

**TENTATIVE AGENDA
CITY OF SALEM, MISSOURI
BOARD OF ALDERMEN
CITY HALL COUNCIL CHAMBERS
202 N. WASHINGTON ST.
MAY 24, 2022
6:00 P. M.**

ITEM I CALL TO ORDER

ITEM II ROLL CALL

ITEM III CONSENT AGENDA

Board of Aldermen Meeting Minutes May 10, 2022
Board of Alderman Special Meeting Minutes May 17, 2022
Mo. Dept. of Rev. C.A.R.T Tax May 2022- \$19,786.36
Mo. Dept. of Rev. City Storm Water/Local Parks Tax April 2022-\$38,500.83
Mo. Dept. of Rev. City Tax April 2022-\$102,668.80
Mo. Dept. of Rev. Capital Improvements April 2022-\$51,334.40
Bills over \$3,000-Electric Department Quote-\$4,934.64
2021-2022 Financial Update
Library Board resignation letter

ITEM IV READING OF BILLS AND RESOLUTIONS

RESOLUTION NO.17-2022-A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE AN AGREEMENT BETWEEN THE CITY OF SALEM, MISSOURI AND THE DEPARTMENT OF HEALTH AND SENIOR SERVICES FOR THE PURPOSE OF SEWER SHED DESEASE TREND MONITORING.

RESOLUTION NO. 18-2022-A RESOLUTON AUTHORIZING THE FILING OF AN APPLICATION WITH MISSOURI DEPARTMENT OF NATURAL RESOURCES, FINANCIAL ASSISTANCE CENTER'S STATE ARPA GRANT PROGRAMS FOR SUBAWARD OF FEDERAL FINANCIAL ASSISTANCE PROVIDED TO THE STATE OF MISSOURI BY THE U.S. DEPARTMENT OF THE TREASURY PURSUANT TO SECTION 602(b) OF THE SOCIAL SECURITY ACT, (PUB. L. NO. 117-2 (MARCH 11, 2021), 135 STAT, 4, 223-26.

**TENTATIVE AGENDA
CITY OF SALEM, MISSOURI
BOARD OF ALDERMEN
CITY HALL COUNCIL CHAMBERS
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ITEM V OLD BUSINESS

Amend approval of new truck for parks and recreation

ITEM VI BIDS

Request for Qualification Professional Engineering Services

ITEM VII BOARDS AND COMMITTEES APPOINTMENTS

ITEM VIII REPORTS OF CITY OFFICIALS, BOARDS AND COMMITTEES

E. Ray Walden, Jr., City Administrator

Greg Parker, Mayor

Mark Nash, Public Work

Sally Burbridge, Economic Development

Melissa Dubois, Parks and Recreation

Aldermen Reports

ITEM IX CLOSED SESSION

Pursuant to Section 610.021(12) of the Revised State Statutes of the State of Missouri pertaining to sealed proposals and related documents or any documents related to a negotiated contract until a contract is executed, or all proposals are rejected

ITEM X ADJOURNMENT

BOARD OF ALDERMEN AGENDA
MAY 24, 2022
6:00 P.M.

1. ITEM I: CALL TO ORDER
2. SUBJECT: Start of Board Meeting
3. DISCUSSION: The Board is called to order.

Pledge of Allegiance and Prayer.

BOARD OF ALDERMEN AGENDA
MAY 24, 2022
6:00 P.M.

1. ITEM II: ROLL CALL
2. SUBJECT: Calling of Roll
3. DISCUSSION:

Mayor Greg PARKER

Alderman Kyle WILLIAMS

Alderman Shawn BOLERJACK

Alderman Tod KINERK

Alderwoman Kala SISCO

City Administrator Ray WALDEN

City Clerk Tammy KOLLER

City Attorney James K. WEBER

Public Works Director Mark NASH

Chief of Police Joe CHASE

Other CITY STAFF if present

BOARD OF ALDERMEN AGENDA
MAY 24, 2022
6:00 P.M.

1. ITEM III: CONSENT AGENDA
2. SUBJECT: All matters listed under the Consent Agenda are considered to be routine by the Board and will be enacted by one motion. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.
3. DISCUSSION:
 - (a) If no item is offered for discussion and removed from Consent Agenda, a motion and a second are required to accept the Consent Agenda.

REGULAR MEETING
CITY OF SALEM, MISSOURI
BOARD OF ALDERMEN
CITY HALL COUNCIL CHAMBERS
202 N. WASHINGTON
MAY 10, 2022
6:00 P. M.

ITEM I: CALL TO ORDER

The Board of Aldermen of the City of Salem, Missouri met for their Regular Meeting Tuesday May 10, 2022, at 6:00 P.M. in the City Hall Council Chambers, 202 N. Washington. Mayor Parker presided and called the meeting to order and led those present in the Pledge of Allegiance and called on City Administrator Walden to lead the evening prayer.

ITEM II: ROLL CALL

Mayor Parker Called the Roll. Those present:

ALDERMEN

Kala Sisco
Kyle Williams
Shawn Bolerjack
Tod Kinerk

OTHER CITY OFFICIALS

City Administrator E. Ray Walden, Jr.
City Clerk Tammy Koller
Chief of Police/Sergeant-At-Arms Joe Chase
Public Works Director Mark Nash
Economic Development Sally Burbridge

Others present: Building Inspector Jarred Brown, Sherry Lea, Economic Development Sally Burbridge, Don Harkey with People Centric, Melissa Dubois (zoom), Caleb Brubaker, John Hambaker.

ITEM III: CONSENT AGENDA

Board of Aldermen Meeting Minutes April 26, 2022
Board of Alderman Special Meeting Minutes May 2, 2022
Economic Development Monthly Report May 2022
Municipal Court Report April 2022
Bills over \$3000.00-2022 Summer Ball Shirts

Alderwoman Sisco moved to accept the Consent Agenda.
Seconded by Alderman Williams

Roll Call Vote:

Ayes: Alderman Sisco, Williams, Bolerjack, Kinerk
Nays: None

REGULAR MEETING
CITY OF SALEM, MISSOURI
BOARD OF ALDERMEN
CITY HALL COUNCIL CHAMBERS
202 N. WASHINGTON
MAY 10, 2022
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ITEM IV: READING OF BILLS AND RESOLUTIONS

RESOLUTION NO. 15-2022-A resolution authorizing the mayor to execute an agreement between the City of Salem, Missouri, and the Dent County Commons for the Fourth of July fireworks display.

City Clerk Koller read Resolution No. 15-2022 in its entirety.

Alderman Bolerjack moved to approve Resolution 15-2022.
Seconded by Alderman Williams.

Roll Call Vote:

Ayes: Alderman Bolerjack, Williams, Sisco, Kinerk

Nays: None

Resolution No. 15-2022 passed.

BILL NO. 3505-An ordinance amending Chapter 115, Article II, Section 115.160, temporary City Clerk.

City Clerk Koller read Bill No. 3505 in its entirety and second reading by caption only.

Alderman Williams moved to table Bill No. 3505.
Seconded by Alderman Bolerjack.

Roll Call Vote:

Ayes: Alderman Williams, Bolerjack, Sisco, Kinerk

Nays: None

Bill No. 3505 was tabled.

RESOLUTION NO. 16-2022-A resolution authorizing the mayor to execute an agreement between the City of Salem, Missouri, and the Meramec Planning Commission.

City Clerk Koller read Resolution No. 16-2022 in its entirety.

Alderman Bolerjack moved to approve Resolution No. 16-2022.
Seconded by Alderman Williams.

REGULAR MEETING
CITY OF SALEM, MISSOURI
BOARD OF ALDERMEN
CITY HALL COUNCIL CHAMBERS
202 N. WASHINGTON
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Roll Call Vote:

Ayes: Alderman Bolerjack, Williams, Sisco, Kinerk

Nays: None

Resolution No. 16-2022 passed.

ITEM V: BIDS

BID #1	1 Basket	\$400.00
	9 Tee Signs	\$189.00
	1 Optional Welcome Sign	\$50.00
	8 Tee Pads	\$2,000.00
	Wood 4x4 Posts	\$450.00
	Total	\$3,089.00

Alderman Bolerjack moved to approve the Disc Golf Course bid of \$3,089.00.

Seconded by Alderwoman Sisco.

Roll Call Vote:

Ayes: Alderman Bolerjack, Sisco, Williams, Kinerk

Nays: None

ITEM VI: REPORTS OF CITY OFFICIALS, BOARDS AND COMMITTEES

Ray Walden, City Administrator

1. Don Harkey gave updates on projects People Centric have been working on.
 - a) Working on the employee manual.
 - b) Attended Park and Recreation Board meetings.
 - c) Work continues on the Strategic Plan.
2. Have received recent updates from Terry Moore with ESP regarding our HVAC Maintenance project. That project continues, they have installed some of the roof top units on the Old City Hall Building this week. Terry will share more on that project with his next update.
3. Jeff Meadows will share project updates at a future meeting. Some staff will be meeting with Jeff via conference call in the next week or so regarding some of the parameters on the Phase 2 at the Sewer plant.
4. Spring Clean-Up continues this week as well as next week on customers regular trash days. Information on what is eligible for pickup is available on the City's website.
5. Would like to welcome newly appointed committee members.
6. Healthy Dent Count reports a total of 5,695 participants in their programs and services for the month of March and 5,858 for the month of April.

REGULAR MEETING
CITY OF SALEM, MISSOURI
BOARD OF ALDERMEN
CITY HALL COUNCIL CHAMBERS
202 N. WASHINGTON
MAY 10, 2022
6:00 P. M.
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Greg Parker, Mayor

1. Thanked Sherry Lea with Healthy Dent County for the invitation to the Red Cross Blood Drive.

2. The Strategic Plan is a very important part of moving forward with our city. Not only does it bring the city together but shows where would like to see city in the future.

Mark Nash, Public Works

Projects the Public Works departments have been working on include:

1. Electric department continues to work on upgrading services as well as changing out poles.
2. Cleaning out ditches and other areas due to recent heavy rains.
3. Will start on potholes soon.
4. Working on sidewalks, curbs, and driveways.
5. Utility disconnections were yesterday. Two-thirds of those customers paid yesterday, with a few more paying today.

Sally Burbridge, Economic Development

1. Provided updates on the Welcome Home Program. Has received twelve pre-applications out of the maximum of twenty-five to date. In addition to those, three applicants have been referred to Love Thy Neighbor which did not meet the criteria for the Welcome Home Program. Three have been disqualified due to income and other factors.

2. After speaking with Building Inspector Brown, City Administrator Walden, and a couple members of our informal housing committee and the earlier approval of the Planning and Zoning Mapping Resolution. We believe it makes sense to put the housing study on hold until the Planning and Zoning Mapping is completed.

3. There are only two houses and a foundation on the Voluntary Residential Demolition Program currently. Will put the program on hold to ensure there are enough houses to make it worth while to go out for bid.

4. Meramec Regional Development Corporation had a loan review meeting on May 4. A loan was approved for a Dent County resident that owns a business in Phelps County.

Melissa Dubois, Parks and Recreation

1. Summer Park Program will be held July 11th -22nd, Monday through Friday, 8AM to 5 PM. Will be a first come first served basis with 25 total spots available. The cost of the two-week program will be \$200.00 per participant.

2. We are partnering with Ozark Actors Theater in Rolla. They will be hosting a camp at the Civic Theater July 25th -29th. The cost of this camp is \$150.00 per child.

