such information may be required by the County before issuing payment.

22. All equipment and supplies offered in a quote must be new, of current production, and available for marketing by the manufacturer unless the County clearly specifies that used, reconditioned, or remanufactured equipment and supplies may be offered.

23. The resulting agreement may be extended beyond the expiration date by order of the County on a month-to-month basis if the County cannot re-bid and/or award a new contract before the expiration date.

24. The County as a public governmental body is subject to the Missouri Sunshine Law (Chapter 610 RSMo) and will comply with requests for documents in accordance with that law.

Revised: 01/10/24

End of Document

SO4 -2026

CERTIFIED COPY OF ORDER

STATE OF MISSOURI } **ea.**
County of Boone

October Session of the October Adjourned **Term. 20** 26

In the County Commission of said county, on the 13th **day of** October **20** 26

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

Now on this day the County Commission of the County of Boone does hereby approve C001179 (020223-CEC) – Mini Track Loader with Gateway Dealer Network, LLC. for the Boone County Facility Management. The terms of the contract are set out in the attached contract, and the Presiding Commissioner is authorized to sign the same.

Done this 13th day of October 2026.

Kip Kendrick
Presiding Commissioner

Justin Aldred
District I Commissioner

Janet M. Thompson
District II Commissioner

ATTEST:

Brianna L. Lennon
Clerk of the County Commission

Boone County Purchasing

Brijanna Purdy
Buyer

5551 S. Tom Bass Rd.
Room 206
Columbia, MO 65201
Phone: (573) 886-4394
bpurdy@boonemo.gov

MEMORANDUM

TO: Boone County Commission
FROM: Brijanna Purdy
DATE: September 25, 2026
RE: ***Cooperative Contract Award*** *– C001179 (020223-CEC) – Mini Track Loader for Boone County Facility Management Department*

The Boone County Purchasing Department requests permission to utilize Sourcewell Cooperative Contract #020223-CEC – Medium-Duty Construction Equipment with Gateway Dealer Network, LLC dba Bobcat of Columbia (MO) to purchase one (1) new MT100 Mini Track Loader for the Boone County Facility Management Department.

The Boone County contract number is C001179. The total cost of this purchase is $35,918.59.

Funding for this purchase is available within Department 6104 – FM Grounds Maintenance, Account 91300 – Machinery and Equipment, which has an approved budget of $20,000.00. Any additional expenditure above the budgeted amount will be funded through available savings.

cc: Jody Moore – Facility Management Department
Contract File

PU

09/16/26
RQST DATE

PURCHASE REQUISITION
BOONE COUNTY, MISSOURI

16936
VNDR #

Gateway Dealer Network LLC
VENDOR NAME

020223-CEC
BID #

Ship to Dept #:

Bill to Dept #:

Dept	Account	Item Description	Qty	Unit Price	Amount
6104	91300	Mini Track Loader	1	$35,918.59	$35,918.59
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
			GRAND TOTAL:		35,918.59

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

Prepared By

Auditor Approval

Bobcat

Product Quotation
Quotation Number: **AU1928028**
Quote Sent Date: **Sep 15, 2026**
Expiration Date: **Oct 15, 2026**

Your Bobcat Contact
Alex Urlaub
Phone: +17012416372
Email: alex.urlaub@doosan.com

Your Customer Contact

Deliver to
BOONE COUNTY PW 10263 - COLUMBIA - MO
5551 S TOM BASS RD
COLUMBIA, MO, 65201-9707

Bobcat Dealer
Rocky Morrissey
Bobcat of Columbia, Columbia, MO
1101 N. LENWAY DR.
COLUMBIA, MO, 65202

Bill to
BOONE COUNTY PW 10263
5551 S Tom Bass Rd
Columbia, MO, 65201-9707

Item Name	Item Number	Quantity	Price Each	Total
MT100 Mini Track Loader	M0115	1	29,248.80	29,248.80
Standard Equipment:				
25 HP Tier IV Diesel Engine		Lift Arm Support		
Auxiliary Hydraulics		Neutral Start Interlocks		
Attachment Interface Bob-Tach or CII (To accept approved attachments)		Parking Brake		
Built-In Tie Down & Crane/Lift Locations		ISO Pattern Joystick Travel Control		
Continuous Flow Shutoff Lever		Spark Arrestor Muffler		
Hydrostatic Drive Train		Tilt Lockout		
Counterweights - Includes (4) 30 pound weights		Tilt Steering		
Instrumentation:		Storage Cubby		
Hourmeter		Cup Holder		
Engine Temperature & Fuel Gauges		Tracks: Rubber, 7.1 inches Wide		
Voltmeter and Warning Lights		Machine Width 35.6 inches"		
Lift Arm Lockout With Manual Bypass				
Bob-Tach Interface (MT100)	M0115-R02-C01	1	0.00	0.00
C-Pattern Wide Track	M0115-R09-C02	1	709.80	709.80
44" GPX Bucket	7501827	1	866.40	866.40
Bolt-On Cutting Edge, 44"	6729043	1	116.41	116.41
12PC Auger Drive Unit	46948002	1	1,918.24	1,918.24
Auger Mounting Frame - MT Bobtach	7508120	1	597.36	597.36
Light Duty Bit, 24" Semi-Flight (2" Hex)	7500740	1	1,026.08	1,026.08
	Total for MT100 Mini Track Loader			34,483.09

Quote Subtotal	34,483.09
Dealer PDI	150.00
Freight Charges	800.00
Destination Charges	238.00
Dealer Assembly Charges	247.50
Quote Total - USD	**35,918.59**

Comment:
ORDERING & INVOICING INSTRUCTIONS

Limited Liability Company Details as of 9/15/2026

Required Field *

To File Documents - select the filing from the "Create Filing" list, then click FILE ONLINE.

To terminate an entity two documents are required:
General Business and Nonprofit - Articles of Dissolution followed by Articles of Termination
Limited Liability Companies - Notice of Winding up followed by Articles of Termination

File Registration Reports - click FILE REGISTRATION REPORT.

Copies or Certificates - click ORDER COPIES/CERTIFICATES.

RETURN TO SEARCH RESULTS

Create Filing

Amended Certificate of Registration of a Foreign LLC

FILE ONLINE

ORDER COPIES/ CERTIFICATES

General Information | Filings | Principal Office Address

Name	GATEWAY DEALER NETWORK, LLC	Principal Office Address	
Type	Limited Liability Company	Charter No.	FL001428373
Domesticity	Foreign	Home State	DE
Registered Agent	C T CORPORATION SYSTEM 5661 Telegraph Rd Ste 4B Saint Louis, MO 63129-4275	Status	Active
Date Formed	6/10/2019		
Duration	Perpetual		

The information contained on this page is provided as a public service, and may change at any time. The State, its employees, contractors, subcontractors or their employees do not make any warranty, expressed or implied, or assume any legal liability for the accuracy, completeness or usefulness of any information, apparatus, product or process disclosed or represent that its use would not infringe on privately-owned rights.

An official website of the United States government Here's how you know

Entity Management Extract Publishing Schedule Change Show Details
Aug 15, 2026

See All Alerts

ISR Workspace: Increased Contract Volume Show Details
Jun 26, 2026

SAM.GOV®

Home Search Data Bank Data Services Help

Search

All Words | e.g. 1606N020Q02

Filter By

Keyword Search

For more information on how to use our keyword search, visit our help guide

Simple Search | **Search Editor**

- ◯ Any Words
- ◯ All Words
- ◯ Exact Phrase

e.g. 123456789, Smith Corp

"gateway dealer network" ×

Classification

Excluded Individual

Excluded Entity

Federal Organizations

Exclusion Type

Exclusion Program

Location

Dates

Reset

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Commission Order # 504-2026

PURCHASE AGREEMENT
FOR
MINI TRACK LOADER
FOR BOONE COUNTY FACILITY MANAGEMENT DEPARTMENT

THIS AGREEMENT, C001179 dated the 13 day of October 2026 is made between Boone County, Missouri, a political subdivision of the State of Missouri through the Boone County Commission, herein "County" and **Gateway Dealer Network, LLC dba Bobcat of Columbia (MO),** 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 a contract for an **MT100 Mini Track Loader** compliant with all bid specifications and any addendum issued for the Sourcewell contract **020223-CEC**, **Quote AU1928028** received on 09/15/26 by Alex Urlaub, email clarification from **Rocky Morrissey** on 09/24/26, as well as Boone County Standard Terms and Conditions. All such documents shall constitute the contract documents which are incorporated herein by reference. Service or product data, specifications, and literature submitted with the bid response may be permanently maintained in the County Purchasing Office bid file for this bid if not attached. In the event of conflict between any of the foregoing documents, this Purchase Agreement with Boone County Standard Terms & Conditions and the Sourcewell contract **020223-CEC** shall prevail and control over the vendor's bid response and quote forms.

2. ***Purchase*** – The County agrees to purchase from the Vendor and the Vendor agrees to supply the County with the following equipment:

Description	Sale Price
MT100 Mini Track Loader 25 HP Tier IV Diesel Engine Auxiliary Hydraulics Built-in Tie Down & Crane/Lift Location Continuous Flow Shutoff Lever Hydrostatic Drive Train Counterweights – four (4) 30 pound weights Lift Arm Support Hourmeter Engine Temperature & Fuel Gauges Voltmeter and Warning Lights Lift Arm Lockout with Manual Bypass Neutral Start Interlocks Parking Brake ISO Pattern Joystick Travel Control Spark Arrestor Meffler Tilt Lockout Tilt Steering Storage Cubby Cup Holder Tracks: Rubber, 7.1 Inches Wide Machine Width 35.6"	$29,248.80
Bob-Tach Interface (MT100)	$0.00
C-Pattern Wide Track	$709.80
44" GPX Bucket	$866.40
Bolt-on Cutting Edge, 44"	$116.41

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12PC Auger Drive Unit	$1,918.24
Auger Mounting Frame – MT Bobtach	$597.36
Light Duty Bit, 24" Semi-Flight (2" Hex)	$1,026.08
Dealer PDI	$150.00
Freight Charges	$800.00
Destination Charges	$238.00
Dealer Assembly Charges	$247.50
TOTAL	**$35,918.59**

3. ***Delivery –*** Contractor shall deliver the mini track loader FOB Destination to the ordering County location within 60 to 90 days after receipt of order.

4. ***Warranty –*** Warranty shall be for 1-year, unlimited hours, full manufacturer's warranty.

5. ***Billing and Payment*** – All billing shall be invoiced to the Boone County Facility Management Department. No additional fees for paperwork processing, labor, or taxes shall be included as additional charges in excess of the charges in the Vendor's bid response to the specifications. The County agrees to pay all invoices 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. ***Termination*** - This agreement may be terminated by the County upon thirty days advance written notice for any of the following reasons or under any of the following circumstances:
   - **a.** The County may terminate this agreement due to a material breach of any term or condition of this agreement, or
   - **b.** The County may terminate this agreement if in the opinion of the Boone County Commission if delivery of products is delayed or products delivered are not in conformity with bidding specifications or variances authorized by the County, or
   - **c.** Termination for Convenience - The county may terminate this Agreement for any reason or no reason upon sixty (60) days' written notice to the contractor, or
   - **d.** 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.

GATEWAY DEALER NETWORK, LLC
DBA BOBCAT OF COLUMBIA (MO)

Signed by:
by Rocky Morrissey
BC3EA0A80D434A0...

title Territory Sales Manager

BOONE COUNTY, MISSOURI
by: Boone County Commission

Signed by:
kip kendrick
2B83ECDD7F6E4A6...

Kip Kendrick, Presiding Commissioner

APPROVED AS TO FORM:

ATTEST:

Docusign Envelope ID: FD75A76E-5C6A-8C74-8079-65077A0C2A28

DocuSigned by:
7D71DEAEB9D74DD...

CJ Dykhouse, County Counselor

Signed by:
Brianna L. Lennon
242B827B32F14BF...

Brianna L. Lennon, County Clerk

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.)

DocuSigned by:
Kyle Rieman
by JF
8C24BD84EE7A483...

Signature

9/28/2026

Date

6104/91300 - $35,918.59

Appropriation Account

Docusign Envelope ID: FD75A76E-5C6A-8C74-8079-65077A0C2A28

STANDARD CONTRACT TERMS AND CONDITIONS - BOONE COUNTY, MISSOURI

1. Contractor shall comply with all applicable federal, state, and local laws and failure to do so, in County's sole discretion, shall give County the right to terminate this Contract.

2. Prices shall include all charges for packing, delivery, installation, etc., (unless otherwise specified) to the Boone County Department.

3. The Boone County Commission has the right to accept or reject any part or parts of all bids, to waive technicalities, and to accept the offer the County Commission considers the most advantageous to the County. Boone County reserves the right to award this bid on an item-by-item basis, or an "all or none" basis, whichever is in the best interest of the County. The Purchasing Director reserves the right, when only one bid has been received by the bid closing date, to delay the opening of bids to another date and time in order to revise specifications and/or establish further competition for the commodity or service required. The one (1) bid received will be retained unopened until the new Closing date, or at request of bidder, returned unopened for re-submittal at the new date and time of bid closing.

4. When products or materials of any particular producer or manufacturer are mentioned in our contracts, such products or materials are intended to be descriptive of type or quality and not restricted to those mentioned.

5. Do not include Federal Excise Tax or Sales and Use Taxes in billing, as law exempts the County from them.

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

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21. The County as a public governmental body is subject to the Missouri Sunshine Law (Chapter 610 RSMo) and will comply with requests for documents in accordance with that law.

Revised 01/10/24

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Bobcat

Product Quotation
Quotation Number: **AU1928028**
Quote Sent Date: **Sep 15, 2026**
Expiration Date: **Oct 15, 2026**

Your Bobcat Contact
Alex Urlaub
Phone: +17012416372
Email: alex.urlaub@doosan.com

Your Customer Contact

Deliver to
BOONE COUNTY PW 10263 - COLUMBIA - MO
5551 S TOM BASS RD
COLUMBIA, MO, 65201-9707

Bobcat Dealer
Rocky Morrissey
Bobcat of Columbia, Columbia, MO
1101 N. LENWAY DR.
COLUMBIA, MO, 65202

Bill to
BOONE COUNTY PW 10263
5551 S Tom Bass Rd
Columbia, MO, 65201-9707

Item Name	Item Number	Quantity	Price Each	Total
MT100 Mini Track Loader	M0115	1	29,248.80	29,248.80
Standard Equipment:				
25 HP Tier IV Diesel Engine Auxiliary Hydraulics Attachment Interface Bob-Tach or CII (To accept approved attachments) Built-In Tie Down & Crane/Lift Locations Continuous Flow Shutoff Lever Hydrostatic Drive Train Counterweights - Includes (4) 30 pound weights Instrumentation: Hourmeter Engine Temperature & Fuel Gauges Voltmeter and Warning Lights Lift Arm Lockout With Manual Bypass			Lift Arm Support Neutral Start Interlocks Parking Brake ISO Pattern Joystick Travel Control Spark Arrestor Muffler Tilt Lockout Tilt Steering Storage Cubby Cup Holder Tracks: Rubber, 7.1 inches Wide Machine Width 35.6 inches"	
Bob-Tach Interface (MT100)	M0115-R02-C01	1	0.00	0.00
C-Pattern Wide Track	M0115-R09-C02	1	709.80	709.80
44" GPX Bucket	7501827	1	866.40	866.40
Bolt-On Cutting Edge, 44"	6729043	1	116.41	116.41
12PC Auger Drive Unit	46948002	1	1,918.24	1,918.24
Auger Mounting Frame - MT Bobtach	7508120	1	597.36	597.36
Light Duty Bit, 24" Semi-Flight (2" Hex)	7500740	1	1,026.08	1,026.08
	Total for MT100 Mini Track Loader			34,483.09

Quote Subtotal	34,483.09
Dealer PDI	150.00
Freight Charges	800.00
Destination Charges	238.00
Dealer Assembly Charges	247.50
Quote Total - USD	**35,918.59**

Comment:
ORDERING & INVOICING INSTRUCTIONS

Docusign Envelope ID: FD75A76E-5C6A-8C74-8079-65077A0C2A28

Outlook

Re: sourcewell mt100 quote

From Morrissey, Rocky <rmorrissey@columbiabobcat.com>
Date Thu 9/24/2026 1:47 PM
To Brijanna Purdy <BPurdy@boonemo.gov>

CAUTION: This email originated outside of **boonemo.gov**. ONLY use links and attachments which are familiar.

Good afternoon,

No, the address does not change any cost. I will take care of the delivery myself for free no matter where it needs to go. The warranty on the MT100 is 1year unlimited hours warranty full manufacturer.

Rocky Morrissey II Territory Sales Manager
Bobcat of Columbia

1101 N. Lenway Drive

Columbia, MO 65202

CELL: 636-282-8782

Bobcat® of Columbia

From: Brijanna Purdy <BPurdy@boonemo.gov>
Sent: Thursday, September 24, 2026 1:45 PM
To: Morrissey, Rocky <rmorrissey@columbiabobcat.com>
Subject: Re: sourcewell mt100 quote

Good afternoon,

I was looking over the quote and had a few questions. The delivery address will be 613 E Ash St. Will that change the cost of delivery? Also, what is the warranty on the loader?

Thanks,

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Sourcewell

Solicitation Number: RFP #020223

CONTRACT

This Contract is between Sourcewell, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 (Sourcewell) and Clark Equipment Company dba Bobcat Company, 250 East Beaton Dr., West Fargo, ND 58075 (Supplier).

Sourcewell is a State of Minnesota local government unit and service cooperative created under the laws of the State of Minnesota (Minnesota Statutes Section 123A.21) that offers cooperative procurement solutions to government entities. Participation is open to eligible federal, state/province, and municipal governmental entities, higher education, K-12 education, nonprofit, tribal government, and other public entities located in the United States and Canada. Sourcewell issued a public solicitation for Medium Duty and Compact Construction Equipment with Related Attachments from which Supplier was awarded a contract.

Supplier desires to contract with Sourcewell to provide equipment, products, or services to Sourcewell and the entities that access Sourcewell's cooperative purchasing contracts (Participating Entities).

1. TERM OF CONTRACT

A. EFFECTIVE DATE. This Contract is effective upon the date of the final signature below.

B. EXPIRATION DATE AND EXTENSION. This Contract expires April 17, 2027, unless it is cancelled sooner pursuant to Article 22. This Contract may be extended one additional year upon the request of Sourcewell and written agreement by Supplier.

C. SURVIVAL OF TERMS. Notwithstanding any expiration or termination of this Contract, all payment obligations incurred prior to expiration or termination will survive, as will the following: Articles 11 through 14 survive the expiration or cancellation of this Contract. All other rights will cease upon expiration or termination of this Contract.

2. EQUIPMENT, PRODUCTS, OR SERVICES

A. EQUIPMENT, PRODUCTS, OR SERVICES. Supplier will provide the Equipment, Products, or Services as stated in its Proposal submitted under the Solicitation Number listed above.

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Supplier's Equipment, Products, or Services Proposal (Proposal) is attached and incorporated into this Contract.

All Equipment and Products provided under this Contract must be new and the current model. Supplier may offer close-out or refurbished Equipment or Products if they are clearly indicated in Supplier's product and pricing list. Unless agreed to by the Participating Entities in advance, Equipment or Products must be delivered as operational to the Participating Entity's site.

This Contract offers an indefinite quantity of sales, and while substantial volume is anticipated, sales and sales volume are not guaranteed.

B. WARRANTY. Supplier warrants that all Equipment, Products, and Services furnished are free from liens and encumbrances, and are free from defects in design, materials, and workmanship. In addition, Supplier warrants the Equipment, Products, and Services are suitable for and will perform in accordance with the ordinary use for which they are intended. Supplier's dealers and distributors must agree to assist the Participating Entity in reaching a resolution in any dispute over warranty terms with the manufacturer. Any manufacturer's warranty that extends beyond the expiration of the Supplier's warranty will be passed on to the Participating Entity.

C. DEALERS, DISTRIBUTORS, AND/OR RESELLERS. Upon Contract execution and throughout the Contract term, Supplier must provide to Sourcewell a current means to validate or authenticate Supplier's authorized dealers, distributors, or resellers relative to the Equipment, Products, and Services offered under this Contract, which will be incorporated into this Contract by reference. It is the Supplier's responsibility to ensure Sourcewell receives the most current information.

3. PRICING

All Equipment, Products, or Services under this Contract will be priced at or below the price stated in Supplier's Proposal.

When providing pricing quotes to Participating Entities, all pricing quoted must reflect a Participating Entity's total cost of acquisition. This means that the quoted cost is for delivered Equipment, Products, and Services that are operational for their intended purpose, and includes all costs to the Participating Entity's requested delivery location.

Regardless of the payment method chosen by the Participating Entity, the total cost associated with any purchase option of the Equipment, Products, or Services must always be disclosed in the pricing quote to the applicable Participating Entity at the time of purchase.

A. SHIPPING AND SHIPPING COSTS. All delivered Equipment and Products must be properly packaged. Damaged Equipment and Products may be rejected. If the damage is not readily apparent at the time of delivery, Supplier must permit the Equipment and Products to be

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returned within a reasonable time at no cost to Sourcewell or its Participating Entities. Participating Entities reserve the right to inspect the Equipment and Products at a reasonable time after delivery where circumstances or conditions prevent effective inspection of the Equipment and Products at the time of delivery. In the event of the delivery of nonconforming Equipment and Products, the Participating Entity will notify the Supplier as soon as possible and the Supplier will replace nonconforming Equipment and Products with conforming Equipment and Products that are acceptable to the Participating Entity.

Supplier must arrange for and pay for the return shipment on Equipment and Products that arrive in a defective or inoperable condition.

Sourcewell may declare the Supplier in breach of this Contract if the Supplier intentionally delivers substandard or inferior Equipment or Products.

B. SALES TAX. Each Participating Entity is responsible for supplying the Supplier with valid tax-exemption certification(s). When ordering, a Participating Entity must indicate if it is a tax-exempt entity.

C. HOT LIST PRICING. At any time during this Contract, Supplier may offer a specific selection of Equipment, Products, or Services at discounts greater than those listed in the Contract. When Supplier determines it will offer Hot List Pricing, it must be submitted electronically to Sourcewell in a line-item format. Equipment, Products, or Services may be added or removed from the Hot List at any time through a Sourcewell Price and Product Change Form as defined in Article 4 below.

Hot List program and pricing may also be used to discount and liquidate close-out and discontinued Equipment and Products as long as those close-out and discontinued items are clearly identified as such. Current ordering process and administrative fees apply. Hot List Pricing must be published and made available to all Participating Entities.

4. PRODUCT AND PRICING CHANGE REQUESTS

Supplier may request Equipment, Product, or Service changes, additions, or deletions at any time. All requests must be made in writing by submitting a signed Sourcewell Price and Product Change Request Form to the assigned Sourcewell Supplier Development Administrator. This approved form is available from the assigned Sourcewell Supplier Development Administrator. At a minimum, the request must:

- Identify the applicable Sourcewell contract number;
- Clearly specify the requested change;
- Provide sufficient detail to justify the requested change;

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- Individually list all Equipment, Products, or Services affected by the requested change, along with the requested change (e.g., addition, deletion, price change); and
- Include a complete restatement of pricing documentation in Microsoft Excel with the effective date of the modified pricing, or product addition or deletion. The new pricing restatement must include all Equipment, Products, and Services offered, even for those items where pricing remains unchanged.

A fully executed Sourcewell Price and Product Request Form will become an amendment to this Contract and will be incorporated by reference.

5. PARTICIPATION, CONTRACT ACCESS, AND PARTICIPATING ENTITY REQUIREMENTS

A. PARTICIPATION. Sourcewell's cooperative contracts are available and open to public and nonprofit entities across the United States and Canada; such as federal, state/province, municipal, K-12 and higher education, tribal government, and other public entities.

The benefits of this Contract should be available to all Participating Entities that can legally access the Equipment, Products, or Services under this Contract. A Participating Entity's authority to access this Contract is determined through its cooperative purchasing, interlocal, or joint powers laws. Any entity accessing benefits of this Contract will be considered a Service Member of Sourcewell during such time of access. Supplier understands that a Participating Entity's use of this Contract is at the Participating Entity's sole convenience and Participating Entities reserve the right to obtain like Equipment, Products, or Services from any other source.

Supplier is responsible for familiarizing its sales and service forces with Sourcewell contract use eligibility requirements and documentation and will encourage potential participating entities to join Sourcewell. Sourcewell reserves the right to add and remove Participating Entities to its roster during the term of this Contract.

B. PUBLIC FACILITIES. Supplier's employees may be required to perform work at government-owned facilities, including schools. Supplier's employees and agents must conduct themselves in a professional manner while on the premises, and in accordance with Participating Entity policies and procedures, and all applicable laws.

6. PARTICIPATING ENTITY USE AND PURCHASING

A. ORDERS AND PAYMENT. To access the contracted Equipment, Products, or Services under this Contract, a Participating Entity must clearly indicate to Supplier that it intends to access this Contract; however, order flow and procedure will be developed jointly between Sourcewell and Supplier. Typically, a Participating Entity will issue an order directly to Supplier or its authorized subsidiary, distributor, dealer, or reseller. If a Participating Entity issues a purchase order, it may use its own forms, but the purchase order should clearly note the applicable Sourcewell

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contract number. All Participating Entity orders under this Contract must be issued prior to expiration or cancellation of this Contract; however, Supplier performance, Participating Entity payment obligations, and any applicable warranty periods or other Supplier or Participating Entity obligations may extend beyond the term of this Contract.

Supplier's acceptable forms of payment are included in its attached Proposal. Participating Entities will be solely responsible for payment and Sourcewell will have no liability for any unpaid invoice of any Participating Entity.

B. ADDITIONAL TERMS AND CONDITIONS/PARTICIPATING ADDENDUM. Additional terms and conditions to a purchase order, or other required transaction documentation, may be negotiated between a Participating Entity and Supplier, such as job or industry-specific requirements, legal requirements (e.g., affirmative action or immigration status requirements), or specific local policy requirements. Some Participating Entities may require the use of a Participating Addendum, the terms of which will be negotiated directly between the Participating Entity and the Supplier or its authorized dealers, distributors, or resellers, as applicable. Any negotiated additional terms and conditions must never be less favorable to the Participating Entity than what is contained in this Contract.

C. SPECIALIZED SERVICE REQUIREMENTS. In the event that the Participating Entity requires service or specialized performance requirements not addressed in this Contract (such as e-commerce specifications, specialized delivery requirements, or other specifications and requirements), the Participating Entity and the Supplier may enter into a separate, standalone agreement, apart from this Contract. Sourcewell, including its agents and employees, will not be made a party to a claim for breach of such agreement.

D. TERMINATION OF ORDERS. Participating Entities may terminate an order, in whole or in part, immediately upon notice to Supplier in the event of any of the following events:

1. The Participating Entity fails to receive funding or appropriation from its governing body at levels sufficient to pay for the equipment, products, or services to be purchased; or
2. Federal, state, or provincial laws or regulations prohibit the purchase or change the Participating Entity's requirements.

E. GOVERNING LAW AND VENUE. The governing law and venue for any action related to a Participating Entity's order will be determined by the Participating Entity making the purchase.

7. CUSTOMER SERVICE

A. PRIMARY ACCOUNT REPRESENTATIVE. Supplier will assign an Account Representative to Sourcewell for this Contract and must provide prompt notice to Sourcewell if that person is changed. The Account Representative will be responsible for:

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- Maintenance and management of this Contract;
- Timely response to all Sourcewell and Participating Entity inquiries; and
- Business reviews to Sourcewell and Participating Entities, if applicable.

B. BUSINESS REVIEWS. Supplier must perform a minimum of one business review with Sourcewell per contract year. The business review will cover sales to Participating Entities, pricing and contract terms, administrative fees, sales data reports, performance issues, supply issues, customer issues, and any other necessary information.

8. REPORT ON CONTRACT SALES ACTIVITY AND ADMINISTRATIVE FEE PAYMENT

A. CONTRACT SALES ACTIVITY REPORT. Each calendar quarter, Supplier must provide a contract sales activity report (Report) to the Sourcewell Supplier Development Administrator assigned to this Contract. Reports are due no later than 45 days after the end of each calendar quarter. A Report must be provided regardless of the number or amount of sales during that quarter (i.e., if there are no sales, Supplier must submit a report indicating no sales were made).

The Report must contain the following fields:

- Participating Entity Name (e.g., City of Staples Highway Department);
- Participating Entity Physical Street Address;
- Participating Entity City;
- Participating Entity State/Province;
- Participating Entity Zip/Postal Code;
- Participating Entity Contact Name;
- Participating Entity Contact Email Address;
- Participating Entity Contact Telephone Number;
- Sourcewell Assigned Entity/Participating Entity Number;
- Item Purchased Description;
- Item Purchased Price;
- Sourcewell Administrative Fee Applied; and
- Date Purchase was invoiced/sale was recognized as revenue by Supplier.

B. ADMINISTRATIVE FEE. In consideration for the support and services provided by Sourcewell, the Supplier will pay an administrative fee to Sourcewell on all Equipment, Products, and Services provided to Participating Entities. The Administrative Fee must be included in, and not added to, the pricing. Supplier may not charge Participating Entities more than the contracted price to offset the Administrative Fee.

The Supplier will submit payment to Sourcewell for the percentage of administrative fee stated in the Proposal multiplied by the total sales of all Equipment, Products, and Services purchased

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by Participating Entities under this Contract during each calendar quarter. Payments should note the Supplier's name and Sourcewell-assigned contract number in the memo; and must be mailed to the address above "Attn: Accounts Receivable" or remitted electronically to Sourcewell's banking institution per Sourcewell's Finance department instructions. Payments must be received no later than 45 calendar days after the end of each calendar quarter.

Supplier agrees to cooperate with Sourcewell in auditing transactions under this Contract to ensure that the administrative fee is paid on all items purchased under this Contract.

In the event the Supplier is delinquent in any undisputed administrative fees, Sourcewell reserves the right to cancel this Contract and reject any proposal submitted by the Supplier in any subsequent solicitation. In the event this Contract is cancelled by either party prior to the Contract's expiration date, the administrative fee payment will be due no more than 30 days from the cancellation date.

9. AUTHORIZED REPRESENTATIVE

Sourcewell's Authorized Representative is its Chief Procurement Officer.

Supplier's Authorized Representative is the person named in the Supplier's Proposal. If Supplier's Authorized Representative changes at any time during this Contract, Supplier must promptly notify Sourcewell in writing.

10. AUDIT, ASSIGNMENT, AMENDMENTS, WAIVER, AND CONTRACT COMPLETE

A. AUDIT. Pursuant to Minnesota Statutes Section 16C.05, subdivision 5, the books, records, documents, and accounting procedures and practices relevant to this Contract are subject to examination by Sourcewell or the Minnesota State Auditor for a minimum of six years from the end of this Contract. This clause extends to Participating Entities as it relates to business conducted by that Participating Entity under this Contract.

B. ASSIGNMENT. Neither party may assign or otherwise transfer its rights or obligations under this Contract without the prior written consent of the other party and a fully executed assignment agreement. Such consent will not be unreasonably withheld. Any prohibited assignment will be invalid.

C. AMENDMENTS. Any amendment to this Contract must be in writing and will not be effective until it has been duly executed by the parties.

D. WAIVER. Failure by either party to take action or assert any right under this Contract will not be deemed a waiver of such right in the event of the continuation or repetition of the circumstances giving rise to such right. Any such waiver must be in writing and signed by the parties.

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E. CONTRACT COMPLETE. This Contract represents the complete agreement between the parties. No other understanding regarding this Contract, whether written or oral, may be used to bind either party. For any conflict between the attached Proposal and the terms set out in Articles 1-22 of this Contract, the terms of Articles 1-22 will govern.

F. RELATIONSHIP OF THE PARTIES. The relationship of the parties is one of independent contractors, each free to exercise judgment and discretion with regard to the conduct of their respective businesses. This Contract does not create a partnership, joint venture, or any other relationship such as master-servant, or principal-agent.

11. INDEMNITY AND HOLD HARMLESS

Supplier must indemnify, defend, save, and hold Sourcewell and its Participating Entities, including their agents and employees, harmless from any claims or causes of action, including attorneys' fees incurred by Sourcewell or its Participating Entities, arising out of any act or omission in the performance of this Contract by the Supplier or its agents or employees; this indemnification includes injury or death to person(s) or property alleged to have been caused by some defect in the Equipment, Products, or Services under this Contract to the extent the Equipment, Product, or Service has been used according to its specifications. Sourcewell's responsibility will be governed by the State of Minnesota's Tort Liability Act (Minnesota Statutes Chapter 466) and other applicable law.

12. GOVERNMENT DATA PRACTICES

Supplier and Sourcewell must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided by or provided to Sourcewell under this Contract and as it applies to all data created, collected, received, maintained, or disseminated by the Supplier under this Contract.

13. INTELLECTUAL PROPERTY, PUBLICITY, MARKETING, AND ENDORSEMENT

A. INTELLECTUAL PROPERTY

1. *Grant of License.* During the term of this Contract:
   a. Sourcewell grants to Supplier a royalty-free, worldwide, non-exclusive right and license to use the trademark(s) provided to Supplier by Sourcewell in advertising and promotional materials for the purpose of marketing Sourcewell's relationship with Supplier.
   b. Supplier grants to Sourcewell a royalty-free, worldwide, non-exclusive right and license to use Supplier's trademarks in advertising and promotional materials for the purpose of marketing Supplier's relationship with Sourcewell.
2. *Limited Right of Sublicense*. The right and license granted herein includes a limited right of each party to grant sublicenses to their respective subsidiaries, distributors, dealers,

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resellers, marketing representatives, and agents (collectively "Permitted Sublicensees") in advertising and promotional materials for the purpose of marketing the Parties' relationship to Participating Entities. Any sublicense granted will be subject to the terms and conditions of this Article. Each party will be responsible for any breach of this Article by any of their respective sublicensees.

3. *Use; Quality Control.*

a. Neither party may alter the other party's trademarks from the form provided and must comply with removal requests as to specific uses of its trademarks or logos.

b. Each party agrees to use, and to cause its Permitted Sublicensees to use, the other party's trademarks only in good faith and in a dignified manner consistent with such party's use of the trademarks. Upon written notice to the breaching party, the breaching party has 30 days of the date of the written notice to cure the breach or the license will be terminated.

4. *Termination*. Upon the termination of this Contract for any reason, each party, including Permitted Sublicensees, will have 30 days to remove all Trademarks from signage, websites, and the like bearing the other party's name or logo (excepting Sourcewell's pre-printed catalog of suppliers which may be used until the next printing). Supplier must return all marketing and promotional materials, including signage, provided by Sourcewell, or dispose of it according to Sourcewell's written directions.

B. PUBLICITY. Any publicity regarding the subject matter of this Contract must not be released without prior written approval from the Authorized Representatives. Publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Supplier individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this Contract.

C. MARKETING. Any direct advertising, marketing, or offers with Participating Entities must be approved by Sourcewell. Send all approval requests to the Sourcewell Supplier Development Administrator assigned to this Contract.

D. ENDORSEMENT. The Supplier must not claim that Sourcewell endorses its Equipment, Products, or Services.

14. GOVERNING LAW, JURISDICTION, AND VENUE

The substantive and procedural laws of the State of Minnesota will govern this Contract. Venue for all legal proceedings arising out of this Contract, or its breach, must be in the appropriate state court in Todd County, Minnesota or federal court in Fergus Falls, Minnesota.

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15. FORCE MAJEURE

Neither party to this Contract will be held responsible for delay or default caused by acts of God or other conditions that are beyond that party's reasonable control. A party defaulting under this provision must provide the other party prompt written notice of the default.

16. SEVERABILITY

If any provision of this Contract is found by a court of competent jurisdiction to be illegal, unenforceable, or void then both parties will be relieved from all obligations arising from that provision. If the remainder of this Contract is capable of being performed, it will not be affected by such determination or finding and must be fully performed.

17. PERFORMANCE, DEFAULT, AND REMEDIES

A. PERFORMANCE. During the term of this Contract, the parties will monitor performance and address unresolved contract issues as follows:

1. *Notification.* The parties must promptly notify each other of any known dispute and work in good faith to resolve such dispute within a reasonable period of time. If necessary, Sourcewell and the Supplier will jointly develop a short briefing document that describes the issue(s), relevant impact, and positions of both parties.
2. *Escalation.* If parties are unable to resolve the issue in a timely manner, as specified above, either Sourcewell or Supplier may escalate the resolution of the issue to a higher level of management. The Supplier will have 30 calendar days to cure an outstanding issue.
3. *Performance while Dispute is Pending*. Notwithstanding the existence of a dispute, the Supplier must continue without delay to carry out all of its responsibilities under the Contract that are not affected by the dispute. If the Supplier fails to continue without delay to perform its responsibilities under the Contract, in the accomplishment of all undisputed work, the Supplier will bear any additional costs incurred by Sourcewell and/or its Participating Entities as a result of such failure to proceed.