3. There will be a Park Board Meeting tomorrow.

REGULAR MEETING
CITY OF SALEM, MISSOURI
BOARD OF ALDERMEN
CITY HALL COUNCIL CHAMBERS
202 N. WASHINGTON
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Aldermen Reports

Alderwoman Sisco

1. Took a tour of the Armory with a member. They are concerned that they are paying for a membership and there are water damaged tiles in the facility. Sherry Lea with Healthy Dent County stated the work on the roof is 98% completed. As soon as the repair to the roof have been completed, they will fix the tiles.

2. Requested traffic control for T-Ball.

3. Tyler Naramore President of the Airport Board requested an update on the fuel pump at the airport. Tyler would also like to meet with the city and come up with a different plan for the use of the courtesy car. Tyler also requested an update on any insurance for the hangar damaged by Harold Tubbs, as well as an update on the Schwartz hangar.

Alderman Bolerjack

1. A Capital Improvement Committee Meeting is scheduled for Thursday, May 12th at 6 PM at the Armory.

2. Requested an update on the security camera for the yard waste facility. Chief of Police Chase states that the camera will be returned to the company due to the inability of the company to provide a suitable response to issues with the camera.

3. There are a lot of weeds along the sidewalk and curb of 32 and 19 Highways. Public Works Director Nash will contact MoDot about this.

Alderman Williams

1. Asked Alderwoman Sisco if Tyler Naramore wanted them to come up with something on the courtesy car. Alderwoman Sisco stated that they were wanting to come up with some sort of schedule.

2. To follow up on the roof at the Armory, according to conversation with his brother, he (Alderman Williams Brother) stopped working on the roof because they stated they hadn't received payment for an invoice. City Administrator Walden stated he would check on that, but payment comes from an escrow account and should be immediate.

Alderman Kinerk

Have been in contact with the owners of the old US Bank property. Would like to see the public to be able to park there during events. The owners state its to much of a liability.

REGULAR MEETING
CITY OF SALEM, MISSOURI
BOARD OF ALDERMEN
CITY HALL COUNCIL CHAMBERS
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ITEM VII: ADJOURNMENT

With no further business to come before the Board, Alderman Bolerjack moved to Adjourn.
Seconded by Alderman Williams. All in favor. Vote: Ayes-3, Nays-0.

Mayor Parker declared the Meeting Adjourned at 7:19 P.M.

Tammy Koller
City Clerk

APPROVED:

ATTEST:

Greg Parker
Mayor

Tammy Koller
City Clerk

Date Approved by the Board of Aldermen

SPECIAL MEETING
BOARD OF ALDERMEN
CITY OF SALEM, MISSOURI
COMMUNITY CENTER @ THE ARMORY
1200 W. ROLLA ROAD
MAY 17, 2022
6:15 P.M.

ITEM I: CALL TO ORDER

The Board of Aldermen of the City of Salem, Missouri met for a Special Meeting called by Mayor Greg Parker May 17, 2022, at 6:15 P.M. The meeting was held at the Community Center @ The Armory, 1200 W. Rolla Road. Mayor Parker presided and called the Meeting to Order.

ITEM II: ROLL CALL

Mayor Parker asked City Clerk Koller to do a silent roll call.

Those present:

ALDERMEN

Kala Sisco
Tod Kinerk
Kyle Williams
Shawn Bolerjack

OTHER CITY OFFICIALS

Mayor Greg Parker
City Administrator E. Ray Walden, Jr.
City Clerk Tammy Koller
Public Works Director Mark Nash
Chief of Police Joe Chase

Others present: Economic Development Sally Burbridge, Finance Director Stacey Houston, Water/Sewer Supervisor Donnie Moore.

ITEM III: INTRODUCTION AND READING OF BILLS AND RESOLUTIONS

BILL NO. 3506- An ordinance amending Chapter 115, Article II, Section 115.160, Temporary City Clerk.

City Clerk Koller read Bill No. 3506 in its entirety and second reading by caption only.

Alderman Bolerjack moved to accept Bill No. 3506
Seconded by Alderman Williams.

Roll Call Vote:

Ayes: Aldermen Bolerjack, Williams, Kinerk, Sisco
Nays: None

ITEM V: ADJOURNMENT

With no further business to come before the Board of Aldermen, Alderwoman Sisco moved for Adjournment. Seconded by Alderman Bolerjack. All Aldermen present voted in favor. 4-0.

SPECIAL MEETING
BOARD OF ALDERMEN
CITY OF SALEM, MISSOURI
COMMUNITY CENTER @ THE ARMORY
1200 W. ROLLA ROAD
MAY 17, 2022
6:15 P.M.
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Tammy Koller
City Clerk

APPROVED:

ATTEST:

Greg Parker
Mayor

Tammy Koller
City Clerk

Date Approved by the Board of Aldermen

CITY OF SALEM
CITY CLERK
400 N IRON ST
SALEM

MO 65560

MISSOURI DEPARTMENT OF REVENUE

05/16/22

WE HAVE INSTRUCTED THE CENTRAL BANK, JEFFERSON CITY, TO DISTRIBUTE YOUR
MONIES TOTALING \$ 19,786.36 BY ELECTRONIC FUNDS TRANSFER (ACH) TO

THE BANK OF SALEM 081503694 CITY OF SALEM-ENTERPRISE FUND/AC-0410117

MOTOR FUEL TAX	\$	13,445.50
MOTOR V SALES TAX	\$	4,178.96
MOTOR V FEE INCREASES	\$	2,161.90

FOR YOUR CREDIT AND USE ON 05/19/22.
IF YOU DO NOT RECEIVE YOUR DISTRIBUTION OR IF YOU HAVE QUESTIONS CONCERNING
THE AMOUNT OF YOUR DISTRIBUTION, PLEASE CONTACT THE MISSOURI DEPARTMENT
OF REVENUE AT (573) 751-2611.



MISSOURI DEPARTMENT OF REVENUE
TAXATION DIVISION
PO BOX 3380
JEFFERSON CITY, MO 65105-3380

SALES TAX DISTRIBUTION DEPOSIT NOTICE

0007-000



SALEM
CITY CLERK
400 N IRON ST
SALEM MO 65560-1429

Date: 05/05/2022

POLITICAL SUBDIVISION ID: 65234000

Notice Number: 2029842703

Distribution Month: April 2022

Telephone: 573-751-4876
Fax: 573-522-1160
Email: localgov@dor.mo.gov

The Missouri Department of Revenue distributed your local sales tax by electronic funds transfer (ACH) for your credit and use for the April 2022 collections as follows

Deposit Date	05/06/2022
Tax Type Code	260
TaxType Name	CITY STORM WATER/LOCAL PARKS
Bank Name	BANK OF SALEM
Account Number (Last Four Digits)	0117
Tax Distribution	\$38,500.83
Interest Distribution	\$0.00
Amount Deposited	\$38,500.83

Below is your recent account history. You can compare this month's distribution with the same month in prior years for this account. You can also compare the year-to-date distribution with the same year-to-date in prior years.

Account History					
Period	2020	2021	2022	2021 Compared to 2020	2022 Compared to 2021
April 2022	\$27,094.41	\$36,982.13	\$38,500.83	\$9,887.72	\$1,518.70
Year-to-Date	\$124,088.67	\$150,844.87	\$170,223.48	\$26,756.20	\$19,378.61

You can access the Department's "Local Taxes Financial Statement" for this month at <http://dor.mo.gov/business/citycounty>.

If you do not receive your distribution or if you require additional information, contact the Taxation Division at the above address, telephone number, fax number, or e-mail.



MISSOURI DEPARTMENT OF REVENUE
TAXATION DIVISION
PO BOX 3380
JEFFERSON CITY, MO 65105-3380

Date: 05/05/2022

SALES TAX DISTRIBUTION DEPOSIT NOTICE

0007-000



SALEM
CITY CLERK
400 N IRON ST
SALEM MO 65560-1429

POLITICAL SUBDIVISION ID: 65234000

Notice Number: 2029842697

Distribution Month: April 2022

Telephone: 573-751-4876
Fax: 573-522-1160
Email: localgov@dor.mo.gov

The Missouri Department of Revenue distributed your local sales tax by electronic funds transfer (ACH) for your credit and use for the April 2022 collections as follows

Deposit Date	05/06/2022
Tax Type Code	200
TaxType Name	CITY
Bank Name	BANK OF SALEM
Account Number (Last Four Digits)	0117
Tax Distribution	\$102,668.80
Interest Distribution	\$0.00
Amount Deposited	\$102,668.80

Below is your recent account history. You can compare this month's distribution with the same month in prior years for this account. You can also compare the year-to-date distribution with the same year-to-date in prior years.

Account History					
Period	2020	2021	2022	2021 Compared to 2020	2022 Compared to 2021
April 2022	\$72,249.35	\$98,619.63	\$102,668.80	\$26,370.28	\$4,049.17
Year-to-Date	\$330,898.02	\$401,540.46	\$454,095.94	\$70,642.44	\$52,555.48

You can access the Department's "Local Taxes Financial Statement" for this month at <http://dor.mo.gov/business/citycounty>.

If you do not receive your distribution or if you require additional information, contact the Taxation Division at the above address, telephone number, fax number, or e-mail.



MISSOURI DEPARTMENT OF REVENUE
TAXATION DIVISION
PO BOX 3380
JEFFERSON CITY, MO 65105-3380

Date: 05/05/2022

SALES TAX DISTRIBUTION DEPOSIT NOTICE

0007-000



SALEM
CITY CLERK
400 N IRON ST
SALEM MO 65560-1429

POLITICAL SUBDIVISION ID: 65234000

Notice Number: 2029842701

Distribution Month: April 2022

Telephone: 573-751-4876
Fax: 573-522-1160
Email: localgov@dor.mo.gov

The Missouri Department of Revenue distributed your local sales tax by electronic funds transfer (ACH) for your credit and use for the April 2022 collections as follows

Deposit Date	05/06/2022
Tax Type Code	210
TaxType Name	CITY CAPITAL IMPROVEMENTS
Bank Name	BANK OF SALEM
Account Number (Last Four Digits)	0117
Tax Distribution	\$51,334.40
Interest Distribution	\$0.00
Amount Deposited	\$51,334.40

Below is your recent account history. You can compare this month's distribution with the same month in prior years for this account. You can also compare the year-to-date distribution with the same year-to-date in prior years.

Account History					
Period	2020	2021	2022	2021 Compared to 2020	2022 Compared to 2021
April 2022	\$36,124.69	\$49,309.77	\$51,334.40	\$13,185.08	\$2,024.63
Year-to-Date	\$165,449.15	\$200,769.87	\$227,048.03	\$35,320.72	\$26,278.16

You can access the Department's "Local Taxes Financial Statement" for this month at <http://dor.mo.gov/business/citycounty>.

If you do not receive your distribution or if you require additional information, contact the Taxation Division at the above address, telephone number, fax number, or e-mail.

**Fletcher-Reinhardt Company**

Wholesale Distributors of Electric Utility and Industrial Equipment

FLETCHER-REINHARDT CO.
3105 CORPORATE EXCHANGE COURT
BRIDGETON, MO 63044
314-506-0700
Fax 314-506-0705

**Quotation**

QUOTE DATE	QUOTE NUMBER
05/09/2022	S1273434
FLETCHER-REINHARDT CO. 3105 CORPORATE EXCHANGE COURT BRIDGETON, MO 63044 314-506-0700 Fax 314-506-0705	
PAGE NO. 1 of 1	

QUOTE TO:
SALEM ELECTRIC DEPT
400 NORTH IRON
SALEM, MO 65560

SHIP TO:
SALEM, CITY OF
WAREHOUSE - ELECTRICAL
1201 S. WINES STREET
SALEM, MO 65560

CUSTOMER NUMBER	CUSTOMER PO NUMBER	JOB NAME / RELEASE NUMBER	SALESPERSON	
4368	hastings 5/9		Josh McGill	
WRITER	SHIP VIA	TERMS	EXPIRE DATE	FREIGHT ALLOWED
Bryan Kennedy	F-R WEDNESDAY-1	Net 30 Days	06/08/2022	Yes
ORDER QTY	DESCRIPTION		UNIT PRICE	COMMENTS
24ea	6050 LINE GUARD- OVERHEAD, RIGID PE, CLASS 2 15KV RATED (P-P), 5' LENGTH, 1.77" ID, HIGH VIS YELLOW, MALE & FEMALE ENDS CONNECTING ENDS FOR MULTIPLE GUARD SNAP TOGETHER USE, UV-RESISTANT, HASTINGS		79.500/ea	2-3 WEEKS
12ea	6020 36" X 36" SOLID RUBBER BLANKET SOLID CLASS 2/TYPE 1 HASTINGS		147.320/ea	2-3 WEEKS
6ea	6020-1 36" X 36" SLOTTED RUBBER BLANKET CLASS 2/TYPE 1 HASTINGS		164.780/ea	2-3 WEEKS
12ea	A30321 CLAMP- PLAIN STYLE PE "CLOTHES PINS" FOR RUBBER INSULATING BLANKETS, COLOR: YELLOW *DS* HASTINGS		22.510/ea	2-3 WEEKS

TERMS: NET 30 DAYS with payment via Check or ACH.
F.O.B. Point of Shipment, Freight Allowed unless otherwise stated.
This Quotation, including prices & lead-time, is subject to change in
the event of delays and adverse impacts that may be caused by forces
beyond Fletcher-Reinhardt Company's (FR) control. FR's Standard
Terms and Conditions of Sale dated January 1, 2000 apply to any
purchase from FR.
We appreciate your business.

Subtotal	4934.64
S&H Charges	0.00
Tax	0.00
Amount Due	4934.64



City of Salem
2021-2022 Financial Update
Finance Director Stacey Houston

	As of 6/30/2014	As of 6/30/2015	As of 6/30/2016	As of 6/30/2017	As of 6/30/2018	As of 6/30/2019	As of 6/30/2020	As of 6/30/2021	As of 4/30/2022
100-GENERAL FUND									
120-EMERGENCY FUND	-\$199,365	-\$104,401	\$103	\$107	\$235,931	\$424,558	\$26,240	\$211,038	\$193,532
130-POST COMMISSION	\$37,213	\$37,213	\$37,364	\$37,537	\$37,819	\$38,201	\$38,390	\$38,586	\$38,586
201-SPECIAL STREET	\$252	\$252	\$253	\$255	\$255	\$255	\$256	\$757	\$1,257
210-PARK & RECREATION	\$797,024	\$746,192	\$732,885	\$622,528	\$551,557	\$362,431	\$156,655	\$317,675	\$399,995
220-POLICE DEPT. LAW ENF. FUND	-\$104,800	-\$121,112	-\$115,005	\$170,269	\$227,547	\$156,487	\$170,106	\$190,623	\$307,635
230-OFFICERS TRAINING FUND	\$7,366	\$9,738	\$10,843	\$8,544	\$4,831	\$1,659	\$2,345	\$4,381	\$4,922
240-FIREWORKS FUND	\$2,174	\$2,550	\$2,612	\$1,938	\$1,883	\$633	\$728	\$1,072	\$1,198
250-INMATE SECURITY FUND	\$295	\$15,168	-\$3,571	\$3,361	\$8,100	\$8,100	\$757	\$442	\$0
255-CHDC GRANT FUNDS	\$570	\$234	\$317	\$238	\$260	\$259	\$505	\$848	\$972
260-LOCAL LAW ENF. GRANT FUND	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
265-DELTA REGIONAL GRANT	\$714	\$0	\$0	\$1,490	\$5	\$5	\$5	\$5	\$5
270-PROTEST ACCOUNT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
280-CDBG STORMWATER GRANT	\$27,715	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
290-BUILDING PERMIT FUND	\$1	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
299-POLICE CONTRIBUTION FUND	\$47,682	\$51,601	\$59,245	\$62,517	\$74,104	\$73,843	\$48,817	\$42,606	\$27,105
301-CAPITAL IMP SALES TAX	\$429	\$429	\$430	\$432	\$432	\$432	\$434	\$436	\$436
501-ELECTRIC FUND	\$276,982	\$447,643	\$487,167	\$657,144	\$533,836	\$462,669	\$188,848	\$208,373	\$402,497
502-ELECTRIC D & R FUND	\$70,759	\$41,809	\$285,023	\$395,770	\$422,665	\$853,204	\$648,700	\$47,525	\$2,269
503-ELECTRIC RESERVE FUND	\$68,179	\$70,523	\$70,807	\$71,175	\$71,836	\$75,036	\$75,440	\$75,829	\$75,829
510-WATER FUND	\$236,403	\$379,899	\$506,508	\$525,177	\$545,758	\$571,943	\$574,759	\$369,070	\$169,070
511-WATER D & R FUND	-\$397,709	\$334,571	\$363,113	\$335,349	\$431,096	\$368,512	\$343,979	\$423,649	\$524,795
512-WATER RESERVE	\$61,492	\$196,388	\$196,750	\$197,562	\$198,662	\$201,025	\$202,830	\$204,051	\$204,051
520-SEWER FUND	\$156,132	\$425,223	\$504,373	\$584,726	\$666,967	\$677,616	\$685,334	\$689,035	\$689,035
521-SEWER D & R	\$503,611	\$236,742	\$335,557	\$229,845	-\$91,059	\$95,502	\$144,746	\$125,438	-\$22,995
522-SEWER RESERVE FUND	\$22,680	\$176,268	\$153,197	\$133,279	\$507,668	\$417,630	\$418,662	\$370,801	\$295,801
530-SANITATION	\$2,338	\$19,280	\$33,365	\$47,554	\$61,885	\$76,673	\$77,050	\$91,444	\$91,444
540-CEMETERY FUND	\$46,455	\$55,457	\$77,797	\$62,084	\$84,441	\$63,029	\$70,780	\$31,065	\$47,193
550-LANDFILL	\$9,637	\$998	\$0	\$5,557	\$9,148	\$21,154	\$2,677	\$506	\$0
560-AIRPORT FUND	\$130,604	\$376,848	\$378,047	\$380,087	\$383,752	\$388,620	\$393,322	\$395,528	\$395,528
601-INSURANCE CONTINGENCY	\$26,211	\$20,078	\$32,782	\$30,821	\$40,593	\$27,574	\$34,823	\$157,999	\$206,059
701-UTILITY DEPOSIT FUND	\$2,237	\$144,509	\$132,016	\$136,929	\$131,548	\$143,957	\$146,147	\$143,895	\$142,395
702-CEMETERY ENDOWMENT	\$75,667	\$403,409	\$408,594	\$410,919	\$425,160	\$438,210	\$460,216	\$470,922	\$460,707
703-ECONOMIC DEVELOPMENT	\$17,431	\$572,993	\$575,074	\$577,942	\$582,764	\$591,024	\$602,621	\$606,827	\$607,143
GRAND TOTAL	\$5,465	\$0	\$25	\$6,254	\$7,861	\$39,324	\$4,183	-\$200	\$0
	\$1,931,845	\$4,540,503	\$5,265,671	\$5,697,390	\$6,157,304	\$6,579,566	\$5,520,356	\$5,220,226	\$5,266,464