B. DEFAULT AND REMEDIES. Either of the following constitutes cause to declare this Contract, or any Participating Entity order under this Contract, in default:

1. Nonperformance of contractual requirements, or
2. A material breach of any term or condition of this Contract.

The party claiming default must provide written notice of the default, with 30 calendar days to cure the default. Time allowed for cure will not diminish or eliminate any liability for liquidated or other damages. If the default remains after the opportunity for cure, the non-defaulting party may:

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- Exercise any remedy provided by law or equity, or
- Terminate the Contract or any portion thereof, including any orders issued against the Contract.

18. INSURANCE

A. REQUIREMENTS. At its own expense, Supplier must maintain insurance policy(ies) in effect at all times during the performance of this Contract with insurance company(ies) licensed or authorized to do business in the State of Minnesota having an "AM BEST" rating of A- or better, with coverage and limits of insurance not less than the following:

1. *Workers' Compensation and Employer's Liability.*
Workers' Compensation: As required by any applicable law or regulation.
Employer's Liability Insurance: must be provided in amounts not less than listed below:

Minimum limits:
$500,000 each accident for bodily injury by accident
$500,000 policy limit for bodily injury by disease
$500,000 each employee for bodily injury by disease

2. *Commercial General Liability Insurance.* Supplier will maintain insurance covering its operations, with coverage on an occurrence basis, and must be subject to terms no less broad than the Insurance Services Office ("ISO") Commercial General Liability Form CG0001 (2001 or newer edition), or equivalent. At a minimum, coverage must include liability arising from premises, operations, bodily injury and property damage, independent contractors, products-completed operations including construction defect, contractual liability, blanket contractual liability, and personal injury and advertising injury. All required limits, terms and conditions of coverage must be maintained during the term of this Contract.

Minimum Limits:
$1,000,000 each occurrence Bodily Injury and Property Damage
$1,000,000 Personal and Advertising Injury
$2,000,000 aggregate for products liability-completed operations
$2,000,000 general aggregate

3. *Commercial Automobile Liability Insurance.* During the term of this Contract, Supplier will maintain insurance covering all owned, hired, and non-owned automobiles in limits of liability not less than indicated below. The coverage must be subject to terms no less broad than ISO Business Auto Coverage Form CA 0001 (2010 edition or newer), or equivalent.

Minimum Limits:
$1,000,000 each accident, combined single limit

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4. *Umbrella Insurance*. During the term of this Contract, Supplier will maintain umbrella coverage over Employer's Liability, Commercial General Liability, and Commercial Automobile.

Minimum Limits:
$2,000,000

5. *Network Security and Privacy Liability Insurance*. During the term of this Contract, Supplier will maintain coverage for network security and privacy liability. The coverage may be endorsed on another form of liability coverage or written on a standalone policy. The insurance must cover claims which may arise from failure of Supplier's security resulting in, but not limited to, computer attacks, unauthorized access, disclosure of not public data – including but not limited to, confidential or private information, transmission of a computer virus, or denial of service.

Minimum limits:
$2,000,000 per occurrence
$2,000,000 annual aggregate

Failure of Supplier to maintain the required insurance will constitute a material breach entitling Sourcewell to immediately terminate this Contract for default.

B. CERTIFICATES OF INSURANCE. Prior to commencing under this Contract, Supplier must furnish to Sourcewell a certificate of insurance, as evidence of the insurance required under this Contract. Prior to expiration of the policy(ies), renewal certificates must be mailed to Sourcewell, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 or sent to the Sourcewell Supplier Development Administrator assigned to this Contract. The certificates must be signed by a person authorized by the insurer(s) to bind coverage on their behalf.

Failure to request certificates of insurance by Sourcewell, or failure of Supplier to provide certificates of insurance, in no way limits or relieves Supplier of its duties and responsibilities in this Contract.

C. ADDITIONAL INSURED ENDORSEMENT AND PRIMARY AND NON-CONTRIBUTORY INSURANCE CLAUSE. Supplier agrees to list Sourcewell and its Participating Entities, including their officers, agents, and employees, as an additional insured under the Supplier's commercial general liability insurance policy with respect to liability arising out of activities, "operations," or "work" performed by or on behalf of Supplier, and products and completed operations of Supplier. The policy provision(s) or endorsement(s) must further provide that coverage is primary and not excess over or contributory with any other valid, applicable, and collectible insurance or self-insurance in force for the additional insureds.

D. WAIVER OF SUBROGATION. Supplier waives and must require (by endorsement or otherwise) all its insurers to waive subrogation rights against Sourcewell and other additional insureds for losses paid under the insurance policies required by this Contract or other

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insurance applicable to the Supplier or its subcontractors. The waiver must apply to all deductibles and/or self-insured retentions applicable to the required or any other insurance maintained by the Supplier or its subcontractors. Where permitted by law, Supplier must require similar written express waivers of subrogation and insurance clauses from each of its subcontractors.

E. UMBRELLA/EXCESS LIABILITY/SELF-INSURED RETENTION. The limits required by this Contract can be met by either providing a primary policy or in combination with umbrella/excess liability policy(ies), or self-insured retention.

19. COMPLIANCE

A. LAWS AND REGULATIONS. All Equipment, Products, or Services provided under this Contract must comply fully with applicable federal laws and regulations, and with the laws in the states and provinces in which the Equipment, Products, or Services are sold.

B. LICENSES. Supplier must maintain a valid and current status on all required federal, state/provincial, and local licenses, bonds, and permits required for the operation of the business that the Supplier conducts with Sourcewell and Participating Entities.

20. BANKRUPTCY, DEBARMENT, OR SUSPENSION CERTIFICATION

Supplier certifies and warrants that it is not in bankruptcy or that it has previously disclosed in writing certain information to Sourcewell related to bankruptcy actions. If at any time during this Contract Supplier declares bankruptcy, Supplier must immediately notify Sourcewell in writing.

Supplier certifies and warrants that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from programs operated by the State of Minnesota; the United States federal government or the Canadian government, as applicable; or any Participating Entity. Supplier certifies and warrants that neither it nor its principals have been convicted of a criminal offense related to the subject matter of this Contract. Supplier further warrants that it will provide immediate written notice to Sourcewell if this certification changes at any time.

21. PROVISIONS FOR NON-UNITED STATES FEDERAL ENTITY PROCUREMENTS UNDER UNITED STATES FEDERAL AWARDS OR OTHER AWARDS

Participating Entities that use United States federal grant or FEMA funds to purchase goods or services from this Contract may be subject to additional requirements including the procurement standards of the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards, 2 C.F.R. § 200. Participating Entities may have additional requirements based on specific funding source terms or conditions. Within this Article, all

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references to “federal” should be interpreted to mean the United States federal government. The following list only applies when a Participating Entity accesses Supplier’s Equipment, Products, or Services with United States federal funds.

A. EQUAL EMPLOYMENT OPPORTUNITY. Except as otherwise provided under 41 C.F.R. § 60, all contracts that meet the definition of “federally assisted construction contract” in 41 C.F.R. § 60-1.3 must include the equal opportunity clause provided under 41 C.F.R. §60-1.4(b), in accordance with Executive Order 11246, “Equal Employment Opportunity” (30 FR 12319, 12935, 3 C.F.R. §, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, “Amending Executive Order 11246 Relating to Equal Employment Opportunity,” and implementing regulations at 41 C.F.R. § 60, “Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor.” The equal opportunity clause is incorporated herein by reference.

B. DAVIS-BACON ACT, AS AMENDED (40 U.S.C. § 3141-3148). When required by federal program legislation, all prime construction contracts in excess of $2,000 awarded by non-federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. § 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 C.F.R. § 5, “Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction”). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-federal entity must report all suspected or reported violations to the federal awarding agency. The contracts must also include a provision for compliance with the Copeland “Anti-Kickback” Act (40 U.S.C. § 3145), as supplemented by Department of Labor regulations (29 C.F.R. § 3, “Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States”). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-federal entity must report all suspected or reported violations to the federal awarding agency. Supplier must be in compliance with all applicable Davis-Bacon Act provisions.

C. CONTRACT WORK HOURS AND SAFETY STANDARDS ACT (40 U.S.C. § 3701-3708). Where applicable, all contracts awarded by the non-federal entity in excess of $100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. §§ 3702 and 3704, as supplemented by Department of Labor regulations (29 C.F.R. § 5). Under 40 U.S.C. § 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of

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not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. § 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence. This provision is hereby incorporated by reference into this Contract. Supplier certifies that during the term of an award for all contracts by Sourcewell resulting from this procurement process, Supplier must comply with applicable requirements as referenced above.

D. RIGHTS TO INVENTIONS MADE UNDER A CONTRACT OR AGREEMENT. If the federal award meets the definition of "funding agreement" under 37 C.F.R. § 401.2(a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the recipient or subrecipient must comply with the requirements of 37 C.F.R. § 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency. Supplier certifies that during the term of an award for all contracts by Sourcewell resulting from this procurement process, Supplier must comply with applicable requirements as referenced above.

E. CLEAN AIR ACT (42 U.S.C. § 7401-7671Q.) AND THE FEDERAL WATER POLLUTION CONTROL ACT (33 U.S.C. § 1251-1387). Contracts and subgrants of amounts in excess of $150,000 require the non-federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. § 7401- 7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. § 1251- 1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA). Supplier certifies that during the term of this Contract will comply with applicable requirements as referenced above.

F. DEBARMENT AND SUSPENSION (EXECUTIVE ORDERS 12549 AND 12689). A contract award (see 2 C.F.R. § 180.220) must not be made to parties listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 C.F.R. §180 that implement Executive Orders 12549 (3 C.F.R. § 1986 Comp., p. 189) and 12689 (3 C.F.R. § 1989 Comp., p. 235), "Debarment and Suspension." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549. Supplier certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation by any federal department or agency.

G. BYRD ANTI-LOBBYING AMENDMENT, AS AMENDED (31 U.S.C. § 1352). Suppliers must file any required certifications. Suppliers must not have used federal appropriated funds to pay any

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person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any federal contract, grant, or any other award covered by 31 U.S.C. § 1352. Suppliers must disclose any lobbying with non-federal funds that takes place in connection with obtaining any federal award. Such disclosures are forwarded from tier to tier up to the non-federal award. Suppliers must file all certifications and disclosures required by, and otherwise comply with, the Byrd Anti-Lobbying Amendment (31 U.S.C. § 1352).

H. RECORD RETENTION REQUIREMENTS. To the extent applicable, Supplier must comply with the record retention requirements detailed in 2 C.F.R. § 200.333. The Supplier further certifies that it will retain all records as required by 2 C.F.R. § 200.333 for a period of 3 years after grantees or subgrantees submit final expenditure reports or quarterly or annual financial reports, as applicable, and all other pending matters are closed.

I. ENERGY POLICY AND CONSERVATION ACT COMPLIANCE. To the extent applicable, Supplier must comply with the mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act.

J. BUY AMERICAN PROVISIONS COMPLIANCE. To the extent applicable, Supplier must comply with all applicable provisions of the Buy American Act. Purchases made in accordance with the Buy American Act must follow the applicable procurement rules calling for free and open competition.

K. ACCESS TO RECORDS (2 C.F.R. § 200.336). Supplier agrees that duly authorized representatives of a federal agency must have access to any books, documents, papers and records of Supplier that are directly pertinent to Supplier's discharge of its obligations under this Contract for the purpose of making audits, examinations, excerpts, and transcriptions. The right also includes timely and reasonable access to Supplier's personnel for the purpose of interview and discussion relating to such documents.

L. PROCUREMENT OF RECOVERED MATERIALS (2 C.F.R. § 200.322). A non-federal entity that is a state agency or agency of a political subdivision of a state and its contractors must comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 C.F.R. § 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds $10,000 or the value of the quantity acquired during the preceding fiscal year exceeded $10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

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M. FEDERAL SEAL(S), LOGOS, AND FLAGS. The Supplier cannot use the seal(s), logos, crests, or reproductions of flags or likenesses of Federal agency officials without specific pre-approval.

N. NO OBLIGATION BY FEDERAL GOVERNMENT. The U.S. federal government is not a party to this Contract or any purchase by a Participating Entity and is not subject to any obligations or liabilities to the Participating Entity, Supplier, or any other party pertaining to any matter resulting from the Contract or any purchase by an authorized user.

O. PROGRAM FRAUD AND FALSE OR FRAUDULENT STATEMENTS OR RELATED ACTS. The Contractor acknowledges that 31 U.S.C. 38 (Administrative Remedies for False Claims and Statements) applies to the Supplier's actions pertaining to this Contract or any purchase by a Participating Entity.

P. FEDERAL DEBT. The Supplier certifies that it is non-delinquent in its repayment of any federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowance, and benefit overpayments.

Q. CONFLICTS OF INTEREST. The Supplier must notify the U.S. Office of General Services, Sourcewell, and Participating Entity as soon as possible if this Contract or any aspect related to the anticipated work under this Contract raises an actual or potential conflict of interest (as described in 2 C.F.R. Part 200). The Supplier must explain the actual or potential conflict in writing in sufficient detail so that the U.S. Office of General Services, Sourcewell, and Participating Entity are able to assess the actual or potential conflict; and provide any additional information as necessary or requested.

R. U.S. EXECUTIVE ORDER 13224. The Supplier, and its subcontractors, must comply with U.S. Executive Order 13224 and U.S. Laws that prohibit transactions with and provision of resources and support to individuals and organizations associated with terrorism.

S. PROHIBITION ON CERTAIN TELECOMMUNICATIONS AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT. To the extent applicable, Supplier certifies that during the term of this Contract it will comply with applicable requirements of 2 C.F.R. § 200.216.

T. DOMESTIC PREFERENCES FOR PROCUREMENTS. To the extent applicable, Supplier certifies that during the term of this Contract will comply with applicable requirements of 2 C.F.R. § 200.322.

22. CANCELLATION

Sourcewell or Supplier may cancel this Contract at any time, with or without cause, upon 60 days' written notice to the other party. However, Sourcewell may cancel this Contract immediately upon discovery of a material defect in any certification made in Supplier's

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Proposal. Cancellation of this Contract does not relieve either party of financial, product, or service obligations incurred or accrued prior to cancellation.

Sourcewell

DocuSigned by:
By: Jeremy Schwartz
C0FD2A139D06489...

Jeremy Schwartz
Title: Chief Procurement Officer
Date: 4/5/2023 | 9:09 PM CDT

Clark Equipment Company dba Bobcat Company

DocuSigned by:
By: Randy L. Fuss
0F55B103999C454...

Randy L. Fuss
Title: Director Government Accounts
Date: 4/6/2023 | 6:49 AM PDT

Approved:

DocuSigned by:
By: Chad Coauette
7E42B8F817A64CC...

Chad Coauette
Title: Executive Director/CEO
Date: 4/6/2023 | 8:51 AM CDT

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RFP 020223 - Medium Duty and Compact Construction Equipment with Related Attachments

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Vendor Details

Company Name:	Clark Equipment Company
Does your company conduct business under any other name? If yes, please state:	Bobcat Company
Address:	250 East Beaton Drive West Fargo, North Dakota 58078
Contact:	Randy Fuss
Email:	randy.fuss@doosan.com
Phone:	701-241-8746
HST#:	38-0425350

Submission Details

Created On:	Monday January 02, 2023 10:07:38
Submitted On:	Thursday February 02, 2023 15:19:15
Submitted By:	Randy Fuss
Email:	randy.fuss@doosan.com
Transaction #:	aeb6e4f7-4d95-43ca-ad84-fcc9b4f07ed1
Submitter's IP Address:	136.226.48.180

Specifications

Table 1: Proposer Identity & Authorized Representatives

General Instructions (applies to all Tables) Sourcewell prefers a brief but thorough response to each question. Do not merely attach additional documents to your response without also providing a substantive response. Do not leave answers blank; respond “N/A” if the question does not apply to you (preferably with an explanation).

Line Item	Question	Response *	
1	Proposer Legal Name (one legal entity only): (In the event of award, will execute the resulting contract as "Supplier")	Clark Equipment Company dba Bobcat Company	*
2	Identify all subsidiary entities of the Proposer whose equipment, products, or services are included in the Proposal.	Bobcat Company	*
3	Identify all applicable assumed names or DBA names of the Proposer or Proposer's subsidiaries in Line 1 or Line 2 above.	Bobcat Company	*
4	Provide your CAGE code or Unique Entity Identifier (SAM):	Unique Entity ID: LNCJF4TCJRV8	*
5	Proposer Physical Address:	Bobcat Company 250 East Beaton Dr. West Fargo, ND 58075	*
6	Proposer website address (or addresses):	www.bobcat.com	*
7	Proposer's Authorized Representative (name, title, address, email address & phone) (The representative must have authority to sign the “Proposer’s Assurance of Compliance” on behalf of the Proposer and, in the event of award, will be expected to execute the resulting contract):	Randy L. Fuss Director, Government Accounts 250 East Beaton Dr. West Fargo, ND 58078 randy.fuss@doosan.com (701) 241-8746	*
8	Proposer's primary contact for this proposal (name, title, address, email address & phone):	Randy L. Fuss Director, Government Accounts 250 East Beaton Dr. West Fargo, ND 58078 randy.fuss@doosan.com (701) 241-8746	*
9	Proposer's other contacts for this proposal, if any (name, title, address, email address & phone):	Jesse Rheault Government Account Manager 250 East Beaton Dr. West Fargo, ND 58078 jesse.rheault@doosan.com (701) 241-8759 Barry Hanson Government Account Manager 250 East Beaton Dr. West Fargo, ND 58078 barry.hanson@doosan.com (701) 241-8793 Kristie Willett Government Account Manager 1293 Glenway Drive Statesville, NC 28625 kristie.willett@doosan.com (704) 883-3772 Heather Messmer Government Sales Support Manager 250 East Beaton Dr. West Fargo, ND 58078 (701) 241-8719	

Table 2: Company Information and Financial Strength

Line Item	Question	Response *	
10	Provide a brief history of your company, including your company's core values, business philosophy, and industry longevity related to the requested equipment, products or services.	Bobcat Company was founded on innovation. Since the beginning, we've engineered machines that empower people to accomplish more. That focus is what kick-started our business in 1947 and what drives us forward today – innovating the best equipment, technology and services to help customers tackle their toughest jobs. Bobcat is a global brand with employees and manufacturing facilities worldwide. We are proud of what we create, the value we provide and the relationships we build – all while helping people succeed. Customers use our machines and technologies to accomplish more in construction, agriculture, landscaping, rental, grounds maintenance, utilities and other applications. Both the people behind our brand and the equipment we manufacture are tough, agile and versatile. Bobcat equipment fosters a sense of pride and inspires confidence on even the most challenging job sites. Our roots are deep in North Dakota – having started here in 1947 – and we are the state's largest manufacturer, with three North Dakota production facilities; Gwinner ND, Bismarck ND, Wahpeton ND, along with a facility in Litchfield MN, Statesville NC and Johnson Creek WI. Global Bobcat manufacturing facilities are located in South Korea, France, Czech Republic and China. Bobcat Company leads the industry in the design, manufacture, marketing and distribution of compact equipment for construction, rental, landscaping, agriculture, grounds maintenance, government, utility, industry and mining. We strive to empower our customers to do their jobs more efficiently and effectively. The renowned Bobcat brand — ours since the name was first used in 1962 — is synonymous with durability and dependability. Tough, versatile, agile Bobcat® equipment — with its time-tested reliability — has rightly earned the nickname "One Tough Animal." Bobcat Company continues to be committed to delivering the industry's best compact equipment. Core Values and Business Philosophy The people of Bobcat Company practice the nine core values of the Doosan Credo. We practice the nine core values everywhere we operate, every day, to build a "Proud Global Doosan". These values guide the way we do business, the way we treat each other and the way we work with all of our partners. The nine core values are as follows: • People • Inhwa • Profit • Cultivating People • Customers • Integrity & Transparency • World-class Technology & Innovation • Safety & Environment Our growth plans are etched in the following: • Brand Excellence • Innovation Leadership • Powered by People • Community Partnership	*

11	What are your company's expectations in the event of an award?	In the event of an award, Bobcat Company will continue to expand, market, train, and demonstrate our market leadership with the Sourcewell Contract secured in our Sales Toolbox, ready to be positioned first throughout North America. We'll strengthen and develop new relationships within the SLED (state, local and education) markets to generate additional market share, revenue and brand recognition. Strategically and with a concerted effort (Bobcat®, Sourcewell, and Independently Owned Dealers) our organization will continue to be the market leader and premier offering in the compact equipment industry. The Sourcewell contract coupled with implementing our sales and marketing plan which will consist of a unified effort of the Bobcat® Corporate Government Sales Team, Corporate Field Sales Staff, Marketing Group, Service Staff, along with our world class dealer resources, routine training & communication with support of corporate marketing resources to gain further brand exposure and awareness for Bobcat® and Sourcewell. Further, our marketing and sales execution will consist of strong trade show attendance, association involvement, print/digital marketing and dealer engagement contacting the equipment fleet users, and procurement professionals, meeting face to face as best we are allowed to position our unified value proposition (Bobcat® Brand and Sourcewell).	*
12	Demonstrate your financial strength and stability with meaningful data. This could include such items as financial statements, SEC filings, credit and bond ratings, letters of credit, and detailed reference letters. Upload supporting documents (as applicable) in the document upload section of your response.	Our current corporate family rating (CFR) is Ba3 primarily reflects our company's dominant position int he compact farm and construction equipment market throughout North America. Our CFR is supported supported by the company's healthy financial leverage, consistent positive free cash flow and very good liquidity. Term Loan B (TLB) bond rating is Ba3/BB. Please see attached financial statements and credit references.	*
13	What is your US market share for the solutions that you are proposing?	We estimate our market share to be 38% throughout North American Market for our compact construction equipment products.	*
14	What is your Canadian market share for the solutions that you are proposing?	We estimate our market share to 30% throughout the Canadian Market for our compact construction equipment.	*
15	Has your business ever petitioned for bankruptcy protection? If so, explain in detail.	No, Clark Equipment Company dba Bobcat Company has not petitioned for bankruptcy protection.	*
16	How is your organization best described: is it a manufacturer, a distributor/dealer/reseller, or a service provider? Answer whichever question (either a) or b) just below) best applies to your organization. a) If your company is best described as a distributor/dealer/reseller (or similar entity), provide your written authorization to act as a distributor/dealer/reseller for the manufacturer of the products proposed in this RFP. If applicable, is your dealer network independent or company owned? b) If your company is best described as a manufacturer or service provider, describe your relationship with your sales and service force and with your dealer network in delivering the products and services proposed in this RFP. Are these individuals your employees, or the employees of a third party?	b) Clark Equipment Company dba Bobcat Company is the manufacturer of Bobcat® Compact Equipment. Our dealers are independently owned and operated, not owned by Bobcat Company. The dealers contract with Bobcat Company each year in order to achieve company mission, vision, values and growth objectives.	*
17	If applicable, provide a detailed explanation outlining the licenses and certifications that are both required to be held, and actually held, by your organization (including third parties and subcontractors that you use) in pursuit of the business contemplated by this RFP.	Clark Equipment Company dba Bobcat Company holds the current business licenses to operate throughout North America and pertinent certifications to be compliant with the EPA, OSHA, ISO and LEED etc. in order to to market, manufacture, and sell the compact equipment throughout North America and globally. (See Attached Certifications) and (See Attached Corporate Sustainability Report)	*
18	Provide all "Suspension or Debarment" information that has applied to your organization during the past ten years.	None - Not Applicable	*

Table 3: Industry Recognition & Marketplace Success

Line Item	Question	Response *	
19	Describe any relevant industry awards or recognition that your company has received	2018 Landscape Business Twenty for 2018 New Product Award — R-Series E85	

	in the past five years	compact excavator Equipment Today 2018 Contractors' Top 50 New Products — R-Series E85 compact excavator Equipment Watch 2018 Lowest Cost of Ownership Award — MT55 mini track loader and S70 skid-steer loader Roads & Bridges Magazine 2018 Contractors' Choice Awards — M2-Series compact track loaders; E42 compact excavator; and HB980 hydraulic breaker Construction Equipment Top 100 New Products of 2018 — V723 VersaHANDLER® telescopic tool carrier Compact Equipment Innovative Iron Awards 2018 — R-Series E85 compact excavator 2019 Construction Equipment Top 100 New Products Crystal Awards — V723 VersaHANDLER® telescopic tool carrier 2019 International Forum Design Award - R-Series E85 compact excavator Landscape Business Twenty for 2019 New Product Award — Bob-Dock™ Attachment Mounting System Green Industry Pro's Editor's Choice Award – UV34 and UV34XL Utility Vehicles Compact Equipment Innovative Iron Awards 2019 — Bobcat MaxControl Remote Operation Equipment Today 2019 Contractors' Top 50 New Products — Bobcat Rear Camera Kit Equipment Watch 2019 Lowest Cost of Ownership Award — MT55 mini track loader and S70 skid-steer loader Rental Equipment Register Gold Award for 2019 Product of the Year for Bobcat MaxControl Remote Operation System. Compact Equipment Top 100 New Products 2019 — UV34 utility vehicle 2020 Equipment Watch 2020 Lowest Cost of Ownership Award — T590 compact track loader and S70 skid-steer loader Equipment Watch 2020 Highest Residual Value Award — S70 skid-steer loader Green Industry Pros Editor's Choice Award - L23 and L28 small articulated loaders Landscape Business Twenty for 2020 New Product Award - R-Series loaders Equipment Today 2020 Contractors' Top 50 New Products - R-Series T76 and S76 compact loaders Innovation Leader 2020 Impact Award - Features On Demand Equipment Watch 2020 Lowest Cost of Ownership Award - T500 compact track loader and S70 skid-steer loader Construction Equipment Top 100 Product Awards for the E165 Excavator, the V923 Telehandler, and the E42 / E50 R Series excavators 2021 2021 Highest Retained Value Award (HRVA) 2021 Contractors' Top 50 New Products - L23 and L28 Small Articulated Loaders Rental Editor's Choice Award: T62 and S62 R-Series loaders Construction Equipment Top 100 New Product Award: S62 and T62R R-Series loaders Equipment Today 50 New Products: L23 and L28 small articulated loaders Roads & Bridges Contractor's Choice Award: Sweeper attachment Green Industry Pros Mower Madness Champ: ZT7000 mower Green Industry Pros 2021 Editor's Choice Award: ZT7000 mower CES Innovation Awards in the categories of Vehicle Intelligence & Transportation and Smart Cities: T7X all-electric compact track loader Equipment Watch Highest Retained Value: Compact track loaders and small skid-steer loaders Compact Equipment 2021 Innovative Iron Award: E88 R-Series compact excavator AEM 2021 Gold Award Winner 2022 2022 CES Vehicle Intelligence & Transportation Award- T7X 2022 CES Smart Cities Award- T7X 2022 Potencia Award- T7X Green Industry Pro's Editor's Choice Award Winner- Machine IQ Mobile App Equipment Today Contractors' Top New Products Award- T7X Construction Pro's Top New Products Award- T7X Rental Editor's Choice Awards- T7X Compact Equipment Magazine Innovative Iron Awards: T7X Compact Equipment Magazine Innovative Iron Awards: Quad Tracks AEM Advocacy Award: Gold More information can be found on our website https://www.bobcat.com/na/en/company/about/brand/awards-recognition	*	

20	What percentage of your sales are to the governmental sector in the past three years	Our Government Sales volume to all government customer types represents approximately 9% of our total sales.	*
21	What percentage of your sales are to the education sector in the past three years	Our Government Sales volume to the education sector the past three years is approximately 11% of our total government sales volume.	*
22	List any state, provincial, or cooperative purchasing contracts that you hold. What is the annual sales volume for each of these contracts over the past three years?	See Attached Excel File "State and Cooperative Contracts List" Note: This document is confidential and proprietary. As this is traditionally not a document necessary to make an award.	*
23	List any GSA contracts or Standing Offers and Supply Arrangements (SOSA) that you hold. What is the annual sales volume for each of these contracts over the past three years?	Bobcat Company currently does not hold a GSA Contract, however through our strategic small business resellers our annual sales to federal customers averages $11 million in sales annually.	*

Table 4: References/Testimonials

Line Item 24. Supply reference information from three customers who are eligible to be Sourcewell participating entities.

Entity Name *	Contact Name *	Phone Number *	
State of Delaware	Steven Chillas	(302) 857-4549	*
Office of General Services NY	Sean Carroll	(518) 473-5294	*
City of San Diego	Ralph Monroy - Fleet Manager	(619) 527-7577	*
LA Department of Water & Power	Larry Smith - Fleet Raymond Lin - Supply Chain Services Philip Ly - Fleet Engineering	(818) 771-3608 (213) 367-0881 (818) 771-3607	
City of Sioux Falls, SD	Scott Rust	(605) 367-8836	

Table 5: Top Five Government or Education Customers

Line Item 25. Provide a list of your top five government, education, or non-profit customers (entity name is optional), including entity type, the state or province the entity is located in, scope of the project(s), size of transaction(s), and dollar volumes from the past three years.

Entity Name	Entity Type *	State / Province *	Scope of Work *	Size of Transactions *	Dollar Volume Past Three Years *	
Not Required	Government	Texas - TX	Compact Equipment	$32,184	$7,370,202	*
Not Required	Government	Illinois - IL	Compact Equipment	$54,465	$5,446,480	*
Not Required	Government	Pennsylvania - PA	Compact Equipment	$34,641	$4,052,962	*
Not Required	Government	New York - NY	Compact Equipment	$19,907	$3,702,646	*
Not Required	Government	Minnesota - MN	Compact Equipment	$27,862	$3,287,666	*

Table 6: Ability to Sell and Deliver Service

Describe your company's capability to meet the needs of Sourcewell participating entities across the US and Canada, as applicable. Your response should address in detail at least the following areas: locations of your network of sales and service providers, the number of workers (full-time equivalents) involved in each sector, whether these workers are your direct employees (or employees of a third party), and any overlap between the sales and service functions.

Line Item	Question	Response *	

26	Sales force.	Bobcat Company's Government Accounts Team consists of 15 sales and support professionals, coupled with a corporate field sales and support staff of 60, over 3,500 dealer sales specialists serving North America, whom all interface with government customers and the 1,400+ independent Bobcat Product Dealer locations to provide a world class customer experience. As stewards of the company, our mutual government customer, and the continued growth of cooperative contract purchasing our sales force champions the government sales process throughout their respective areas of responsibility or territories. Teach, Train, Mentor and Develop continues to be Bobcat Company's focus for a successful government sales business model. Well versed in government sales our sales force, coupled with our world class dealers stand ready to serve the government customers through the use of contracts to further the efficiencies of public procurement. (Please see the attached Sales Regions and Dealer Location List.)	*
27	Dealer network or other distribution methods.	Bobcat Company has the most extensive compact equipment dealer/distribution network in the world. Some 1,400 independent Bobcat® Product Dealers and 3,500 dealer sales specialists throughout North America that back each and every piece of Bobcat equipment, serving thousands of customers, with local sales, service, parts, lease and rental. Bobcat Product Dealers are known for their dedication to providing world class sales and customer service to ensure long lasting relationships, and providing reliable equipment performance. Our dealer/distribution network will continue to grow in size as we focus on our organizational long range plan that strongly focuses on expansion of our product offering (organic and through acquisition) and expansion of our world class Bobcat® Dealer/Distribution channels.	*
28	Service force.	Bobcat Company's Corporate Field Service Staff of 33 service representatives and 19 internal company customer service/parts/troubleshooting representatives alongside the 1,400+ independently owned and authorized Bobcat® Product dealer locations in North America, which are responsible for the sales, delivery, warranty, parts and service throughout each assigned area of responsibility. Our world class dealers have the capability and tools in order to troubleshoot, diagnose, and service the customer quickly and efficiently to increase operational up time. Often times our service force will identify additional sales opportunities in addition to providing world class service. (See attached Service Regions and Dealer Location List)	*
29	Describe the ordering process. If orders will be handled by distributors, dealers or others, explain the respective roles of the Proposer and others.	- Quote preparation will be completed by the Bobcat® Government Accounts Department or Bobcat® Dealer Sales Representative - Quote presented will include ordering instructions to submit to the Bobcat® Government Accounts Department or respective Bobcat® Dealer - All orders will be sent to and handled/processed through the corporate Bobcat Government Accounts Department to validate pricing, order control and visibility with the factories, and proper recording for audit purposes and sales report accountability. - Order is entered into our ERP System - Dealer is notified of order and any special requirements and install instructions - Machine is built, inspected, and shipped from the Bobcat Factory to the respective delivering Bobcat Dealer - Bobcat® Dealer will complete the pre-delivery inspection, install ordered parts/accessories and attachments and complete final delivery to government customer and complete initial operator/safety/maintenance training. - Bobcat® Dealer will submit a signed delivery report notifying Bobcat Company of delivery and acceptance. - Bobcat Company or Bobcat® Dealer invoices customer. - Sales recorded on retail activity report for fee calculation and issuance to Sourcewell. Sales records retained per terms and conditions or corporate policy, whichever is longer.	*
30	Describe in detail the process and procedure of your customer service program, if applicable. Include your response-time capabilities and commitments, as well as any incentives that help your providers meet your stated service goals or promises.	Bobcat Company desires to create a world class customer experience. Customer service issues are addressed at several levels; authorized dealer level, territory service manager, territory sales manager, corporate dealer call center and are handled diligently and in a timely manner. When appropriate, customer service issues are elevated to the account managers, regional directors, and director of government sales for resolution. It is our desire to provide world class customer service and a world class customer experience and to this end, we strive to provide resolution and/or direction for resolution within a 24 hour period or sooner.	*

31	Describe your ability and willingness to provide your products and services to Sourcewell participating entities in the United States.	Bobcat Company's Government Accounts Team consists of 15 internal sales and support individuals, coupled with a corporate field sales and support staff of 60, and 3,500 dealer sales specialists serving North America, whom all interface with government customers and the 1,400+ independent Bobcat Product Dealer locations to provide a world class customer experience. As stewards of the company, our mutual government customer, and the continued growth of cooperative contract purchasing our sales force champions the government sales process throughout their respective areas of responsibility or territories. Teach, Train, Mentor and Develop continues to be Bobcat Company's focus for a successful government sales business model. Well versed in government sales our sales force, coupled with our world class dealers stand ready to serve the government customers through the use of contracts to further the efficiencies of public procurement. Bobcat Company will extend the use of the awarded Sourcewell contract to all members and non-members (to drive additional membership) to all sectors of the SLED (State, Local, and Education) market, non-profit, tribal government entities throughout North America. Furthermore, we will extend the utilization to federal customers to the extent they are allowed to utilize the Sourcewell Contracts.	*
32	Describe your ability and willingness to provide your products and services to Sourcewell participating entities in Canada.	We have made significant strides through our partnership with Sourcewell and the Canoe Procurement Group in the past couple of years! We remain excited about the continued expansion into Canada with our Sourcewell Contracts and strategic partnership with the Canoe Procurement Group. Bobcat Company's Government Accounts Team consists of 15 internal sales and support individuals, coupled with a corporate field sales and support staff of 60, and 3,500 dealer sales specialists serving North America, whom all interface with government customers and the 1,400+ independent Bobcat Product Dealer locations to provide a world class customer experience. As stewards of the company, our mutual government customer, and the continued growth of cooperative contract purchasing our sales force champions the government sales process throughout their respective areas of responsibility or territories. Teach, Train, Mentor and Develop continues to be Bobcat Company's focus for a successful government sales business model. Well versed in government sales our sales force, coupled with our world class dealers stand ready to serve the government customers through the use of contracts to further the efficiencies of public procurement. Bobcat Company will extend the use of the awarded Sourcewell contract to all members and non-members (to drive additional membership) to all sectors of the SLED (State, Local, and Education) market, non-profit, tribal government entities throughout North America. Furthermore, we will extend the utilization to federal customers to the extent they are allowed to utilize the Sourcewell Contracts.	*
33	Identify any geographic areas of the United States or Canada that you will NOT be fully serving through the proposed contract.	Bobcat Company will extend the use of the awarded Sourcewell contract to all members and non-members (to drive additional membership) to all sectors of the SLED (State, Local, and Education) market, non-profit, tribal government entities throughout North America. Furthermore, we will extend the utilization to federal customers to the extent they are allowed to utilize the Sourcewell Contracts. Additional charges will be the responsibility of the ordering entity to include but is not limited to the costs associated with using freight forwarders, air freight, OCONUS (Outside the Continental United States) trucking, fairy transport, end destination charges and insurance etc. These charges will be added to account for the additional shipping charges either door to door and/or door to port depending on the customer's needs. Bobcat Company and its authorized Bobcat® Product Dealers and Distributors will work closely with the customer to ensure of the most economic methods used to satisfy the end government customer.	*
34	Identify any Sourcewell participating entity sectors (i.e., government, education, not-for-profit) that you will NOT be fully serving through the proposed contract. Explain in detail. For example, does your company have only a regional presence, or do other cooperative purchasing contracts limit your ability to promote another contract?	Bobcat Company will extend the use of the awarded Sourcewell contract to all members and non-members (to drive additional membership) to all sectors of the SLED (State, Local, and Education) market, non-profit, tribal government entities throughout North America. Furthermore, we will extend the utilization to federal customers to the extent they are allowed to utilize the Sourcewell Contracts.	*
35	Define any specific contract requirements or restrictions that would apply to our participating entities in Hawaii and Alaska and in US Territories.	Bobcat Company will serve all Sourcewell members and market segments throughout North America to include Alaska, Hawaii, and all US Territories. Additional charges will be the responsibility of the ordering entity to include but is not limited to the costs associated with using freight forwarders, air freight, OCONUS (Outside the Continental United States) trucking, fairy transport, end destination charges and insurance etc. These charges will be added to account for the additional shipping charges either door to door and/or door to port depending on the customer's needs. Bobcat Company and its authorized Bobcat® Product Dealers and Distributors will work closely with the customer to ensure of the most economic methods used to satisfy the end government customer.	*

Table 7: Marketing Plan

Line Item	Question	Response *	
36	Describe your marketing strategy for promoting this contract opportunity. Upload representative samples of your marketing materials (if applicable) in the document upload section of your response.	Bobcat Company intends to market the contract through several mediums throughout North America. The following illustrates a snap shot of our marketing strategy: a) Primarily through information dissemination to internal, field staff, and dealer network on the value proposition of Sourcewell and cooperative purchasing, trainings, and promotions to all strategic SLED markets directly for government buyer visibility. b) Committed marketing staff and budget for national marketing material creation and national promotional strategies using the Bobcat® Branding guidelines alongside the Sourcewell brand. c) Marketing material and literature that is current/up to date with current product and promotional offerings to include Sourcewell logos and contract numbers. (See attached samples) d) Marketing Tactics; Print Media, Digital Media, Online Display Ads, E-Blasts, E-newsletter, and social media (see attached samples) e) Maintain a strong Bobcat presence at virtual and in-person tradeshows and association events such as NRPA, Park and Recreation Summit, APWA PWX, NaCO, NRECA, NY Gov Buy, NIGP, National League of Cities, CAPPO, FAPPO, NCPP, Canoe Procurement Group, Canadian Provincial Trade Associations, CPPC, and Sourcewell H2O etc. f) Bobcat Dealer Net for dealers to access government sales tools such as the Sourcewell Contract explanation of benefits, product offering, and who to contact with quoting or ordering questions. (see attached samples). g) Training Plan: Field Staff, Dealers and Distributors, Bobcat® Bootcamp for new dealer sales representatives, Bobcat® District, Regional, and National Dealer Meetings, Bobcat® Field Sales and Marketing Meeting, RPM Attachment Schools and training. h) Speaking engagements and Demonstrations: (most recent NCPP, Park & Recreation Summit, NRECA, Canada Room 2 Grow, CAPPO and APWA PWX) i) Thought Leadership Articles for publications and social media. j) Continued Bobcat® Dealer Network Expansion and Product Offering Expansion k) Utilization of Brand Ambassadors (see https://www.bobcat.com/company-info/news-media/press-releases) Visit: www.bobcat.com/government and https://www.bobcat.com/secure/forms/contact-government-sales	*
37	Describe your use of technology and digital data (e.g., social media, metadata usage) to enhance marketing effectiveness.	Bobcat Company, its marketing staff, government sales staff, dealers and individual contributors will continue to incorporate social media to include LinkedIn, Facebook, Instagram, TikTok, Snapchat, and Twitter into the overall marketing strategy to enhance the Bobcat® brand presence, market awareness, and announce effective sales tools or programs for our customers to purchase quickly, efficiently, and at a great value. Furthermore, in the aforementioned contract marketing strategy section we will utilize Digital Media, Online Display Ads, E- Blasts, E-newsletters and other digital advances to deliver our message alongside that of Sourcewell and its members. (See attached samples)	*

38	In your view, what is Sourcewell's role in promoting contracts arising out of this RFP? How will you integrate a Sourcewell-awarded contract into your sales process?	Bobcat Company's expectation would be that Sourcewell will continue to promote the contract vendors and continue to provide avenues of approach for Bobcat Company's products to easily be procured where Sourcewell is widely accepted and into areas of new opportunity. Furthermore, we'd expect Sourcewell to continue its efforts to solve or break down the barriers to entry with procurement and the use of cooperative purchasing contracts. Finally, we'd expect Sourcewell to continue to train, mentor, and develop its members and contract vendors to further strengthen the relationships between industry, government customers, and cooperative purchasing. Finally, it is expected that Sourcewell will place a priority focus on additional state adoptions of the Medium Duty and Compact Construction Equipment Contracts since some of our competitors sell similar products on the Heavy Construction Contract. This provides a significant disadvantage in areas of adoption at the state level which ultimately impacts our contract penetration and utilization at all levels of the SLED government. If awarded a new contract Bobcat Company would sustain and advance the initiatives of incorporating the Sourcewell contract into its corporate and dealer trainings to create the needed mind share for our world class sales force and world class dealers to think first of Sourcewell and the power of the contract selling. Sourcewell continues to be our strongest government sales tool. Proof of our success is in our past performance. A once stumbling contract in our portfolio, our current Sourcewell contract has now blossomed into a $50+ million contract annually and growing. Notably, Sourcewell has become our strongest and most powerful contract to solve public procurements toughest challenges. Additionally, we continue the promotion of Sourcewell in our marketing materials, trade show signage, display ads, dealer communications and E-Newsletters. (See attached samples) Throughout the pandemic and throughout the subsequent second and third orders of effects of the pandemic we maintained a very high training tempo with our Bobcat® field staff and dealers through virtual events and in person as allowed to continue the messaging consistent with our contract strategy. Some of the most notable: Canadian Dealers (all provinces) Summits alongside Canoe and Sourcewell, Washington State, New York, Mississippi, Nebraska, South Dakota, California, Texas, Georgia, Utah, Wisconsin, Iowa, Indiana, Michigan, Minnesota, Ohio, Pennsylvania, Tennesse, Florida, Bobcat® Boot Camp for new sales representatives, Bobcat® RPM (Regional Product Training) Meetings, 2020, 2021, 2022 Bobcat Field Marketing Meetings, 2020 ConExpo, and the 2021 Bobcat® Dealer Meeting. It is our intent to continue these training initiatives, expanding the depth and breadth of the training by adding additional value through our partnerships with Sourcewell, NCPP, Canoe, NCL, and Deltek throughout the term(s) of our Sourcewell contract(s).	*
39	Are your products or services available through an e-procurement ordering process? If so, describe your e-procurement system and how governmental and educational customers have used it.	Currently, Bobcat Company does sell some attachments, parts, and simple commercial use products through an e-procurement platform. Bobcat® products are not available through e-procurement for SLED and FED customers at current contract discounts or prices due to the complexity of the transactions. It is our hope that future technology and system advancement within the Bobcat® organization will lead us in the development of our government customers being able to easy order through an e-procurement method.	*

Table 8: Value-Added Attributes

Line Item	Question	Response *	
40	Describe any product, equipment, maintenance, or operator training programs that you offer to Sourcewell participating entities. Include details, such as whether training is standard or optional, who provides training, and any costs that apply.	In September 2019, Bobcat Company opened an all new and innovative training center in Aurora, CO. This new facility is being utilized to address the needs of Bobcat Company, its dealers, and customers for additional training capacity to host the most dynamic product and service training in the industry today. The Bobcat Training Center includes technical training rooms, hands-on shop space, a large classroom style auditorium, as well as a full warehouse area for equipment storage and showroom space. Bobcat Company and its dealers provide initial standard operator and maintenance training during the walk around of the equipment upon delivery and receipt of new equipment, to provide the best value in the customers experience. Additionally, we offer "Train the Trainer" type modules on CD that are available for our customers. These modules extensively cover the operations, safety, and maintenance of our equipment. Finally, for larger audiences, we have a corporate training staff that stands ready to provide optional specialized, in-depth, and interactive training for a minimal cost (travel and materials).	*
41	Describe any technological advances that your proposed products or services offer.	At Bobcat Company, innovation is at our core and we continue to change the game. With Bobcat Machine IQ wireless communications and the Bobcat Owner Portal, you can confidently monitor and manage your fleet from anywhere, getting critical information to	

troubleshoot issues, schedule service or improve security.

Bobcat Machine IQ, Bobcat Company's telematics service, delivers vital information about select Bobcat equipment to the equipment owner's Bobcat Owner Portal. The information is organized to help owners make decisions to increase equipment security, protect against unauthorized usage or theft, stay on top of proactive equipment maintenance, monitor operator efficiency, and better understand ownership costs associated with running Bobcat equipment. The system wirelessly transmits Machine IQ data to the owner's authorized Bobcat dealer. If a machine registers a critical code, the dealer will know and can contact the owner. This can help minimize downtime and save money.

Bobcat Owner Portal is a personalized website accessed via any internet-connected computer, phone or tablet. The platform collects machine information in real time as it reports to the owner. Owners can control which alerts they receive to proactively manage their equipment.

With Bobcat® MaxControl, you can take your machine to the next level of operation with a collection of new technologies. Operate your machine from outside the cab. Set up geofences around objects on the jobsite you want to avoid during operation. Plot points on a digital worksite as a path for your machine to follow during semi-autonomous operation.

Bobcat Operator Vision Technology:
This heads-up display puts crucial information and machine data in the operator's direct line of sight. The display is located on the cab's front window for improved operation.

Bobcat Features On Demand:
Bobcat Features On Demand technology gives equipment owners the flexibility to enable additional features to properly equip machines after purchase. This technology gives owners the freedom to customize a machine to the exact features needed at any time.

Depth Check System:
The Bobcat depth check system accurately measures depth and grade without the operator needing to exit the machine. The system helps prevent under-digging and over-digging, to reduce costs and increase efficiency. The system detects the exact position of the bucket's teeth, allowing operators to set a desired digging depth and work against that benchmark. Audible alerts indicate whether the operator is approaching the target, at the target or beyond the target.

Precision Grading Technologies:
Bobcat automatic grading solutions deliver more accurate grading results with less time and less labor – and can save on expensive finishes such as concrete. Laser-guided systems and sonic/slope systems offer accuracies better than +/- ¼". The 3D-ready system uses GPS technology or UTS to accurately and efficiently complete complex designs with accuracy of 3 – 5 mm.

Touch Display:
The most advanced in-cab display for compact equipment provides detailed machine information and unprecedented device connectivity. Operators can easily view and toggle through machine performance information on the wide, easy-to-use touchscreen, which supports seven languages. It's waterproof and hardened to reduce scratching.

Rear Camera:
An optional rear camera is available on select Bobcat® models. It offers a rearview from the operator's seat helping identify obstacles and providing an additional viewpoint for certain applications. For machines with the touch display, it is integrated with the rearview camera, automatically switching the display to a camera view when moving in reverse.

Comfort Features:
Bobcat equipment is known for premium comfort features that help operators stay productive and focused on long days. Available features include enclosed, sealed, pressurized cabs with sound dampening features; automatic heating and air conditioning; clear visibility with more glass surface area; maximum legroom and headroom; adjustable, air-ride heated seats; easy-to-use, ergonomic controls and joysticks, radios with auxiliary audio input jacks; cupholders, storage and floor mats.

Zero Emissions: Bobcat® T7x All Electric Compact Track Loader (World's 1st) and Electric Excavators E10e-E19e - E32e
Battery electric solutions are ideal for food manufacturing or preparation facilities, indoor demolition and other work where having a diesel-powered machine is not desirable. It's the best combination of high performance, low noise and improved operating comfort.

Bobcat® zero-turn mowers - Launched in 2020 AirFX Deck:
The AirFX deck offers a deeper profile for improved vacuum lift and newly engineered, bolt-on, replaceable Air-Gap baffles for more efficient airflow and enhanced serviceability. All of this along with innovative bullnose design allows grass to stand-up before it reaches the mower blades so you can cut them down to size.

Easy to Maintain:
A rotating bumper gives fast access to internal components making tune-ups more efficient and comes with the additional hitch system.

Built To Last:
Larger, robust, ultra-stable, dual-tubed frame provides increased durability for traversing even the toughest of turfs.

Precision In Every Detail:
An innovative, tool-free control design offers smooth, dampened controls with tool-free, adjustable tracking.

Bobcat Tractors
Standard Four-Wheel Drive:
Every tractor model offers four-wheel drive that you can easily engage when you need extra traction for tough work. Additional features to help you quickly maneuver with confidence around the property include high ground speeds, a tight turning radius (as little as 8 feet depending on the model) and high ground clearance for working on uneven terrain.

Attachments and Implements:
The three-point hitch and rear power take-off (PTO) are standard on every Bobcat compact tractor, transforming your tractor into a versatile, do-it-all machine. Connect Category 1 or Limited Category 1 implements and get busy doing more projects, including mowing, tilling, raking, grading, moving snow and more.

Bobcat Utility Vehicles Heavy Duty Clutch:
Take on your most difficult tasks on the toughest terrain with great performance for towing, stability for hauling, and comfort for your passengers. Stronger belt engagement minimizes slippage and extends service intervals.

Tough Chassis and Suspension:
Strength comes standard on both the UV34 and UV34XL, with a rigid chassis that greatly improves ground clearance and road capability while allowing more range of motion in the suspension for superior ride quality.
Increased Tow Rating:
Hitch and haul up to 2,500 pounds with confidence. The tow rating on Bobcat UTVs has increased by 25%, and the trailer hitch tongue weight rating is 250 pounds, giving you a powerful option for pulling heavy trailers and other equipment for the job.

Fast and Easy Maintenance:
Bobcat utility vehicles are designed to make it faster and more convenient to maintain your machine so you can stay on the go. Fewer grease points and easier access to coolant and air, oil and fuel filters help reduce time spent servicing your machine.

New Cab System:
Conveniently customize or upgrade the new optional enclosed cab with a wide range of configurations. Installation and removal of accessories, doors, windows and heater are quick and simple. Improved cab sealing reduces dust and noise levels.

Bobcat® Toolcat UW56 Utility Work Machine:
Your work requires power and precision. With the Toolcat 5600, you get the perfect balance of both. The power to operate 40+ attachments can only be matched with the unparalleled maneuverability of all-wheel steering. Add the ability to haul up to 2,000 lb. of payload and tow up to 4,000 lb., and it’s easy to see how the Toolcat 5600 will quickly become the most-used machine in your fleet.

Bobcat® Toolcat UW53 Utility Work Machine:
With the ability to operate 40+ attachments in the front and Category 1 implements in the back, it truly changes the way you work. And with standard all-wheel steering and traction control, it’s also incredibly maneuverable and responsive. Add the optional 3 pt. hitch, power take-off (PTO), and high and variable flow hydraulics, and you’ll experience truly unmatched versatility.

Bobcat® Small Articulated Loaders Launched in 2020 Heavy Lifting Capacity – Small Articulated Loaders:
Get heavy lifting capacity in a small package. Bobcat® small articulated loaders are made for big productivity in small spaces and on sensitive surfaces. They are designed to lift more, work faster and maximize ability wherever the work takes you. The standard integrated counterweight provides optimal lift capacity and extra protection for the machine’s composite covers and cooling package.
Optional add-on rear counterweights further increase lift capacity and productivity. The counterweights follow the contours of the loader to maintain ground clearance and appearance.

Minimal Ground Disturbance and Tight Turning Radius:
Small articulated loaders feature an articulation joint for tight turning and a light overall footprint to minimize a tight-turning articulated steering and light overall footprint to minimize cuts or tears in the turf when turning or hauling a load. An articulation joint enables the rear tires to match the path of the front tires when turning, for a highly nimble machine that navigates around obstacles and works well in tight areas.

Telescopic Lift Arm:
A telescoping lift arm on select models extends your lifting height and keeps the load level as you handle materials up high.

Efficient Cooling:
With their efficient cooling systems, Bobcat® small articulated loaders offer leading performance for improved operation and component protection.

Side and front inlets bring cool air into the engine compartment and send it through the screened rear exit. The rear radiator screen is removable for easy cleanout, and its corrugated steel construction provides excellent durability. A separate temperature-controlled hydraulic oil cooler operates as needed to ensure quieter operation as well.

High Tractive Effort:
Based on operating conditions, Bobcat® small articulated loaders automatically enable one of two traction modes – High-Traction mode for control over rough and slippery terrain or Turf-Safe mode for the least possible ground disturbance. The optional traction assist switch enables you to momentarily override the automatic modes to travel through adverse conditions.

Bobcat MT100 (Mini-Track Loader) - *Launched in 2020
Bobcat mini track loader lineup delivers an improved 1,000 lb. rated operating capacity and increased breakout force to accomplish more than ever. It fits through gates and into backyards, easily maneuvering in tight work areas to replace hand tools and take productivity to the next level. In addition, the rollers are sealed so there's no need for daily roller maintenance and downtime during projects.
Attachment Versatility:
With the Common Industry Interface, you can quickly connect attachments – including buckets, pallet forks, augers, trenchers, stump grinders and sweepers – to make quick work of multiple jobs that used to take much longer by hand.

Safety Features:
Built-in safety features help operators stay safe and productive. Features include an attachment shutdown system, lift arm lockout system, parking brake and neutral start interlocks.

Ride-On/Walk-Behind Convenience:
An integrated ride-on platform on the Bobcat MT100 mini track loader is more comfortable for operators working or traveling on a jobsite.

Ride Comfort:
Optimized roller spacing on the MT100's track system improves ride quality. Choose from two track sizes for your preferred combination of performance and comfort.

Minimal Ground Disturbance:
The high-flotation tracks move across wet and muddy ground conditions, reduce ground pressure and minimize damage to lawns and other established surfaces. Choose non-marking tracks to prevent marks on driveways and sidewalks.

Improved Serviceability:
Bobcat mini track loaders offer tool-free access for regular maintenance. Just open the hood to quickly check coolant, fuel, oil and hydraulic fluid levels. In addition, the rollers are sealed so there's no need for daily roller maintenance.

Simple Operation:
Choose one-hand drive operation (MT55) or ISO joystick controls (MT100) to make it simple to operate and maneuver the mini track loader. Either is a great match for less experienced equipment operators, renters, and seasonal help.

42	Describe any “green” initiatives that relate to your company or to your products or services, and include a list of the certifying agency for each.	Bobcat Company adheres to the Occupational Health & Safety Management, Environmental Management System – ISO 14001 and OHSAS 18001 and transitioning to the 45001:2018 standard to control environmental risk associated with the manufacture of compact industrial, construction and agricultural equipment, and attachments at the Bobcat facilities. (See attached Certifications and Corporate Sustainability Report). Climate Change & Energy: We strive to respond to climate change issues by promoting responsible use of energy throughout our business value chain and maintain efforts in improving environmental protection and awareness at all our facilities. These efforts include conserving energy, improving energy efficiency, and giving preference to renewable over non-renewable energy when feasible. We practice conserving natural resources b increasing the materials we recycle, adopting conservation measures, and strengthening pollution prevention. Our facilities are becoming more environmentally friendly through LED lighting installation, LEED, and in line with the expansion plans will continue our efforts to reduce environmental footprint by installing LED lighting at all sites, upgrading paint lines, converting to natural gas from LPG and improving overall efficiency. Furthermore, Doosan Bobcat North American Headquarters located in West Fargo, ND and the Acceleration Center, located in Bismarck, ND have achieved the LEED Certification. The Bobcat Acceleration Center is one of only a handful of test lab facilities of its kind to receive and achieve LEED Certification, a widely used green building rating system and is a globally recognized symbol of sustainability achievement. Water & Waste Management: Throughout Doosan Bobcat North America, our water performance is systemically tracked and monitored, we are taking steps to primarily cut water withdrawal and reduce water consumption intensity. Ex. Our facilities follow the storm water permit process approves how storm water is dispersed. Further, we ensure all wastewater generated from production processes go through a physical, chemical, and biological treatment process at the wastewater treatment facility prior to discharged back to the local municipality. Waste Management, our approach is to prevent waste by using less material, recycling (metals, oils, wood, paper, plastics, and glass), finding fewer toxic substitutes, and/or by making equipment or process changes. Since 2006, the Gwinner facility has been registered as a Very Small Quantity Generator (VSQG) of hazardous waste. In 2020, Bobcat Company launched the world’s first All Electric Compact Track Loader (eT76 now T7x) and Compact Excavators (E10e electric, the world's first 1Ton Electric Mini-Excavator, E19e, and E32e) initiatives at ConExpo in Las Vegas, NV. Today, we maintain a high priority focus on zero-emission, climate change, environmental, community impact, social, and sustainability initiatives as a part of our Corporate ESG (Environmental, Social, and Governance) long range plan. Doosan Portable Power adheres to the Occupational Health & Safety Management, Environmental Management System – ISO 1400:2015 to control environmental risk associated with the manufacture of portable power equipment. The environmental attribute of our Generators is one of our key selling features. We were the industry leaders in becoming completely Tier 4 Final and incorporating this into all sizes of our generators. This reduces emissions and decreases fuel consumption. Our Generators are some of the quietest on the market, eliminating much of the noise pollution that traditionally accompanies construction equipment. We also provide 110% fluid containment as a standard practice in all our generators. If any fuel or oil leaks in the machines, it is kept in the containment basin and not allowed to reach the ground.	*
43	Identify any third-party issued eco-labels, ratings or certifications that your company has received for the equipment or products included in your Proposal related to energy efficiency or conservation, life-cycle design (cradle-to-cradle), or other green/sustainability factors.	All products offered will be compliant with the EPA (Environmental Protection Agency) Tier 4 requirements and CARB (California Air Resource Board).	*
44	Describe any Women or Minority Business Entity (WMBE), Small Business Entity (SBE), or veteran owned business certifications that your company or hub partners have obtained. Upload documentation of certification (as applicable) in the document upload section of your response.	When appropriate Bobcat Company utilizes strategic partnerships for sourcing, services, and sales in order to meet Supplier Diversity Plans, Small Business Subcontracting Plans, and key Socio-Economic/Small Business procurement objectives. Our organization does have an annual Small Business Contracting Plan and have goals to meet utilizing strategic partnerships for sourcing and sales in order to meet Supplier Diversity Plans. Bobcat Company has several independently owned dealers/enterprises that are Women Owned or Minority Owned Business Entity, or Veteran Owned. Examples: Women Owned entities; Viking Equipment, Bobcat of Chattanooga, Bobcat of Knoxville. Veteran Owned Entities; Upstate Equipment, Bobcat of Buffalo, Bobcat of Buffalo South, Bobcat of Syracuse, Bobcat of the Twin Tiers.	*

45	What unique attributes does your company, your products, or your services offer to Sourcewell participating entities? What makes your proposed solutions unique in your industry as it applies to Sourcewell participating entities?	At Bobcat Company, our vision, mission, and values align with providing world class compact equipment, serviced by world class dealer networks, built by world class employees, to service the world's finest customers. With our expert internal and field staff, our nearly 1,400+ dealer locations in North America, our through-put and output of solution-oriented sales growth, rental, leasing, parts, and service efficiencies will ensure our continued market leadership. Our continued innovation and our quality put our products ahead of the competition and with our world-renowned brand, Bobcat® customers know they've invested in the best. Bobcat is a global brand with employees and manufacturing facilities worldwide. We are proud of what we create, the value we provide and the relationships we build – all while helping people succeed and do more. Customers use our machines and technologies to accomplish more in construction, agriculture, landscaping, rental, grounds maintenance, utilities, and other applications. Both the people behind our brand and the equipment we manufacture are tough, agile, and versatile. Bobcat equipment fosters a sense of pride and inspires confidence on even the most challenging job sites. We lead the industry through Brand Excellence, Innovation Leadership, Powered by People, and Community Partnership.	*

Table 9: Warranty

Describe in detail your manufacturer warranty program, including conditions and requirements to qualify, claims procedure, and overall structure. You may upload representative samples of your warranty materials (if applicable) in the document upload section of your response in addition to responding to the questions below.

Line Item	Question	Response *	
46	Do your warranties cover all products, parts, and labor?	Warranties will cover all products, parts, and labor within the specified warranty period. Optional Protection Plus extended warranties are also available for increased protection and peace of mind. (See Attached Warranty Statements)	*
47	Do your warranties impose usage restrictions or other limitations that adversely affect coverage?	Customary to the manufacturing industry, usage limitations such as; length of time or number of months (i.e. 12 or 24 months) and/or the number of hours (i.e. 2000 hours). Protection Plus an optional Manufacturer's Warranty would also follow the aforementioned number of months/hours methodology. Other limitations or circumstances that would restrict or otherwise create warranty limitations are; abuse, unauthorized alterations; damage; environmental conditions, inadequate maintenance, adjustments, normal wear/tear, consumable items, unauthorized repairs, rentals/loaner units, diagnostic time, freight charges, project/job loss, and clean up time.	*
48	Do your warranties cover the expense of technicians' travel time and mileage to perform warranty repairs?	Travel time for technicians will not be covered to perform warranty repair.	*
49	Are there any geographic regions of the United States or Canada (as applicable) for which you cannot provide a certified technician to perform warranty repairs? How will Sourcewell participating entities in these regions be provided service for warranty repair?	Bobcat Company has over 1,400+ independently owned and authorized dealers throughout North America. There are multiple dealers or enterprise locations within each state/province that will stand ready to perform service and warranty work to best serve the government customers. Any remote locations that provide a challenging warranty or service situation, Bobcat Company will work with the nearest dealer enterprise to customize solutions that will meet and/or exceed the customers' expectations	*
50	Will you cover warranty service for items made by other manufacturers that are part of your proposal, or are these warranties issues typically passed on to the original equipment manufacturer?	Warranty service for any items made by other manufacturers or not manufactured by Bobcat Company will be passed on to the original equipment manufacturer. Note: all products currently offered in response to this RFP will be covered by the warranty of Bobcat Company.	*
51	What are your proposed exchange and return programs and policies?	Exchange and returns rarely occur, however in the event that the situation(s) should arise, Bobcat Company will work with the customer on a case-by-case basis. It is Bobcat Company's intent to create a world class customer experience and will work diligently with the customer(s) and dealer(s) to quickly provide resolution and minimize any disruption in the customer(s) operations. Bobcat Company is a build to order manufacturer and In the event that a unit is shipped and delivered to an ordering entity and it is discovered that the unit does not meet the customer's intent and the unit was quoted and ordered per the ordering entity requested specification or request for quote and a formal purchase order or signed quote was initiated, built and shipped, Bobcat Company may request up to a 30% restocking fee to cover the additional transportation and costs associated with moving/reselling the unit ordered by the government customer/entity.	*
52	Describe any service contract options for the items included in your proposal.	Customized service plans/contracts are available and will be only offered by the Bobcat® independently owned and authorized dealers. Customized service plans/contracts may include (*not an all-inclusive list) preventative maintenance plans, service interval plans, high utilization plans, or plans designed to meet unique customer needs. If so, chosen by the customer, service plans/contracts through the Bobcat® authorized locations can be quoted and ordered in conjunction with contract items	*

Table 10: Payment Terms and Financing Options

Line Item	Question	Response *	
53	Describe your payment terms and accepted payment methods.	Net 30. No prompt payment discounts are currently offered. Acceptable payment methods are check, ACH, EFT, and credit card. In the event of delinquent customer payments, Bobcat Company reserves the right to charge the customer interest on the delinquent invoices up to but not to exceed 10%.	*
54	Describe any leasing or financing options available for use by educational or governmental entities.	Bobcat Company does provide competitive leasing, tax free municipal leasing and other financing options for various terms, which are available through the corporate headquarters, authorized dealer locations, or other third-party financing organizations such as; Wells Fargo, PNC, Synchrony, and NCL Government Capital.	*
55	Describe any standard transaction documents that you propose to use in connection with an awarded contract (order forms, terms and conditions, service level agreements, etc.). Upload a sample of each (as applicable) in the document upload section of your response.	Our standard transaction documents include quote templates with itemized costs to include the equipment, factory installed options, attachments, dealer installed parts, freight, Dealer PDI, Dealer Assembly charges, and any other associated costs with the transaction. Quote date, time, quote number, Agency Name, Point of Contact information, delivering dealer, and ordering instructions will be displayed at the top of the quote. Sourcewell Contract numbers will be clearly displayed within the footer of the quote. (see US and Canada Samples) Invoices will reflect the itemized quote making it easy for the customer to cross reference. (see attached sample invoice)	*
56	Do you accept the P-card procurement and payment process? If so, is there any additional cost to Sourcewell participating entities for using this process?	Bobcat Company and its dealers will accept government purchase cards to satisfy payment requirements. Although it is not common practice currently, Bobcat Company and its dealers reserve the right to charge the applicable credit card fee that is appropriate and coincides with the amount of purchase.	*

Table 11: Pricing and Delivery

Provide detailed pricing information in the questions that follow below. Keep in mind that reasonable price and product adjustments can be made during the term of an awarded Contract as described in the RFP, the template Contract, and the Sourcewell Price and Product Change Request Form.

Line Item	Question	Response *	
57	Describe your pricing model (e.g., line-item discounts or product-category discounts). Provide detailed pricing data (including standard or list pricing and the Sourcewell discounted price) on all of the items that you want Sourcewell to consider as part of your RFP response. If applicable, provide a SKU for each item in your proposal. Upload your pricing materials (if applicable) in the document upload section of your response.	The Bobcat Company pricing model will be ceiling based beginning with a specified percentage discount off manufacturers suggested list price by product or product category. (See Bobcat Company Price Pages attached) (Canadian pricing can be calculated by adding the current exchange rate and any applicable tax).	*
58	Quantify the pricing discount represented by the pricing proposal in this response. For example, if the pricing in your response represents a percentage discount from MSRP or list, state the percentage or percentage range.	Ceiling based discounts will begin at 16% off manufacturers suggested list price and may range up to 34% off manufacturers suggested list price depending on product model or product line and is dependent on corporate dealer programs, overstocked inventory, manufacturing capability, market share, and competitive benchmarking. Throughout the term of the contract, Bobcat Company may offer additional discount incentives pertinent to manufacturing pressure, discount programs, overstocked inventory, and market share opportunities. (See attached Bobcat Company Price Pages).	*
59	Describe any quantity or volume discounts or rebate programs that you offer.	Quantity or volume discounts are available. Ex. Purchase order transactions that contain multiple units of a product category or product model with factory installed options and attachments of quantities of 5 or more may receive a more favorable discount consideration beginning with 1% additional discount and/or freight cost reductions if available through corporate programs. Throughout the term of the contract, Bobcat Company may offer additional discount incentives pertinent to manufacturing pressures, discount programs, and market share opportunities	*

60	Propose a method of facilitating “sourced” products or related services, which may be referred to as “open market” items or “nonstandard options”. For example, you may supply such items “at cost” or “at cost plus a percentage,” or you may supply a quote for each such request.	Bobcat Company will allow for “sourced” goods/products or related services or “open market” items or “nonstandard options” to be itemized and offered on Sourcewell member quotes and orders. Such items may be offered at the dealer price plus 24%.	*
61	Identify any element of the total cost of acquisition that is NOT included in the pricing submitted with your response. This includes all additional charges associated with a purchase that are not directly identified as freight or shipping charges. For example, list costs for items like pre-delivery inspection, installation, set up, mandatory training, or initial inspection. Identify any parties that impose such costs and their relationship to the Proposer.	Additional total cost of acquisition may include items such as manufacturer freight and destination charges, applicable state and local sales tax, dealer assembly/installation charges, set up, pre-delivery inspections, document fees, finance fees, insurance costs, environmental disposal costs, material surcharges, fuel surcharges, fuel tank fill, transfer costs, freight forwarding costs, air freight costs, dealer final destination charges, training, service plans/contracts, warranty escrow, extended warranty or Protection Plus. Pre-delivery Inspection and Installation Costs are associated with the local independently owned and authorized Bobcat® dealership shop and labor rates.	*
62	If freight, delivery, or shipping is an additional cost to the Sourcewell participating entity, describe in detail the complete freight, shipping, and delivery program.	Freight costs and/or destination charges (varies by product type, size and weight) from the factory to customer delivery address will be itemized on the quote and paid by the customer, unless otherwise agreed. Depending upon product mix being delivered and end customer delivery address, there may be a combination of freight, destination charges, fuel surcharges, and dealer delivery charges. Units will be shipped from the factory to the nearest assigned dealer for pre- delivery inspection and parts/accessory installation unless unforeseen circumstances warrant a change to this procedure. The dealer will be responsible for making contact with the end customer to arrange final delivery within the appropriate delivery times determined by the customer.	*
63	Specifically describe freight, shipping, and delivery terms or programs available for Alaska, Hawaii, Canada, or any offshore delivery.	In situations where delivery is to be made to Alaska, Hawaii, remote parts of Canada, or any offshore delivery the customer will be responsible for the additional freight, air freight, sling load, barge, fairy, 3rd party freight forwarding charges, and any required insurance needed while in transit. Additional charges will be reviewed by the customer prior to order, and it is customary for Bobcat Company to work with the customer throughout the sales/delivery process meeting the desired delivery method specified by the customer.	*
64	Describe any unique distribution and/or delivery methods or options offered in your proposal.	Other than the aforementioned methods of delivery, if a unique delivery situation were to arise Bobcat Company will work closely with the customer to provide the most efficient and cost-effective methods.	*

Table 12: Pricing Offered

Line Item	The Pricing Offered in this Proposal is: *	Comments
65	d. other than what the Proposer typically offers (please describe).	Pricing offered in response to this Sourcewell RFP was created in a way to capture the mindshare of Bobcat Company Executives and authorized Bobcat® independently owned enterprise Dealer Principals, in order to create the necessary buy in needed to gain additional corporate and dealer network support and resources. While it may not currently be similar or better than some pricing offered to other GPOs, Cooperative procurement organizations, or state purchasing departments this is simply due to the timing of the new RFP and potential award. Lest we forget that we remain in unprecedented times with inflation, supply chain price volatility, freight cost uncertainty, labor shortages, labor cost increases, significant backlog in certain models and product categories, all leading to continued uneasiness of executives wanting long term contracts. However, because of the ceiling-based pricing, our discount structure offered will allow for best value, better flexibility, better volume discount considerations, hot list pricing, market conditions, manufacturing pressures, and positioned to provide more competitive discounts as needed to accommodate the current economic climate, budgets, and customer situations. All other contracts in our portfolio will be adjusted as the contact terms and conditions permit or will be removed from our contract portfolio. If awarded, Sourcewell will remain to be the go-to solution in our contract portfolio and as the current economic chapter closes, we will be better positioned for growth and competitive agility.