*Pending Year End Xfers and Adjustments

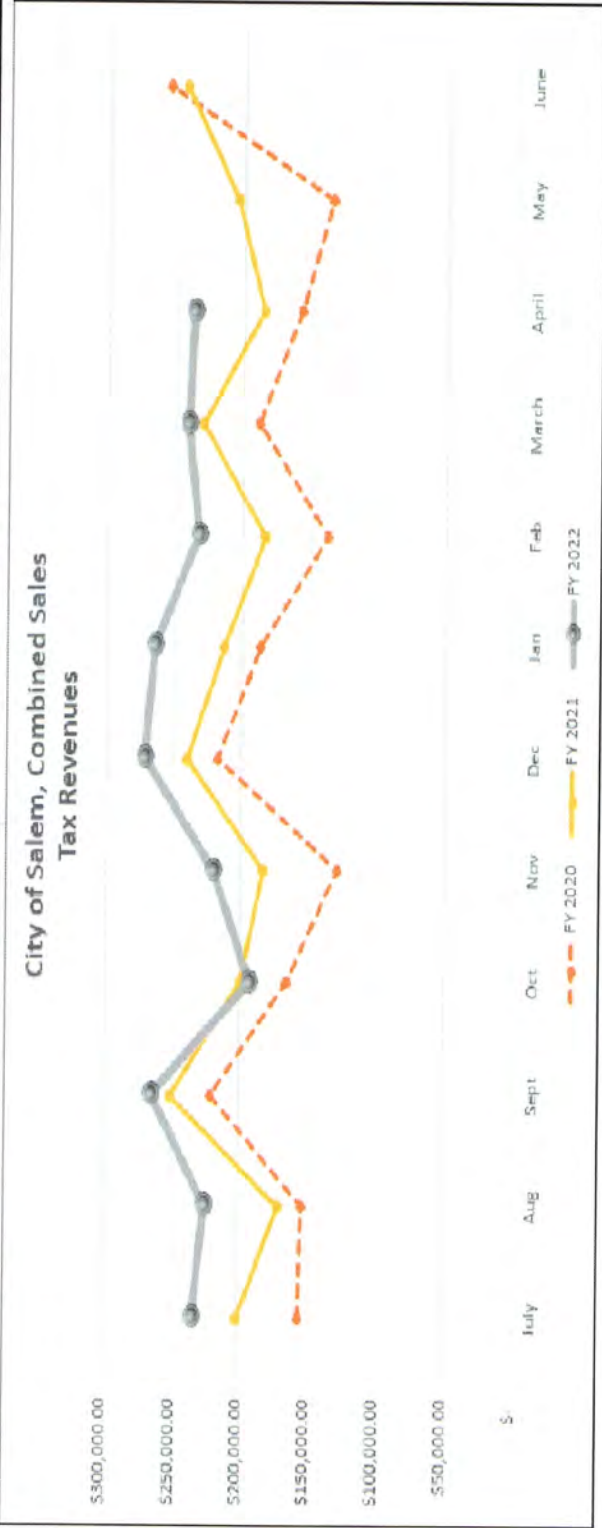
CITY OF SALEM
YEAR TO DATE TREASURERS REPORT
AS OF: APRIL 30TH, 2022

PAGE: 1

FUND	BEGINNING CASH BALANCE	Y-T-D REVENUES	Y-T-D EXPENDITURES	TRANSFERS IN	TRANSFERS OUT	CASH BASIS ENDING BALANCE	ADJUSTMENTS			ACCRUAL BASIS ENDING BALANCE
							NET CHANGE OTHER ASSETS	NET CHANGE LIABILITIES	NET CHANGE	
100-GENERAL FUND	152,449.04	2,216,222.26	2,420,796.59	488,510.00	186,001.07	250,383.64	0.00	(56,851.72)	0.00	193,531.92
120-EMERGENCY FUND	38,585.67	0.00	0.00	0.00	0.00	38,585.67	0.00	0.00	0.00	38,585.67
130-POST COMMISSION	757.32	500.00	0.00	0.00	0.00	1,257.32	0.00	0.00	0.00	1,257.32
201-SPECIAL STREET	317,679.40	222,339.11	140,019.56	0.00	0.00	399,994.95	0.00	0.00	0.00	399,994.95
210-PARK & RECREATION	216,574.87	513,774.69	391,580.03	0.00	25,000.00	313,769.53	0.00	(6,134.58)	0.00	307,634.95
220-POLICE DEPT. LAW ENF. FUND	4,380.66	541.27	0.00	0.00	0.00	4,921.93	0.00	0.00	0.00	4,921.93
230-OFFICERS TRAINING FUND	1,071.67	126.00	0.00	0.00	0.00	1,197.67	0.00	0.00	0.00	1,197.67
240-FIREWORKS FUND	441.60	0.00	6,573.38	6,131.78	0.00	0.00	0.00	0.00	0.00	0.00
260-INMATE SECURITY FUND	847.54	124.25	0.00	0.00	0.00	971.79	0.00	0.00	0.00	971.79
265-CHOC GRANT FUNDS	0.00	5,000.01	5,000.00	0.00	0.00	0.01	0.00	0.00	0.00	0.01
260-LOCAL LAW ENF. GRANT FUND	4.90	0.00	0.00	0.00	0.00	4.90	0.00	0.00	0.00	4.90
285-DELTA REGIONAL GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
270-PROTEST ACCOUNT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
280-COBC STORMWATER GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
290-BUILDING PERMIT FUND	41,134.33	43,798.07	55,774.56	0.00	0.00	29,157.84	0.00	(2,053.03)	0.00	27,104.81
299-POLICE CONTRIBUTION FUND	436.40	0.00	0.00	0.00	0.00	436.40	0.00	0.00	0.00	436.40
301-CAPITAL IMP SALES TAX	185,259.05	633,502.30	552,756.27	25,000.00	0.00	291,065.08	0.00	111,491.55	0.00	402,496.63
501-ELECTRIC FUND	45,806.11	4,785,559.68	4,468,193.97	200,000.00	488,510.00	74,671.92	57,396.25	(15,006.34)	0.00	2,269.23
502-ELECTRIC D & R FUND	75,829.20	0.00	0.00	0.00	0.00	75,829.20	0.00	0.00	0.00	75,829.20
503-ELECTRIC RESERVE FUND	369,070.48	0.00	0.00	0.00	200,000.00	169,070.48	0.00	0.00	0.00	169,070.48
510-WATER FUND	402,924.75	754,285.46	721,946.27	0.00	0.00	435,233.94	(100,107.06)	(10,545.82)	0.00	524,795.18
511-WATER D & R FUND	204,051.24	0.00	0.00	0.00	0.00	204,051.24	0.00	0.00	0.00	204,051.24
512-WATER RESERVE	689,035.03	0.00	0.00	0.00	0.00	689,035.03	0.00	0.00	0.00	689,035.03
520-SEWER FUND	97,370.70	712,542.16	991,337.92	75,000.00	0.00	(106,425.86)	(89,913.51)	(6,483.22)	0.00	(22,996.77)
521-SEWER D & R	370,801.41	0.00	0.00	0.00	75,000.00	295,801.41	0.00	0.00	0.00	295,801.41
522-SEWER RESERVE FUND	91,443.73	0.00	0.00	0.00	0.00	91,443.73	0.00	0.00	0.00	91,443.73
530-SANITATION	31,065.15	250,357.50	296,043.27	0.00	0.00	25,379.38	(21,813.56)	0.00	0.00	47,193.04
540-CEMETERY FUND	505.59	29,600.00	134,550.62	107,817.46	0.00	3,372.83	0.00	(3,372.43)	0.00	0.00
550-LANDFILL	395,528.46	0.00	0.00	0.00	0.00	395,528.46	0.00	0.00	0.00	395,528.46
560-AIRPORT FUND	161,504.21	62,536.57	17,782.03	0.00	0.00	206,058.75	0.00	0.00	0.00	206,058.75
601-INSURANCE CONTINGENCY	143,894.50	0.00	1,500.00	0.00	0.00	142,394.50	0.00	0.00	0.00	142,394.50
701-UTILITY DEPOSIT FUND	470,922.42	125.00	0.00	0.00	0.00	471,047.42	0.00	(10,340.00)	0.00	460,707.42
702-CEMETERY ENDOWMENT FUND	606,828.96	316.03	0.00	0.00	0.00	607,142.99	0.00	0.00	0.00	607,142.99
703-ECONOMIC DEVELOPMENT	4,799.61	13,609.91	88,370.44	72,051.83	0.00	2,090.91	0.00	(2,090.91)	0.00	0.00
GRAND TOTAL	5,120,797.90	10,284,830.27	10,292,214.91	974,511.07	974,511.07	5,113,413.26	(154,437.98)	(1,396.50)	0.00	5,266,464.74

SALES TAX REVENUE

	2020-2021 YTD Actual as of 04/30/2021	2021-2022 YTD Actual as of 04/30/2022	2021-2022 Budget	Percent YTD Actual to Budget (83% of year)
Gen'l	\$ 1,046,633	\$ 1,182,544	\$ 1,191,004	99%
Parks &	\$ 392,568	\$ 443,403	\$ 425,000	104%
Cap Imp	\$ 523,317	\$ 591,272	\$ 650,000	91%



UTILITY USAGE & REVENUE

	2020-2021	2021-2022	Percent YTD
	YTD Actual	YTD Actual	Actual to Budget
	as of 04/30/2021	as of 04/30/2022	(83% of year)
Electric Consumption Sold	38,015,819	45,074,858	
Electric Sales Rev.	\$ 3,492,981	\$ 4,570,608	79%
Water Consumption Sold	101,023,412	112,123,529	
Water Sales Rev.	\$ 626,945	\$ 693,141	73%
Sewer Consumption Sold	91,832,323	102,113,598	
Sewer Sales Rev.	\$ 597,518	\$ 646,160	68%

May 20, 2022

Board of Aldermen
400 North Iron
Salem, MO 65560

Dear Board of Aldermen:

On Thursday, May 19, the Salem Public Library Board received and reluctantly accepted the resignation of board member Joe Brand from the Salem Public Library Board. We have asked Ms. Angie Hammons if she would consider serving on the library board, and she is willing to serve. The Salem Public Library Board now recommends Angie Hammons to the Salem Board of Aldermen for approval.

Thank you for your time and consideration in this matter.

Sincerely,

Salem Public Library Board

Salem Public Library Board

BOARD OF ALDERMEN AGENDA

MAY 24, 2022

6:00 P. M.

1. ITEM IV(a): INTRODUCTION AND READING OF BILLS & RESOLUTIONS
2. SUBJECT: RESOLUTION NO. 17-2022- A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE AN AGREEMENT BETWEEN THE CITY OF SALEM, MISSOURI AND THE DEPARTMENT OF HEALTH AND SENIOR SERVICES FOR THE PURPOSE OF SEWER SHED DISEASE TREND MONITORING.
3. DISCUSSION:

RESOLUTION NO. 17-2022

A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE AN AGREEMENT BETWEEN THE CITY OF SALEM, MISSOURI (CONTRACTOR) AND THE DEPARTMENT OF HEALTH AND SENIOR SERVICES (DEPARTMENT) FOR THE PURPOSE OF SEWER SHED DISEASE TREND MONITORING.

WHEREAS, the City of Salem Missouri desires to enter into an agreement with the Department of Health and Senior Services for the purpose of sewer shed disease trend monitoring.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF SALEM, MISSOURI AS FOLLOWS:

Section 1.

To the extent that this contract involves the use, in whole or in part, of federal funds, the signature of the Contractor's authorized representative on the contract signature page indicates compliance with the Certifications contained in Attachment a, which is attached hereto.

Section 2.

The Contractor shall package the collected samples as described in Attachment B and C, which are attached hereto.

Section 3.

The Department will pay the Contractor a firm, fixed price of \$100.00 per sample, upon satisfactory completion of the deliverables and submission and approval of all required reports and invoices.

Section 4.

The Department reserves the right to reallocate or reduce contract funds at any time during the contract period due to underutilization of contract funds or changes in the availability of program funds. The Department will provide the Contractor with thirty (30) days prior written notification of any reallocation.

This Resolution shall be in full force and effect from and after the date of its passage and approval.

PASSED BY THE BOARD OF ALDERMEN OF THE CITY OF SALEM, MISSOURI, AND APPROVED BY THE MAYOR THIS 24th DAY OF MAY 2022.

APPROVED:

**Greg
Parker
Mayor**

ATTEST:

**Tammy Koller
City Clerk**

APPROVAL AS TO FORM:

**James K. Weber
City Attorney**



Missouri Department of Health and Senior Services

P.O. Box 570, Jefferson City, MO 65102-0570 Phone: 573-751-6400 FAX: 573-751-6010
RELAY MISSOURI for Hearing and Speech Impaired and Voice dial: 711

Paula F. Nickelson
Acting Director



Michael L. Parson
Governor

Dear Contractor:

Enclosed is a contract between your organization and the Department of Health and Senior Services that requires you to complete the following steps:

1. Review and sign the front page of the contract;
2. Complete and sign the exhibit labeled Business Entity Certification, Enrollment Documentation, and Affidavit of Work Authorization; and
3. Return the contract to:

Bureau of Procurement Services
Missouri Department of Health and Senior Services
P.O. Box 570
Jefferson City, MO 65102

Once all signed copies have been returned to our office and the contract is signed by the department, a fully executed copy of the contract will be returned to you. Please contact the Bureau of Procurement Services at (573) 751-6471 or via email at Procurement@health.mo.gov if you have any questions regarding this letter.

Enclosure

www.health.mo.gov

Healthy Missourians for life.

The Missouri Department of Health and Senior Services will be the leader in promoting, protecting and partnering for health.

AN EQUAL OPPORTUNITY / AFFIRMATIVE ACTION EMPLOYER: Services provided on a nondiscriminatory basis.

**PROGRAM SERVICES CONTRACT**

This contract is entered into by and between the State of Missouri, Department of Health and Senior Services (Department/state agency) and the below named entity/individual (Contractor). The contract consists of the contract signature page, the scope of work; any attachments referenced and incorporated herein; the terms and conditions; and any written amendments made in accordance with the provisions contained herein. This contract expresses the complete agreement of the parties. By signing below, the Contractor and Department agree to all the terms and conditions set forth in this contract.