Table 13: Audit and Administrative Fee

Line Item	Question	Response *	
66	Specifically describe any self-audit process or program that you plan to employ to verify compliance with your proposed Contract with Sourcewell. This process includes ensuring that Sourcewell participating entities obtain the proper pricing, that the Vendor reports all sales under the Contract each quarter, and that the Vendor remits the proper administrative fee to Sourcewell. Provide sufficient detail to support your ability to report quarterly sales to Sourcewell as described in the Contract template.	From inception of the contract, Sourcewell Contract specific price pages, dealer memorandum of instruction, and ordering instructions will be handled and distributed to the Bobcat® Dealers and Distributors by the Bobcat Company Government Sales Office. Pricing and discounts will be input into the Bobquote System, Customer Sales Experience quoting solution, and Contract Management System in order to comply with contract discounts and pricing for quoting consistency in accordance with the awarded contract. Pricing and discounts will be readily available for both inside sales support staff and dealers to quickly and easily access, expediting the sales process and order capture. All orders will be verified or processed by the Bobcat Government Sales Operations staff in order to maintain consistency and audit compliance. Sourcewell Contract quotes and sales orders will be documented on an internal retail report for easy access and filtering to efficiently provide sales data for auditing, quarterly reporting to Sourcewell and administrative fee remittance.	*
67	If you are awarded a contract, provide a few examples of internal metrics that will be tracked to measure whether you are having success with the contract.	1) Contract Quote and Sales/Retail data by product type 2) Contract Quote and Sales/Retail data by model and industry size class 3) AEM Market Share, UCC, and Industry Specific Data 4) Customer demographics: (ex. city, county, municipality, k-12, university, non-profit, state agency etc.) and location. 5) Sales Revenue Growth 6) Marketing Plan • Frequency and Timing • Media delivery schedule as it relates to budget cycles - Media Metrics – E-Blasts, E-newsletters, Online display ads, Print ads • Impressions • Click Rates • Bounce Rates • Form Submissions	*
68	Identify a proposed administrative fee that you will pay to Sourcewell for facilitating, managing, and promoting the Sourcewell Contract in the event that you are awarded a Contract. This fee is typically calculated as a percentage of Vendor's sales under the Contract or as a per-unit fee; it is not a line-item addition to the Member's cost of goods. (See the RFP and template Contract for additional details.)	Bobcat Company proposes an administrative fee structure of no more than three quarters of one percent or 0.75%. The proposed discounts offered will allow Bobcat Company to offer additional incentives to Sourcewell members to better meet the customers constrained budgets and better meet the competitive situations in markets of opportunity. Since the Canadian sales are reported in CAD rather than US Dollar, I propose the Canadian sales be reported separately and the administration fee be paid based upon the average exchange rate (FX) for the given quarter as the payment to Sourcewell from Bobcat Company is in US dollars. Sale Example: $100,000 CAD / 1.34 (current FX) = $74,626.87 US. Administration fee payment: $74,626.87 x .75% = $559.70.	*

Table 14A: Depth and Breadth of Offered Equipment Products and Services

Line Item	Question	Response *	
69	Provide a detailed description of the equipment, products, and services that you are offering in your proposal.	The Bobcat Company product lines fit within the scope of this Sourcewell RFP. Our breadth of products includes the following for Sales, Lease and Rental; Bobcat® Skid Steer Loaders, Bobcat® Electric Skid Steers, Bobcat® Compact Track Loaders, Bobcat® Electric Compact Track Loaders, Bobcat® Compact Excavators, Bobcat® Electric Excavators, Bobcat® Large Excavators, Bobcat® Telehandlers, Bobcat® Compact Wheel Loaders, Bobcat® Small Articulated Loaders, Bobcat® Mini-Track Loaders, Bobcat® Light Compaction Equipment, Bobcat® Utility Work Machines (Toolcat®), Bobcat® Compact and Utility Tractors, Bobcat® Utility Vehicles, Bobcat® Zero-Turn Mowers, Steiner® Tractors and Ryan® Turf Renovation Equipment and associated attachments, implements, accessories/parts, and associated warranty/extended warranty. We intend to add additional products to the Bobcat® Catalog and Branded offering as we develop this market through organic growth and acquisition to better serve Sourcewell and its members.	*
70	Within this RFP category there may be subcategories of solutions. List subcategory titles that best describe your products and services.	Other Value Added, Bobcat® power units that may fit both the scope of Grounds Maintenance, Material Handling, Power Generation, Portable Construction, Utility, and Medium Duty Construction equipment, Attachments, Implements, Parts, and associated warranty/extended warranties	*

Table 14B: Depth and Breadth of Offered Equipment Products and Services

Indicate below if the listed types or classes of equipment, products, and services are offered within your proposal. Provide additional comments in the text box provided, as necessary.

Line Item	Category or Type	Offered *	Comments	
71	Wheeled, tracked, and backhoe loaders;	(•) Yes ( ) No	Bobcat® Compact Track Loaders Bobcat® Compact Wheel Loaders Bobcat® Small Articulating Loaders visit: https://www.bobcat.com/na/en/equipment/loaders for more information	*
72	Skidsteers;	(•) Yes ( ) No	Bobcat® Skid Steer Loaders ranging from the M-Series to the recently launched R-Series loaders. visit https://www.bobcat.com/na/en/equipment/loaders/skid-steer-loaders for more information.	*
73	Mini excavators;	(•) Yes ( ) No	Bobcat® Compact or Mini-Excavators to include M-Series, R-Series and R2 Series Excavators. visit: https://www.bobcat.com/na/en/equipment/excavators/compact-excavators for more information	*
74	Telehandlers;	(•) Yes ( ) No	Bobcat TL519, TL619, TL723, and TL923 visit: https://www.bobcat.com/na/en/equipment/telehandlers	*
75	Soil compaction and site preparation equipment	(•) Yes ( ) No	All the aforementioned products or equipment fall into soil compaction and/or site preparation equipment. Other product portfolio attachments will be made available to Sourcewell members. visit: https://www.bobcat.com/na/en/attachments	*

Table 15: Exceptions to Terms, Conditions, or Specifications Form

Line Item 76. **NOTICE**: To identify any exception, or to request any modification, to the Sourcewell template Contract terms, conditions, or specifications, a Proposer must submit the exception or requested modification on the **Exceptions to Terms, Conditions, or Specifications Form** immediately below. The contract section, the specific text addressed by the exception or requested modification, and the proposed modification must be identified in detail. Proposer's exceptions and proposed modifications are subject to review and approval of Sourcewell and will not automatically be included in the contract.

Contract Section	Term, Condition, or Specification	Exception or Proposed Modification

Documents

Ensure your submission document(s) conforms to the following:

1. Documents in PDF format are preferred. Documents in Word, Excel, or compatible formats may also be provided.

2. Documents should NOT have a security password, as Sourcewell may not be able to open the file. It is your sole responsibility to ensure that the uploaded document(s) are not either defective, corrupted or blank and that the documents can be opened and viewed by Sourcewell.

3. Sourcewell may reject any response where any document(s) cannot be opened and viewed by Sourcewell.

4. If you need to upload more than one (1) document for a single item, you should combine the documents into one zipped file. If the zipped file contains more than one (1) document, ensure each document is named, in relation to the submission format item responding to. For example, if responding to the Marketing Plan category save the document as “Marketing Plan.”

- Pricing - Sourcewell RFP 020223 - Bobcat Price Pages - January 2023.xlsx - Thursday February 02, 2023 13:57:37
- Financial Strength and Stability - Financials.zip - Thursday February 02, 2023 14:06:13
- Marketing Plan/Samples - Marketing _ Product Information_Sustainability Report.zip - Thursday February 02, 2023 14:07:17
- WMBE/MBE/SBE or Related Certificates - Certifications.zip - Thursday February 02, 2023 14:12:50
- Warranty Information - Warranty.zip - Thursday February 02, 2023 14:14:28
- Standard Transaction Document Samples - Standard Transaction Documents.zip - Thursday February 02, 2023 14:17:14
- Upload Additional Document - Dealer List_Territory Maps_State and Cooperative Contracts List.zip - Thursday February 02, 2023 14:24:49

Addenda, Terms and Conditions

PROPOSER AFFIDAVIT AND ASSURANCE OF COMPLIANCE

I certify that I am the authorized representative of the Proposer submitting the foregoing Proposal with the legal authority to bind the Proposer to this Affidavit and Assurance of Compliance:

1. The Proposer is submitting this Proposal under its full and complete legal name, and the Proposer legally exists in good standing in the jurisdiction of its residence.

2. The Proposer warrants that the information provided in this Proposal is true, correct, and reliable for purposes of evaluation for contract award.

3. The Proposer, including any person assisting with the creation of this Proposal, has arrived at this Proposal independently and the Proposal has been created without colluding with any other person, company, or parties that have or will submit a proposal under this solicitation; and the Proposal has in all respects been created fairly without any fraud or dishonesty. The Proposer has not directly or indirectly entered into any agreement or arrangement with any person or business in an effort to influence any part of this solicitation or operations of a resulting contract; and the Proposer has not taken any action in restraint of free trade or competitiveness in connection with this solicitation. Additionally, if Proposer has worked with a consultant on the Proposal, the consultant (an individual or a company) has not assisted any other entity that has submitted or will submit a proposal for this solicitation.

4. To the best of its knowledge and belief, and except as otherwise disclosed in the Proposal, there are no relevant facts or circumstances which could give rise to an organizational conflict of interest. An organizational conflict of interest exists when a vendor has an unfair competitive advantage or the vendor's objectivity in performing the contract is, or might be, impaired.

5. The contents of the Proposal have not been communicated by the Proposer or its employees or agents to any person not an employee or legally authorized agent of the Proposer and will not be communicated to any such persons prior to Due Date of this solicitation.

6. If awarded a contract, the Proposer will provide to Sourcewell Participating Entities the equipment, products, and services in accordance with the terms, conditions, and scope of a resulting contract.

7. The Proposer possesses, or will possess before delivering any equipment, products, or services, all applicable licenses or certifications necessary to deliver such equipment, products, or services under any resulting contract.

8. The Proposer agrees to deliver equipment, products, and services through valid contracts, purchase orders, or means that are acceptable to Sourcewell Members. Unless otherwise agreed to, the Proposer must provide only new and first-quality products and related services to Sourcewell Members under an awarded Contract.

9. The Proposer will comply with all applicable provisions of federal, state, and local laws, regulations, rules, and orders.

10. The Proposer understands that Sourcewell will reject RFP proposals that are marked "confidential" (or "nonpublic," etc.), either substantially or in their entirety. Under Minnesota Statutes Section 13.591, subdivision 4, all proposals are considered nonpublic data until the evaluation is complete and a Contract is awarded. At that point, proposals become public data. Minnesota Statutes Section 13.37 permits only certain narrowly defined data to be considered a "trade secret," and thus nonpublic data under Minnesota's Data Practices Act.

11. Proposer its employees, agents, and subcontractors are not:
    1. Included on the "Specially Designated Nationals and Blocked Persons" list maintained by the Office of Foreign Assets Control of the United States Department of the Treasury found at: https://www.treasury.gov/ofac/downloads/sdnlist.pdf;

    2. Included on the government-wide exclusions lists in the United States System for Award Management found at: https://sam.gov/SAM/; or

    3. Presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from programs operated

by the State of Minnesota; the United States federal government or the Canadian government, as applicable; or any Participating Entity. Vendor certifies and warrants that neither it nor its principals have been convicted of a criminal offense related to the subject matter of this solicitation.

☑ By checking this box I acknowledge that I am bound by the terms of the Proposer's Affidavit, have the legal authority to submit this Proposal on behalf of the Proposer, and that this electronic acknowledgment has the same legal effect, validity, and enforceability as if I had hand signed the Proposal. This signature will not be denied such legal effect, validity, or enforceability solely because an electronic signature or electronic record was used in its formation. - Randy Fuss, Director, Government Accounts, Clark Equipment Company dba Bobcat Company

The Proposer declares that there is an actual or potential Conflict of Interest relating to the preparation of its submission, and/or the Proposer foresees an actual or potential Conflict of Interest in performing the contractual obligations contemplated in the bid.

○ **Yes** ◉ **No**

The Bidder acknowledges and agrees that the addendum/addenda below form part of the Bid Document.

Check the box in the column "**I have reviewed this addendum"** below to acknowledge each of the addenda.

File Name	I have reviewed the below addendum and attachments (if applicable)	Pages
Addendum_4_Medium_Duty_and_Compact_Construction_Eqpt_RFP_020223 Tue January 24 2023 02:56 PM	☑	2
Addendum_3_Medium_Duty_and_Compact_Construction_Eqpt_RFP_020223 Tue January 3 2023 11:29 AM	☑	1
Addendum_2_Medium_Duty_and_Compact_Construction_Eqpt_RFP_020223 Tue December 27 2022 03:08 PM	☑	1
Addendum_1_Medium_Duty_and_Compact_Construction_Eqpt_RFP_020223 Mon December 12 2022 04:08 PM	☑	1

Docusign Envelope ID: FD75A76E-5C6A-8C74-8079-65077A0C2A28

AMENDMENT #1
TO
CONTRACT # 020223-CEC

THIS AMENDMENT, effective upon the date of the last signature below, is by and between **Sourcewell** and **Clark Equipment Company dba Bobcat Company, now known as Doosan Bobcat North America, Inc.** (Supplier).

Sourcewell awarded a contract to the Supplier to provide Medium Duty and Compact Construction Equipment with Related Attachments to Sourcewell and its Participating Entities, effective April 6, 2023, through April 17, 2027 (Contract).

Clark Equipment Company dba Bobcat Company changed its name to "Doosan Bobcat North America, Inc." and Supplier has requested to modify the Contract to change its name. No other structural changes have taken place with the company.

As of the effective date of this Amendment, all references to "Clark Equipment Company dba Bobcat Company" in Contract # 020223-CEC will be replaced with "Doosan Bobcat North America, Inc."

Except as amended, the Contract remains in full force and effect.

Sourcewell

By: DocuSigned by: Jeremy Schwartz C0FD2A139D06489...

Jeremy Schwartz, Chief Procurement Officer

Date: 5/28/2024 | 1:55 PM CDT

Doosan Bobcat North America, Inc.

By: DocuSigned by: Randy L. Fuss 0F55B103999C454...

Randy L. Fuss, Director, Gov. Accounts

Date: 5/28/2024 | 11:49 AM PDT

Docusign Envelope ID: FD75A76E-5C6A-8C74-8079-65077A0C2A28

AMENDMENT #2
TO
CONTRACT # 020223-CEC

THIS AMENDMENT, effective upon the date of the last signature below, is by and between **Sourcewell** and **Doosan Bobcat North America, Inc.** (Supplier).

Sourcewell awarded a contract to the Supplier to provide Medium Duty and Compact Construction Equipment with Related Attachments to Sourcewell and its Participating Entities, effective April 6, 2023, through April 17, 2027 (Contract).

NOW, THEREFORE, the parties wish to amend the Contract as follows:

> Section 18. Insurance–Subsection A. Requirements– Item 5. Network Security and Privacy Liability Insurance of the Contract is deleted in its entirety.

Except as amended, the Contract remains in full force and effect.

Sourcewell

Signed by:
By: Jeremy Schwartz
C0FD2A139D06489...
Jeremy Schwartz, Chief Procurement Officer

Date: 3/7/2025 | 8:45 AM CST

Doosan Bobcat North America, Inc.

Signed by:
By: Kristie Willett
478233CD563F49B...
Kristie Willett, Sr. Government Account Manager

Date: 3/7/2025 | 8:37 AM CST

Docusign Envelope ID: FD75A76E-5C6A-8C74-8079-65077A0C2A28

BOBCAT COMPANY SUGGESTED PRICE LIST - January 2023

Bobcat Company

ORDER ADDRESS:
CLARK EQUIPMENT COMPANY dba BOBCAT COMPANY
250 EAST BEATON DRIVE
PO BOX 6000
WEST FARGO, ND 58078-6000

Government Sales Points of Contact:	Phone:
Heather Messmer - Government Accounts Sales Support Mgr. heather.messmer@doosan.com	(701) 241-8719
Jesse Rheault - Government Account Manager jesse.rheault@doosan.com	(701) 241-8759
Barry Hanson - Government Account Manager barry.hanson@doosan.com	(701) 241-8793
Randy Fuss - Director, Government Accounts randy.fuss@doosan.com	(701) 241-8746

TOLL FREE #: 800-965-4232, Opt#2
FAX#: (855) 608-0681

PROMPT PAYMENT TERMS: Net 30
TIME OF DELIVERY: 60 to 90 Days ARO
COMMERCIAL CREDIT CARD: Accepted (Visa/Mastercard/American Express)

TID#: 38-0425350

REMIT TO ADDRESS:
CLARK EQUIPMENT COMPANY dba BOBCAT COMPANY
PO BOX 74007382
CHICAGO, IL 60674

Product	Discount Percent	
	Machines	Factory Installed Options
Skid Steer Loaders	22.0%	22.0%
Compact Track Loaders	26.0%	26.0%
Loader Attachments	24.0%	24.0%
Compact Wheel Loader (CWL)	24.0%	24.0%
CWL Attachments	24.0%	24.0%
Small Articulating Loaders (SAL)	24.0%	24.0%
SAL Attachments	24.0%	24.0%
Compact Excavators	28.0%	28.0%
Large Excavators	24.0%	24.0%
Excavator Attachments	24.0%	24.0%
Mini Track Loaders (MTL)	24.0%	24.0%
MTL Attachments	24.0%	24.0%
Toolcat	20.0%	20.0%
Toolcat Attachments	24.0%	24.0%
Compact Tractors	22.0%	22.0%
Compact Tractor Implements and Attachments	24.0%	24.0%
Utility Vehicles	20.0%	20.0%
Telehandlers	24.0%	24.0%
VH Attachments	24.0%	24.0%
Bobcat® Mowers	22.0%	22.0%
RYAN Turf Equipment & Attachments	16.0%	16.0%
Steiner Tractors & Attachments	20.0%	20.0%
Compaction Equipment	16.0%	16.0%

SOS-2026

CERTIFIED COPY OF ORDER

STATE OF MISSOURI } ea.
County of Boone

Term. 20 26

October Session of the October Adjourned

In the County Commission of said county, on the 13th day of October 20 26

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 list of Surplus Disposal.

Done this 13th day of October 2026.

Kip Kendrick
Presiding Commissioner

Justin Aldred
District I Commissioner

Janet M. Thompson
District II Commissioner

ATTEST:

Brianna L. Lennon
Clerk of the County Commission

Boone County Purchasing
Brayam Jimenez
Buyer

5551 Tom Bass Rd
Columbia, MO 65201
Phone: (573) 886-4392

MEMORANDUM

TO: Boone County Commission
FROM: Brayam Jimenez
RE: Surplus Disposal
DATE: October 2, 2026

The Purchasing Departments requests permission to dispose of the following list of surplus equipment by destruction through the Sheriff's office.

	Asset #	Description	Make & Model	Department	Condition of Asset
1.	NA	Cradlepoint	R900 Modem	SO	Poor
2.	NA	Cradlepoint	R900 Modem	SO	Poor
3.	NA	Cradlepoint	R900 Modem	SO	Poor
4.	NA	Cradlepoint	R900 Modem	SO	Poor
5.	NA	Cradlepoint	R900 Modem	SO	Poor
6.	NA	Cradlepoint	R900 Modem	SO	Poor
7.	NA	Cradlepoint	R900 Modem	SO	Poor

S:\PU\Surplus\2026\COMMISSION MEMO\COMMISSION MEMO Destriction by SO.doc

8.	NA	Cradlepoint	R900 Modem	SO	Poor
9.	20732	Ballistic Shield	NA	SO	Used
10.	20733	Ballistic Shield	NA	SO	Used
11.	24834	Ballistic Shield	NA	SO	Used
12.	24836	Ballistic Shield	NA	SO	Used
13.	24837	Ballistic Shield	NA	SO	Used

cc: Heather Acton, Jacob Flowers, Auditor Surplus File

BOONE COUNTY

Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

RECEIVED

SEP 2 3 2026

BOONE COUNTY AUDITOR

Date: 09/22/2026 Fixed Asset Tag Number: 24837

Description of Asset: Ballistic Shield

Requested Means of Disposal: ☐Sell ☐Trade-In ☐Recycle/Trash ☒Other, Explain: Convert to Training and Destroy - BCSO Destruction

Other Information (Serial number, etc.): 10210125996

Condition of Asset: Used/Expired Reason for Disposition: Expired - No longer of value

Location of Asset: BCSO/RTC

Was asset purchased with grant funding? ☐YES ☒NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal? ☐YES ☐NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1251/Sheriff's Operations Signature _____

To be Completed by: AUDITOR

Original Acquisition Date 7/26/21 G/L Account for Proceeds 2900-3836

Original Acquisition Amount 1,989.00

Original Funding Source 2787

Account Group 1604

To be Completed by: PURCHASING

Approved Disposal Method:

Sale: ☐ Auction ☐ Gov Deals ☐ Trade-In – Contract#_____

☐ Electronic Recycling ☐ Metal Recycling ☐ Trash

☐ Vendor Warranty Replacement ☒ Other – Explain Destroy by dept

☐ Transfer Office Number_____ Location_____

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Commission Order Number SOS-2026

Date Approved 10.13.2026

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Revised May 2026

BOONE COUNTY

Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

RECEIVED

SEP 2 3 2026

BOONE COUNTY AUDITOR

Date: 09/22/2026 Fixed Asset Tag Number: 24836

Description of Asset: Ballistic Shield

Requested Means of Disposal: ☐Sell ☐Trade-In ☐Recycle/Trash ☒Other, Explain: Convert to Training and Destroy - BCSO Destruction

Other Information (Serial number, etc.): 10210125995

Condition of Asset: Used/Expired Reason for Disposition: Expired - No longer of value

Location of Asset: BCSO/RTC

Was asset purchased with grant funding? ☐YES ☒NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal? ☐YES ☐NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1251/Sheriff's Operations Signature _____

To be Completed by: AUDITOR

Original Acquisition Date 7/26/21 G/L Account for Proceeds 2900-3836-5

Original Acquisition Amount 1,989.00

Original Funding Source 2787

Account Group 1604

To be Completed by: PURCHASING

Approved Disposal Method:

Sale: ☐ Auction ☐ Gov Deals ☐ Trade-In – Contract#_____

☐ Electronic Recycling ☐ Metal Recycling ☐ Trash

☐ Vendor Warranty Replacement ☒ Other – Explain Destroy by dept

☐ Transfer Office Number_____ Location_____

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Commission Order Number 505-2026

Date Approved 10.13.2026

BOONE COUNTY

Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

RECEIVED

SEP 2 3 2026

BOONE COUNTY AUDITOR

Date: 09/22/2026 Fixed Asset Tag Number: 20732

Description of Asset: Ballistic Shield

Requested Means of Disposal: ☐Sell ☐Trade-In ☐Recycle/Trash ☒Other, Explain: Convert to Training and Destroy - BCSO Destruction

Other Information (Serial number, etc.): 001

Condition of Asset: Used/Expired Reason for Disposition: Expired - No longer of value

Location of Asset: BCSO/RTC

Was asset purchased with grant funding? ☐YES ☒NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal? ☐YES ☐NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1251/Sheriff's Operations Signature _____

To be Completed by: AUDITOR

Original Acquisition Date 12/20/16 G/L Account for Proceeds 2900-3836 JF

Original Acquisition Amount 1,243.55

Original Funding Source 2787

Account Group 1604

To be Completed by: PURCHASING

Approved Disposal Method:

Sale: ☐ Auction ☐ Gov Deals ☐ Trade-In – Contract#_____

☐ Electronic Recycling ☐ Metal Recycling ☒ Trash

☐ Vendor Warranty Replacement ☒ Other – Explain Destroy by dept

☐ Transfer Office Number_____ Location_____

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Commission Order Number 505-2026

Date Approved 10.13.2026

BOONE COUNTY

Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

RECEIVED

SEP 2 3 2026

BOONE COUNTY AUDITOR

Date: 09/22/2026 Fixed Asset Tag Number: 20733

Description of Asset: Ballistic Shield

Requested Means of Disposal: ☐Sell ☐Trade-In ☐Recycle/Trash ☒Other, Explain: Convert to Training and Destroy - BCSO Destruction

Other Information (Serial number, etc.): 002

Condition of Asset: Used/Expired Reason for Disposition: Expired - No longer of value

Location of Asset: BCSO/RTC

Was asset purchased with grant funding? ☐YES ☒NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal? ☐YES ☐NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1251/Sheriff's Operations Signature _____

To be Completed by: AUDITOR

Original Acquisition Date 12/20/16 G/L Account for Proceeds 2900-3836 F

Original Acquisition Amount 1,243.55

Original Funding Source 2787

Account Group 1604

To be Completed by: PURCHASING

Approved Disposal Method:

Sale: ☐ Auction ☐ Gov Deals ☐ Trade-In – Contract#_____

☐ Electronic Recycling ☐ Metal Recycling Trash

☐ Vendor Warranty Replacement ☒ Other – Explain Destroy by Dept

☐ Transfer Office Number_____ Location_____

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Commission Order Number 505-2026

Date Approved 10.13.2026

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Revised May 2026

BOONE COUNTY

Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

RECEIVED

SEP 2 3 2026

BOONE COUNTY AUDITOR

Date: 09/22/2026 Fixed Asset Tag Number: 24834

Description of Asset: Ballistic Shield

Requested Means of Disposal: ☐Sell ☐Trade-In ☐Recycle/Trash ☒Other, Explain: Convert to Training and Destroy - BCSO Destruction

Other Information (Serial number, etc.): 10210125993

Condition of Asset: Used/Expired Reason for Disposition: Expired - No longer of value

Location of Asset: BCSO/RTC

Was asset purchased with grant funding? ☐YES ☒NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal? ☐YES ☐NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1251/Sheriff's Operations Signature _____

To be Completed by: AUDITOR

Original Acquisition Date 7/26/21 G/L Account for Proceeds 2900-3836 F

Original Acquisition Amount 1,989.00

Original Funding Source 2787

Account Group 1604

To be Completed by: PURCHASING

Approved Disposal Method:

Sale: ☐ Auction ☐ Gov Deals ☐ Trade-In – Contract#_____

☐ Electronic Recycling ☐ Metal Recycling ☐ Trash

☐ Vendor Warranty Replacement ☒ Other – Explain Destroy by dept

☐ Transfer Office Number_____ Location_____

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Commission Order Number 505-2026

Date Approved 10.13.2026

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Revised May 2026

BOONE COUNTY

Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

Date: 8/26/2026 Fixed Asset Tag Number: none

Description of Asset: Cradlepoint R900 modem

Requested Means of Disposal: ☐Sell ☐Trade-In ☒Recycle/Trash ☒Other, Explain: has law enforcement specific information on it, needs to be destroyed.

Other Information (Serial number, etc.): WA210300410642

RECEIVED
AUG 27 2026
BOONE COUNTY AUDITOR

Condition of Asset: used Reason for Disposition: End of useful life

Location of Asset: BCSO 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: 1251 Sheriff Signature _____

To be Completed by: AUDITOR

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

Original Acquisition Amount _____

Original Funding Source _____

Account Group _____

To be Completed by: PURCHASING

Approved Disposal Method:

Sale: ☐ Auction ☐ Gov Deals ☐ Trade-In – Contract#_____

☒ Electronic Recycling ☐ Metal Recycling ☐ Trash

☐ Vendor Warranty Replacement ☐ Other – Explain_____

☐ Transfer Office Number_____ Location_____

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Commission Order Number 505-2026

Date Approved 10.13.2026

BOONE COUNTY

Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

Date: 8/26/2026 Fixed Asset Tag Number: none

Description of Asset: Cradlepoint R900 modem

Requested Means of Disposal: ☐Sell ☐Trade-In ☒Recycle/Trash ☒Other, Explain: has law enforcement specific information on it, needs to be destroyed.

Other Information (Serial number, etc.): WA184700119197

Condition of Asset: used Reason for Disposition: End of useful life

RECEIVED
AUG 27 2026
BOONE COUNTY AUDITOR

Location of Asset: BCSO 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: 1251 Sheriff Signature _____

To be Completed by: AUDITOR

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

Original Acquisition Amount _____

Original Funding Source _____

Account Group _____

To be Completed by: PURCHASING

Approved Disposal Method:

Sale: ☐ Auction ☐ Gov Deals ☐ Trade-In – Contract#_____

☒ Electronic Recycling ☐ Metal Recycling ☐ Trash

☐ Vendor Warranty Replacement ☐ Other – Explain_____

☐ Transfer Office Number_____ Location_____

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Commission Order Number 505-2026

Date Approved 10.13.2026

BOONE COUNTY

Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

Date: 8/26/2026 Fixed Asset Tag Number: none

Description of Asset: Cradlepoint R900 modem

Requested Means of Disposal: ☐Sell ☐Trade-In ☒Recycle/Trash ☒Other, Explain: has law enforcement specific information on it, needs to be destroyed.

Other Information (Serial number, etc.): WA184700119304

RECEIVED
AUG 27 2026
BOONE COUNTY AUDITOR

Condition of Asset: used Reason for Disposition: End of useful life

Location of Asset: BCSO 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: 1251 Sheriff Signature _____

To be Completed by: AUDITOR

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

Original Acquisition Amount _____

Original Funding Source _____

Account Group 4

To be Completed by: PURCHASING

Approved Disposal Method:

Sale: ☐ Auction ☐ Gov Deals ☐ Trade-In – Contract#_____

☒ Electronic Recycling ☐ Metal Recycling ☐ Trash

☐ Vendor Warranty Replacement ☐ Other – Explain_____

☐ Transfer Office Number_____ Location_____

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Commission Order Number 505-2026

Date Approved 10.13.2026

BOONE COUNTY

Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

Date: 8/26/2026 Fixed Asset Tag Number: none

Description of Asset: Cradlepoint R900 modem

Requested Means of Disposal: ☐Sell ☐Trade-In ☒Recycle/Trash ☒Other, Explain: has law enforcement specific information on it, needs to be destroyed.

Other Information (Serial number, etc.): WA184700119281

RECEIVED
AUG 27 2026
BOONE COUNTY AUDITOR

Condition of Asset: used Reason for Disposition: End of useful life

Location of Asset: BCSO 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: 1251 Sheriff Signature _____

To be Completed by: AUDITOR

Original Acquisition Date N/A G/L Account for Proceeds 1190-3836-5

Original Acquisition Amount _____

Original Funding Source _____

Account Group _____

To be Completed by: PURCHASING

Approved Disposal Method:

Sale: ☐ Auction ☐ Gov Deals ☐ Trade-In – Contract#_____

☒ Electronic Recycling ☐ Metal Recycling ☐ Trash

☐ Vendor Warranty Replacement ☐ Other – Explain_____

☐ Transfer Office Number_____ Location_____

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Commission Order Number 505.2026

Date Approved 10.13.2026

BOONE COUNTY

Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

Date: 8/26/2026 Fixed Asset Tag Number: none

Description of Asset: Cradlepoint R900 modem

Requested Means of Disposal: ☐Sell ☐Trade-In ☒Recycle/Trash ☒Other, Explain: has law enforcement specific information on it, needs to be destroyed.

Other Information (Serial number, etc.): WA184700119241

RECEIVED
AUG 27 2026
BOONE COUNTY AUDITOR

Condition of Asset: used Reason for Disposition: End of useful life

Location of Asset: BCSO 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: 1251 Sheriff Signature _____

To be Completed by: AUDITOR

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

Original Acquisition Amount _____

Original Funding Source _____

Account Group _____

To be Completed by: PURCHASING

Approved Disposal Method:

Sale: ☐ Auction ☐ Gov Deals ☐ Trade-In – Contract#_____

☒ Electronic Recycling ☐ Metal Recycling ☐ Trash

☐ Vendor Warranty Replacement ☐ Other – Explain_____

☐ Transfer Office Number_____ Location_____

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Commission Order Number 505-2026

Date Approved 10.13.2026

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Revised May 2026

BOONE COUNTY

Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

Date: 8/26/2026 Fixed Asset Tag Number: none

Description of Asset: Cradlepoint R900 modem

Requested Means of Disposal: ☐Sell ☐Trade-In ☒Recycle/Trash ☒Other, Explain: has law enforcement specific information on it, needs to be destroyed.

Other Information (Serial number, etc.): WA184700119303

RECEIVED
AUG 27 2026
BOONE COUNTY AUDITOR

Condition of Asset: used Reason for Disposition: End of useful life

Location of Asset: BCSO 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: 1251 Sheriff Signature _____

To be Completed by: AUDITOR

Original Acquisition Date N/A G/L Account for Proceeds 1190-3836-5

Original Acquisition Amount _____

Original Funding Source _____

Account Group _____

To be Completed by: PURCHASING

Approved Disposal Method:

Sale: ☐ Auction ☐ Gov Deals ☐ Trade-In – Contract#_____

☒ Electronic Recycling ☐ Metal Recycling ☐ Trash

☐ Vendor Warranty Replacement ☐ Other – Explain_____

☐ Transfer Office Number_____ Location_____

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Commission Order Number 505-2026

Date Approved 10.13.2026

BOONE COUNTY

Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

Date: 8/26/2026 Fixed Asset Tag Number: none

Description of Asset: Cradlepoint R900 modem

Requested Means of Disposal: ☐Sell ☐Trade-In ☒Recycle/Trash ☒Other, Explain: has law enforcement specific information on it, needs to be destroyed.

Other Information (Serial number, etc.): WA184700119221

RECEIVED
AUG 27 2026
BOONE COUNTY AUDITOR

Condition of Asset: used Reason for Disposition: End of useful life

Location of Asset: BCSO 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: 1251 Sheriff Signature _____

To be Completed by: AUDITOR

Original Acquisition Date N/A G/L Account for Proceeds 1190-3836 5

Original Acquisition Amount _____

Original Funding Source _____

Account Group _____

To be Completed by: PURCHASING

Approved Disposal Method:

Sale: ☐ Auction ☐ Gov Deals ☐ Trade-In – Contract#_____

☒ Electronic Recycling ☐ Metal Recycling ☐ Trash

☐ Vendor Warranty Replacement ☐ Other – Explain_____

☐ Transfer Office Number_____ Location_____

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Commission Order Number 505-2026

Date Approved 10.13.2026

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Revised May 2026

BOONE COUNTY

Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

Date: 8/26/2026 Fixed Asset Tag Number: none

Description of Asset: Cradlepoint R900 modem

Requested Means of Disposal: ☐Sell ☐Trade-In ☒Recycle/Trash ☒Other, Explain: has law enforcement specific information on it, needs to be destroyed.

Other Information (Serial number, etc.): WA184700119246

RECEIVED
AUG 27 2026
BOONE COUNTY AUDITOR

Condition of Asset: used Reason for Disposition: End of useful life

Location of Asset: BCSO 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: 1251 Sheriff Signature _____

To be Completed by: AUDITOR

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

Original Acquisition Amount _____

Original Funding Source _____

Account Group _____

To be Completed by: PURCHASING

Approved Disposal Method:

Sale: ☐ Auction ☐ Gov Deals ☐ Trade-In – Contract#_____

☒ Electronic Recycling ☐ Metal Recycling ☐ Trash

☐ Vendor Warranty Replacement ☐ Other – Explain_____

☐ Transfer Office Number_____ Location_____

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Commission Order Number 505-2026

Date Approved 10.13.2026

S06-2026

CERTIFIED COPY OF ORDER

STATE OF MISSOURI } ea.
County of Boone

October Session of the October Adjourned Term. 20 26

In the County Commission of said county, on the 13th day of October 20 26

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

Now on this day, the County Commission of the County of Boone does hereby deny a request by Wendling Development for a Conditional Use Permit for a temporary Portable concrete plant for a specific construction project in the A-2 zoning district on 41.51-acres located at 9685 S Rte N, Columbia.

Done this 13th day of October, 2026.

Kip Kendrick
Presiding Commissioner

Justin Aldred
District I Commissioner

Janet M. Thompson
District II Commissioner

ATTEST:

Brianna L. Lennon
Clerk of the County Commission

Wendling Development – CUP portable concrete plant used for a specific construction project. (on appeal of recommended denial) (open public hearing).

The Planning and Zoning Commission conducted a public hearing on this request at its September 17, 2026, meeting and voted to recommend denial on an almost unanimous vote of (6-0) with one no-response. Appeal filed September 21, 2026. Under item 4 on appeal form : Reason why Planning Commission recommendation for denial is in error: applicant response : "It may not be in error but would like to present all items designated as reason for denial"

The 41.51-acre property is located along S Route N, approximately 400' northeast of the intersection of S Route N and W Stanely Poe Road. The property is zoned Agriculture 2 (A-2) and is surrounded by A-2 zoning on all sides. A decommissioned two-story home and several storage structures were present on the property. The applicant had a building permit for a shop with living structure and a wastewater permit for an onsite lagoon, both of which have since expired before completion.

The proposal is for a portable plant to create concrete for a pending minor subdivision plat of five lots served by a private access easement and a corresponding administrative survey tract. The minor plat, Windmill Way, was approved by the Planning and Zoning Commission in February of 2026 with several conditions that have not allowed the plat to move forward to be received and accepted. These conditions included decommissioning the existing dwelling and removal of all associated debris, installation of fire hydrants, and creating an undrivable separation between the administrative survey tract and private access for the platted lots. Resource Management inspection division staff confirmed that the existing dwelling has been demolished, the installation of hydrants and the separation are still pending.

Section 5 of the Zoning Ordinance, under conditional uses for A-2, "portable asphalt, cement or concrete plan used for a specific construction project." Should the conditional use permit be approved for the plant, it can only be utilized to support the installation of private infrastructure within the current property boundaries.

The Boone County Master Plan designates this area as Highway Corridor. The property is located within Rock Bridge Township.

The following criteria are the standards for approval of a conditional use permit, followed by staff analysis of how this application may meet those standards. Staff analysis of the request is based upon the application and public comments received following notification of the surrounding property owners.

(a) Establishment, maintenance or operation of a conditional use permit will not be detrimental to or endanger the public health, safety, comfort, or general welfare.

No information was provided in the application on mitigating negative effects from a concrete plant. An industrial type of use located within a dominate agricultural and

residential area can have negative effects on the public health, safety, comfort, and general welfare of the area.

(b) The conditional use permit will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted by these regulations.

Concrete plants can have severe negative impacts on surrounding property owners as it relates to noise, traffic, and light leaving the site, particularly at night or during major holidays. Even with conditions placed on approval, it is unlikely that the plant will not be injurious to the use and enjoyment of surrounding property owners.

(c) The conditional use permit will not substantially diminish or impair property values of existing property in the neighborhood.

Industrial type uses, such as a concrete plant, can dimmish or impair property values of the surrounding properties predominantly utilized for single family dwellings.

(d) All necessary facilities will be available, including, but not limited to, utilities, roads, road access, and drainage.

The property has direct road frontage along S Route N, a MoDOT maintained roadway. The property is located within both the Bonne Femme and Little Bonne Femme watersheds, both of which are environmentally sensitive watersheds. Compliance with the County's land disturbance and stormwater regulations will be required to limit impairment from any industrial activity on the site.

No site diagram showing intended location of equipment, storage of materials, or vehicular circulation was provided at the time of application. No documentation was provided if applicable fire code requirements will be met. It is unclear to staff if adequate utilities and circulation are present on site to support the operation of a materials plant.

(e) The establishment of a conditional use permit will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the zoning district.

The surrounding properties are largely developed with single family dwellings or agricultural uses. A current plat for the property currently pending will divide the property into several five acre lots for residential single-family dwellings.

(f) The establishment of a conditional use permit will not hinder the flow of traffic or result in traffic congestion on the public streets. This will include the provision of points of access to the subject property.

An existing driveway is located along S Route N, a MoDOT maintained road. Concrete plants can bring significant traffic in the form of trucks hauling materials to and from the

site. It is unclear if the proposed plant will bring more construction traffic to the site hauling equipment and raw materials than if concrete was hauled in from offsite. No information was provided if the existing entrance meets MoDOT standards for commercial truck traffic.

(g) The conditional use permit shall in all other respects conform to the applicable regulations of the zoning districts in which it is located. The County Commission shall find that there is a public necessity for the conditional use permit.

The application indicates that the plant will be used to support the creation of a private access easement. There is no public road project planned or under construction in the area. No public necessity for a plant is present.

Zoning Analysis: This request is for a conditional use permit for a portable plant in an A-2 zoning district. While a plant is a possibility as a conditional use in A-2 zoning, the seven criteria serve as a gate keeping function to prevent incompatible uses in areas that could be harmed by their introduction. The burden of satisfying each criterion for a conditional use permit falls to the applicant. Not enough detail was provided in the application to address impacts on neighboring properties or how the site would support such a use.

Criteria "g" of a conditional use permit specifically calls out a public necessity for the conditional use permit. The application indicates that the plant will be utilized to construct a private access easement for platted lots for Windmill Way. The plant is not being installed or operated to support the creation of public infrastructure.

The proposal scored 33 points on the point rating system. Staff notified 33 property owners about this request.

Staff recommends denial of the conditional use permit for a portable asphalt plant for failure to meet criteria a, b, c, d, f, and g. Should the Commission approve the request after finding that it meets each of the seven criteria as previously stated for approval of a conditional use permit, staff recommends the following conditions:

1. The hours of operation are limited to 7:00AM to 7:00PM CST. No operations shall occur on major federal or state holidays as recognized by Boone County.
2. All lighting fixtures shall be inward facing and downward and utilize Dark Sky compliant fixtures to the extent possible.
3. Any equipment that utilizes backup or other types of safety alarms should utilize white noise style indication so long as it does not conflict with state or federal safety laws.
4. The applicant shall work with the Boone County Fire Protection District to install any necessary lifesaving infrastructure to support a plant operation as required by applicable fire codes.

5. The applicant shall work with MoDOT to improve the driveway entrance at S Route N. Documentation from MoDOT that the entrance is sufficient to handle commercial traffic shall be provided to the Director of Resource Management.
6. A site plan showing intended vehicular circulation, material storage, plant machinery, and areas to be improved shall be prepared by a design professional licensed to practice in the state of Missouri. The site plan shall be subject to the satisfaction of the Director of Resource Management. Any changes from a previously approved site plan must be proposed on an updated plan and approved by the Director.
7. Operation of the plant shall only be used to support installation of private infrastructure for the Windmill Way plat and corresponding administrative survey.
8. All plant operations shall cease, and all associated machinery shall be completely removed from the property before the corresponding Windmill Way plat is received and accepted by the County Commission. The applicant shall notify the Director in writing of the plant termination and must allow the Director or their designee access to the property to complete a site inspection to confirm all machinery has been removed before the plat can proceed to County Commission.
9. A conditional use permit for the temporary plant shall not exceed one calendar year from the date of approval by the County Commission. Should more than one year from the date of approval be needed, the applicant shall request in writing to the Director an administrative extension for no more than one year from the date of expiration. The Director shall have sole discretion in granting an administrative extension.

S07-2026

CERTIFIED COPY OF ORDER

STATE OF MISSOURI } **ea.**
County of Boone

October Session of the October Adjourned **Term. 20** 26

In the County Commission of said county, on the 13th **day of** October **20** 26

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

Now on this day, the County Commission of the County of Boone does hereby approve a request by Concorde Plaza, LLC. to rezone to Planned Light Industrial (M-LP) on 4.86 acres located at 5755 S Tom Bass Rd, Columbia.

Done this 13th day of October, 2026.

Kip Kendrick
Presiding Commissioner

Justin Aldred
District I Commissioner

Janet M. Thompson
District II Commissioner

ATTEST:

Brianna L. Lennon
Clerk of the County Commission

SOS -2026

CERTIFIED COPY OF ORDER

STATE OF MISSOURI } ea.
County of Boone

October Session of the October Adjourned Term. 20 26

In the County Commission of said county, on the 13th day of October 20 26

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

Now on this day, the County Commission of the County of Boone does hereby approve a request by Concorde Plaza, LLC. for a review plan for Concorde South Plat 1B Lot 1A, subject to the following conditions:

1. Production and compounding areas shall be limited to 35% of the gross floor space.

2. The production facilities should be designed to prevent drug or pharmaceutical production from entering the sanitary sewer system. If any portion of the drug or pharmaceutical production process requires discharge to the sanitary sewer system, then a waste stream analysis shall be performed by the applicant and reviewed by the Boone County Regional Sewer District for acceptability. Written approval from the Boone County Regional Sewer District shall be required prior to the issuance of building permits for production areas that discharge waste to the sanitary sewer system.

3. The facility shall be subject to periodic inspection by the Boone County Regional Sewer District or the Director of Resource Management to ensure compliance with conditions 1 and 2.

4. A detailed pharmaceutical waste storage and disposal plan shall be provided with the building plans and approved prior to the issuance of building permits for pharmaceutical production areas. The waste storage plan must be completed to the satisfaction of the Director of Resource Management.

Done this 13th day of October, 2026.

Kip Kendrick
Presiding Commissioner

Justin Aldred
District I Commissioner

Janet M. Thompson
District II Commissioner

ATTEST:

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

Concorde Plaza LLC. – Rezoning M-LP & Review Plan (open public hearing).

The Planning and Zoning Commission conducted a public hearing on this request at its September 17, 2026, meeting and voted to recommend approval of the rezoning and review plan, with conditions, on a unanimous vote of (7-0).

The property is 4.86 acres and located at the northwest intersection of E Meyer Industrial Drive and S Tom Bass Road. A 28,000 square foot building is currently under construction, identified as building 1 on the plan. The property is currently zoned Planned Light Industrial (M-LP), and the surrounding zoning is as follows:

- North – General Industrial (M-G) and General Commercial (C-G)
- East – Across Highway 63 – City of Columbia Municipal Limits
- South – M-LP and Planned General Industrial (M-GP)
- West – M-LP

The property was rezoned from C-G to M-LP in 2024 as part of a three-lot planned development. The proposed uses for that planned development on this lot were to allow for the following uses across the two buildings:

- Contractor building and storage
- Warehouse and distribution
- Office
- Indoor recreation

The current proposal is to expand the existing list of allowed uses for Lot 1-A. The proposed use list includes retail, showroom, limited light manufacturing of small-scale items listed on the plan, and small-scale compounding of drugs and pharmaceuticals, and wholesale merchandizing. Small-scale for the compounding of drugs and pharmaceuticals is defined on the face of the plan under the section labeled "LIMITATION ON COMPOUNDING OF DRUGS AND PHARMACEUTICAL PRODUCTS". The proposed layout of the property with two buildings shall remain the same as the previously approved plan. An addition of a possible mezzanine is stated on the plan so long as it is limited by the amount of parking provided.

The Master Plan identifies this area as a Regional Economic Opportunity Area. The property is located within Rock Bridge Township.

The Master Plan designates a sufficiency of resources test to determine if adequate transportation, infrastructure, and public safety resources are in place to support the change in zoning. Failure to pass the test should result in a denial of the request. Passing the test should result in further analysis.

Transportation. The property has road frontage along E Meyer Industrial Drive and S Tom Bass Road, both publicly maintained roadways. Driveway entrances on both roads are present.

Utilities. Consolidated Water supplies water service in the area. Adequate water infrastructure is present to support fire flows. Boone Electric provides power. Central sewer service is provided by the Boone County Regional Sewer District. Limited capacity is available at the nearby Sewer District facility. Sewer District staff have indicated that adequate capacity does exist for limited scale compounding of pharmaceuticals so long as it is not the dominant use of the property. The applicant has proposed no more than 35% of the gross floor space of the buildings dedicated to the use of compounded pharmaceuticals. Adequate conditions to ensure compliance with the limited scale are required.

Public Safety. The Boone County Fire Protection District provides fire protection in this area. The nearest station, Station 15, is less than a quarter of a mile away. Existing fire hydrants are present along E Meyer Industrial Drive.

Zoning Analysis: This proposal is to modify an existing planned development to allow additional uses for Lot 1-B of Plat 1-A, Concorde South. Adequate transportation and safety resources are in place. Limited sanitary sewer capacity is available. Additional conditions to ensure that compounding of pharmaceuticals does not impact the sanitary system are required. This property is located within an environmentally sensitive area. With adequate conditions to ensure that sanitary sewer infrastructure is not critically impacted by the compounding of pharmaceuticals, this proposal can meet the sufficiency of resources test.

The proposal scored 73 points on the point rating system. Staff notified 20 property owners about this request.

Staff recommends approval of the review plan and rezoning request with the following conditions:

1. Production and compounding areas shall be limited to 35% of the gross floor space.
2. The production facilities should be designed to prevent drug or pharmaceutical product from entering the sanitary sewer system. If any portion of the drug or pharmaceutical production process requires discharge to the sanitary sewer system, then a waste stream analysis shall be performed by the applicant and reviewed by the Boone County Regional Sewer District for acceptability. Written approval from the Boone County Regional Sewer District shall be required prior to the issuance of building permits for production areas that discharge waste to the sanitary sewer system.
3. The facility shall be subject to periodic inspection by the Boone County Regional Sewer District or the Director of Resource Management to ensure compliance with conditions 1 and 2.
4. A detailed pharmaceutical waste storage and disposal plan shall be provided with the building plans and approved prior to the issuance of building permits for pharmaceutical production areas. The waste storage plan must be completed to the satisfaction of the Director of Resource Management

509 -2026

CERTIFIED COPY OF ORDER

STATE OF MISSOURI } ea.
County of Boone

October Session of the October Adjourned Term. 20 26

In the County Commission of said county, on the 13th day of October 20 26

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

Now on this day, the County Commission of the County of Boone does hereby approve a request by Hemme Construction to rezone to Planned Agriculture-Residential (A-RP) on 50.69 acres located at 2480 N Slickrock Dr, Columbia.

Done this 13th day of October, 2026.

Kip Kendrick
Presiding Commissioner

Justin Aldred
District I Commissioner

Janet M. Thompson
District II Commissioner

ATTEST:

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

510 -2026

CERTIFIED COPY OF ORDER

STATE OF MISSOURI } ea.
County of Boone

October Session of the October Adjourned Term. 20 26

In the County Commission of said county, on the 13th day of October 20 26

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

Now on this day, the County Commission of the County of Boone does hereby approve a request by Hemme Construction for a review plan and preliminary plat for The Cedars, subject to the following conditions:

1. That the sidewalk/pedestrian facilities are a specific provision of this plan and are required regardless of lot size. Therefore, sidewalks along the common lot must be built concurrently with the road construction.

2. Draft covenants and provisions for maintenance of the common lots must be provided, reviewed, and approved prior to approval of this development.

3. That the Allowed Uses list indicate that the Pool Lot (Lot 36) is identified as requiring a Conditional Use, Private Outdoor Recreation Facility, in order to allow the construction of the pool, parking lot, and restroom facilities.

Done this 13th day of October, 2026.

Kip Kendrick
Presiding Commissioner

Justin Aldred
District I Commissioner

Janet M. Thompson
District II Commissioner

ATTEST:

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

Hemme Construction – Rezoning A-RP & Review Plan (open public hearing).

The Planning and Zoning Commission conducted a public hearing on this request at its September 17, 2026, meeting and voted to recommend approval of the rezoning and review plan/preliminary plat, with conditions, on a unanimous vote of (7-0).

The property is adjacent to the municipal limits of the City of Columbia[BF1.1], north of Saint Charles Road and east of Battle Elementary and the city park. This property was first approved for a Planned Agriculture-Residential (A-RP) rezoning in 2022.

This proposal is a revision to the previously approved development plan to allow for an amenity feature in the form of a pool and restrooms. This is considered a private outdoor recreation facility and requires a conditional-use permit in the Agriculture-Residential (A-R) zoning district. This amenity will be access-controlled and maintained by the home-owners association. This revision covers approximately 50.69 acres and excludes those lots final platted under The Cedars Plat 1.

The Boone County Master Plan designates this area as a Local Community Planning District. This development is also located in the Northeast Area Transportation Planning District. This property is in Columbia Township.

The Boone County Master Plan designates a sufficiency of resources test for the evaluation of zoning changes where each proposal is evaluated to see if sufficient utility, transportation, and public safety infrastructure is in place to support the change in zoning. The sufficiency of resources test provides a "gatekeeping" function. Failure to pass the test should result in denial of a request. Success in passing the test should result in further analysis.

Transportation – The property has access to St. Charles Road via Slickrock Drive, both are public rights-of-way. This plan identifies expansion of the road network to serve the 38 lots within the remainder of the development.

Utilities – The subject property is in Public Water Service District #9 service area. The Boone County Regional Sewer District is the sewer provider for this proposal, under an agreement with the City of Columbia. Boone Electric Cooperative provides electrical service for the property, and it is in the Boone County Fire Protection District.

Public Safety – The subject property is approximately 2.3 miles east of the nearest Boone County Fire Protection District Station, Station 1, on St. Charles Road.

Zoning Analysis: The revision of this development plan to include the provision of a pool amenity for property owners in the development is comparatively innocuous in the overall design for this site. Infrastructure and utility needs can be met by existing resources at the site. Amendments to the Home Owners Association documents will make Lot 36 (the pool site) an obligation of the Association.

The property scored 78 points on the rating system.

Staff recommends approval of the rezoning and review plan and recommends the following conditions from the prior final development plan approval and those made necessary by the design of this plan:

1) That the sidewalk/pedestrian facilities are a specific provision of this plan and are required regardless of lot size. Therefore, sidewalks along the common lot must be built concurrently with the road construction.
2) Draft covenants and provisions for maintenance of the common lots must be provided reviewed and approved prior to approval of this development.
3) That the Allowed Uses list indicate that the Pool Lot (Lot 36) is identified as requiring a Conditional Use, Private Outdoor Recreation Facility, in order to allow the construction of the pool, parking lot, and restroom facilities.

511 -2026

CERTIFIED COPY OF ORDER

STATE OF MISSOURI } ea.
County of Boone

October Session of the October Adjourned Term. 20 26

In the County Commission of said county, on the 13th day of October 20 26

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 Budget Amendment for Department 1243 for the JJPA Home Grant submitted by the 13th Judicial Circuit Court.

Done this 13th day of October, 2026.

Kip Kendrick
Presiding Commissioner

Justin Aldred
District I Commissioner

Janet M. Thompson
District II Commissioner

ATTEST:

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

RECEIVED
SEP 2 2 2026
BOONE COUNTY AUDITOR

BOONE COUNTY, MISSOURI
REQUEST FOR BUDGET AMENDMENT

7/1/26
EFFECTIVE DATE

FOR AUDITORS USE

Dept	Account	Fund/Dept Name	Account Name	(Use whole $ amounts) Transfer From Decrease	Transfer To Increase
1243	3451	GF-Juvenile Grants	State Reimb-Grant/Program/Othr		4,000
1243	71600	GF-Juvenile Grants	Equipmnt lease & meter charge		4,000
				-	8,000

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

Please see the attached award letter for the JJPA In Home Monitoring Services grant from OSCA for Contract Number OSCA 26-03079-11. This grant is to reimburse Boone County for services providd by BI Inc. as an alternative to incarceration for youths. Please add to Commission Agenda. Thank you.

Requesting Official

TO BE COMPLETED BY AUDITOR'S OFFICE

☐ A schedule of previously processed Budget Revisions/Amendments is attached
☐ A fund-solvency schedule is attached.
☑ Comments: JJPA Home Grant

Auditor's Office

Agenda

PRESIDING COMMISSIONER | **DISTRICT I COMMISSIONER** | **DISTRICT II COMMISSIONER**

BUDGET AMENDMENT PROCEDURES

- County Clerk schedules the Budget Amendment for a first reading on the commission agenda. A copy of the Budget Amendment and all attachments must be made available for public inspection and review for a period of at least 10 days commencing with the first reading of the Budget Amendment.
- At the first reading, the Commission sets the Public Hearing date (at least 10 days hence) and instructs the County Clerk to provide at least 5 days public notice of the Public Hearing. **NOTE: The 10-day period may not be waived.**
- The Budget Amendment may not be approved prior to the Public Hearing

	State of Missouri Office of State Courts Administrator Administrative Services Division	**Issue Date** July 24, 2026 **Contract Period** July 1, 2026 - June 30, 2027	**Award Amount** **$4,000.00**

Juvenile Justice Program Assistance Award

The Family Court Committee of the Supreme Court of Missouri, in cooperation with the Circuit Court Budget Committee, has approved and provided funding for the implementation of juvenile justice programming assistance for delinquent youth who can be diverted from secure detention by use of the objective screening instrument Juvenile Detention Assessment (JDTA) into a non-secure; pre-adjudication placement.

Contract Number		
OSCA 26-03079-11	☒	Original Contract
	☐	Contract Amendment

Court/Recipient Information	Project Director	OSCA Program Contact
The Honorable Joshua C. Devine Presiding Judge 13th Judicial Circuit 705 East Walnut Street Columbia, MO 65201	Angie Bezoni Chief Juvenile Officer 13th Judicial Circuit 607 East Ash Street Columbia, MO 65201	Sydney McCoin 573-526-8877 **OSCA Fiscal Contact** Michael Skinner 573-526-8841

☐ **Special Conditions of this award are attached.**	☒ **There are no special conditions of this award. Original RFP requirements only.**

The Family Court Committee has approved **FY27** funding for **In-Home Monitoring Services**.

Requested Funding: $18,165.00

Approved Funding: **$4,000.00**

County to be reimbursed: **Boone**.

Return signed award to osca.contracts@courts.mo.gov

Office of State Courts Administrator
Attn: Contracts Unit
P.O. Box 104480
Jefferson City, MO 65110 - 4480

In witness thereof, the parties below hereby execute this agreement.

Appointing Authority Signature DLH		OSCA Signature R. Morrisey	
Printed Name DEREK HUX	Date 9/17/26	Printed Name Richard S. Morrisey	
Presiding Judge Signature		Title Deputy State Courts Administrator	
Printed Name Joshua C. Devine	Date	Title 07/24/26	

SUPREME COURT OF MISSOURI

OFFICE OF STATE COURTS ADMINISTRATOR

KATHY S. LLOYD
STATE COURTS
ADMINISTRATOR

2112 Industrial Drive
P.O. Box 104480
Jefferson City, Missouri
65110

PHONE (573) 751-4377
FAX (573) 522-6152

July 24, 2026

The Honorable Joshua C. Devine
Presiding Judge
13th Judicial Circuit
705 East Walnut Street
Columbia, MO 65201

Dear Judge Devine,

On behalf of the Family Court Committee, I am pleased to announce the award of funding for the Juvenile Justice Program Assistance. The **13th** Judicial Circuit has been awarded **$4,000.00** for the **In-Home Monitoring Services** for FY27 under contract **OSCA 26-03079-11.**

Funds are available to your court per the terms of the attached contract award. OSCA Contracts Unit, requests the contract award be signed and returned to us by **August 15, 2026**, for filing with the award documentation. Quarterly reports concerning the number of juveniles served and recidivism outcomes should be submitted with a final report being submitted at the end of the funding period. Additional information will be sent out soon.

When entering into contracts for this program, courts should determine if the individual is an employee of the state of Missouri, a member of the General Assembly a statewide elected official or county employee. If this is the case, the court must comply with sections 105.450 to 105.458, RSMo, regarding conflict of interest. Your county purchasing policies and rules will apply to the contracting with individuals that fall into this category.

The county should consider language concerning liability as it relates to the contractor. For example, OSCA uses the following in its contracts. "The contractor shall agree that neither the state of Missouri nor the county shall be responsible for any liability incurred by the contractor arising out of the ownership, selection, possession, leasing, rental, operation, control, use, maintenance, delivery, return and/or installation of equipment provided by the contractor, except as otherwise provided in the contract."

Additional language OSCA utilizes in contracts concerning liability is as follows. "The contractor shall understand and agree that the state of Missouri and the county cannot save and hold harmless and/or indemnify the contractor against any liability incurred or arising as a result of any activity of the contractor or any activity of the contractor's employees related to the contractor's performance under the contract. Therefore, the contractor must acquire and maintain adequate liability insurance in the form(s) and amount(s) sufficient to protect the state of Missouri, its agencies, its employees, its clients and the general public against any such loss, damage and/or expense related to his/her performance under the contract."

The following OSCA staff are designated to assist you and your court staff with any additional information you may need related to this program.

Sydney McCoin, Program Administration
Sydney.mccoin@courts.mo.gov – 573-526-8877

Michael Skinner, Fiscal Matters (invoicing/reimbursements)
michael.skinner@court.mo.gov – 573-526-8841

Trish Adamson, Contractual Matters
trish.adamson@courts.mo.gov – 573-526-8818

Congratulations on your award. Please feel free to contact the program at osca.jjpa@courts.mo.gov if we can assist you in any way with your program or project.

Sincerely,

R. Morrisey

Richard S. Morrisey
Deputy State Courts Administrator

Attachment:
Juvenile Justice Program Assistance Contract Award

cc: JJPA Program
Trish Adamson
Angie Bezoni

RM/ta

STATE OF MISSOURI
OFFICE OF STATE COURTS ADMINISTRATOR
REQUEST FOR PROPOSAL

RFP NO: OSCA 26-03079
TITLE: Juvenile Justice Program Assistance
ISSUE DATE: January 5, 2026

CONTACT: Trish Adamson
PHONE NO: 573-526-8818
EMAIL: osca.contracts@courts.mo.gov

RETURN PROPOSAL NO LATER THAN: 4 p.m., Friday, February 20, 2026.

Return proposal electronically to: osca.contracts@courts.mo.gov

CONTRACT PERIOD: July 1, 2026 through June 30, 2027

SIGNATURE REQUIRED

PRESIDING JUDGE SIGNATURE	
PRESIDING JUDGE PRINTED NAME: Joseph A Devine	DATE: 2/17/26
FAMILY COURT ADMINISTRATIVE JUDGE SIGNATURE, IF APPLICABLE	COUNTY FOR REPRESENTED
FAMILY COURT ADMINISTRATIVE JUDGE SIGNATURE, IF APPLICABLE	
PRESIDING JUDGE SIGNATURE OF MORE THAN ONE COUNTY IS INCLUDED IN PROPOSAL)	TITLE
FAMILY COURT ADMINISTRATIVE JUDGE SIGNATURE, IF APPLICABLE	DATE
COURT/CIRCUIT: 13th	
MAILING ADDRESS: 705 E. Walnut	
CITY, STATE, ZIP: Columbia MO 65201	
CONTACT PERSON: Angie Bezoni	TITLE: Chief Juvenile Officer
PHONE NUMBER: 573-886-4200	EMAIL ADDRESS: Angie.Bezoni@courts.mo.gov

NOTICE OF AWARD (OSCA USE ONLY)

ACCEPTED BY OFFICE OF STATE COURTS ADMINISTRATOR AS FOLLOWS:

Awarded: $4,000.00 - Requested: $18,165.00 - In-Home Monitoring Services

CONTRACT NO:	CONTRACT PERIOD	
OSCA 26-03079-11	July 1, 2026 through June 30, 2027	
CONTRACTS SECTION: Trish Adamson	DATE: 07/17/2026	DEPUTY STATE COURTS ADMINISTRATOR: R. Morrissey

Juvenile Justice Program Assistance Funding Proposal-FY27
13th Judicial Circuit Family Court-Juvenile Division

Name & Brief Description of Proposed Program:

Supervision:

In-Home Monitoring Services (GPS and Cellular)

The Juvenile Division staff has used In-Home Detention for well over fifteen years as an intervention for youth. We originally used Voice Verification services and Electronic Monitoring through a home telephone line as provided by Behavioral Interventions, Incorporated; but we now use cellular and Global Positioning Satellite technology for tracking purposes which incorporate the use of an ankle transmitter fitted to the juvenile's leg to monitor the juvenile's location 24 hours a day while allowing the juvenile to remain in the community.

Geographic Area & Need for the Program:

The 13th Judicial Circuit is comprised of Boone and Callaway counties which are progressive counties located in the center of the state at the crossroads of major east-west and north-south highways. Demographics are of an urban, semi-urban, and rural composition with a unique degree of ethnic diversity. Boone and Callaway Counties are home to a varying number of minority populations, including Asian, Native American, Hispanic, African American, and Multi-Racial, in addition to the Caucasian population. Population growth and prospects for additional growth are placing increasing demands on county government. Data from the U.S. Census Bureau website shows as of July 1, 2024, Boone County had an estimated population of 192,154, while Callaway County had an estimated population of 45,126.

In the 13th Circuit in 2023, there were a total of 161 youth admitted to detention. In 2024, 143 were admitted, which is about 12% fewer than the number admitted in 2023. However, in 2022, only 115 youths were admitted to detention. We believe the significant increase in the number of youths admitted to detention between 2022 and 2024 can be attributed to "raise the age". On July 1, 2021, with the inception of "raise the age", the 13th Circuit started accepting referrals on 17-year-olds. This impacted the number of juveniles in detention. The 13th Circuit has historically used the Missouri Juvenile Detention Assessment instrument to score every juvenile in custody. The 13th Circuit also has a very low override rate, which indicates only youths who are a risk to the community are being detained.

In addition to reviewing the 13th Circuit's assessment tools for detention, in 2011, the 13th Circuit developed a Disproportionate Minority Contact Committee, now referred to as Racial and Ethnic Disparities, to look at racial disparity in the juvenile justice system through technical assistance from the Annie E. Casey Foundation, Missouri Juvenile Justice Association, and Office of State Courts Administrator. In 2008, a study was conducted by the Office of State Courts Administrator in conjunction with the Missouri Juvenile Justice Advisory Group, Missouri Department of Public Safety, and the Missouri Juvenile Justice Association. The study found that Boone County had a relative rate index (RRI) of 7.7 for African American youth referred to the juvenile justice system. According to this report, the relative rate index measures the over or under representation of minorities at certain contact points in the juvenile justice system. This relative rate index shows that African American youth were referred to the juvenile justice system in Boone County 7.7 times

more than their Caucasian counterparts which can lead to over representation of youth of color in juvenile detention facilities. According to a Disproportionate Minority Contact data analysis report for Boone County, Boone County's RRI was 5.1 in 2023. This is a decrease from the 2019 rate, which was 5.56. This indicates that the efforts through JDAI have had an impact on decreasing these numbers, but the 13th Circuit continues to strive to reach the statewide RRI of 2.8.

According to experts in the field of Juvenile Justice, professional standards suggest secure detention should be used to make sure the youth appears in court and to minimize the risk of serious re-offending while waiting to appear in court. Prior to January 1, 2010, in the 13th Circuit, the decision to detain youth was at the discretion of 14 different deputy juvenile officers, leaving the decision to detain or not to be highly subjective. At that time, the 13th Circuit had guidelines to follow when deciding to detain, however the reason to detain was based generally on criteria such as the offense committed, how cooperative the youth/parents were, whether or not they had a suitable adult to supervise them, and the need to hold youth accountable for their actions. All these factors could be influenced by the youth's attitude, pressure from law enforcement to authorize detention, the deputy juvenile officer's frustration in not knowing what else to do with the youth, as well as the responsibility to public safety.

On January 1, 2010, the 13th Circuit Juvenile Division began using the Missouri Juvenile Detention Assessment (JDTA) on all youth who were presented for detention with whom the juvenile office had in-person contact. In 2012, the Missouri Juvenile Detention Assessment was implemented for all youth presented by law enforcement. The use of the JDTA has greatly improved our process of determining which youth are appropriate for detention. In using the JDTA form, it has helped create an objective decision-making process for all youth. In 2023, 735 JDTA forms were administered, and in 2024, 785 JDTA forms were administered, netting an increase of 50 forms. These numbers have increased significantly since "raise the age" started in 2021, when 528 forms were administered. The majority of juveniles score in the "release" range of the JDTA, followed by juveniles scoring in the "alternative to detention" range. The fewest number of juveniles scored in the "detention" range.

While the court has strived to work on creating and maintaining alternatives to detention, one major obstacle is funding. The circuit began providing GPS and Cell Unit Monitoring for in-home detention in March 2011, but found that this alternative was cost prohibitive for families. The Court used Title II funds to help families who were determined indigent by the Court; however, this funding ended on September 30, 2012. OSCA began funding Crisis Intervention Services, Shelter Care, some Evening Reporting Center services, and In-Home Detention in July 2013, through the Juvenile Alternatives to Detention Program Grant. Starting in July 2014, these programs were funded through the Juvenile Justice Program Assistance Grant which continues to the present. For FY18, we ceased use of Shelter Care, due to under-utilization of the program and due to a decrease in funding. For FY22, due to COVID, we ceased use of the ERC. We still use In-Home Detention.

Funds are being requested to continue to pay for the use of GPS and cell units for electronic monitoring for all youth placed on In-Home Detention through cell and GPS units as an alternative to detention and a sanction.

The 13th Circuit has used alternatives to detention frequently as a sanction for youth who were already under the jurisdiction of the court as a means to address dangerous or problematic behaviors in lieu of placement at the Robert L. Perry Juvenile Justice Center for detention or evaluation. Currently, the circuit regularly uses both cell and GPS In-Home Detention for

violations of a juvenile's supervision, which overall have been very successful in addressing problematic behaviors in lieu of detention.

In 2011, the 13th Circuit researched and worked to establish a uniform sanctions grid to respond to technical probation violations. With the creation of the sanctions grid, In-Home Detention was used to respond to serious and persistent technical probation violations such as persistent school problems, youth who run away from home for extended periods of time, and youth who fail to report to see their Deputy Juvenile Officer as directed on multiple, consecutive occasions. Multiple youth who had been detained at the Robert L. Perry Juvenile Justice Center were released at their detention hearing pre-adjudication to participate in In-Home Detention once it was determined that further detention was not needed pending adjudication and disposition. Furthermore, several youths were released from the Robert L. Perry Juvenile Justice Center post-adjudication, pre-disposition, which were being evaluated on the program side of the Robert L. Perry Juvenile Justice Center. This allowed further evaluation of the youth in the community while participating in In-Home Detention as a step down to a less secure environment, but with some restriction of movement and services in place.

Several youths have also participated in In-Home Detention post-adjudication and post-disposition as a supervision sanction when it was determined that some problematic behaviors persisted that needed further restriction and monitoring, but did not rise to the level of detention or placement at the Robert L. Perry Juvenile Justice Center.

Target Population & Selection Process:

The 13th Circuit began participating in JDAI in October of 2009. It was not until January 1, 2010, that the 13th Circuit officially began using the Juvenile Detention Assessment (JDTA) to screen referrals to detention. Shortly thereafter, other JDAI core strategies were being researched and implemented in our circuit in efforts to reduce the unnecessary use of detention in the 13th Circuit and develop alternatives to detention for youth in the community.

A primary tool used by the Juvenile Division in delinquency and status offense cases is the Risk and Needs Assessment Form. A risk assessment is completed on juveniles at the point of intake and helps guide decision-making regarding disposition as well as an appropriate level of supervision. A risk/needs assessment is completed on all youth who receive a referral for status and delinquency offenses. Some of the information gathered for risk and needs is based on self-reporting information provided by parents and children as well as information gleaned from the juvenile's file. Each youth has a risk and needs level assigned which is also used in determining whether to use In-Home Detention or another program as a possible sanction to addresses referrals or inappropriate behaviors reported to the Juvenile Officer. A sanctions grid is employed by the 13th Judicial Family Court-Juvenile Division in determining the correct sanction for youth.

Our target population is any youth who is presented to the Juvenile Officer in custody by law enforcement, and who is subsequently assigned a score on the Missouri Juvenile Detention Assessment Form as well as any youth under Informal or Formal Supervision who has had violations of supervision and require an increased response to these violations according to the risk/needs assessment and graduated sanctions matrix.

Service Provider:

The 13th Circuit has been fortunate in that the agency providing services for us have remained relatively stable over the past several years.

GPS/Cell Monitoring: The 13th Circuit continues to partner with Behavioral Interventions, Incorporated for all of our In-Home Detention Monitoring needs for well over a decade and we continue to receive consistent and innovative monitoring services from this business agency. For further information regarding their services, please review their website at www.bi.com.

Number of Youth Served and Hours of Service:

GPS/Cell Unit Monitoring:

One of our case processing goals is to have all youth placed on in-home detention be released from the program within 14 days. In the past, it has been our circuit's policy and practice to release youth at their first court appearance if they have had no problems or concerns while on in-home detention. The circuit continues to have the goal of setting each of these youth for first appearance within 14 days of being placed on in-home detention; however, due to the decreased number of staff who work at our detention center, we have had to utilize in-home detention for longer than 14 days in some cases. At the detention hearings of some youths, our judges can order the Juvenile Officer to perform an In-Home Detention Study. If, through that In-Home Detention Study, it can be determined that the safety of the youth, the family, and the community can be assured by using in-home detention, the Juvenile Officer can request the court issue an order to release the youth from detention for placement on in-home detention. During the last grant year, July 1, 2024 through June 30, 2025, the average number of days youth have been placed on in-home detention as an alternative to detention has been approximately 14 days. This is a significant decrease from the previous year. During FY25, we had an increase in the number of youths we have placed on in-home detention. For example, during FY24, we had 132 youths placed on in-home detention, but in FY25, we had 164 youths placed on in-home detention. We were, however, able to decrease the average number of days the youths were on the program. In FY24, youths were on in-home detention for an average of 37 days, but in FY25, this number decreased significantly to 14 days. The court has released youths to in-home detention who previously would have stayed in detention because we do not have enough staff in our detention center for those youths. The court has released youths who are charged with felony sex offenses and felony assaults in order to ensure we have sufficient available beds in detention for other youths charged with similar, but more serious offenses. So far, during the current grant year, we have used 962 days of in-home detention, which has cost $3,081 through the end of January 2026. During that time frame, we provided in-home detention services to 55 youths. We were awarded $4,000 for this grant year. At this rate, our grant funds will run out before the grant year ends. Although our circuit continues to have the goal of putting more of our technical probation violators who are in custody and who score detention on GPS or Cell Unit Monitoring, instead of those youth having to be placed in detention, we have had to use in-home detention to ensure the safety of the community while still ensuring we have enough space at our detention center. The past two years have been unprecedented with the number of youths we have detained and the number of youths for whom we have provided in-home detention. Due to the high number of referrals our circuit is still receiving for youths committing very serious offenses, our use of in-home detention is not going to decrease any time soon. For the current grant year and for the coming year, we will be looking to cover all youth placed on In-Home Detention as an alternative to detention and post adjudication/post disposition sanction. So far this grant year, on average, each youth has spent approximately 17.5 days on in-home detention. Based on trends from past years in addition to this year, we estimate providing 4,176 days of Cell Unit Monitoring or GPS monitoring for approximately 29 days each to 144 youth.