Tracking # 52078	Contract Title: WASTEWATER OPERATORS	
Contract Start: 6/28/2021	Contract End: 6/27/2022	Questions/Please Contact: PROCUREMENT UNIT @ (573)751-6471
Contract #:		Amend #: 00

PLEASE VERIFY/COMPLETE - TYPE OR PRINT - SIGNATURE REQUIRED

NAME OF ENTITY/INDIVIDUAL (Contractor) CITY OF SALEM		
DOING BUSINESS AS (DBA) NAME		
MAILING ADDRESS 400 NORTH IRON		
CITY, STATE, and ZIP CODE SALEM MO 65560		
REMIT TO (PAYMENT) ADDRESS (if different from above)		
CITY, STATE, and ZIP CODE		
CONTACT PERSON	EMAIL ADDRESS	
PHONE NUMBER	FAX NUMBER	
TAXPAYER ID NUMBER (TIN) *****3364	UEI NUMBER:	DUNS NUMBER 077145340
CONTRACTOR'S AUTHORIZED SIGNATURE	DATE	
PRINTED NAME	TITLE	
DEPARTMENT OF HEALTH AND SENIOR SERVICES DIRECTOR OF DIVISION OF ADMINISTRATION OR DESIGNEE SIGNATURE	DATE	

STANDARD CONTRACT LANGUAGE

1. GENERAL

- 1.1 The contract amount shall not exceed \$6,000.00 for the period of June 28, 2021 through June 27, 2022.
- 1.2 To the extent that this contract involves the use, in whole or in part, of federal funds, the signature of the Contractor's authorized representative on the contract signature page indicates compliance with the Certifications contained in Attachment A, which is attached hereto and is incorporated by reference as if fully set forth herein.
- 1.3 The Contractor must be in compliance with the laws regarding conducting business in the State of Missouri. The Contractor shall provide documentation of compliance upon request by the Department. The compliance to conduct business in the state shall include, but not necessarily be limited to:
 - 1.3.1 Registration of business name (if applicable) with the Secretary of State at <http://sos.mo.gov/business/startBusiness.asp>
 - 1.3.2 Certificate of authority to transact business/certificate of good standing (if applicable)
 - 1.3.3 Taxes (e.g., city/county/state/federal)
 - 1.3.4 State and local certifications (e.g., professions/occupations/activities)
 - 1.3.5 Licenses and permits (e.g., city/county license, sales permits)
 - 1.3.6 Insurance (e.g., worker's compensation/unemployment compensation)
- 1.4 Unless otherwise stated in this contract, the Contractor shall use the below information for any correspondence regarding this contract:

Program Name: Environmental Epidemiology

Program Contact: Jeff Wenzel

Address: 930 Wildwood, Jefferson City, MO 65102

Phone: 573-522-5101

Email: Jeff.Wenzel@health.mo.gov

2. PURPOSE

- 2.1 Collection of wastewater samples for the purpose of sewershed disease trend monitoring.

3. DELIVERABLES AND OUTCOMES

STANDARD CONTRACT LANGUAGE

- 3.1 The Contractor shall collect samples as described in Attachment B and C, which are attached hereto and is incorporated by reference as if fully set forth herein.
- 3.2 The Contractor shall package the collected samples in the provided coolers and deliver to a local public health agency or where directed by the Department, where a courier will pick the sample up.
- 3.3 The Contractor shall provide the Department with metadata from the time of collection.

4. BUDGET AND ALLOWABLE COST

- 4.1 The Department will pay the Contractor a firm, fixed price of \$100.00 per sample, upon satisfactory completion of the deliverables and submission and approval of all required reports and invoices.
- 4.2 The Department reserves the right to reallocate or reduce contract funds at any time during the contract period due to underutilization of contract funds or changes in the availability of program funds. The Department will provide the Contractor with thirty (30) days prior written notification of any reallocation.

5. INVOICING AND PAYMENT

- 5.1.1 The State of Missouri shall submit contract payments to the Contractor at the remittance address listed in the contractor's MissouriBUYS vendor registration. However, the Contractor shall understand and agree the state reserves the right to make contract payments to the Contractor through electronic funds transfer (EFT). Therefore, prior to any payments becoming due under the contract, the Contractor must verify and update, if applicable, their vendor registration with their current remittance address and ACH-EFT payment information at <https://MissouriBUYS.mo.gov>.
- 5.2 The Contractor shall invoice the Department on the Contractor's original descriptive business invoice form. The Contractor shall use uniquely identifiable invoice numbers to distinguish an invoice from a previously submitted invoice.
- 5.3 The Contractor shall submit invoices quarterly. Invoices shall be due by the last day of the month following the quarter in which the Contractor provided services under the contract. The Contractor shall perform the services prior to invoicing the Department.
- 5.4 The Department will pay the Contractor quarterly upon the receipt and approval of an invoice and report(s) prepared according to the terms of this contract.
- 5.5 The Contractor shall submit invoices to:

STANDARD CONTRACT LANGUAGE

Missouri Department of Health and Senior Services
Division of Environmental Epidemiology
P.O. Box 570
Jefferson City, MO 65102-0570

- 5.6 The Contractor shall submit the final invoice within thirty (30) calendar days after the contract ending date. The Department shall have no obligation to pay any invoice submitted after the due date.
- 5.7 If the Department denies a request by the Contractor for payment or reimbursement, the Department will provide the Contractor with written notice of the reason(s) for denial.
- 5.8 Notwithstanding any other payment provision of this contract, if the Contractor fails to perform required work or services, fails to submit reports when due, or is indebted to the United States government, the Department may withhold payment or reject invoices under this contract.
- 5.9 If the Contractor is overpaid by the Department, the Contractor shall provide the Department (1) with a check payable as instructed by the Department or (2) deduct the overpayment from an invoice as requested by the Department.
- 5.10 For payment by check, the Contractor shall issue a check made payable to "DHSS-DA-Fee Receipts" and mail the check to:

Missouri Department of Health and Senior Services
Division of Administration, Fee Receipts
P.O. Box 570
920 Wildwood Drive
Jefferson City, Missouri 65102-0570

- 5.11 If the Department used a federal grant to pay the Contractor, the Catalog of Federal Domestic Assistance (CFDA) number assigned to the grant and the dollar amount paid from the grant is available on the State of Missouri Vendor Services Portal under the Vendor Payment section at <https://www.vendorservices.mo.gov/vendorservices/Portal/Default.aspx>. The CFDA name is available at <https://beta.sam.gov/>.
- 5.12 Other than the payments and reimbursements specified above, no other payments or reimbursements shall be made to the Contractor.

6. AMENDMENTS

STANDARD CONTRACT LANGUAGE

- 6.1 Any changes to this contract shall be made only through execution of a written amendment signed and approved by an authorized signatory of each party.

7. RENEWALS

- 7.1 The parties may renew the agreement for two (2) additional one-year periods if mutually agreed to by both parties. Such renewal shall be accomplished in writing and must be signed by both parties.

8. MONITORING

- 8.1 The Department reserves the right to monitor the Contractor during the contract period to ensure financial and contractual compliance.
- 8.2 If the Department deems a Contractor to be high-risk, the Department may impose special conditions or restrictions on the Contractor, including but not limited to the following: withholding authority to proceed to the next phase of the project until the Department receives evidence of acceptable performance within a given contract period; requiring additional, more detailed financial reports or other documentation; additional project monitoring; requiring the Contractor to obtain technical or management assistance; or establishing additional prior approvals from the Department. The Department may impose special conditions or restrictions at the time of the contract award or at any time after the contract award. The Department will provide written notification to the Contractor prior to the effective date of the high-risk status.

9. DOCUMENT RETENTION

- 9.1 The Contractor shall retain all books, records, and other documents relevant to this contract for a period of three (3) years after final payment or the completion of an audit, whichever is later, or as otherwise designated by the federal funding agency and stated in the contract.
- 9.2 The Contractor shall allow authorized representatives of the Department, State, and Federal Government to inspect these records upon request.
- 9.3 If the Contractor is subject to any litigation, claim, negotiation, audit or other action involving the records before the expiration of the three (3) year period, the Contractor shall retain the records until completion of the action and resolution of all issues which arise from it, or until the end of the regular three (3) year period, whichever is later.

STANDARD CONTRACT LANGUAGE

- 9.4 If the Department is subject to any litigation, claim, negotiation, audit or other action involving the records, the Department will notify the Contractor in writing to extend the Contractor's retention period.
- 9.5 The Department may recover any payment it has made to the Contractor if the Contractor fails to retain adequate documentation.

10. CONFIDENTIALITY

- 10.1 The Contractor shall safeguard Protected Personally Identifiable Information (PII) as defined in 2 CFR § 200.1. The Contractor agrees it will assume liability for all disclosures of Protected PII and breaches by the Contractor and/or the Contractor's subcontractors and employees.
- 10.2 The Contractor shall maintain strict confidentiality of all patient and client information or records supplied to it by the Department or that the Contractor creates as a result of contract activities. Unless disclosure is required by law, the Contractor shall not disclose the contents of such records to anyone other than the Department, the patient/client, or the patient's/client's parent or legal guardian. The Contractor agrees it will assume liability for all disclosures of confidential information and breaches by the Contractor and/or the Contractor's subcontractors and employees. The Contractor agrees to comply with all applicable confidentiality and information security laws, including but not limited to sections 192.067 and 192.667, RSMo.

11. LIABILITY

- 11.1 The Contractor shall understand and agree that the Department cannot save and hold harmless and/or indemnify the Contractor or employees 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.
- 11.2 The relationship of the Contractor to the Department shall be that of an independent contractor. The Contractor shall have no authority to represent itself as an agent of the Department. Nothing in this contract is intended to, nor shall be construed in any manner as creating or establishing an agency relationship or the relationship of employer/employee between the parties. Therefore, the Contractor shall assume all legal and financial responsibility for taxes, FICA, employee fringe benefits, workers compensation, employee insurance, minimum wage requirements, overtime, or any other applicable employee related obligation or expense, and shall assume all costs, attorney

STANDARD CONTRACT LANGUAGE

fees, losses, judgments, and legal or equitable imposed remedies associated with the matters outlined in this paragraph in regards to the Contractor's subcontractors, employees and agents. The Contractor shall have no authority to bind the Department for any obligation or expense not specifically stated in this contract. This provision is not intended to waive any claim of sovereign immunity to which a public entity would otherwise be entitled to under Missouri law.

- 11.3 The Contractor shall be responsible for all claims, actions, liability, and loss (including court costs and attorney's fees) for any and all injury or damage (including death) occurring as a result of the Contractor's performance or the performance of any subcontractor, involving any equipment used or service provided, under the terms and conditions of this contract or any subcontract, or any condition created thereby, or based upon any violation of any state or federal statute, ordinance, building code, or regulation by Contractor. However, the Contractor shall not be responsible for any injury or damage occurring as a result of any negligent act or omission committed by the Department, including its officers, employees, and assigns. This provision is not intended to waive any claim of sovereign immunity to which a public entity would otherwise be entitled to under Missouri law.

12. PUBLICATIONS, COPYRIGHTS, AND RIGHTS IN DATA AND REPORTS

- 12.1 If the Contractor issues any press releases mentioning contract activities, the Contractor shall reference in the release both the contract number and the Department. If the Contractor creates any publications, including audiovisual items, produced with contract funds, the Contractor shall give credit to both the contract and the Department in the publication. The Contractor shall obtain approval from the Department prior to the release of such press releases or publications.
- 12.2 If the Contractor develops any copyrighted material as a result of this contract, the Department shall have a royalty-free, nonexclusive and irrevocable right to publish or use, and to authorize others to use, the work for Department purposes or the purpose of the State of Missouri.

13. AUTHORIZED PERSONNEL

- 13.1 The Contractor shall be responsible for assuring that all personnel are appropriately qualified and licensed or certified, as required by state, federal or local law, statute or regulation, respective to the services to be provided through this contract; and documentation of such licensure or certification shall be made available upon request.