Fidelity Plan:

The 13th Judicial Circuit uses two main ways to ensure adequate utilization of each service. For youth who are presented to the Juvenile Officer in the custody of law enforcement and who subsequently score between 10-14 on the JDTA, the deputy juvenile officer must consider an alternative to detention. An alternative to detention may be In-Home Detention, a Conditional Release, or some other community alternative, such as mental health treatment. In the event the deputy juvenile officer believes an alternative to detention is not appropriate, an override up or down must be obtained from a supervisor with an explanation of why an override of the JDTA score is recommended.

Next, for youth who are under informal or formal supervision of the court, if the deputy juvenile officer has reviewed a youth's risk/needs score and consulted with the graduated sanctions matrix, the deputy juvenile officer must obtain permission from a supervisor prior to placing a juvenile in one of the programs listed above. The deputy juvenile officer must also request permission prior to submitting a petition or motion to modify for filing with the court to determine whether a sanction, such as the ones listed above, would be more appropriate than a formal filing in court. These methods help to ensure that youth are receiving the appropriate alternative to detention or sanction for the presenting behavior.

Budget Narrative:

GPS/Cell Unit Monitoring: $4.35/day x 4,176 days of In-Home Detention Monitoring = **$18,165.** The circuit estimates providing 4,176 days of monitoring to 144 youths for approximately 29 days each which comes to $126 per youth.

Summarization:

In-Home Detention Monitoring: $18,165

Total Funding Request for these programs: **$18,165**

County Treasurer to which all reimbursements will be made:
Jenna Redel, Boone County Treasurer

S12-2026

CERTIFIED COPY OF ORDER

STATE OF MISSOURI } ea.
County of Boone

October Session of the October Adjourned Term. 20 26

In the County Commission of said county, on the 13th day of October 20 26

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 Budget Amendment for Department 1243 for the JJPA Mental Health Grant submitted by the 13th Judicial Circuit Court.

Done this 13th day of October, 2026.

Kip Kendrick
Presiding Commissioner

ATTEST:

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

Justin Aldred
District I Commissioner

Janet M. Thompson
District II Commissioner

RECEIVED
SEP 2 2 2026
BOONE COUNTY AUDITOR

BOONE COUNTY, MISSOURI
REQUEST FOR BUDGET AMENDMENT

7/1/26
EFFECTIVE DATE

FOR AUDITORS USE

Dept	Account	Fund/Dept Name	Account Name	(Use whole $ amounts) Transfer From Decrease	Transfer To Increase
1243	3451	GF-Juvenile Grants	State Reimb-Grant/Program/Othr		6,000
1243	71101	GF-Juvenile Grants	Professional Services		6,000
				-	12,000

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

Please see the attached award letter for the JJPA Mental Health & Trauma grant from OSCA for Contract Number OSCA 26-03079-12. This grant is to reimburse Boone County for services providd mental health providers to youths incarcerated at JJC. Please add to Commission Agenda. Thank you.

Requesting Official

TO BE COMPLETED BY AUDITOR'S OFFICE

☐ A schedule of previously processed Budget Revisions/Amendments is attached.
☐ A fund-solvency schedule is attached.
☑ Comments: JJPA Mental Health Grant

Agenda

Auditor's Office

PRESIDING COMMISSIONER | **DISTRICT I COMMISSIONER** | **DISTRICT II COMMISSIONER**

BUDGET AMENDMENT PROCEDURES

- County Clerk schedules the Budget Amendment for a first reading on the commission agenda. A copy of the Budget Amendment and all attachments must be made available for public inspection and review for a period of at least 10 days commencing with the first reading of the Budget Amendment.
- At the first reading, the Commission sets the Public Hearing date (at least 10 days hence) and instructs the County Clerk to provide at least 5 days public notice of the Public Hearing. **NOTE: The 10-day period may not be waived.**
- The Budget Amendment may not be approved prior to the Public Hearing

	State of Missouri Office of State Courts Administrator Administrative Services Division	Issue Date July 24, 2026 Contract Period July 1, 2026 - June 30, 2027	Award Amount $6,000.00

Juvenile Justice Program Assistance Award

The Family Court Committee of the Supreme Court of Missouri, in cooperation with the Circuit Court Budget Committee, has approved and provided funding for the implementation of juvenile justice programming assistance for delinquent youth who can be diverted from secure detention by use of the objective screening instrument Juvenile Detention Assessment (JDTA) into a non-secure; pre-adjudication placement.

Contract Number		
OSCA 26-03079-12	☒	Original Contract
	☐	Contract Amendment

Court/Recipient Information	Project Director	OSCA Program Contact
The Honorable Joshua C. Devine Presiding Judge 13th Judicial Circuit 705 East Walnut Street Columbia, MO 65201	Tara Eppy Superintendent 13th Judicial Circuit 5665 Roger I. Wilson Memorial Drive Columbia, MO 65202	Sydney McCoin 573-526-8877 **OSCA Fiscal Contact** Michael Skinner 573-526-8841

☐ **Special Conditions of this award are attached.**

☒ **There are no special conditions of this award. Original RFP requirements only.**

The Family Court Committee has approved **FY27** funding for **Mental Health and Trauma -Informed Assessment and Counseling Program.**

Requested Funding: $25,500.00

Approved Funding: **$6,000.00**

County to be reimbursed: **Boone**.

Return signed award to osca.contracts@courts.mo.gov

Office of State Courts Administrator
Attn: Contracts Unit
P.O. Box 104480
Jefferson City, MO 65110 - 4480

In witness thereof, the parties below hereby execute this agreement.

Appointing Authority Signature		OSCA Signature
		R. Morrisey
Printed Name DEREK HUX	Date 9/17/26	Printed Name Richard S. Morrisey
Presiding Judge Signature		Title Deputy State Courts Administrator
Printed Name Joshua C. Devine	Date	Title 07/24/26

SUPREME COURT OF MISSOURI

OFFICE OF STATE COURTS ADMINISTRATOR

KATHY S. LLOYD
STATE COURTS
ADMINISTRATOR

2112 Industrial Drive
P.O. Box 104480
Jefferson City, Missouri
65110

PHONE (573) 751-4377
FAX (573) 522-6152

July 24, 2026

The Honorable Joshua C. Devine
Presiding Judge
13th Judicial Circuit
705 East Walnut Street
Columbia, MO 65201

Dear Judge Devine,

On behalf of the Family Court Committee, I am pleased to announce the award of funding for the Juvenile Justice Program Assistance. The **13th** Judicial Circuit has been awarded **$6,000.00** for the **Mental Health and Trauma -Informed Assessment and Counseling Program** for FY27 under contract **OSCA 26-03079-12.**

Funds are available to your court per the terms of the attached contract award. OSCA Contracts Unit, requests the contract award be signed and returned to us by **August 15, 2026**, for filing with the award documentation. Quarterly reports concerning the number of juveniles served and recidivism outcomes should be submitted with a final report being submitted at the end of the funding period. Additional information will be sent out soon.

When entering into contracts for this program, courts should determine if the individual is an employee of the state of Missouri, a member of the General Assembly a statewide elected official or county employee. If this is the case, the court must comply with sections 105.450 to 105.458, RSMo, regarding conflict of interest. Your county purchasing policies and rules will apply to the contracting with individuals that fall into this category.

The county should consider language concerning liability as it relates to the contractor. For example, OSCA uses the following in its contracts. "The contractor shall agree that neither the state of Missouri nor the county shall be responsible for any liability incurred by the contractor arising out of the ownership, selection, possession, leasing, rental, operation, control, use, maintenance, delivery, return and/or installation of equipment provided by the contractor, except as otherwise provided in the contract."

Additional language OSCA utilizes in contracts concerning liability is as follows. "The contractor shall understand and agree that the state of Missouri and the county cannot save and hold harmless and/or indemnify the contractor against any liability incurred or arising as a result of any activity of the contractor or any activity of the contractor's employees related to the contractor's performance under the contract. Therefore, the contractor must acquire and maintain adequate liability insurance in the form(s) and amount(s) sufficient to protect the state of Missouri, its agencies, its employees, its clients and the general public against any such loss, damage and/or expense related to his/her performance under the contract."

The following OSCA staff are designated to assist you and your court staff with any additional information you may need related to this program.

Sydney McCoin, Program Administration
Sydney.mccoin@courts.mo.gov – 573-526-8877

Michael Skinner, Fiscal Matters (invoicing/reimbursements)
michael.skinner@court.mo.gov – 573-526-8841

Trish Adamson, Contractual Matters
trish.adamson@courts.mo.gov – 573-526-8818

Congratulations on your award. Please feel free to contact the program at osca.jjpa@courts.mo.gov if we can assist you in any way with your program or project.

Sincerely,

R. Morrisey

Richard S. Morrisey
Deputy State Courts Administrator

Attachment:
Juvenile Justice Program Assistance Contract Award

cc: JJPA Program
Trish Adamson
Tara Eppy

RM/ta

STATE OF MISSOURI
OFFICE OF STATE COURTS ADMINISTRATOR
REQUEST FOR PROPOSAL

RFP NO: OSCA 26-03079
TITLE: Juvenile Justice Program Assistance
ISSUE DATE: January 5, 2026

CONTACT: Trish Adamson
PHONE NO: 573-526-8818
EMAIL: osca.contracts@courts.mo.gov

RETURN PROPOSAL NO LATER THAN: 4 p.m., Friday, February 20, 2026.

Return proposal electronically to: osca.contracts@courts.mo.gov

CONTRACT PERIOD: July 1, 2026 through June 30, 2027

SIGNATURE REQUIRED

PRESIDING JUDGE SIGNATURE	
PRESIDING JUDGE PRINTED NAME: Joshua C. Devine	DATE: 2/19/26
FAMILY COURT ADMINISTRATIVE JUDGE SIGNATURE, IF APPLICABLE	COUNTY FOR REIMBURSEMENT: BOONE
FAMILY COURT ADMINISTRATIVE JUDGE SIGNATURE, IF APPLICABLE	
PRESIDING JUDGE SIGNATURE (IF MORE THAN ONE COUNTY IS INCLUDED IN PROPOSAL)	TITLE
FAMILY COURT ADMINISTRATIVE JUDGE SIGNATURE, IF APPLICABLE	DATE
COURT/CIRCUIT: 13TH CIRCUIT COURT BOONE COUNTY	
MAILING ADDRESS: 705 EAST WALNUT ST	
CITY, STATE, ZIP: COLUMBIA MO 65201	
CONTACT PERSON: TARA EPPY	TITLE: JJC SUPERINTENDENT
PHONE NUMBER: 573-886-4450	EMAIL ADDRESS: TARA.EPPY@COURTS.MO.GOV

NOTICE OF AWARD (OSCA USE ONLY)

ACCEPTED BY OFFICE OF STATE COURTS ADMINISTRATOR AS FOLLOWS:
Awarded: $6,000.00 - Requested: $25,500.00 - Mental Health and Trauma - Informed Assessment and Counseling Program

CONTRACT NO.		CONTRACT PERIOD
OSCA 26-03079-12		July 1, 2026 through June 30, 2027
CONTRACTS SECTION: Trish Adamson	DATE: 07/17/2026	DEPUTY STATE COURTS ADMINISTRATOR: R. Morrisey

Juvenile Justice Program Assistance Funding Proposal
RFP No: OSCA 26-03079

13th Judicial Circuit - Robert L. Perry Juvenile Justice Center

Name & Brief Description of Proposed Program:

Mental Health & Trauma-Informed Assessment and Counseling Program

The Robert L. Perry Juvenile Justice Center (JJC) is a co-educational juvenile detention center located in Boone County within the 13th Judicial Circuit. In addition to working with juveniles from the 13th Judicial Circuit (Boone and Callaway counties), JJC currently has contracts to hold youth from 20 other jurisdictions, the Division of Youth Services, and several County Jails. The program category would encompass the Treatment category.

Youth participating in this program would complete the Adverse Childhood Experience (ACE) Questionnaire, a Patient Health Questionnaire and General Anxiety Disorder (PHQ-9 and GAD-7) assessment, Vanderbilt ADHD Scales, and a Bio-Psycho-Socio-Cultural-Spiritual (BPS) Mental Health Assessment, all administered by a MSW-level clinician and supervised by at least a LCSW-level clinician. Youth would be referred for continued mental health services, vocational training, education services, mentorship, spiritual engagement, and prosocial activities based on responses and recommendations. This could include referrals to a psychiatrist, individual counseling, medication management, group programming, and more. Reports would be filed with the Court, so that continuation of care could continue after release from detention and re-entry to the community.

Implementation will address issues of mental health, not only while in detention, but upon transition out of detention. The program will assist in more timely assessments, recommendations, and implementation of mental health services.

Goal 1: 70% of youth detained with Caution or Warning scores on the MAYSI self-report assessment will successfully complete the ACE, PHQ-9 and GAD-7, Vanderbilt, and BPS Vitality assessments.

Goal 2: 70% of youth completing assessments will be referred to mental health services as recommended in assessments.

Goal 3: 50% of youth successfully completing assessments will actively engage in mental health services for at least 3 months (or as recommended).

Goal 4: 50% of youth participating in mental health services will have a reduction in either MAYSI or PHQ-9/GAD-7 assessment scores.

Geographic Area & Need for the Program:

JJC is centrally located in Missouri, however the population of youth in secure detention is varied based on the 20 different jurisdictions, the Division of Youth Services, and County Jails

that utilize JJC for detention services. Demographics are of an urban, semi-urban, and rural composition with a unique degree of ethnic diversity. The JJC is a coeducational facility, with residents primarily between the ages of 12 and 18 years of age. The JJC also holds Division of Youth Services youth, Post-Certified youth for County Jails, and youth from surrounding jurisdictions that do not have a juvenile detention facility.

Currently, youth in detention are covered by Medicaid insurance and Medicaid is billed for youth being placed out of the home and in detention. Mental health providers are unable to "double-bill" Medicaid for providing mental health services to the detained youth. This barrier prevents mental health services to detained youth from occurring without obtaining an alternative funding method. In both 2023 and 2024, five of the top mental health diagnoses for youth detained at Robert L. Perry Juvenile Justice Center was Depression, Post Traumatic Stress Disorder, Attention Deficit Hyperactivity Disorder, Mood Disorder, and Anxiety Disorder. Additionally, every resident is administered the Massachusetts Youth Screening Inventory (MAYSI) related to mental health issues. In 2024, 53% of youth scored in the Warning or Caution areas for Depression/Anxiety upon admission. Furthermore, approximately 29% of youth scored in the Warning or Caution areas for Suicidal Ideation upon admission. Even more concerning is that in 2024, 76% of youth scored as having had at least one Traumatic Experience upon admission. As the average length of stay in detention has increased over the last 3 years, due in part to holding certified youth in juvenile detention, the need for mental health assessment and services in detention is crucial.

JJC does not currently have direct care staff with necessary credentials to administer the Adverse Childhood Experience (ACE) Questionnaire, a Patient Health Questionnaire and General Anxiety Disorder (PHQ-9 and GAD-7) assessment, Vanderbilt ADHD Scales, and a Bio-Psycho-Socio-Cultural-Spiritual (BPS) Mental Health Assessment, or to provide individual counseling services.

Target Population & Selection Process:

All youth in detention, regardless of age, ethnicity, and offense, at JJC would be eligible to participate in the Mental Health & Trauma-Informed Assessment and Counseling Program. However, youth with MAYSI scores in the Warning or Caution areas will have priority for participation. The facility is already structurally set up to facilitate both individual and small group programming. All completed assessments will be filed with the Court to allow for maximized continuity of care.

Service Provider:

The Robert L. Perry Juvenile Justice Center has been fortunate to have a relationship with Vitality Psychological Services in Columbia, Missouri. Dr. Rebekah Freese, LCSW, PhD will oversee and complete the assessments. Dr. Freese has worked with both the University of Missouri and Columbia College. Her doctoral research focused on competence and confidence of mental health providers in conducting assessments. She has completed research in behavioral health across the lifespan and suicidology.

Additionally, Dr. Devara Brock and Licensed Professional Counselor Misty Werkmeister have both worked with justice-involved adolescents, and are willing to provide individual and small group counseling to identified youth.

Number of Youth Served:

From 2019 to 2025, the average number of youths detained at Robert L. Perry Juvenile Justice Center has been between 165 to 225 youths. Every youth detained has the ability to participate in the program. Priority for participation would occur with youth that have elevated MAYSI scores. It is estimated that approximately 40 youth could participate in the assessment and 40 youth in the counseling program during the grant period.

Hours of Service:

Each youth participating in the program would complete an Adverse Childhood Experience (ACE) Questionnaire, a Patient Health Questionnaire and General Anxiety Disorder (PHQ-9 and GAD-7) assessment, Vanderbilt ADHD Scales, and a Bio-Psycho-Socio-Cultural-Spiritual (BPS) Mental Health Assessment with the contract provider. Each youth's assessment would take approximately 4 hours to complete the direct interview process, gather historical information, and complete written reports.

1 youth x 4 hours = 4 hours per youth

4 hours per youth x 40 youth = 160 service hours

Additionally, each youth recommended through the above assessment process to participate in individual or small group counseling while in detention, would receive this service during their detention. Each youth recommended for this service would receive at least 1 hour of counseling or group programming each week.

4-6 youth x 1 hour of group programming = 4-6 hours weekly x 50 weeks = 200-300 hours of total service

4-6 youth x 1 hour of individual counseling = 4-6 hours weekly x 50 weeks = 200-300 hours of total service

Fidelity Plan:

Preparation of implementation of the Mental Health & Trauma-Informed Assessment and Counseling Program would include contact with the contract provider to solidify referral process. This would take approximately 5-7 days. The Court has already reviewed the assessment tools. There will also be the need to implement a means to track enrollment, participation, and outcomes for the participants in the program. These items are projected to take approximately 5-7 days to accomplish.

The contract provider has already been identified. To ensure the safety and health of all participants and facilitator, there is the ability to physically distance within the identified classroom, as well as the ability to wear masks. Additionally, there is an identified scheduled time for the program to occur at JJC.

Budget:

The total amount requested for the Mental Health & Trauma-Informed Assessment and Counseling Program is $25,500.00.

Contractual Services - $25,500.00

The contract service provider would receive $275.00 per completed assessment. This includes the Adverse Childhood Experience (ACE) Questionnaire, a Patient Health Questionnaire and General Anxiety Disorder (PHQ-9 and GAD-7) assessment, Vanderbilt ADHD Scales, and a Bio-Psycho-Socio-Cultural-Spiritual (BPS) Mental Health Assessment. The fee also includes the interview portion, review of records, and written report with recommendations.

1 youth assessment x $275.00 = $275.00

40 assessments x $275.00 = $11,000.00

The contract service providers for individual and small group counseling would receive the following:

1 youth individual counseling session x $35.00 = $35.00

4 youth weekly = $140.00 weekly

$140 weekly x 50 weeks = $7,000

1 small group counseling session (4-6 youth) x $150.00 = $150.00

1 small group x 50 weeks = $7,500.00

Resource Materials - $0

Equipment - $0

Youth Education - $0

The total amount requested is $25,500.00.

Proposed Number of Juveniles Served: A contracted service provider would complete approximately 3-4 assessments per month, for a total of approximately 40 youth per grant period.

The individual and small group counseling sessions could include approximately 50-75 youth, as the youth recommended for individual and/or small group could vary.

Number of Hours of Service Provided:

Assessments

1 youth x 4 hours = 4 hours per youth

4 hours per youth x 40 youth = 160 service hours

Individual and Small Group Counseling

4-6 youth x 1 hour of group programming = 4-6 hours weekly x 50 weeks = 200-300 hours of total service

4-6 youth x 1 hour of individual counseling = 4-6 hours weekly x 50 weeks = 200-300 hours of total service

Cost of Proposed Service Per Person or Per Hour: The total amount requested is $25,500.00.

Assessments

1 youth x 4 hours = $275

$275 / 4 hours = $68.75 per hour per youth

Individual and Small Group Counseling

1 youth individual counseling session x $35.00 = $35.00 per hour

4 youth weekly = $140.00 weekly

$140 weekly x 50 weeks = $7,000

1 small group counseling session (4-6 youth) x $150.00 = $150.00

$150 / 4 youth = $37.50 per youth per session

$150 / 6 youth = $25.00 per youth per session

1 small group x 50 weeks = $7,500.00

Calculation of How Costs Determined:

Total amount requested of $25,500.00 is for Contractual Services.

1 youth assessment x $275.00 = $275.00

40 assessments x $420 = $11,000.00

1 youth individual counseling session x $35.00 = $35.00

4 youth weekly = $140.00 weekly

$140 weekly x 50 weeks = $7,000

1 small group counseling session (4-6 youth) x $150.00 = $150.00

1 small group x 50 weeks = $7,500.00

County Treasurer to which all reimbursements will be made:

Jenna Redel, Boone County Treasurer

513 -2026

CERTIFIED COPY OF ORDER

STATE OF MISSOURI } ea.
County of Boone

October Session of the October Adjourned Term. 20 26

In the County Commission of said county, on the 13th day of October 20 26

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 Budget Amendment for Department 1261 for the Revenue and Expenses for the new EIP Federal Grant.

Done this 13th day of October, 2026.

Kip Kendrick
Presiding Commissioner

Justin Aldred
District I Commissioner

Janet M. Thompson
District II Commissioner

ATTEST:

Brianna L. Lennon
Clerk of the County Commission

RECEIVED

SEP 2 2 2026

BOONE COUNTY AUDITOR

BOONE COUNTY, MISSOURI
REQUEST FOR BUDGET AMENDMENT

10/1/2026
EFFECTIVE DATE

FOR AUDITORS USE

Dept	Account	Dept Name	Account Name	(Use whole $ amounts) Transfer From Decrease	Transfer To Increase
1261	3411	BCPA	Federal Grant Reimbursement-EIP Grant		65,844
1261	10100	BCPA	Salaries & Wages (3 new positions)		40,430
1261	10200	BCPA	FICA		3,093
1261	10300	BCPA	Health Insurance		6,948
1261	10325	BCPA	Disability Insurance		146
1261	10350	BCPA	Life Insurance		68
1261	10375	BCPA	Dental Insurance		315
1261	10400	BCPA	Workers Comp		53
1261	10500	BCPA	401(A) Match Plan		450
1261	10510	BCPA	CERF-Employer PD Cont		809
1261	23001	BCPA	Printed Materials		86
1261	91301	BCPA	Computer HW- (PC Workstations (3 employees)		8,700
1261	91301	BCPA	Computer HW- Desktop Scanner (1 employee)		1,600
1261	23820	BCPA	Comp Hardware <$1000-Mono Laser Printer		900
1261	23820	BCPA	Comp Hardware <$1000-Monitors (3 employees)		1,500
1261	23810	BCPA	Untagged HW & SW-Phone-Desktop (3 employees)		1,950
1261	48000	BCPA	Telephones-Phone-Desktop-Service (3 employees)		72
1261	37200	BCPA	Registration-KnowBe4 (3 employees)		75
1261	70100	BCPA	Software Subscriptions		4,740
				-	137,778

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

Revenue and expenses for new EIP Federal Grant

#68503

Requesting Official

TO BE COMPLETED BY AUDITOR'S OFFICE

☐ A fund-solvency schedule is attached.
☑ Comments: OVW-EIP Grant

☑ Agenda
☐ Auditor

Auditor's Office

PRESIDING COMMISSIONER	DISTRICT I COMMISSIONER	DISTRICT II COMMISSIONER

BUDGET AMENDMENT PROCEDURES

- County Clerk schedules the Budget Amendment for a first reading on the commission agenda. A copy of the Budget Amendment and all attachments must be made available for public inspection and review for a period of at least 10 days commencing with the first reading of the Budget Amendment.
- At the first reading, the Commission sets the Public Hearing date (at least 10 days hence) and instructs the County Clerk to provide at least 8 days public notice of the Public Hearing. **NOTE: The 10-day period may not be waived.**
- The Budget Amendment may not be approved prior to the Public Hearing.

480 hours - Salary

Salary -10101		FICA - 10200		Health -10300		Disability - 10325	
Actual	Reimbursed	Actual	Reimbursed	Actual	Reimbursed	Actual	Reimbursed
16,939	12,560	1,296	961	2,316	1,717	61	45
13,162	13,162	1,007	1,007	2,316	2,316	47	47
10,330	10,330	790	790	2,316	2,316	37	37
40,430	**36,052**	**3,093**	**2,758**	**6,948**	**6,349**	**146**	**130**

IT NEEDS

91301 Computer HW			70100 Software Subscriptions			48000		
Actual		Reimbursed	Actual		Reimbursed	Actual		Reimbursed
8,700	3 - PC Workstations	7,676	515	Karpel License fee	382	24	Telephone-Srv $8/mth 3 mths	18
1,600	Desktop Scanner	1,900	515	Karpel License fee	515	24	Telephone-Srv $8/mth 3 mths	24
			515	Karpel License fee	515	24	Telephone-Srv $8/mth 3 mths	24
			150	Karpel Hosting fee	111			
			150	Karpel Hosting fee	150			
			150	Karpel Hosting fee	150			
			85	Adobe	85			
			85	Adobe	63			
			180	Adobe-Pro	180			
			35	Cisco DUO	26			
			35	Cisco DUO	35			
			35	Cisco DUO	35			
			370	Microsoft O365	274			
			370	Microsoft O365	370			
			370	Microsoft O365	370			
			365	Kofax VRS Software & Support	355			
			140	Microsoft CALS-Remote	104			
			100	Microsoft CALS-Network	274			
			100	Microsoft CALS-Network	100			
			100	Microsoft CALS-Network	100			
			5	Adaxes	4			
			5	Adaxes	5			
			5	Adaxes	5			
			25	Symantec Anti-Virus	19			
			25	Symantec Anti-Virus	25			
			25	Symantec Anti-Virus	25			
			35	Multi-Factor Authentication-eAgent	30			
			250	Citrix	185			
10,300		**9,576**	**4,740**		**4,492**	**72**		**66**

Dental - 10375		Life - 10350		Work Comp - 10400		401A Match - 10500		CERF 2% - 10510		Printed Materials - 23001	
Actual	Reimbursed	Actual	Reimbursed	Actual	Reimbursed	Actual	Reimbursed	Actual	Reimbursed	Actual	Reimbursed
105	78	23	17	22	16	150	111	339	251	86	86
105	105	23	23	17	17	150	150	263	263		
105	105	23	23	13	13	150	150	207	207		
315	288	**68**	62	**53**	47	**450**	411	**809**	721	**86**	86

37200 Registration			23810 Untagged HW & SW			23820 Untagged Comp/Hard			TOTAL COSTS		
Actual		Reimbursed	Actual		Reimbursed	Actual		Reimbursed		ACTUAL TOTAL EXPENSE	TOTAL REIMBURSED
25	KnowBe4	19	650	Telephone	593	1,500	Monitors	1,645		71,934	65,844
25	KnowBe4	25	650	Telephone	800	900	Printer	900			
25	KnowBe4	25	650	Telephone	800						
75		69	**1,950**		2,193	**2,400**		2,545			

220 -2026

CERTIFIED COPY OF ORDER

STATE OF MISSOURI } ea.
County of Boone

April Session of the January Adjourned Term. 20 26

In the County Commission of said county, on the 28th day of April 20 26

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 federal grant - U.S. Department of Justice Office of Violence Against Women OVW for Enhancing Investigation and Prosecution of Domestic Violence, Dating Violence, Sexual Assault, and Stalking (EIP) Initiative for the period of May 2, 2026, through April 30, 2029, submitted by the Boone County Prosecuting Attorney's Office.

Done this 28th day of April 2026.

Kip Kendrick
Presiding Commissioner

Justin Aldred
District I Commissioner

Janet M. Thompson
District II Commissioner

ATTEST:

Brianna L. Lennon
Clerk of the County Commission

Department of Justice (DOJ)

Office on Violence Against Women (OVW)

Washington, D.C. 20531

Name and Address of Recipient:	COUNTY OF BOONE 801 E WALNUT ST
City, State and Zip:	COLUMBIA, MO 65201
Recipient UEI:	T3NHKKJW27K8
Project Title: Boone County Prosecuting Attorney's Enhancing Investigation and Prosecution Initiative through risk assessment, improved victim engagement and specialized training for law enforcement and prosecutors	**Award Number:** 15JOVW-25-GG-01869-POLP
Solicitation Title: OVW Fiscal Year 2025 Enhancing Investigation and Prosecution of Domestic Violence, Dating Violence, Sexual Assault, and Stalking (EIP) Initiative	
Federal Award Amount: $717,628.00	**Federal Award Date:** 4/22/26
Awarding Agency:	Office on Violence Against Women
Award Type:	Initial
Funding Instrument Type:	Grant
Assistance Listing: 16.590 - Grants to Encourage Arrest Policies and Enforcement of Protection Orders Program	
Project Period Start Date: 5/1/26	**Project Period End Date:** 4/30/29
Budget Period Start Date: 5/1/26	**Budget Period End Date:** 4/30/29

Project Description:

The Enhancing Investigations and Prosecution of Domestic Violence, Dating Violence, Sexual Assault, and Stalking Initiative (EIP) encourages law enforcement agencies and/or prosecutors' offices to expand and improve their capacity to effectively investigate and/or prosecute domestic violence, dating violence, sexual assault, and stalking, and in so doing, support victim safety and autonomy, hold offenders accountable, and promote agency trust within the surrounding community.

This dual law enforcement- and prosecution-focused project will: (1) implement a risk assessment to classify and expedite high-risk cases, advocating for higher bonds for dangerous offenders; (2) involve a new investigator who will conduct outreach to victims; (3) strengthen investigation and prosecution of strangulation cases by emphasizing non-visible signs, historical data, medical evaluation, and aggressive felony prosecution; and (4) provide training to law enforcement and prosecutors on dynamics of domestic violence, trauma-informed investigation, lethality assessments, and identifying and handling cases involving strangulation.

Award Letter

April 22, 2026

Dear Jenna Redel,

On behalf of the Attorney General, it is my pleasure to inform you the Office on Violence Against Women (OVW) has approved the application submitted by COUNTY OF BOONE for an award under the funding opportunity entitled 2025 OVW Fiscal Year 2025 Enhancing Investigation and Prosecution of Domestic Violence, Dating Violence, Sexual

Assault, and Stalking (EIP) initiative. The approved award amount is $717,628.
Review the Award Instrument below carefully and familiarize yourself with all conditions and requirements before accepting your award. The Award Instrument includes the Award Offer (Award Information, Project Information, Financial Information, and Award Conditions) and Award Acceptance. For COPS Office and OVW funding the Award Offer also includes any Other Award Documents.

Please note that award requirements include not only the conditions and limitations set forth in the Award Offer, but also compliance with assurances and certifications that relate to conduct during the period of performance for the award. These requirements encompass financial, administrative, and programmatic matters, as well as other important matters (e.g., specific restrictions on use of funds). Therefore, all key staff should receive the award conditions, the assurances and certifications, and the application as approved by OVW, so that they understand the award requirements. Information on all pertinent award requirements also must be provided to any subrecipient of the award.

Should you accept the award and then fail to comply with an award requirement, DOJ will pursue appropriate remedies for non-compliance, which may include termination of the award and/or a requirement to repay award funds.

Prior to accepting the award, your Entity Administrator must assign a Financial Manager, Grant Award Administrator, and Authorized Representative(s) in the Justice Grants System (JustGrants). The Entity Administrator will need to ensure the assigned Authorized Representative(s) is current and has the legal authority to accept awards and bind the entity to the award terms and conditions. To accept the award, the Authorized Representative(s) must accept all parts of the Award Offer in the Justice Grants System (JustGrants), including by executing the required declaration and certification, within 45 days from the award date.

To access your funds, you will need to enroll in the Automated Standard Application for Payments (ASAP) system, if you haven't already completed the enrollment process in ASAP. The Entity Administrator should have already received an email from ASAP to initiate this process.

Congratulations, and we look forward to working with you.

Ginger Baran Lyons
Deputy Director for Grants Management and Development (Supervisory Official)

Office for Civil Rights Notice for All Recipients

The Office for Civil Rights (OCR), Office of Justice Programs (OJP), U.S. Department of Justice (DOJ) enforces federal civil rights laws and other provisions that prohibit discrimination by recipients of federal financial assistance from OJP, the Office of Community Oriented Policing Services (COPS), and the Office on Violence Against Women (OVW).

Several civil rights laws, including Title VI of the Civil Rights Act of 1964 and Section 504 of the Rehabilitation Act of 1973, require recipients of federal financial assistance (recipients) to give assurances that they will comply with those laws. Taken together, these and other civil rights laws prohibit recipients from discriminating in the provision of services and employment because of race, color, national origin, religion, disability, and sex or from discriminating in the provision of services on the bases of age.

Some recipients of DOJ financial assistance have additional obligations to comply with other applicable nondiscrimination provisions like the Omnibus Crime Control and Safe Streets Act of 1968, which prohibits discrimination on the basis of religion in addition to race, color, national origin, and sex. Recipients may also have related requirements regarding the development and implementation of equal employment opportunity programs.

OCR provides technical assistance, training, and other resources to help recipients comply with civil rights obligations. Further, OCR administratively enforces civil rights laws and nondiscrimination provisions by investigating DOJ recipients that are the subject of discrimination complaints. In addition, OCR conducts compliance reviews of DOJ recipients based on regulatory criteria. These investigations and compliance reviews permit OCR to evaluate whether DOJ recipients are providing services to the public and engaging in employment practices in a nondiscriminatory manner.

For more information about OCR, your civil rights and nondiscrimination responsibilities, how to notify your employees or beneficiaries of their civil rights protections and responsibilities and how to file a complaint, as well as technical assistance, training, and other resources, please visit www.ojp.gov/program/civil-rights-office/outreach. If you would

like OCR to assist you in fulfilling your civil rights or nondiscrimination responsibilities, please contact us at askOCR@ojp.usdoj.gov or www.ojp.gov/program/civil-rights-office/about#ocr-contacts.

Memorandum Regarding NEPA

NEPA Letter Type
OVW – Categorical Exclusion - No Renovations Allowed

NEPA Letter

Renovations and construction are unallowable under this grant, and therefore none of the following activities?will be conducted?under the OVW federal action (i.e., the OVW-funded grant project) or a related third-party action:??
1. New construction.??

2. Any renovation or remodeling of a property located in an environmentally or historically sensitive area, including prop

3. A?renovation which?will change the basic prior use of a facility or significantly change its size.?

4. Research and technology whose anticipated and future application?could be expected?to have an effect on the envir

5. Implementation of a program involving the use of chemicals.??

In addition, the OVW federal action is neither a phase nor a segment of a project that, when reviewed in its entirety, wou

Consequently, the subject federal action meets the Office on Violence Against Women's criteria for a categorical exclus

NEPA Coordinator

First Name	Middle Name	Last Name
Debra	no value	Murphy

Award Information

This award is offered subject to the conditions or limitations set forth in the Award Information, Project Information, Financial Information, and Award Conditions.

Recipient Information

Recipient Name

UEI
T3NHKKJW27K8

Street 1
801 E WALNUT ST

Street 2

City
COLUMBIA

State/U.S. Territory
Missouri

Zip/Postal Code
65201

Country
United States

County/Parish

Province

Award Details

Federal Award Date
4/22/26

Award Type
Initial

Award Number
15JOVW-25-GG-01869-POLP

Supplement Number
00

Federal Award Amount
$717,628.00

Funding Instrument Type
Grant

Assistance Listing Number	Assistance Listings Program Title
16.590	Grants to Encourage Arrest Policies and Enforcement of Protection Orders Program

Statutory Authority

Full-Year Continuing Appropriations and Extensions Act, 2025, Pub. L. No. 119-4

[ ] *I have read and understand the information presented in this section of the Federal Award Instrument.*

Project Information

This award is offered subject to the conditions or limitations set forth in the Award Information, Project Information, Financial Information, and Award Conditions.