STANDARD CONTRACT LANGUAGE

- 13.2 The Contractor shall only utilize personnel authorized to work in the United States in accordance with applicable federal and state laws. This includes but is not limited to the Immigration Reform and Control Act of 1986 as codified at 8 U.S.C. § 1324a, the Illegal Immigration Reform and Immigrant Responsibility Act (IIRIRA) and Section 274A of the Immigration and Nationality Act. If the Contractor is found to be in violation of these requirements or the applicable laws of the state, federal and local laws and regulations, and if the State of Missouri has reasonable cause to believe that the contractor has knowingly employed individuals who are not eligible to work in the United States, the state shall have the right to cancel the contract immediately without penalty or recourse and suspend or debar the contractor from doing business with the state. The state may also withhold up to twenty-five percent of the total amount due to the Contractor. The Contractor agrees to fully cooperate with any audit or investigation from federal, state or local law enforcement agencies.
- 13.3 Affidavit of Work Authorization and Documentation: Pursuant to section 285.530, RSMo, if the Contractor meets the section 285.525, RSMo definition of a “business entity” (<http://www.moga.mo.gov/mostatutes/stathtml/28500005301.html?&me=285.530>), the Contractor must affirm the Contractor’s enrollment and participation in the E-Verify federal work authorization program with respect to the employees hired after enrollment in the program who are proposed to work in connection with the services requested herein. The Contractor should complete applicable portions of Exhibit 1, Business Entity Certification, Enrollment Documentation, and Affidavit of Work Authorization as attached hereto and incorporated by reference as if fully set forth herein. The applicable portions of Exhibit 1 must be submitted prior to an award of a contract.
- 13.4 If the Contractor meets the definition of a business entity as defined in section 285.525, RSMo pertaining to section 285.530, RSMo the Contractor shall maintain enrollment and participation in the E-Verify federal work authorization program with respect to the employees hired after enrollment in the program who are proposed to work in connection with the contracted services included herein. If the Contractor’s business status changes during the life of the contract to become a business entity as defined in section 285.525, RSMo pertaining to section 285.530, RSMo then the Contractor shall, prior to the performance of any services as a business entity under the contract:
- 13.4.1 Enroll and participate in the E-Verify federal work authorization program with respect to the employees hired after enrollment in the program who are proposed to work in connection with the services required herein; AND
- 13.4.2 Provide to the Missouri Department of Health and Senior Services the documentation required in the exhibit titled, Business Entity Certification, Enrollment Documentation,

STANDARD CONTRACT LANGUAGE

and Affidavit of Work Authorization affirming said company's/individual's enrollment and participation in the E-Verify federal work authorization program; AND

- 13.4.3 Submit to the Missouri Department of Health and Senior Services a completed, notarized Affidavit of Work Authorization provided in the exhibit titled, Business Entity Certification, Enrollment Documentation, and Affidavit of Work Authorization.
- 13.5 In accordance with subsection 2 of section 285.530 RSMo, the contractor should renew their Affidavit of Work Authorization annually. A valid Affidavit of Work Authorization is necessary to award any new contracts.

14. TERMINATION

- 14.1 The Department, in its sole discretion, may terminate the obligations of each party under this contract, in whole or in part, effective immediately upon providing written notification to the Contractor if:
 - 14.1.1 State and/or federal funds are not appropriated, continued, or available at a sufficient level to fund this contract; or
 - 14.1.2 A change in federal or state law relevant to this contract occurs; or
 - 14.1.3 A material change of the parties to the contract occurs; or
 - 14.1.4 By request of the Contractor.
- 14.2 Each party under this contract may terminate the contract, in whole or in part, at any time, for its convenience without penalty or recourse by providing the following written notice:
 - 14.2.1 The Department will provide written notice to the Contractor at least thirty (30) calendar days prior to the effective date of such termination.
 - 14.2.2 The Contractor shall provide written notice to the Department at least sixty (60) calendar days prior to the effective date of such termination.
- 14.3 In the event of termination, the Department may exercise the rights set forth in 2 CFR § 200.315(b) to reproduce, publish, or otherwise use copyrighted material prepared, furnished or completed by the Contractor pursuant to the terms of the contract, and may authorize others to do the same. The Department may also exercise the rights set forth in

STANDARD CONTRACT LANGUAGE

2 CFR § 200.315(d) to obtain, reproduce, or otherwise use the data prepared, furnished, or produced by the Contractor pursuant to the terms of the contract, and may authorize others to do the same. The Contractor shall be entitled to receive compensation for services and/or supplies performed in accordance with the contract prior to the effective date of the termination and for all non-cancelable obligations incurred pursuant to the contract prior to the effective date of the termination.

CERTIFICATIONS AND SPECIAL PROVISIONS**1. GENERAL**

- 1.1 To the extent that this contract involves the use, in whole or in part, federal funds, the signature of the Contractor's authorized representative on the contract signature page indicates compliance with the following Certifications and special provisions.

2. CONTRACTOR'S CERTIFICATION REGARDING SUSPENSION AND DEBARMENT

- 2.1 The Contractor certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this contract by any Federal department or agency pursuant to 2 CFR Part 180.
- 2.2 The Contractor shall include these certification requirements regarding debarment, suspension, ineligibility, and voluntary exclusion in all lower tier covered transactions.
- 2.3 If the Contractor enters into a covered transaction with another person at the next lower tier, the Contractor must verify that the person with whom it intends to do business is not excluded or disqualified by:
- 2.3.1 Checking the System of Award Management (SAM) <https://www.sam.gov>; or
- 2.3.2 Collecting a certification from that person; or
- 2.3.3 Adding a clause or condition to the covered transaction with that person.

3. CONTRACTOR'S CERTIFICATION REGARDING LOBBYING

- 3.1 The Contractor certifies that no Federal appropriated funds have been paid or will be paid, by or on behalf of the Contractor, to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, or the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- 3.2 The Contractor certifies that no funds under this contract shall be used to pay for any activity to support or defeat the enactment of legislation before the Congress, or any State

CERTIFICATIONS AND SPECIAL PROVISIONS

or local legislature or legislative body. The Contractor shall not use any funds under this contract to pay for any activity to support or defeat any proposed or pending regulation, administrative action, or order issued by the executive branch of any State or local government.

- 3.3 The Contractor certifies that no funds under this contract shall be used to pay the salary or expenses of the Contractor, or an agent acting for the Contractor who engages in any activity designed to influence the enactment of legislation or appropriations proposed or pending before the Congress, or any State, local legislature or legislative body, or any regulation, administrative action, or Executive Order issued by the executive branch of any State or local government.
- 3.4 The above prohibitions include any activity to advocate or promote any proposed, pending or future Federal, State or local tax increase, or any proposed, pending or future requirement or restriction on any legal consumer product, including its sale or marketing, including but not limited to the advocacy or promotion of gun control.
- 3.5 If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with any Federal contract, grant, loan, or cooperative agreement, the Contractor shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying" in accordance with its instructions.
- 3.6 The Contractor shall require that the language of this section be included in the award documents for all subawards at all levels (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.
- 3.7 This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31 U.S.C. § 1352. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

CERTIFICATIONS AND SPECIAL PROVISIONS**4. CONTRACTOR'S CERTIFICATION REGARDING A DRUG FREE WORKPLACE**

- 4.1 The Contractor certifies it shall provide a drug free workplace in accordance with the Drug Free Workplace Act of 1988, 41 U.S.C. Chapter 81, and all applicable regulations. The Contractor is required to report any conviction of employees providing services under this contract under a criminal drug statute for violations occurring on the Contractor's premises or off the Contractor's premises while conducting official business. The Contractor shall report any conviction to the Department within five (5) working days after the conviction. Submit reports to:

Missouri Department of Health and Senior Services
Division of Administration, Grants Accounting Unit
P.O. Box 570
920 Wildwood Drive
Jefferson City, Missouri 65102-0570

5. CONTRACTOR'S CERTIFICATION REGARDING ENVIRONMENTAL TOBACCO SMOKE

- 5.1 The Pro-Children Act of 1994, (Public Law 103-227, 20 U.S.C. §§ 6081-6084), requires that smoking not be permitted in any portion of any indoor facility owned or leased or contracted for by an entity and used routinely or regularly for the provision of health, day care, early childhood development services, education or library services to children under the age of 18, if the services are funded by Federal programs either directly or through State or local governments, by Federal grant, contract, loan, or loan guarantee. The Pro-Children Act also applies to children's services that are provided in indoor facilities that are constructed, operated, or maintained with such federal funds. The Pro-Children Act does not apply to children's services provided in private residences; portions of facilities used for inpatient drug or alcohol treatment; service providers whose sole source of applicable Federal funds is Medicare or Medicaid; or facilities where WIC coupons are redeemed. Failure to comply with the provisions of the Pro-Children Act may result in the imposition of a civil monetary penalty of up to \$1,000 for each violation and/or the imposition of an administrative compliance order on the responsible entity.
- 5.2 The Contractor certifies that it will comply with the requirements of the Pro-Children Act and will not allow smoking within any portion of any indoor facility used for the provision of services for children as defined by the Pro-Children Act.

CERTIFICATIONS AND SPECIAL PROVISIONS

- 5.3 The Contractor agrees that it will require that the language of this certification be included in any subcontract or subaward that contains provisions for children's services and that all subrecipients shall certify accordingly. Failure to comply with the provisions of the Pro-Children Act law may result in the imposition of a civil monetary penalty of up to \$1,000 per day.

6. CONTRACTOR'S CERTIFICATION REGARDING NON-DISCRIMINATION

- 6.1 The contractor shall comply with all federal and state statutes, regulations and executive orders relating to nondiscrimination and equal employment opportunity to the extent applicable to the contract. These include but are not limited to:
- 6.1.1 Title VI of the Civil Rights Act of 1964 (P.L. 88-352, 42 U.S.C. § 2000d *et seq.*) which prohibits discrimination on the basis of race, color, or national origin (this includes individuals with limited English proficiency) in programs and activities receiving federal financial assistance and Title VII of the Act which prohibits discrimination on the basis of race, color, national origin, sex, or religion in all employment activities;
 - 6.1.2 Equal Pay Act of 1963 (P.L. 88 -38, as amended, 29 U.S.C. § 206 (d));
 - 6.1.3 Title IX of the Education Amendments of 1972, as amended (20 U.S.C §§ 1681-1683 and 1685-1686) which prohibits discrimination on the basis of sex;
 - 6.1.4 Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794) and the Americans with Disabilities Act of 1990, as amended by the ADA Amendment Act of 2008 (42 U.S.C. 12101 *et seq.*) as implemented by all applicable regulations;
 - 6.1.5 The Age Discrimination Act of 1975, as amended (42 U.S.C. 6101-6107) which prohibits discrimination on the basis of age;
 - 6.1.6 Equal Employment Opportunity – E.O. 11246, as amended;
 - 6.1.7 Missouri State Regulation, 19 CSR 10-2.010, Civil Rights Compliance Requirements;
 - 6.1.8 Missouri Governor's E.O. #05-30 (excluding paragraph 1, which was superseded by E.O. #10-24);
 - 6.1.9 Missouri Governor's E.O. #10-24; and

CERTIFICATIONS AND SPECIAL PROVISIONS

- 6.1.10 The requirements of any other nondiscrimination federal and state statutes, regulations and executive orders which may apply to the services provided via the contract.

7. CONTRACTOR'S CERTIFICATION REGARDING EMPLOYEE WHISTLEBLOWER PROTECTIONS

- 7.1 The contractor shall comply with the provisions of 41 U.S.C. 4712 that states an employee of a contractor, subcontractor, grantee, or subgrantee may not be discharged, demoted or otherwise discriminated against as a reprisal for "whistleblowing". In addition, whistleblower protections cannot be waived by any agreement, policy, form, or condition of employment.
- 7.2 The contractor's employees are encouraged to report fraud, waste, and abuse. The contractor shall inform their employees in writing they are subject to federal whistleblower rights and remedies. This notification must be in the predominant native language of the workforce.
- 7.3 The contractor shall include this requirement in any agreement made with a subcontractor or subgrantee.