Solicitation Title
2025 OVW Fiscal Year 2025 Enhancing Investigation and Prosecution of Domestic Violence, Dating Violence, Sexual Assault, and Stalking (EIP) Initiative

Awarding Agency
OVW

Application Number
GRANT14457940

Grant Manager Name
Jason Petry

Phone Number
202-856-2218

E-mail Address
jason.petry@usdoj.gov

Project Title
Boone County Prosecuting Attorney's Enhancing Investigation and Prosecution Initiative through risk assessment, improved victim engagement and specialized training for law enforcement and prosecutors

Performance Period Start Date
05/01/2026

Performance Period End Date
04/30/2029

Budget Period Start Date
05/01/2026

Budget Period End Date
04/30/2029

Project Description

The Enhancing Investigations and Prosecution of Domestic Violence, Dating Violence, Sexual Assault, and Stalking Initiative (EIP) encourages law enforcement agencies and/or prosecutors' offices to expand and improve their capacity to effectively investigate and/or prosecute domestic violence, dating violence, sexual assault, and stalking, and in so doing, support victim safety and autonomy, hold offenders accountable, and promote agency trust within the surrounding community.

This dual law enforcement- and prosecution-focused project will: (1) implement a risk assessment to classify and expedite high-risk cases, advocating for higher bonds for dangerous offenders; (2) involve a new investigator who will conduct outreach to victims; (3) strengthen investigation and prosecution of strangulation cases by emphasizing non-visible signs, historical data, medical evaluation, and aggressive felony prosecution; and (4) provide training to law enforcement and prosecutors on dynamics of domestic violence, trauma-informed investigation, lethality assessments, and identifying and handling cases involving strangulation.

[ ] *I have read and understand the information presented in this section of the Federal Award Instrument.*

Financial Information

This award is offered subject to the conditions or limitations set forth in the Award Information, Project Information, Financial Information, and Award Conditions.

The recipient budget is currently under review.

[ ] *I have read and understand the information presented in this section of the Federal Award Instrument.*

Award Conditions

This award is offered subject to the conditions or limitations set forth in the Award Information, Project Information, Financial Information, and Award Conditions.

Condition 1
Requirements of the award; remedies for non-compliance or for materially false statements

The conditions of this award are material requirements of the award. Compliance with any assurances or certifications submitted by or on behalf of the recipient that relate to conduct during the period of performance also is a material requirement of this award.

By signing and accepting this award on behalf of the recipient, the authorized recipient official accepts all material requirements of the award, and specifically adopts, as if personally executed by the authorized recipient official, all assurances or certifications submitted by or on behalf of the recipient that relate to conduct during the period of performance.

Failure to comply with any one or more of these award requirements -- whether a condition set out in full below, a condition incorporated by reference below, or an assurance or certification related to conduct during the award period -- may result in the Office on Violence Against Women (OVW) taking appropriate action with respect to the recipient and the award. Among other things, OVW may withhold award funds, disallow costs, or suspend or terminate the award. The U.S. Department of Justice (DOJ), including OVW, also may take other legal action as appropriate.

Any materially false, fictitious, or fraudulent statement to the federal government related to this award (or concealment or omission of a material fact) may be the subject of criminal prosecution (including under 18 U.S.C. 1001 and/or 1621, and/or 34 U.S.C. 10271-10273), and also may lead to imposition of civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. 3729-3730 and 3801-3812).

Should any provision of a requirement of this award be held to be invalid or unenforceable by its terms, that provision shall first be applied with a limited construction so as to give it the maximum effect permitted by law. Should it be held,

instead, that the provision is utterly invalid or -unenforceable, such provision shall be deemed severable from this award.

Condition 2
Applicability of Part 200 Uniform Requirements and DOJ Grants Financial Guide

The recipient agrees to comply with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200, as adopted and supplemented by the Department of Justice (DOJ) in 2 C.F.R. Part 2800 (together, the "Part 200 Uniform Requirements"), and the current edition of the DOJ Grants Financial Guide as posted on the OVW website, including any updated version that may be posted during the period of performance. The recipient also agrees that all financial records pertinent to this award, including the general accounting ledger and all supporting documents, are subject to agency review throughout the life of the award, during the close-out process, and for three years after submission of the final Federal Financial Report (SF-425) or as long as the records are retained, whichever is longer, pursuant to 2 C.F.R. 200.334, 200.337.

Condition 3
Requirement to report potentially duplicative funding

If the recipient currently has other active awards of federal funds, or if the recipient receives any other award of federal funds during the period of performance for this award, the recipient promptly must determine whether funds from any of those other federal awards have been, are being, or are to be used (in whole or in part) for one or more of the identical cost items for which funds are provided under this award. If so, the recipient must promptly notify OVW in writing of the potential duplication, and, if so requested by OVW, must seek a budget-modification or change-of-project-scope Grant Award Modification (GAM) to eliminate any inappropriate duplication of funding.

Condition 4
Requirements related to System for Award Management and unique entity identifiers

The recipient must comply with applicable requirements regarding the System for Award Management (SAM), currently accessible at https://www.sam.gov. This includes applicable requirements regarding registration with SAM, as well as maintaining current information in SAM.

The recipient also must comply with applicable restrictions on subawards (subgrants) to first-tier subrecipients (subgrantees), including restrictions on subawards to entities that do not acquire and provide (to the recipient) the unique entity identifier assigned by SAM.

The details of the recipient's obligations related to SAM and to unique entity identifiers are posted on the OVW website at https://www.justice.gov/ovw/award-conditions (titled "Award Condition: Requirements related to System for Award Management (SAM) and unique entity identifiers") and are incorporated by reference here.

Condition 5
Requirement to report actual or imminent breach of personally identifiable information (PII)

The recipient (and any subrecipient at any tier) must have written procedures in place to respond in the event of an actual or imminent breach (as defined in OMB M-17-12) if it (or a subrecipient)-- 1) creates, collects, uses, processes, stores, maintains, disseminates, discloses, or disposes of personally identifiable information (PII) (as defined in 2 C.F.R. 200.1) within the scope of an OVW grant-funded program or activity, or 2) uses or operates a Federal information system (as defined in OMB Circular A-130). The recipient's breach procedures must include a requirement to report actual or imminent breach of PII to an OVW Program Manager no later than 24 hours after an occurrence of an actual breach, or the detection of an imminent breach.

Condition 6
Requirements pertaining to prohibited conduct related to trafficking in persons (including reporting requirements and OVW authority to terminate award)

The recipient, and any subrecipient (subgrantee) at any tier, must comply with all applicable requirements (including requirements to report allegations) pertaining to prohibited conduct related to the trafficking of persons, whether on the

part of recipients, subrecipients (subgrantees), or individuals defined (for purposes of this condition) as "employees" of the recipient or of any subrecipient.

The details of the recipient's obligations related to prohibited conduct related to trafficking in persons are posted on the OVW website at https://www.justice.gov/ovw/award-conditions (titled "Award Condition: Prohibited conduct by recipients and subrecipients related to trafficking in persons (including reporting requirements and OVW authority to terminate award)") and are incorporated by reference here.

Condition 7
Determinations of suitability to interact with participating minors

This condition applies to this award if it is indicated in the application for the award (as approved by DOJ) (or in the application for any subaward at any tier), the DOJ funding announcement (notice of funding opportunity), or an associated federal statute that a purpose of some or all of the activities to be carried out under the award (whether by the recipient or a subrecipient at any tier) is to benefit a set of individuals under 18 years of age.

The recipient, and any subrecipient at any tier, must make determinations of suitability before certain individuals may interact with participating minors. This requirement applies regardless of an individual's employment status. The details of this requirement are posted on the OVW website at https://www.justice.gov/ovw/award-conditions (titled "Award condition: Determination of suitability required, in advance, for certain individuals who may interact with participating minors") and are incorporated by reference here.

Condition 8
Compliance with applicable rules regarding approval, planning, and reporting of conferences, meetings, trainings, and other events

The recipient, and any subrecipient (subgrantee) at any tier, must comply with all applicable laws, regulations, policies, and official DOJ guidance (including specific cost limits, prior approval and reporting requirements, where applicable) governing the use of federal funds for expenses related to conferences (as that term is defined by DOJ), including the provision of food and/or beverages at such conferences, and costs of attendance at such conferences.

Information on the pertinent DOJ definition of conferences and the rules applicable to this award appears on the OVW website at https://www.justice.gov/ovw/conference-planning.

Condition 9
OVW Training Guiding Principles

The recipient understands and agrees that any training or training materials developed or delivered with funding provided under this award must adhere to the OVW Training Guiding Principles for Grantees and Subgrantees, available at https://www.justice.gov/sites/default/files/ovw/legacy/2012/06/28/ovw-training-guiding-principles-grantees-subgrantees.pdf.

Condition 10
Effect of failure to address audit issues

The recipient understands and agrees that OVW may withhold award funds, or may impose other related requirements, if (as determined by OVW) the recipient does not satisfactorily and promptly address outstanding issues from audits required by the Part 200 Uniform Requirements (or by the terms of this award), or other outstanding issues that arise in connection with audits, investigations, or reviews of DOJ awards.

Condition 11
Potential imposition of additional requirements

The recipient agrees to comply with any additional requirements that may be imposed by OVW during the period of performance for this award, if the recipient is designated as "high-risk" for purposes of the DOJ high-risk grantee list.

Condition 12
Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 42

The recipient, and any subrecipient (subgrantee) at any tier, must comply with all applicable requirements of 28 C.F.R. Part 42.

Condition 13
Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 38

The recipient, and any subrecipient (subgrantee) at any tier, must comply with all applicable requirements of 28 C.F.R. Part 38.

Among other things, 28 C.F.R. Part 38 states that a faith-based organization that participates in this program retains its independence from the Government and may continue to carry out its mission consistent with religious freedom and conscience protections in federal law. Part 38 further states that an organization may not use direct federal financial assistance from the Department of Justice to support or engage in explicitly religious activities except when consistent with the Establishment Clause of the First Amendment and any other applicable requirements. An organization receiving federal financial assistance also may not, in providing services funded by the Department of Justice, or in their outreach activities related to such services, discriminate against a program beneficiary on the basis of religion, a religious belief, a refusal to hold a religious belief, or refusal to attend or participate in a religious practice. Part 38 also sets out rules and requirements that relate to engaging in or conducting explicitly religious activities.

Recipients and subrecipients that provide social services under this award must give written notice to beneficiaries and prospective beneficiaries prior to the provision of services (if practicable) which shall include language substantially similar to the language in 28 CFR Part 38, Appendix C, sections (1) through (4). A sample written notice may be found at https://www.ojp.gov/sites/g/files/xyckuh241/files/media/document/Written_Notice_of_Beneficiary_Protections.pdf.

In certain instances, a faith-based or religious organization may be able to take religion into account when making hiring decisions, provided it satisfies certain requirements.

For more information on the requirements referenced in this condition, see https://www.ojp.gov/program/civil-rights-office/partnerships-faith-based-and-other-neighborhood-organizations.

Condition 14
Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 54

The recipient, and any subrecipient (subgrantee) at any tier, must comply with all applicable requirements of 28 C.F.R. Part 54, which relates to nondiscrimination on the basis of sex in certain "education programs."

Condition 15
Federal civil rights and nondiscrimination laws (certification)

The recipient agrees that its compliance with all applicable federal civil rights and nondiscrimination laws is material to the government's decision to make this award and any payment thereunder, including for purposes of the False Claims Act (31 U.S.C. 3729-3730 and 3801-3812), and, by accepting this award, certifies that it does not operate any programs (including any such programs having components relating to diversity, equity, and inclusion) that violate any applicable federal civil rights or nondiscrimination laws.

Condition 16
Restrictions on "lobbying" and policy development

In general, as a matter of federal law, federal funds may not be used by the recipient, or any subrecipient (subgrantee) at any tier, either directly or indirectly, in support of the enactment, repeal, modification or adoption of any law, regulation or policy, at any level of government, in order to avoid violation of 18 U.S.C. 1913. The recipient, or any subrecipient (subgrantee) may, however, use federal funds to collaborate with and provide information to federal, state, local, tribal and territorial public officials and agencies to develop and implement policies and develop and promote state, local, or tribal legislation or model codes designed to reduce or eliminate domestic violence, dating violence,

sexual assault, and stalking (as those terms are defined in 34 U.S.C. 12291(a)) when such collaboration and provision of information is consistent with the activities otherwise authorized under this grant program.

Another federal law generally prohibits federal funds awarded by OVW from being used by the recipient, or any subrecipient at any tier, to pay any person to influence (or attempt to influence) a federal agency, a Member of Congress, or Congress (or an official or employee of any of them) with respect to the awarding of a federal grant or cooperative agreement, subgrant, contract, subcontract, or loan, or with respect to actions such as renewing, extending, or modifying any such award. See 31 U.S.C. 1352. Certain exceptions to this law apply, including an exception that applies to Indian tribes and tribal organizations.

Should any question arise as to whether a particular use of federal funds by a recipient (or subrecipient) would or might fall within the scope of these prohibitions, the recipient is to contact OVW for guidance, and may not proceed without the express prior written approval of OVW.

Condition 17
Compliance with general appropriations-law restrictions on the use of federal funds for this fiscal year

The recipient, and any subrecipient (subgrantee) at any tier, must comply with all applicable restrictions on the use of federal funds set out in federal appropriations statutes. Pertinent restrictions, for each fiscal year, are set out at https://www.justice.gov/ovw/award-conditions (titled "Award Condition: General appropriations-law restrictions on use of federal award funds") and are incorporated by reference here. Should a question arise as to whether a particular use of federal funds by a recipient (or a subrecipient) would or might fall within the scope of an appropriations-law restriction, the recipient is to contact OVW for guidance, and may not proceed without the express prior written approval of OVW.

Condition 18
Reporting potential fraud, waste, and abuse, and similar misconduct

The recipient and any subrecipients (subgrantees) must promptly refer to the DOJ Office of the Inspector General (OIG) any credible evidence that a principal, employee, agent, subrecipient, contractor, subcontractor, or other person has, in connection with funds under this award -- (1) submitted a claim that violates the False Claims Act; or (2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct.

Potential fraud, waste, abuse, or misconduct involving or relating to funds under this award should be reported to the OIG by-- (1) online submission accessible via the OIG webpage at https://oig.justice.gov/hotline/grant-complaint (select "Submit Report Online"); (2) mail directed to: U.S. Department of Justice, Office of the Inspector General, Investigations Division, ATTN: Grantee Reporting, 950 Pennsylvania Ave., NW, Washington, DC 20530; (3) by facsimile directed to the DOJ OIG Fraud Detection Office (Attn: Grantee Reporting) at (202) 616-9881 (fax).

Additional information is available from the DOJ OIG website at https://oig.justice.gov/hotline.

Condition 19
Restrictions and certifications regarding non-disclosure agreements and related matters

No recipient or subrecipient (subgrantee) under this award, or entity that receives a procurement contract or subcontract with any funds under this award, may require any employee or contractor to sign an internal confidentiality agreement or statement that prohibits or otherwise restricts, or purports to prohibit or restrict, the reporting (in accordance with law) of waste, fraud, or abuse to an investigative or law enforcement representative of a federal department or agency authorized to receive such information.

The foregoing is not intended, and shall not be understood by the agency making this award, to contravene requirements applicable to Standard Form 312 (which relates to classified information), Form 4414 (which relates to sensitive compartmented information), or any other form issued by a federal department or agency governing the nondisclosure of classified information.

1. In accepting this award, the recipient--

a. represents that it neither requires nor has required internal confidentiality agreements or statements from employees

or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

b. certifies that, if it learns or is notified that it is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

2. If the recipient does or is authorized under this award to make subawards (subgrants), procurement contracts, or both--

a. It represents that--

(1) It has determined that no other entity that the recipient's application proposes may or will receive award funds (whether through a subaward (subgrant), procurement contract, or subcontract under a procurement contract) either requires or has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

(2) It has made appropriate inquiry, or otherwise has an adequate factual basis, to support this representation; and

b. It certifies that, if it learns or is notified that any subrecipient, contractor, or subcontractor entity that receives funds under this award is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds to or by that entity, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

Condition 20
Compliance with 41 U.S.C. 4712 (including prohibitions on reprisal; notice to employees)

The recipient (and any subrecipient at any tier) must comply with, and is subject to, all applicable provisions of 41 U.S.C. 4712, including all applicable provisions that prohibit, under specified circumstances, discrimination against an employee as reprisal for the employee's disclosure of information related to gross mismanagement of a federal grant, a gross waste of federal funds, an abuse of authority relating to a federal grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal grant.

The recipient also must inform its employees, in writing (and in the predominant native language of the workforce), of employee rights and remedies under 41 U.S.C. 4712.

Should a question arise as to the applicability of the provisions of 41 U.S.C. 4712 to this award, the recipient is to contact OVW for guidance.

Condition 21
Encouragement of policies to ban text messaging while driving

Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), DOJ encourages recipients and subrecipients (subgrantees) to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this award, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.

Condition 22
Requirement to disclose whether recipient is designated high risk by a federal grant-making agency outside of DOJ

If the recipient is designated high risk by a federal grant-making agency outside of DOJ, currently or at any time during the course of the period of performance under this award, the recipient must disclose that fact and certain related

information to OVW by email to OVW.GFMD@usdoj.gov. For purposes of this disclosure, high risk includes any status under which a federal awarding agency provides additional oversight due to the recipient's past performance, or other programmatic or financial concerns with the recipient. The recipient's disclosure must include the following: (1) the federal awarding agency that currently designates the recipient high risk; (2) the date the recipient was designated high risk; (3) the high-risk point of contact at that federal awarding agency (name, phone number, and email address); and (4) the reasons for the high-risk status, as set out by the federal awarding agency.

Condition 23
Availability of general terms and conditions on OVW website

The recipient agrees to follow the applicable set of general terms and conditions that are available at https://www.justice.gov/ovw/award-conditions. These do not supersede any specific conditions in this award document.

Condition 24
Compliance with statutory and regulatory requirements

The recipient agrees to comply with all relevant statutory and regulatory requirements, which may include, among other relevant authorities, the Violence Against Women Act of 1994, P.L. 103-322, the Violence Against Women Act of 2000, P.L. 106-386, the Violence Against Women and Department of Justice Reauthorization Act of 2005, P.L. 109-162, the Violence Against Women Reauthorization Act of 2013, P.L. 113-4, the Violence Against Women Act Reauthorization Act of 2022, P.L. 117-103, the Omnibus Crime Control and Safe Streets Act of 1968, 34 U.S.C. 10101 et seq., and OVW's implementing regulations at 28 C.F.R. Part 90.

Condition 25
Compliance with notice of funding opportunity requirements

The recipient agrees that it must be in compliance with requirements outlined in the notice of funding opportunity (NOFO) under which the approved application was submitted, the applicable Application Companion Guide, and any program-specific frequently asked questions (FAQs) on the OVW website (https://www.justice.gov/ovw/resources-and-faqs-grantees). The program NOFO, Companion Guide, and any program-specific FAQs are hereby incorporated by reference into this award.

Condition 26
VAWA 2013 nondiscrimination condition

The recipient agrees to comply with 34 U.S.C. 12291(b)(13) in any program or activity funded in whole or in part by OVW. Recipients may provide sex-segregated or sex-specific programming if doing so is necessary to the essential operations of a program, so long as the recipient provides comparable services to those who cannot be provided with the sex-segregated or sex-specific programming. The recipient also agrees to ensure that any subrecipients (subgrantees) at any tier will comply with this provision.

Condition 27
Misuse of award funds

The recipient understands and agrees that misuse of award funds may result in a range of penalties, including suspension of current and future funds, suspension or debarment from federal grants, recoupment of monies provided under an award, and civil and/or criminal penalties.

Condition 28
Limitation on use of funds to approved activities

The recipient agrees that grant funds will be used only for the purposes described in the recipient's application, unless OVW determines that any of these activities are out of scope or unallowable. The recipient must not undertake any work or activities that are not described in the recipient's application, award documents, or approved budget, and must not use staff, equipment, or other goods or services paid for with grant funds for such work or activities, without prior written approval, via Grant Award Modification (GAM), from OVW.

Condition 29
Non-supplantation

The recipient agrees that grant funds will be used to supplement, not supplant, non-federal funds that would otherwise be available for the activities under this grant.

Condition 30
Confidentiality and information sharing

The recipient agrees to comply with the provisions of 34 U.S.C. 12291(b)(2), nondisclosure of confidential or private information, which includes creating and maintaining documentation of compliance, such as policies and procedures for release of victim information. The recipient also agrees to comply with the regulations implementing this provision at 28 CFR 90.4(b) and "Frequently Asked Questions (FAQs) on the VAWA Confidentiality Provision (34 U.S.C. 12291(b)(2))" on the OVW website at https://www.justice.gov/ovw/resources-and-faqs-grantees. The recipient also agrees to ensure that all subrecipients (subgrantees) at any tier meet these requirements.

Condition 31
Activities that compromise victim safety and recovery or undermine offender accountability

The recipient agrees that grant funds will not support activities that compromise victim safety and recovery or undermine offender accountability, such as: procedures or policies that exclude eligible victims from receiving services based on the classifications identified in 34 U.S.C. 12291(b)(13)(A) or their actual or perceived mental health condition, physical health condition, criminal record, immigration status, employment history or status, income or lack of income, or the age and/or sex of their children; procedures or policies that compromise the confidentiality of information and privacy of persons receiving OVW-funded services; procedures or policies that impose requirements on victims in order to receive services (e.g., seek an order of protection, receive counseling, participate in couples' counseling or mediation, report to law enforcement, seek civil or criminal remedies, etc.); procedures or policies that fail to ensure service providers conduct safety planning with victims; project design and budgets that fail to account for the access needs of participants with disabilities and participants who have limited English proficiency or are Deaf or hard of hearing; or any other activities outlined in the notice of funding opportunity or companion guide under which the application was submitted.

Condition 32
Policy for response to workplace-related incidents of sexual misconduct, domestic violence, and dating violence

The recipient, and any subrecipient at any tier, must have a policy, or issue a policy within 270 days of the award date, to address workplace-related incidents of sexual misconduct, domestic violence, and dating violence involving an employee, volunteer, consultant, or contractor. The details of this requirement are posted on the OVW website at https://www.justice.gov/ovw/award-conditions (titled "Award Condition: Policy for response to workplace-related sexual misconduct, domestic violence, and dating violence") and are incorporated by reference here.

Condition 33
Termination or suspension

The Director of OVW, upon a finding that there (1) has been substantial failure by the recipient to comply with applicable laws, regulations, and/or the terms and conditions of the award or relevant notice of funding opportunity, (2) has been failure by the recipient to make satisfactory progress toward the goals, objectives, or strategies set forth in the application, or (3) have been project changes proposed or implemented by the recipient to the extent that, if originally submitted, the application would not have been selected for funding, will terminate or suspend until the Director is satisfied that there is no longer such failure or changes, all or part of the award, in accordance with the provisions of 28 C.F.R. Part 18, as applicable mutatis mutandis. The federal regulation providing uniform rules for termination of grants and cooperative agreements is 2 C.F.R. 200.340.

Condition 34
Semiannual and final performance report submission

The recipient agrees to submit semiannual performance reports that describe activities conducted during the reporting period, including program effectiveness measures. Reports must be submitted throughout the project period, even if no funds were spent and no activities were conducted in a given reporting period. Delinquent reports may affect future discretionary award decisions and may lead to suspension and/or termination of the award.

The information that must be collected and reported to OVW can be found in the reporting form associated with the grant program or initiative under which this award was made. Performance reports must be submitted within 30 days after the end of the reporting periods, which are January 1 - June 30 and July 1 - December 31. Recipients are required to submit their reports through the Justice Grants System, unless and until OVW issues updated instructions for report submission. The final report is due 90 days after the end of the project period and should be marked "final" in the Report Type field.

Condition 35
Quarterly Federal Financial Reports

The recipient agrees that it will submit quarterly Federal Financial Reports (SF-425) to OVW in the Justice Grants System, not later than 30 days after the end of each calendar quarter. The final report shall be submitted not later than 120 days following the end of the award period. Delinquent reports may affect future discretionary award decisions and may lead to suspension and/or termination of the award.

Condition 36
Program Income

Program income, as defined by 2 C.F.R. 200.1, means gross income earned by the non-federal entity that is directly generated by a supported activity or earned as a result of the federal award during the period of performance. Without prior approval from OVW, program income must be deducted from total allowable costs to determine the net allowable costs. In order to add program income to the OVW award, the recipient must seek approval from its program manager via a budget modification Grant Award Modification (GAM) prior to generating any program income. Any program income added to the federal award must be used to support activities that were approved in the budget and follow the conditions of the OVW award. Any program income approved via budget modification GAM must be reported in the recipient's quarterly Federal Financial Report SF-425 in accordance with the addition alternative. If the program income amount changes (increases or decreases) during the project period, it must be approved via a budget modification GAM by the end of the project period. If the budget modification is not submitted and approved, it could result in audit findings for the recipient.

Condition 37
FFATA reporting subawards and executive compensation

The recipient agrees to comply with applicable requirements to report first-tier subawards (subgrants) of $30,000 or more and, in certain circumstances, to report the names and total compensation of the five most highly compensated executives of the recipient and first-tier subrecipients of award funds. Such data will be submitted to the Federal Funding Accountability and Transparency Act of 2006 (FFATA) Subaward Reporting System (FSRS) through the System for Award Management (SAM) at https://www.sam.gov/fsrs. The details of recipient obligations, which derive from FFATA, are posted on the OVW website at https://www.justice.gov/ovw/award-conditions (titled "Award Condition: Reporting Subawards and Executive Compensation") and are incorporated by reference here.

Condition 38
Changes to MOU and/or IMOA

The recipient agrees to submit for OVW review and approval any anticipated addition of, removal of, or change in collaborating partner agencies or individuals who are signatories of the Memorandum of Understanding and, if applicable, the Internal Memorandum of Agreement.

Condition 39
Submission of all materials and publications

The recipient agrees to submit to OVW one copy of all materials and publications (written, web-based, audio-visual, or any other format) that are funded under this award not less than twenty days prior to distribution or public release. If the materials are found to be outside the scope of the program, or in some way to compromise victim safety, the recipient will need to revise the materials to address these concerns or the recipient will not be allowed to use award funds to support the development or distribution of the materials.

Condition 40
Publication disclaimer

The recipient agrees that all materials and publications (written, web-based, audio-visual, or any other format) resulting from award activities shall contain the following statement: "This project was supported by Grant No. _____ awarded by the Office on Violence Against Women, U.S. Department of Justice. The opinions, findings, conclusions, and recommendations expressed in this publication/program/exhibition are those of the author(s) and do not necessarily reflect the views of the U.S. Department of Justice." The recipient also agrees to ensure that any subrecipient at any tier will comply with this condition.

Condition 41
Copyrighted works

Pursuant to 2 C.F.R. 200.315(b), the recipient may copyright any work that is subject to copyright and was developed, or for which ownership was acquired, under this award. OVW reserves a royalty-free, nonexclusive, and irrevocable right to reproduce, publish, or otherwise use the work, in whole or in part (including in the creation of derivative works), for federal purposes, and to authorize others to do so.

OVW also reserves a royalty-free, nonexclusive, and irrevocable right to reproduce, publish, or otherwise use, in whole or in part (including in the creation of derivative works), any work developed by a subrecipient (subgrantee) of this award, for federal purposes, and to authorize others to do so.

In addition, the recipient (or subrecipient, contractor, or subcontractor of this award at any tier) must obtain advance written approval from the OVW program manager assigned to this award, and must comply with all conditions specified by the program manager in connection with that approval, before: 1) using award funds to purchase ownership of, or a license to use, a copyrighted work; or 2) incorporating any copyrighted work, or portion thereof, into a new work developed under this award.

It is the responsibility of the recipient (and of each subrecipient, contractor, or subcontractor as applicable) to ensure that this condition is included in any subaward, contract, or subcontract under this award.

Condition 42
Grantee orientation - mandatory attendance

First-time recipients, or continuation recipients if requested, must agree to have key staff members, as identified by OVW, attend the OVW grantee orientation seminar, which may be offered in-person, online, or a combination of both. Additionally, if there is a change in the project director/coordinator during the grant period, the recipient agrees, at the earliest opportunity, to send the new project director/coordinator, regardless of prior experience with this or any other federal award, to an in-person OVW grantee orientation seminar or require completion of the orientation online, whichever is available.

Condition 43
Prior approval for non-OVW sponsored technical assistance

The recipient agrees that funds allocated for OVW-sponsored technical assistance may not be used for any other purpose without prior approval by OVW. To request approval, the recipient must submit a copy of the event's brochure, a curriculum and/or agenda, a description of the hosts or trainers, and an estimated breakdown of costs. The request must be submitted to OVW at least 20 days prior to registering for the event. Requests to attend non-OVW sponsored events will be considered on a case-by-case basis. This prior approval process also applies to requests for the use of OVW-designated technical assistance funds to pay a consultant or contractor not designated as an OVW technical assistance provider to develop and/or provide training and/or technical assistance.

Condition 44
Participation in OVW-sponsored technical assistance

The recipient agrees to attend and participate in OVW-sponsored technical assistance. Technical assistance includes, but is not limited to, national and regional conferences, audio conferences, webinars, peer-to-peer consultations, and workshops conducted by OVW-designated technical assistance providers.

Condition 45
Consultant compensation rates

The recipient acknowledges that consultants paid with award funds generally may not be paid at a rate in excess of $81.25 per hour, not to exceed $650 per day. To exceed this specified maximum rate, recipients must submit to OVW a detailed justification and have such justification approved by OVW, prior to obligation or expenditure of such funds. Issuance of this award or approval of the award budget alone does not indicate approval of any consultant rate in excess of $81.25 per hour, not to exceed $650 per day. Although prior approval is not required for consultant rates below this specified maximum rate, recipients are required to maintain documentation to support all daily or hourly consultant rates.

Condition 46
Required SAM reporting

The recipient must comply with any and all applicable requirements regarding reporting of information on civil, criminal, and administrative proceedings connected with (or connected to the performance of) either this OVW award or any other grant, cooperative agreement, or procurement contract from the federal government. Under certain circumstances, recipients of OVW awards are required to report information about such proceedings, through the federal System for Award Management (known as "SAM"), to the designated federal integrity and performance system.

The details of recipient obligations regarding the required reporting (and updating) of information on certain civil, criminal, and administrative proceedings within SAM are posted on the OVW website at https://www.justice.gov/ovw/award-conditions (titled "Award Condition: Recipient Integrity and Performance Matters, including Recipient Reporting in SAM") and are incorporated by reference here.

Condition 47
Prohibition on use of funds for victim services

The recipient may not use funds to provide or support direct services to victims. This includes services provided by "victim service providers," as defined by 34 U.S.C. § 12991(b)(50) (nongovernmental/nonprofit organizations, coalitions, and rape crisis centers). This prohibition does not include system-based advocacy, meaning advocacy services provided by people who work for law enforcement agencies, prosecution offices, courts or court-related agencies.

Condition 48
Indirect costs

The recipient may not obligate, expend, or draw down any award funds for indirect costs, unless and until either (1) the recipient submits to OVW a current, federally-approved indirect cost rate agreement, or (2) the recipient determines that it is eligible under the Part 200 Uniform Requirements to use the "de minimis" indirect cost rate described in 2 C.F.R. 200.414(f), and advises OVW in writing of both its eligibility and its election.

Condition 49
Conditional clearance with release of technical assistance funds

The recipient acknowledges that the budget for this award is pending review and approval. Until OVW approves the budget, any obligations or expenditures incurred by the recipient are made at the recipient's own risk. The recipient may obligate, expend, or draw down up to $10,000 for participation in or travel-related expenses to attend OVW-sponsored technical assistance events, but these obligations and expenditures remain at the recipient's own risk until

the budget is approved. Remaining funds will not be available for drawdown until OVW's Grants Financial Management Division has approved the budget and budget narrative via a Grant Award Modification (GAM). If applicable, the Indirect Cost Rate will be identified in the GAM when the budget is approved. If there is another condition on the award prohibiting any obligation, expenditure, and drawdown of any funds, that other condition will control.

Condition 50
Terms and conditions subject to court ordered stay

Award condition 15 ("Federal civil rights and nondiscrimination laws (certification)") and any certification submitted by the recipient regarding certain out-of-scope activities are subject to a preliminary stay in Rhode Island Coalition Against Domestic Violence, et al., v. Pamela Bondi, et al., and are not enforceable as to any OVW FY 2026 awards unless and until the preliminary stay is lifted. If the preliminary stay is lifted, OVW will process a modification identifying the award condition or out-of-scope activity that is no longer subject to the preliminary stay and has become enforceable and the date on which it becomes enforceable.

[ ] *I have read and understand the information presented in this section of the Federal Award Instrument.*

Award Acceptance

Declaration and Certification to the U.S. Department of Justice as to Acceptance

By checking the declaration and certification box below, I--

A. Declare to the U.S. Department of Justice (DOJ), under penalty of perjury, that I have authority to make this declaration and certification on behalf of the applicant.

B. Certify to DOJ, under penalty of perjury, on behalf of myself and the applicant, to the best of my knowledge and belief, that the following are true as of the date of this award acceptance: (1) I have conducted or there was conducted (including by applicant's legal counsel as appropriate and made available to me) a diligent review of all terms and conditions of, and all supporting materials submitted in connection with, this award, including any assurances and certifications (including anything submitted in connection therewith by a person on behalf of the applicant before, after, or at the time of the application submission and any materials that accompany this acceptance and certification); and (2) I have the legal authority to accept this award on behalf of the applicant.

C. Accept this award on behalf of the applicant.

D. Declare the following to DOJ, under penalty of perjury, on behalf of myself and the applicant: (1) I understand that, in taking (or not taking) any action pursuant to this declaration and certification, DOJ will rely upon this declaration and certification as a material representation; and (2) I understand that any materially false, fictitious, or fraudulent information or statement in this declaration and certification (or concealment or omission of a material fact as to either) may be the subject of criminal prosecution (including under 18 U.S.C. §§ 1001 and/or 1621, and/or 34 U.S.C. §§ 10271-10273), and also may subject me and the applicant to civil penalties and administrative remedies under the federal False Claims Act (including under 31 U.S.C. §§ 3729-3730 and/or §§ 3801-3812) or otherwise.

Agency Approval

Title of Approving Official	Name of Approving Official	Signed Date And Time
Deputy Director for Grants Management and Development (Supervisory Official)	Ginger Baran Lyons	4/20/26 4:52 PM

Authorized Representative

☐ Declaration and Certification

Entity Acceptance

Title of Authorized Entity Official
no value

Signed Date And Time
no value

S14-2026

CERTIFIED COPY OF ORDER

STATE OF MISSOURI } ea.
County of Boone

October Session of the October Adjourned Term. 20 26

In the County Commission of said county, on the 13th day of October 20 26

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

Now on this day, the County Commission of the County of Boone does hereby approve Boone County Prosecuting Attorney's request for a contract extension for the period of October 1, 2026 through September 30, 2027 for the grant funding through Victims of Crime Act (VOCA).

Done this 13th day of October, 2026.

Kip Kendrick
Presiding Commissioner

Justin Aldred
District I Commissioner

Janet M. Thompson
District II Commissioner

ATTEST:

Brianna L. Lennon
Clerk of the County Commission

State of Missouri Department of Social Services Contract Amendment	*Contract Description:* **Victims of Crime Act (VOCA)** *Amendment Description:* **Renewal and Revision**	
Contract #: **ER130260009**	*Amendment #***001**	*Effective Date:* **October 1, 2026**

Agency Information:

Agency Name: **Boone County Prosecutor's Office**
Mailing Address: **705 East Walnut Street**
City, State Zip: **Columbia, MO 65201**

The above referenced contract between Boone County Prosecutor's Office and the Department of Social Services is hereby amended as follows:

1. The contract is renewed for the period of October 1, 2026 through September 30, 2027.

2. Attachment I is hereby replaced in its entirety with the attached Attachment I - FY 2026 VOCA Special Conditions.

3. Within ten (10) calendar days of signing and returning this amendment, the agency must complete the VOCA Budget Form, provide a Budget Narrative, and a Subgrant Award Report (SAR) to the Department via email to FSD.VOCAUnit@dss.mo.gov for review and approval.

4. All other terms and conditions shall remain unchanged.

~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~

In witness thereof, the parties below hereby execute this agreement.