8. CLEAN AIR ACT AND WATER POLLUTION CONTROL ACT

- 8.1 The Contractor shall comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401 *et seq.*) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251 *et seq.*).

Coronavirus Sewershed Surveillance Project

WWTF sample collection

STANDARD OPERATING PROCEDURE

What you need

- Standard personal protective equipment and procedure (e.g., nitrile or latex gloves and protective eyewear)
- Paper towels (or other absorbent material)
- Packing tape
- Sharpie or other permanent marker
- A sampling device or method capable of collecting 24-hour composite samples

MDNR provided

- 3 pre-labeled sample collection tubes (50 mL each)
- 2 plastic bags
- 4 Ice packs
- Shipping cooler and box
- Biohazard label
- Neon Green Project label
- Electronic sampling log

Collecting the sample

1. Open your box to retrieve the ice packs. Store ice packs in a freezer.
2. Collect at least 1-liter of 24-hour composite sample of raw sewage from the influent. Note: Allow enough time to collect, package and transport samples to drop-off location prior to pick-up time (see step 8).
3. When the collection is complete, close the bottle and invert a few times to mix.
4. Check that each of the three sample tubes has the same sample number and matches the current week's date. Pour sample into each of the three 50 mL tubes. Fill tubes to the top line (50 mL). **Don't overfill tubes.** Screw the caps back on firmly. Fill out labels following the example below with a permanent marker (e.g., Sharpie) (Fig. 1). Ensure correct printed date is used.

DHSS/DNR Sewershed Surveillance Project
2 ROLSE_4 JAN 2020
Collection Date: <u>1/4/2020</u>
Collector Initials: <u>JK</u>

Figure 1. Example sample label. Please fill in collection date and initial.

5. Put tubes in a plastic bag with paper towels and seal. Put plastic bag into another plastic bag and seal. Affix the red Biohazard label to outer bag. Store samples in refrigerator (4°C) until ready for shipping.
6. Pour remaining sample back into sewer system. Do not pour down storm drains. Rinse autosampler bottle 2-3 times with water.

Packing the sample

7. Put the plastic bag containing the samples and ice packs inside the shipping cooler.
8. Seal top of shipping box with packing tape. Fill out the green DHSS/DNR Sewershed Surveillance Project label following the example below (Fig. 2). Affix the project label to the top of the box and make sure it is clearly visible.



Date: 1/4/2020
 Facility Name(s): Rolla WWTF
 No. of Tubes: 3
 Sample ID(s): 2 ROLSE 4 JAN 2020

DELIVER TO:
DHSS/DNR Sewershed Surveillance Project
 Missouri State Public Health Lab
 101 Chestnut Street
 Jefferson City, MO 65101

Figure 2. Example project label. Please fill in the shipping date, facility name, number of sample tubes in box, and sample ID (from label on tube).

Shipping the sample

9. Drop off box with samples to nearest courier location before the designated pick-up time on **Monday-Thursday**. Please do not send on a Friday or day before a holiday. Courier locations can be found at <https://health.mo.gov/lab/courierservices.php> (Do not drop off at a hospital location, as these may not accept water samples).
10. Complete and submit the electronic REDCap Facility Log survey on the same day as you take sample to courier. Access the Facility Log survey via the link in the email you receive from Department of Health and Senior Services. You may resubmit later to add metadata parameters when they become available. If you did not receive the REDCap survey, please contact Melissa.reynolds@health.mo.gov.
11. If a sample week is skipped or has issues for any reason, please contact Jessica Klutts, Jessica.klutts@dnr.mo.gov. If we don't receive your sample by Friday, we will contact you to be sure there wasn't a courier issue.

Coronavirus Sewershed Surveillance Project

Modified composite or grab influent wastewater sample collection

STANDARD OPERATING PROCEDURE

What you need

- Dipper or other grab sample collection device with container (for individual grab samples)
- Clean bottle with lid to composite grab samples (at least 1 L)
- Standard personal protective equipment and procedure (e.g., nitrile or latex gloves and protective eyewear)
- Paper towels (or other absorbent material)
- Packing tape

DNR provided

- 3 pre-labeled sample collection tubes (50 mL each)
 - 2 plastic bags
 - Ice packs
 - Shipping cooler and box
 - Biohazard label
 - Neon Green Project label
 - Electronic sampling log
-

Collecting the sample

1. Open your box to retrieve the ice packs. Store ice packs in a freezer.
2. Rinse dipper or other collection container three times in waste stream prior to sample collection.
3. Collect sample.
 - a. *Modified composite sample*
Collect a minimum of four equal volume grab samples no closer than 2 hours apart during a 24-hour period. Store grab samples in a refrigerator (4°C). Composite all grab samples into clean bottle with lid. The final volume should be at least 1 L.

Notes: Record sample collection times. Collect samples at the same times each week to ensure consistency across sampling events. Some of the samples should coincide with periods of high sewer system usage (i.e. morning or evening).

- b. *Single grab sample*

If a modified composite is not possible, collect a 1 L grab sample.

Notes: Collect sample at the same location and time each week to ensure consistency across sampling events. Optimal sample times coincide with periods of high sewer system usage (i.e. morning and evening)

4. When the collection is complete, close the bottle and shake it to mix.
5. Check that each of the three sample tubes has the same sample number and matches the current week's date. Pour sample into each of the three 50 mL tubes. Fill tubes to the top

line (50 mL). **Don't overfill tubes.** Screw the caps back on firmly. Fill out labels following the example below (Fig. 1).

DHSS/DNR Sewershed Surveillance Project

Sample Number: **SFDNW_1 Jun 2020**
Collection Date: June 1, 2020
Collection Time: 8:00 AM
Collector Initials: SAZ

Figure 1. Example sample label. Please fill in collection date and time and initial.

6. Put tubes in a plastic bag with paper towels and seal. Put plastic bag into another plastic bag and seal. Affix the red Biohazard label to outer bag. Store samples in refrigerator (4°C) until ready for shipping.

Packing the sample

7. Put the plastic bag containing the samples and ice packs inside the shipping cooler.
8. Seal top of shipping box with packing tape. Fill out the green DHSS/DNR Sewershed Surveillance Project label following the example below (Fig. 2). Affix the project label to the top of the box and make sure it is clearly visible.

Date: June 1, 2020
Facility Name: Springfield, IL
No. of Samples: 3
Sample Number: SFDNW_01Jun20
DELIVER TO:
DHSS/DNR Sewershed Surveillance Project
Missouri State Public Health Lab
101 Chestnut Street
Jefferson City, MO 65101

Figure 2. Example project label. Please fill in the shipping date, facility name, number of sample tubes in box, and sample ID number (from label on tube).

Shipping the sample

9. Drop off box with samples to nearest courier location before the designated pick-up time on **Tuesdays**. Courier locations can be found at <https://health.mo.gov/lab/courierservices.php> (Do not drop off at a hospital location, as these may not accept water samples).
10. Complete the electronic sample log and email to the contacts at DHSS, DNR, and MU listed below. The email should also include notice that samples have been dropped off at the courier.

Contacts for sample log:

Sally Zemmer, DNR, sally.zemmer@dnr.mo.gov

Melissa Reynolds, DHSS, melissa.reynolds@health.mo.gov

Marc Johnson, MU, marcjohnson@missouri.edu

CERTIFICATIONS AND SPECIAL PROVISIONS**1. GENERAL**

- 1.1 To the extent that this contract involves the use, in whole or in part, federal funds, the signature of the Contractor's authorized representative on the contract signature page indicates compliance with the following Certifications and special provisions.

2. CONTRACTOR'S CERTIFICATION REGARDING SUSPENSION AND DEBARMENT

- 2.1 The Contractor certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this contract by any Federal department or agency pursuant to 2 CFR Part 180.
- 2.2 The Contractor shall include these certification requirements regarding debarment, suspension, ineligibility, and voluntary exclusion in all lower tier covered transactions.
- 2.3 If the Contractor enters into a covered transaction with another person at the next lower tier, the Contractor must verify that the person with whom it intends to do business is not excluded or disqualified by:
- 2.3.1 Checking the System of Award Management (SAM) <https://www.sam.gov>; or
- 2.3.2 Collecting a certification from that person; or
- 2.3.3 Adding a clause or condition to the covered transaction with that person.

3. CONTRACTOR'S CERTIFICATION REGARDING LOBBYING

- 3.1 The Contractor certifies that no Federal appropriated funds have been paid or will be paid, by or on behalf of the Contractor, to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, or the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- 3.2 The Contractor certifies that no funds under this contract shall be used to pay for any activity to support or defeat the enactment of legislation before the Congress, or any State

EXHIBIT 1
BUSINESS ENTITY CERTIFICATION, ENROLLMENT DOCUMENTATION,
AND AFFIDAVIT OF WORK AUTHORIZATION

BUSINESS ENTITY CERTIFICATION:

The contractor must certify their current business status by completing either Box A or Box B or Box C on this Exhibit.

- BOX A:** To be completed by a non-business entity as defined below.
- BOX B:** To be completed by a business entity who has not yet completed and submitted documentation pertaining to the federal work authorization program as described at http://www.dhs.gov/files/programs/gc_1185221678150.shtm.
- BOX C:** To be completed by a business entity who has current work authorization documentation on file with a Missouri state agency including Division of Purchasing and Materials Management.

Business entity, as defined in section 285.525, RSMo, pertaining to section 285.530, RSMo, is any person or group of persons performing or engaging in any activity, enterprise, profession, or occupation for gain, benefit, advantage, or livelihood. The term "business entity" shall include but not be limited to self-employed individuals, partnerships, corporations, contractors, and subcontractors. The term "business entity" shall include any business entity that possesses a business permit, license, or tax certificate issued by the state, any business entity that is exempt by law from obtaining such a business permit, and any business entity that is operating unlawfully without such a business permit. The term "business entity" shall not include a self-employed individual with no employees or entities utilizing the services of direct sellers as defined in subdivision (17) of subsection 12 of section 288.034, RSMo.

Note: Regarding governmental entities, business entity includes Missouri schools, Missouri universities (other than stated in Box C), out of state agencies, out of state schools, out of state universities, and political subdivisions. A business entity does not include Missouri state agencies and federal government entities.

BOX A – CURRENTLY NOT A BUSINESS ENTITY

I certify that _____ (Company/Individual Name) **DOES NOT CURRENTLY MEET** the definition of a business entity, as defined in section 285.525, RSMo pertaining to section 285.530, RSMo as stated above, because: (check the applicable business status that applies below)

- ☐ I am a self-employed individual with no employees; **OR**
- ☐ The company that I represent employs the services of direct sellers as defined in subdivision (17) of subsection 12 of section 288.034, RSMo.

I certify that I am not an alien unlawfully present in the United States and if _____ (Company/Individual Name) is awarded a contract for the services requested herein under Wastewater Operations and if the business status changes during the life of the contract to become a business entity as defined in section 285.525, RSMo, pertaining to section 285.530, RSMo, then, prior to the performance of any services as a business entity, _____ (Company/Individual Name) agrees to complete Box B, comply with the requirements stated in Box B and provide the Missouri Department of Health and Senior Services with all documentation required in Box B of this exhibit.

Authorized Representative's Name (Please Print)

Authorized Representative's Signature

Company Name (if applicable)

Date

EXHIBIT 1, continued

(Complete the following if you DO NOT have the E-Verify documentation and a current Affidavit of Work Authorization already on file with the State of Missouri. If completing Box B, do not complete Box C.)