Authorized Signature for the Agency	Title	Date
	Presiding Commissioner	10/23/26
~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~

Missouri Department of Social Services
Division of Finance & Administrative Services
P.O. Box 1643, Jefferson City, Mo 65102-2320
FSD.VOCAUnit@dss.mo.gov
VOCA FFY 2027 Budget Form

Agency:	County of Boone	**Contract Number:**	**ER130260009-001**
Program Period:	**October 1, 2026 to September 30, 2027**		

Budget

	$	-
Allocation Base for Capital Commision Funds (CCF):	$	35,000.00
Allocation Base for VOCA GRANT 2025:	$	-
Allocation Base for VOCA GRANT 2026:	$	73,604.00
Total Allocation:	**$**	**108,604.00**

Program Costs

Funding Granted	Funding Source	Total Funding Granted Per Period – Funding	Budget Total
	Personnel	$ 91,915.07	**$ 91,915.07**
	Benefits	$ 16,688.84	**$ 16,688.84**
	Travel Training		**$ -**
	Equipment	$ -	**$ -**
	Supplies & Operations	$ -	**$ -**
	Contractural	$ -	**$ -**
	Indirect Cost	$ -	**$ -**
	Total	**$ 108,603.91**	**$ 108,603.91**

	MATCH - THE AMOUNT YOUR ORGANIZATION AGREES TO CONTRIBUTE	Match Amount
	This amount may be reduced if: 28 C.F.R. § 94.118 requires subrecipients to contribute (i.e., match) not less than 20 percent (cash or in-kind) of the total cost of each project." Matching requirements are automatically waived for subrecipients "that are federally recognized American Indian or Alaska Native tribes, or projects that operate on tribal lands." Matching requirements are also automatically waived for subrecipients "that are territories or possessions of the United States (except for the Commonwealth of Puerto Rico), or projects that operate therein. Upon request of the state administering agency (SAA), the OVC Director may, at their discretion, waive in part or in full the matching requirements, pursuant to 28 C.F.R. § 94.118(b)(3).	**$ 18,498.26**

Types of Victims Served

Funding Granted	Funding Source	Total Funding Granted Per Period – Funding	Total
	Domestic Abuse	$ 52,140.78	**$ 52,140.78**
	Child Abuse	$ 7,461.09	**$ 7,461.09**
	Sexual Abuse	$ 5,636.55	**$ 5,636.55**
	Underserved	$ 43,365.58	**$ 43,365.58**
		$ -	**$ -**
	Total	**$ 108,604.00**	**$ 108,604.00**

I hereby certify that the budget is taken from original Books of Account and that budget amounts are valid and consistent with the terms of the contract.

Signature of Authorized Representative	**Date**

Office of Workforce & Community Initiatives

Office for Victims of Crime
Victim Assistance Formula Grants Program
SUBGRANT AWARD REPORT



1.) Sub grantee Organization/Tribal Name

A.) Organization Name
County of Boone

B.) Organization/Tribal Address
705 E. Walnut Street

c.) City
Columbia

D.) State
Missouri

E.) Zip Code
65201

2.) Sub grantee Organization/Tribal Point of Contact

A.) POC Name
Tracy Skaggs

B.) POC E-Mail Address
tskaggs@boonemo.gov

C.) POC Phone Number
573-886-4118

3.) Sub grantee organization Type
Government_Agency | Prosecutor

4.) OVE Crime Victim Assistance Funds Awarded

a.) State Assigned Sub award Number
ER130260009-001

b.) Sub award Amount
$73,604.00

Federal Award Number

Award Number	$$$ from Award	a.) Child Abuse	b.) Domestic and Family Violence	c.) Sexual Assault	d.) Underserved	Line Total
0	$0.00					$0.00
2026	$73,604.00	$5,056.59	$35,337.28	$3,820.05	$29,390.08	$73,604.00
0	$0.00					$0.00
0	$0.00					$0.00
Column Totals:	$73,604.00	$5,056.59	$35,337.28	$3,820.05	$29,390.08	

A.) Project Start Date (The date the VOCA-funded project begins)
10/01/26

B.) Project End Date (The date the VOCA-funded project ends.)
09/30/26

5.) Purpose of the VOCA Sub award (Check all that apply)

- [x] *A.) Continue a VOCA-funded victim project funded in a previous year.*
- [ ] *B.) Expand or Enhance an existing project not funded by VOCA in the previous year*
- [ ] *C.) Start up a new victim services project*
- [ ] *D.) Start up a new Native American victim services project*
- [ ] *E.) Expand or enhance an existing Native American project.*

6.) Priority and Underserved Requirements

A. Child abuse *(May include service for child physical and sexual abuse.)*

$5,056.59

A1. Child Physical abuse/neglect *(see definition in Appendix)*

$4,029.60 80%

A2. Child sexual abuse *(See definition in Appendix)*

$1,026.99 20%

B. Domestic and family violence *(formerly known as spousal abuse.)*

$35,337.28

C. Sexual assault *(may include services for child and adult sexual assault)*

$3,820.05

C1. Child sexual assault *(See definition in Appendix)*

$919.49 24%

C2. Adult sexual assault *(see definition in Appendix)*

$2,900.56 76%

D. Underserved *(Includes DUI/DWI crashes, survivors of homicide victims, assault, adults molested as children, elder abuse, robbery and other violent crimes.)*

$29,390.08

D1. Underserved *(DUI/DWI Crashes)*

$4,102.85 14%

D2. Underserved *(assault)*

$14,198.35 48%

D3. Underserved *(Adults molested as children)*

$0.00 0%

D4. Underserved *(Elder abuse)*

$188.10 1%

D5. Underserved *(Robbery)*

$1,463.63 5%

D6. Underserved *(Survivors of homicide victims)*

$2,121.96 7%

D7. Other Underserved *(Other violent crimes)*

$7,315.19 25%

D8. Please briefly describe Other Underserved (other violent crimes)

Child pornography, kidnapping custodial, kidnapping non-custodial, stalking/harassment, terrorism

D9. Other Underserved *(Non-Violent crimes)*

$0.00 0%

D10. Please briefly describe other Underserved *(NON-violent crimes)*

n/a

D11. Please briefly explain how your state or territory defines "underserved" if other than what is listed above.

This is determined by the state for all SARs. It will auto-populate all active SARs during the same federal fiscal year.

Rural, Urban areas, Disablities, Limited English Proficiency, and Hate Crimes , ect.

7. Sub grantee Agency Service Area(s)

Instructions: Enter the counties that cover the service areas.

Boone	

Other counties served outside of the state.

8. Sub award Match ***(Financial support from other sources.)***

A. Value of in-kind match

B. Cash Match

$18,401.00

C. Total Match

$18,401.00

D. Match Waiver

☐ ***(Check box to indicate a match waiver was received)***

9. Use of VOCA and Match Funds:

Check the category of service and subcategory that best identifies the types of services or activities that will be provided by the VOCA-funded project, and match as described below.
Note: Report only those program activities that will be implemented with VOCA funds. Do not report services offered by another agency. Check all that apply.

A. Information & Referral

- ☑ Information about the criminal justice process
- ☑ Information about victims rights, how to obtain notifications, etc.
- ☑ Referral to other victim service programs
- ☑ Referral to other services, supports, and resources (Includes legal, medical, faith-based organizations, address-confidentiality programs, etc.)

B. Personal Advocacy/Accompaniment

- ☐ Victim advocacy/accompaniment to emergency medical care
- ☐ Victim advocacy/accompaniment to medical forensic exam
- ☐ Law enforcement interview advocacy/accompaniment
- ☐ Individual advocacy (e.g., assistance in applying for public benefits, return of personal property or effects)
- ☐ Performance of medical or nonmedical forensic exam or interview, or medical evidence collection
- ☐ Immigration assistance (e.g., special visas, continued presence application, and other immigration relief)
- ☐ Intervention with employer, creditor, landlord, or academic institution
- ☐ Child and/or dependent care assistance (include coordination of services)
- ☑ Transportation assistance (includes coordination of services)
- ☐ Interpreter services

C. Emotional Support or Safety Services

- ☑ Crisis Intervention (in-person, includes safety planning, etc.)
- ☐ Hotline/crisis line counseling
- ☐ On-scene crisis response (e.g., community crisis response)

- ☐ Individual counseling
- ☐ Support groups
- ☐ Other therapy (traditional, cultural, or alternative healing; art, writing, or play therapy; etc.)
- ☐ Emergency financial assistance (includes emergency loans and petty cash, payment for items such as food and/or clothing, changing windows and/or locks, taxis, prophylactic and no prophylactic meds, durable medical equipment, etc.)

D. Shelter/Housing Services

- ☐ Emergency Shelter or safe house
- ☐ Transitional Housing
- ☐ Relocation assistance (Includes assistance with obtaining housing)

E. Criminal/Civil Justice System Assistance

- ☑ Notification of criminal justice events (Case Status, arrest, court proceedings, case disposition, release, etc.)
- ☑ Victim impact statement assistance
- ☑ Assistance with restitution (includes assistance in requesting and when collection efforts are not successful.)
- ☐ Civil legal assistance in obtaining protection or restraining order
- ☐ Civil legal assistance with family law issues (e.g., custody, visitation, or support)
- ☐ Other emergency justice-related assistance
- ☐ Immigration assistance (e.g., special visas, continued presence application, and other immigration relief)
- ☑ Prosecution interview advocacy/accompaniment (Includes accompaniment with prosecuting attorney and with victim/witness)
- ☑ Law Enforcement interview advocacy/accompaniment
- ☑ Criminal advocacy/accompaniment
- ☐ Other legal advice and/or counsel

F. Assistance in Filing Compensation Claims

- ☑ Assists potential recipients in seeking crime victim compensation benefits

10. Types of Victimizations

Check the types of Victimization that best describe the victims the VOCA-funded project will serve. "Other refers to a type that is not associated with any of the types provided in this list. Please review the appendix for definitions. Provide an explanation for any victimization type listed as "other".

	Victimization Type
☑	Adult Physical Assault (includes Aggravated and Simple Assault)
☑	Adult Sexual Assault
☑	Adults Sexually Abused/Assaulted as Children
☑	Arson
☑	Bullying (Verbal, Cyber, or Physical)
☑	Burglary
☑	Child Physical Abuse or Neglect
☑	Child Pornography
☑	Child Sexual Abuse/Assault
☑	Domestic and/or Family Violence
☑	DUI/DWI Incidents
☑	Elder Abuse or Neglect
☐	Hate Crime: Racial/Religious/Sexual Orientation/Other (**explain below**)
☑	Human Trafficking: Labor
☑	Human Trafficking: Sex
☑	Identity Theft/Fraud/Financial Crime
☑	Kidnapping (non-custodial)
☑	Kidnapping (parental/custodial)
☑	Mass Violence (Domestic/International)
☑	Other Vehicular Victimization (e.g., Hit and Run)
☑	Robbery
☑	Stalking/Harassment
☑	Survivors of Homicide Victims
☑	Teen Dating Victimization
☑	Terrorism (Domestic/International)

☑	Violation of a Court (Protective) Order
☐	Other (**explain below**)

11. Budgeting and Staffing

Information Requested	Response	Explanation
A. Total budget for all victimization programs/services for this sub grantee.	$536,209.00	The amount reported is for the current fiscal year. Include sub award amount reported in Question 4.
B. Annual funding amounts allocated to all victimization programs and/or services for the current fiscal year.	C.1 Sub award Amount: $73,604.00 C2. State/Territory: $0.00 C3. Local: $0.00 C4.Other Federal: $0.00 C5. Other Non-Federal: $0.00	Identify by source the amount of funds allocated to the victimization programs/services budget of the sub grantee agency. DO NOT COUNT FUNDS IN MORE THAN ONE CATEGORY **OTHER FEDERAL** includes all federal funding except the subaward amount reported in Question 4.
C. Total number of paid staff for all sub grantee victimization program and/or services.	4 FTE	Count each staff member once. Both full and part time staff should be counted as one staff member. DO NOT prorate based on FTE. USE WHOLE NUMBERS
D. Number of staff hours funded through this VOCA award (plus match) for sub grantee's victimization programs and/or services.	2 FTE 2917	Total COUNT of hours to work by all staff supporting the work of this VOCA sub award plus match. Use WHOLE numbers
E. Number of **volunteer staff (Full-time equivalents, or FTEs)** supporting the work this VOCA award (plus match) for sub grantee's victimization programs and/or services.	1 Volunteer 2 Staff	Count each VOLUNTEER member once. Both full and part time staff should be counted as one VOLUNTEER member. DO NOT prorate based on FTE. Use WHOLE numbers
F. Number of volunteer hours supporting the work of this VOCA award (plus match) for sub grantee's victimization programs and/or services.	400 Volunteer Hours 783 FTE Cash Match Hours Total Hours 1183	Total count of hours to be worked by all volunteers supporting the work of this VOCA sub award plus match. Use WHOLE numbers

Overall Comments (optional):

Authorizing Signature Tracy Skaggs

Date 08/26/2026

S15-2026

CERTIFIED COPY OF ORDER

STATE OF MISSOURI } ea.
County of Boone

October Session of the October Adjourned Term. 20 26

In the County Commission of said county, on the 13th day of October 20 26

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

Now on this day, the County Commission of the County of Boone does hereby approve a variance from the standard driveway spacing requirement of Boone County Regulations, Chapter II: Road, Bridge, and Right-of-Way Regulations, Appendix B-1, Standard Drawing 410.01B, to allow fifty (50) perpendicular parking spaces adjacent to the east side of Easley River Road near Cooper's Landing. The approval is conditioned upon the following two (2) items:

1. Parked vehicles cannot extend into the roadway.

2. The Site Plan submitted with the Boone County Right of Way Permit application shall show in detail, to the satisfaction of the Director of the Boone County Road and Bridge Department, how drainage in the existing road ditch/swale along the eastern side of Easley River Road will be maintained after the proposed parking area is joined to the edge of the roadway.

Done this 13th day of October, 2026.

Kip Kendrick
Presiding Commissioner

Justin Aldred
District I Commissioner

Janet M. Thompson
District II Commissioner

ATTEST:

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

Boone County
Resource Management
Planning | Inspection | Engineering | Stormwater | Wastewater

ENGINEERING STAFF REPORT

DATE: September 30, 2026

TO: Boone County Commission

FROM: Jeff McCann, P.E., Chief Engineer, Boone County Resource Management

RE: Variance Request to the Chapter II Roadway Regulations
Proposed Perpendicular Parking Along a Portion of Easley River Road South of Cooper's Landing
Boone County Parcel No.20-800-34-00-007.00 01

Variance Criteria Reminder:

As set forth in Paragraph 2.16 of the Boone County Chapter II Roadway Regulations;

"No variance from any requirement contained within Appendices of these regulations shall be granted unless the Committee finds: (a) the applicant will incur unreasonable and unnecessary hardship if a variance is not granted and the variance is not sought primarily to avoid financial expense in complying with the requirements of these regulations (b) grant of a variance will not endanger the health, safety or welfare of the public, and (c) grant of a variance will not hinder, thwart or circumvent the general intent or any specific purpose of these regulations."

Background:

Mr. Daniel Brigman with Missouri State Parks submitted a variance request for proposed parking spaces on Katy Trail property owned by The Department of Natural Resources of the State of Missouri to serve Katy Trail and Cooper's Landing users. Mr. Brigman's request email and the executed Consent To Proceed Before County Commission For A Road Regulations Variance form are attached to this report for reference.

Request:

The Applicant is requesting approval of a variance to Standard Construction Drawing 410.01B in Appendix B-1 of the Boone County Chapter II Roadway Regulations to allow fifty (50) perpendicular parking spaces adjacent to the edge of a public roadway, Easley River Road, for approximately 665 feet because no standard detail exists for that situation. The proposed parking area is shown on the attached Exhibits A and C and Drawing 410.01B is shown on Exhibit B.

Discussion:

Parallel parking spaces along the roadway edge are contemplated in Paragraph 1.7 of the Boone County Chapter I Roadway Regulations but there is no mention of perpendicular parking spaces in Chapter I or Chapter II. The closest thing to perpendicular parking spaces is Drawing 410.01B for private driveways but the required minimum spacing between driveways will not be met for the proposed parking spaces which are ten (10) feet wide with no spacing between. Typically, large numbers of parking spaces would be consolidated in a parking lot with driving aisles and access to the public roadway via private driveway access. This parcel does not have space for a parking lot.

It appears there is a need for additional parking to support the trail users and the Cooper's Landing events. However, safety for both the parking space users and the traveling public must also be considered. Vehicles entering and exiting the proposed parking spaces will create a new conflict zone for through-traffic along that section of roadway. The posted speed limit for Easley River Road is 35 mph and the 2024 average daily traffic (ADT) count was 170. Visibility along that section of roadway is good due to the slight grade and mostly straight alignment.

The Boone County Road and Bridge Director is concerned with how drainage in the existing road ditch/swale along the eastern side of Easley River Road will be maintained after the proposed parking area is joined to the edge of the roadway. No notes or details are provided for this interface on the preliminary site plan Exhibit A.

Staff Recommendation:

Staff is neutral on this variance request but would recommend the following conditions be required if the variance request is approved.

1. Parked vehicles cannot extend into the roadway.
2. The Site Plan submitted with the Boone County Right of Way Permit application shall show in detail, to the satisfaction of the Director of the Boone County Road and Bridge Department, how drainage in the existing road ditch/swale along the eastern side of Easley River Road will be maintained after the proposed parking area is joined to the edge of the roadway.

From: Brigman, Daniel <Daniel.Brigman@dnr.mo.gov>
Sent: Monday, May 18, 2026 3:21 PM
To: Kip Kendrick <KKendrick@boonemo.gov>
Cc: Orazio, Anthony <Anthony.Orazio@dnr.mo.gov>
Subject: Cooper's Landing - Additional Parking Request

CAUTION: This email originated outside of **boonemo.gov**. ONLY use links and attachments which are familiar.

Hi Kip,
I am reaching out on behalf of Richard King, who is working with DNR/Missouri State Parks on a request to add additional parking adjacent to the trail near Cooper's Landing. We want to ensure that the county has had time to review this request. Of note, the upcoming paving project will greatly limit the parking directly adjacent to Cooper's Landing, thus Mr. King's request for this additional parking to help alleviate the anticipated parking concerns. He is also anticipating a greater level of visitation to Cooper's Landing once the new structure is open.
We have requested from Mr. King an official approved county variance from the county to allow parking adjacent to the S. Easley River Rd as seen in the aerial and the attached design document. From a DNR perspective, we are drafting a license agreement for Mr. King, but we will need an official recognition of county approval to go with the license agreement.
The approximate starting point's coordinates on the northernmost end is below:
38°48'53.4"N 92°22'56.7"W
38.814829, -92.382409

Thanks, and please let me if you need any other information.

Daniel Brigman

Deputy Regional Director, Northern Region

Missouri State Parks

Office: 660-624-9239

Cell: 660-888-1474

Find us on the web at mostateparks.com

MISSOURI
DEPARTMENT OF
NATURAL RESOURCES

BEFORE THE BOONE COUNTY COMMISSION
BOONE COUNTY, MISSOURI

In Re The Matter of:)
)
Department of Natural Resources of the State of Missouri)
Katy Trail Parking Along a Portion of Easley River Road)

CONSENT TO PROCEED BEFORE COUNTY COMMISSION
FOR A ROAD REGULATIONS VARIANCE REQUEST

The undersigned, a person with knowledge and authority to act on behalf of the Department of Natural Resources of the State of Missouri, hereby makes the following representations:

1. The real party in interest in connection with a variance request involving the Katy Trail parking along a portion of Easley River Road, Boone County Parcel No. 20-800-34-00-007.00 01, is the Department of Natural Resources of the State of Missouri, the applicant herein.
2. The undersigned acknowledges that the Boone County Road Regulations contemplate that variance requests would be first heard by the Road and Bridge Advisory Committee and appeals from that Committee's decisions would be heard by the County Commission.
3. The undersigned acknowledges that the Road and Bridge Advisory Committee lacks any current members and therefore has no quorum to act on applicant's variance request.
4. In order to proceed with the variance request made by the applicant, the applicant hereby waives any and all rights applicant has to present their request first to the Road and Bridge Advisory Committee, and hereby consents to proceeding directly to the County Commission for the County Commission's consideration of applicant's variance request.
5. On behalf of applicant, the real party in interest, I consent to this matter proceeding directly before the County Commission and I waive any rights I have to proceed before the Road and Bridge Advisory Committee.

Department of Natural Resources of the State of Missouri

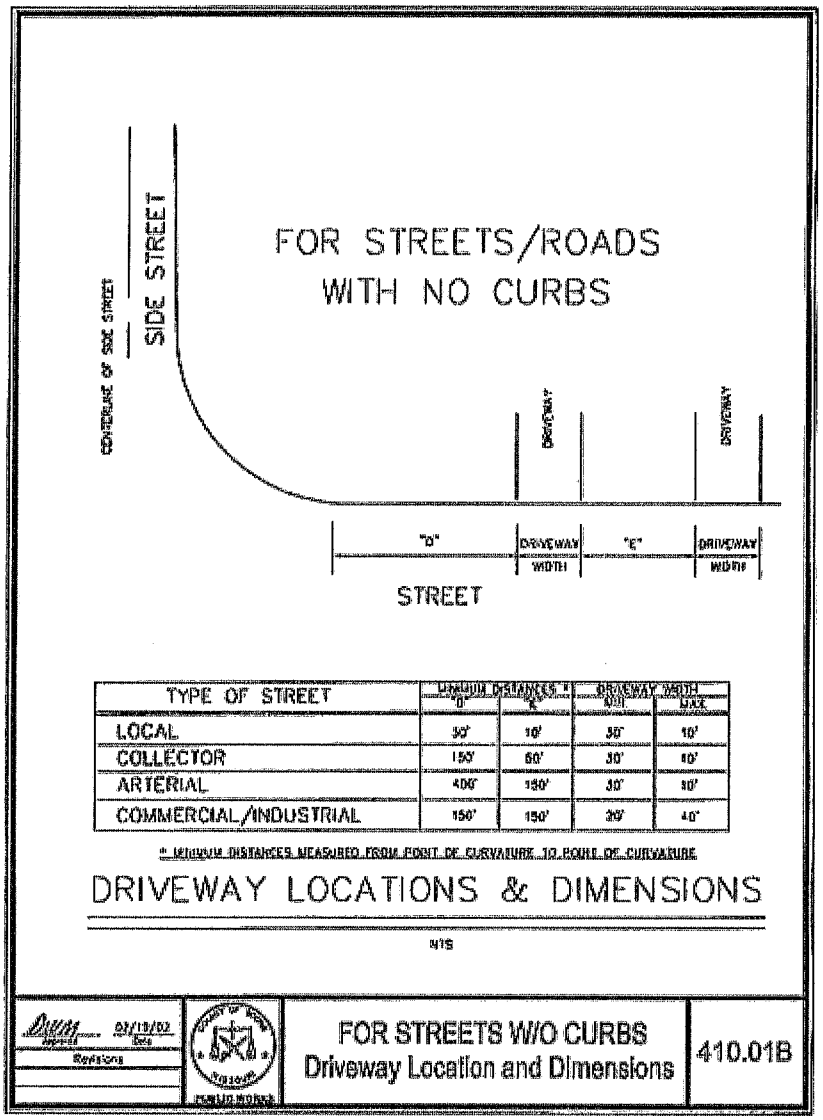
By: Justin Adams on behalf of Laura Hendrickson

Printed Name: Justin Adams

Title: Deputy Division Director

Date: 9/22/26

Exhibit B



TYPE OF STREET	LENGTH DISTANCES *		DRIVEWAY WIDTH	
	D	E	MIN	MAX
LOCAL	30'	10'	30'	40'
COLLECTOR	150'	50'	30'	40'
ARTERIAL	400'	150'	30'	40'
COMMERCIAL/INDUSTRIAL	150'	150'	30'	40'

* MINIMUM DISTANCES MEASURED FROM POINT OF CURVATURE TO POINT OF CURVATURE

DRIVEWAY LOCATIONS & DIMENSIONS

N.T.S.

Revisions		FOR STREETS W/O CURBS Driveway Location and Dimensions	410.01B

Exhibit C


Cooper's Landing
Riverside Resort &...
38°48'53.4"N 92°22'56.7"W
38.814829, -92.382409
St Easley River Rd
Missouri Ri

S16-2026

CERTIFIED COPY OF ORDER

STATE OF MISSOURI } ea.
County of Boone

October Session of the October Adjourned Term. 20 26

In the County Commission of said county, on the 13th day of October 20 26

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 Budget Revision for Dept 1200 to release contingency budget to provide funding for new Deputy Public Administrator.

Done this 13th day of October, 2026.

Kip Kendrick
Presiding Commissioner

Justin Aldred
District I Commissioner

Janet M. Thompson
District II Commissioner

ATTEST:

Brianna L. Lennon
Clerk of the County Commission

BOONE COUNTY, MISSOURI
REQUEST FOR BUDGET REVISION

9/30/26
EFFECTIVE DATE

FOR AUDITORS USE

Dept	Account	Fund/Dept Name	Account Name	(Use whole $ amounts) Transfer From Decrease	Transfer To Increase
1123	86850	GF Emergency & Contingency	Contingency	74,951	
1123	86850	GF Emergency & Contingency	Contingency	7,242	
1172	23820	GF IT Hardware & Software	Computer Hardware <$1K		500
1172	23850	GF IT Hardware & Software	Minor Equip & Tools <$1000		3,650
1172	37200	GF IT Hardware & Software	Registration		25
1172	70100	GF IT Hardware & Software	Software Subscription Services		1,167
1172	91301	GF IT Hardware & Software	Computer Hardware		1,900
1200	91100	Public Administrator	Furniture and Fixtures		2,000
1200	23855	Public Administrator	Furniture/Fixture <$1000		6,500
1200	10100	Public Administrator	Salaries & Wages		52,275
1200	10200	Public Administrator	FICA		3,999
1200	10300	Public Administrator	Health Insurance		8,812
1200	10325	Public Administrator	Disability Insurance		188
1200	10350	Public Administrator	Life Insurance		86
1200	10375	Public Administrator	Dental Insurance		400
1200	10400	Public Administrator	Workers Comp		73
1200	10500	Public Administrator	401(A) Match Plan		618
				82,193	**82,193**

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):

Release of contingency budget to provide funding for new Deputy Public Administrator position. This budget releases the full budgeted contingency amont and will cover planned services for the remainder of the calendar year

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):

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:

Auditor's Office

PRESIDING COMMISSIONER | **DISTRICT I COMMISSIONER** | **DISTRICT II COMMISSIONER**

MAINSCR BOONE Core Budget Description - View Only ADJEFF 15:18:14

Year 2026 Dept 1123 GF EMERGENCY & CONTINGENCY Finalized Y 9/30/26

Account 86850 CONTINGENCY 2025 Est

2025 Bdgt 317,185 YTD % of Bdgt Est % of Bdgt

Description		Qty	Unit Amount	Total
EMERGENCY REPLACEMENT FRIDGE/MICROWAVE			2,000	2,000
GF PRINTER REQUEST-ANGELA A	*	1	2,500	2,500
GF PRINTER REQUESTS	*	11	950	10,450
NEW FTE-CYBERSECURITY ADMIN SUPP 1174-130	*		115,668	115,668
NEW FTE-DEPUTY PUB ADMIN SUPP 1200-301			74,951	74,951
NEW FTE-DEPUTY PUB ADMIN SUPP 1172-257&339			7,242	7,242
RE-ENTRY NAVIGATOR/RELEASE COORDINATOR			125,000	125,000

Bottom % Chg

Class 1,861,811 Class 2-8 1,861,811

Proposed Core	2,000	
Proposed Supp		
Auditor Rev	335,811	
Commission Rev		
Total Budget	337,811	3-

F2=Key Scr F3=Exit F5=History

F6=Dept Supplemental Budget F10=Notes *

F12=Return F15=Summary

2026 Contingency – 1123-86850 - $7,242

Funding Dept.	Funding Account	Priority Level	User First	User Last	New / Repl	New Description	Qty	$ ea.	Total
1172	23850	339	Public Administrator	Office Space	N	Cabling	3	$1,000	$3,000
1172	91301	257	New Position	Deputy Public Administrator	N	PC Workstation	1	$1,900	$1,900
1172	23820	257	New Position	Deputy Public Administrator	N	Monitor	2	$250	$500
1172	23850	257	New Position	Deputy Public Administrator	N	Desktop Phone	1	$650	$650
1172	70100	257	New Position	Deputy Public Administrator	N	Microsoft O365 + ATP	1	$370	$370
1172	70100	257	New Position	Deputy Public Administrator	N	Microsoft CALS - Network	1	$100	$100
1172	70100	257	New Position	Deputy Public Administrator	N	Softerra Adaxes - Active Directory Management	1	$5	$5
1172	70100	257	New Position	Deputy Public Administrator	N	Symantec Antivirus + Messaging Gateway	1	$47	$47
1172	70100	257	New Position	Deputy Public Administrator	N	Cisco DUO	1	$65	$65
1172	37200	257	New Position	Deputy Public Administrator	N	KnowBe4	1	$25	$25
1172	70100	257	New Position	Deputy Public Administrator	N	Citrix	1	$320	$320
1172	70100	257	New Position	Deputy Public Administrator	N	Microsoft CALS - Remote	1	$140	$140
1172	70100	257	New Position	Deputy Public Administrator	N	Multi-Factor Authentication - eAgent 2FA	1	$35	$35
1172	70100	257	New Position	Deputy Public Administrator	N	Adobe Standard	1	$85	$85

INSIDE THE LINES
Transforming Workspaces

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

Customer: Boone County
Sales Rep: Abbey Milligan

Proposal

26-3570
8/18/2026

Propose To:

Boone County : Public Administrator's Office
705 E Walnut
Columbia, MO 65201

Attention: Tina Gladbach
573-886-4193 (phone)
TGladback@boonemo.gov

Installation Location:

Public Administrator's Office
705 E Walnut
Columbia, MO 65201

BC Public Administrator 1st FL Semi Private Offices - FY26 Request - New FTE Deputy in Contingency

Comments:

Sourcewell 091423-TKN
Boone County
Member ID: 18102

Item No.	Item Description	Qty	Item List	Item Sell	Ext Sell
Line: 1	Teknion - R&B Exp Desking	2	$592.00	$230.88	$461.76
RBNSPS18281212	Metal Pedestal, Stationary, 18"d x 28"h, File, File Tag3: Boone County Omnia 1139466 Item Finishes & Options: Drawer Front Finish : Foundation Colors (~Found) Foundation Colors : Greystone (Matte) (U) Case Finish : Foundation Colors (~Found) Foundation Colors : Greystone (Matte) (U) Pull Style : Rectilinear (9) Foundation, Mica and Accent Colors : Foundation Colors (~Found) Foundation Colors : Greystone (Matte) (U) Key Style : Key Alike (K) Counterweight Option : No Counterweight (~) Item Special: List Discount: 61%				
Line: 2	Teknion - R&B Exp Desking	1	$228.00	$88.92	$88.92
RYCM	Back Connection Kit For Modular Desk - 2" Freestanding Screen Item Finishes & Options: Hardware Finish : Foundation Colors (~Found)				

Item No.	Item Description	Qty	Item List	Item Sell	Ext Sell
	Foundation Colors : Greystone (Matte) (U) Item Special: List Discount: 61%				
Line: 3 RYCL	Teknion - R&B Exp Desking Lateral Connection Kit - 2" Freestanding Screen Item Finishes & Options: Hardware Finish : Foundation Colors (~Found) Foundation Colors : Greystone (Matte) (U) Item Special: List Discount: 61%	2	$119.00	$46.41	$92.82
Line: 4 SOKL02	Teknion - R&B Exp Desking Set of Keys Alike, 2 Sets of Cores Item Special: List Discount: 100%	2	$0.00	$0.00	$0.00
Line: 5 RBNSPS22286612	Teknion - R&B Exp Desking Metal Pedestal, Stationary, 22"d x 28"h, Box, Box, File Item Finishes & Options: Drawer Front Finish : Foundation Colors (~Found) Foundation Colors : Greystone (Matte) (U) Case Finish : Foundation Colors (~Found) Foundation Colors : Greystone (Matte) (U) Pull Style : Rectilinear (9) Foundation, Mica and Accent Colors : Foundation Colors (~Found) Foundation Colors : Greystone (Matte) (U) Key Style : Key Alike (K) Counterweight Option : No Counterweight (~) Item Special: List Discount: 61%	2	$627.00	$244.53	$489.06
Line: 6	Teknion - R&B Exp Desking	2	$2,823.00	$1,100.97	$2,201.94

Customer: Boone County

Sales Rep: Abbey Milligan

Proposal

26-3570

8/18/2026

Item No.	Item Description	Qty	Item List	Item Sell	Ext Sell
RURRL24307872L	Single Structure L-Shaped Desk w Radius Corner - Laminate Full Gable, 24"dA x 30"dB x 78"wA x 72"wB Item Finishes & Options: Worksurface Finish : Foundation Laminate (~A) Foundation Laminate : Mercurial Walnut (2A) Edge Trim Style : Straight Trim (6) Edge Trim Finish : Mercurial Walnut (4A) Gable and Grommet Finish : Mercurial Walnut (3A) Item Special: List Discount: 61%				
Line: 7 RYFF6636	Teknion - R&B Exp Desking 2" Freestanding Screen - Upper Fabric Element - Fabric Base, 66"h x 36"w Item Finishes & Options: Frame Finish : Foundation Colors (~Found) Foundation Colors : Greystone (Matte) (U) Base Element Finish : Fabric (~F) Fabric Master : Fabric Grade A (~A) Fabric Grade A : Tangle (~02) Tangle, Panel Fabric : Entwine (T540) Upper Element Finish : Fabric Grade A (~A) Fabric Grade A : Tangle (~02) Tangle, Panel Fabric : Entwine (T540) Item Special: List Discount: 61%	1	$1,176.00	$458.64	$458.64
Line: 8 RYFF6638	Teknion - R&B Exp Desking 2" Freestanding Screen - Upper Fabric Element - Fabric Base, 66"h x 38"w Item Finishes & Options: Frame Finish : Foundation Colors (~Found) Foundation Colors : Greystone (Matte) (U) Base Element Finish : Fabric (~F) Fabric Master : Fabric Grade A (~A) Fabric Grade A : Tangle (~02) Tangle, Panel Fabric : Entwine (T540) Upper Element Finish : Fabric Grade A (~A) Fabric Grade A : Tangle (~02) Tangle, Panel Fabric : Entwine (T540)	1	$1,208.00	$471.12	$471.12

Item No.	Item Description	Qty	Item List	Item Sell	Ext Sell
	Item Special: List Discount: 61%				
Line: 9 RYFF6672	Teknion - R&B Exp Desking 2" Freestanding Screen - Upper Fabric Element - Fabric Base, 66"h x 72"w Item Finishes & Options: Frame Finish : Foundation Colors (~Found) Foundation Colors : Greystone (Matte) (U) Base Element Finish : Fabric (~F) Fabric Master : Fabric Grade A (~A) Fabric Grade A : Tangle (~02) Tangle, Panel Fabric : Entwine (T540) Upper Element Finish : Fabric Grade A (~A) Fabric Grade A : Tangle (~02) Tangle, Panel Fabric : Entwine (T540) Item Special: List Discount: 61%	1	$1,865.00	$727.35	$727.35
Line: 10 BOWFW6672	Teknion - R&B Exp Casegoods - RCA Wall-Mounted Tackboard - Fabric, From Standard Worksurface, 66"h, 72"w Item Finishes & Options: Fabric Finish : Fabric Grade A (~A) Fabric Grade A : Tangle (~02) Tangle, Panel Fabric : Entwine (T540) Item Special: List Discount: 61%	1	$370.00	$144.30	$144.30
Line: 11 BOWFW6678	Teknion - R&B Exp Casegoods - RCA Wall-Mounted Tackboard - Fabric, From Standard Worksurface, 66"h, 78"w Item Finishes & Options: Fabric Finish : Fabric Grade A (~A) Fabric Grade A : Tangle (~02) Tangle, Panel Fabric : Entwine (T540)	2	$386.00	$150.54	$301.08

Customer: Boone County

Proposal

Sales Rep: Abbey Milligan

26-3570

8/18/2026

Item No.	Item Description	Qty	Item List	Item Sell	Ext Sell
	Item Special: List Discount: 61%				
Line: 12	Inside The Lines - Dealer Services Receiving, Delivery & Install Item Special: List Discount: 100%	1	$0.00	$1,050.00	$1,050.00

Misc Items.....$6,486.99

Subtotal.....$6,486.99

Total Amount.....$6,486.99

Thank you for your business!

-Proposal Valid for 30 Days
-Pricing quoted does not include storage beyond scheduled install date, storage fees may apply
-Credit Card transactions are subject to 3.5% Fee
-Inside The Lines is not liable for delays during shipping

Accepted by: _____ Date: _____