BOX B – CURRENT BUSINESS ENTITY STATUS

I certify that _____ (Business Entity Name) **MEETS** the definition of a business entity as defined in section 285.525, RSMo, pertaining to section 285.530.

Authorized Business Entity Representative's
Name (Please Print)

Authorized Business Entity
Representative's Signature

Business Entity Name

Date

E-Mail Address

As a business entity, the contractor must perform/provide each of the following. The contractor should check each to verify completion/submission of all of the following:

- ☐ Enroll and participate in the E-Verify federal work authorization program (Website: http://www.dhs.gov/files/programs/gc_1185221678150.shtm; Phone: 888-464-4218; Email: e-verify@dhs.gov) with respect to the employees hired after enrollment in the program who are proposed to work in connection with the services required herein; AND
- ☐ Provide documentation affirming said company's/individual's enrollment and participation in the E-Verify federal work authorization program. Documentation shall include EITHER the E-Verify Employment Eligibility Verification page listing the contractor's name and company ID OR a page from the E-Verify Memorandum of Understanding (MOU) listing contractor's name and the MOU signature page completed and signed, at minimum, by the contractor and the Department of Homeland Security – Verification Division. If the signature page of the MOU lists the contractor's name and company ID, then no additional pages of the MOU must be submitted; AND
- ☐ Submit a completed, notarized Affidavit of Work Authorization provided on the next page of this Exhibit.

EXHIBIT 1, continued

AFFIDAVIT OF WORK AUTHORIZATION:

The contractor who meets the section 285.525, RSMo, definition of a business entity must complete and return the following Affidavit of Work Authorization.

Comes now _____ (Name of Business Entity Authorized Representative) as _____ (Position/Title) first being duly sworn on my oath, affirm _____ (Business Entity Name) is enrolled and will continue to participate in the E-Verify federal work authorization program with respect to employees hired after enrollment in the program who are proposed to work in connection with the services related to contract(s) with the State of Missouri for the duration of the contract(s), if awarded in accordance with subsection 2 of section 285.530, RSMo. I also affirm that _____ (Business Entity Name) does not and will not knowingly employ a person who is an unauthorized alien in connection with the contracted services provided under the contract(s) for the duration of the contract(s), if awarded.

In Affirmation thereof, the facts stated above are true and correct. (The undersigned understands that false statements made in this filing are subject to the penalties provided under section 575.040, RSMo.)

Authorized Representative's Signature

Printed Name

Title

Date

E-Mail Address

E-Verify Company ID Number

Subscribed and sworn to before me this _____ of _____. I am
(DAY) (MONTH, YEAR)
commissioned as a notary public within the County of _____, State of
(NAME OF COUNTY)
_____, and my commission expires on _____.
(NAME OF STATE) (DATE)

Signature of Notary

Date

EXHIBIT 1, continued

(Complete the following if you have the E-Verify documentation and a current Affidavit of Work Authorization already on file with the State of Missouri. If completing Box C, do not complete Box B.)

BOX C – AFFIDAVIT ON FILE - CURRENT BUSINESS ENTITY STATUS

I certify that _____ (Business Entity Name) **MEETS** the definition of a business entity as defined in section 285.525, RSMo, pertaining to section 285.530, RSMo, and have enrolled and currently participates in the E-Verify federal work authorization program with respect to the employees hired after enrollment in the program who are proposed to work in connection with the services related to contract(s) with the State of Missouri. We have previously provided documentation to a Missouri state agency or public university that affirms enrollment and participation in the E-Verify federal work authorization program. The documentation that was previously provided included the following.

- ✓ The E-Verify Employment Eligibility Verification page OR a page from the E-Verify Memorandum of Understanding (MOU) listing the contractor's name and the MOU signature page completed and signed by the contractor and the Department of Homeland Security – Verification Division
- ✓ A current, notarized Affidavit of Work Authorization (must be completed, signed, and notarized within the past twelve months).

Name of Missouri State Agency or Public University* to Which Previous E-Verify Documentation Submitted: _____

(*Public University includes the following five schools under chapter 34, RSMo: Harris-Stowe State University – St. Louis; Missouri Southern State University – Joplin; Missouri Western State University – St. Joseph; Northwest Missouri State University – Maryville; Southeast Missouri State University – Cape Girardeau.)

Date of Previous E-Verify Documentation Submission: _____

Previous Bid/Contract Number for Which Previous E-Verify Documentation Submitted: _____

(if known)

Authorized Business Entity Representative's
Name (Please Print)

Authorized Business Entity
Representative's Signature

E-Verify MOU Company ID Number

E-Mail Address

Business Entity Name

Date

FOR STATE USE ONLY

Documentation Verification Completed By:

Buyer

Date

**STATE OF MISSOURI
DEPARTMENT OF HEALTH AND SENIOR SERVICES**

TERMS AND CONDITIONS

This contract expresses the complete agreement of the parties and performance shall be governed solely by the specifications and requirements contained herein. Any change must be accomplished by a formal signed amendment prior to the effective date of such change.

1. APPLICABLE LAWS AND REGULATIONS

- a. The contract shall be construed according to the laws of the State of Missouri (state). The contractor shall comply with all local, state, and federal laws and regulations related to the performance of the contract to the extent that the same may be applicable.
- b. To the extent that a provision of the contract is contrary to the Constitution or laws of the State of Missouri or of the United States, the provisions shall be void and unenforceable. However, the balance of the contract shall remain in force between the parties unless terminated by consent of both the contractor and the state.
- c. The contractor must be registered and maintain good standing with the Secretary of State of the State of Missouri and other regulatory agencies, as may be required by law or regulations.
- d. The contractor must timely file and pay all Missouri sales, withholding, corporate and any other required Missouri tax returns and taxes, including interest and additions to tax.
- e. The exclusive venue for any legal proceeding relating to or arising out of the contract shall be in the Circuit Court of Cole County, Missouri.
- f. The contractor shall only employ personnel authorized to work in the United States in accordance with applicable federal and state laws and Executive Order 07-13 for work performed in the United States.

2. INVOICING AND PAYMENT

- a. The State of Missouri does not pay state or federal taxes unless otherwise required under law or regulation. Prices shall include all packing, handling and shipping charges FOB destination, freight prepaid and allowed unless otherwise specified herein.
- b. The statewide financial management system has been designed to capture certain receipt and payment information. For each purchase order received, an invoice must be submitted that references the purchase order number and must be itemized in accordance with items listed on the purchase order. Failure to comply with this requirement may delay processing of invoices for payment.
- c. The contractor shall not transfer any interest in the contract, whether by assignment or otherwise, without the prior written consent of the state.
- d. Payment for all equipment, supplies, and/or services required herein shall be made in arrears unless otherwise indicated in the specific contract terms.
- e. The State of Missouri assumes no obligation for equipment, supplies, and/or services shipped or provided in excess of the quantity ordered. Any unauthorized quantity is subject to the state's rejection and shall be returned at the contractor's expense.
- f. All invoices for equipment, supplies, and/or services purchased by the State of Missouri shall be subject to late payment charges as provided in section 34.055, RSMo.
- g. The State of Missouri reserves the right to purchase goods and services using the state purchasing card.

3. DELIVERY

Time is of the essence. Deliveries of equipment, supplies, and/or services must be made no later than the time stated in the contract or within a reasonable period of time, if a specific time is not stated.

4. INSPECTION AND ACCEPTANCE

- a. No equipment, supplies, and/or services received by an agency of the state pursuant to a contract shall be deemed accepted until the agency has had reasonable opportunity to inspect said equipment, supplies, and/or services.
- b. All equipment, supplies, and/or services which do not comply with the specifications and/or requirements or which are otherwise unacceptable or defective may be rejected. In addition, all equipment, supplies, and/or services which are discovered to be defective or which do not conform to any warranty of the contractor upon inspection (or at any later time if the defects contained were not reasonably ascertainable upon the initial inspection) may be rejected.
- c. The State of Missouri reserves the right to return any such rejected shipment at the contractor's expense for full credit or replacement and to specify a reasonable date by which replacements must be received.
- d. The State of Missouri's right to reject any unacceptable equipment, supplies, and/or services shall not exclude any other legal, equitable or contractual remedies the state may have.

5. CONFLICT OF INTEREST

Elected or appointed officials or employees of the State of Missouri or any political subdivision thereof, serving in an executive or administrative capacity, must comply with sections 105.452 and 105.454, RSMo, regarding conflict of interest.

6. WARRANTY

The contractor expressly warrants that all equipment, supplies, and/or services provided shall: (1) conform to each and every specification, drawing, sample or other description which was furnished to or adopted by the state, (2) be fit and sufficient for the purpose intended, (3) be merchantable, (4) be of good materials and workmanship, and (5) be free from defect. Such warranty shall survive delivery and shall not be deemed waived either by reason of the state's acceptance of or payment for said equipment, supplies, and/or services.

7. REMEDIES AND RIGHTS

- a. No provision in the contract shall be construed, expressly or implied, as a waiver by the State of Missouri of any existing or future right and/or remedy available by law in the event of any claim by the State of Missouri of the contractor's default or breach of contract.
- b. The contractor agrees and understands that the contract shall constitute an assignment by the contractor to the State of Missouri of all rights, title and interest in and to all causes of action that the contractor may have under the antitrust laws of the United States or the State of Missouri for which causes of action have accrued or will accrue as the result of or in relation to the particular equipment, supplies, and/or services purchased or procured by the contractor in the fulfillment of the contract with the State of Missouri.

8. CANCELLATION OF CONTRACT

- a. In the event of material breach of the contractual obligations by the contractor, the state may cancel the contract. At its sole discretion, the state may give the contractor an opportunity to cure the breach or to explain how the breach will be cured. The actual cure must be completed within no more than 10 working days from notification, or at a minimum the contractor must provide the state within 10 working days from notification a written plan detailing how the contractor intends to cure the breach.
- b. If the contractor fails to cure the breach or if circumstances demand immediate action, the state will issue a notice of cancellation terminating the contract immediately. If it is determined the state improperly cancelled the contract, such cancellation shall be deemed a termination for convenience in accordance with the contract.
- c. If the state cancels the contract for breach, the state reserves the right to obtain the equipment, supplies, and/or services to be provided pursuant to the contract from other sources and upon such terms and in such manner as the state deems appropriate and charge the contractor for any additional costs incurred thereby.
- d. The contractor understands and agrees that funds required to fund the contract must be appropriated by the General Assembly of the State of Missouri for each fiscal year included within the contract period. The contract shall not be binding upon the state for any period in which funds have not been appropriated, and the state shall not be liable for any costs associated with termination caused by lack of appropriations.

9. BANKRUPTCY OR INSOLVENCY

Upon filing for any bankruptcy or insolvency proceeding by or against the contractor, whether voluntary or involuntary, or upon the appointment of a receiver, trustee, or assignee for the benefit of creditors, the contractor must notify the state immediately. Upon learning of any such actions, the state reserves the right, at its sole discretion, to either cancel the contract or affirm the contract and hold the contractor responsible for damages.

10. INVENTIONS, PATENTS AND COPYRIGHTS

The contractor shall defend, protect, and hold harmless the State of Missouri, its officers, agents, and employees against all suits of law or in equity resulting from patent and copyright infringement concerning the contractor's performance or products produced under the terms of the contract.

11. NON-DISCRIMINATION AND AFFIRMATIVE ACTION

In connection with the furnishing of equipment, supplies, and/or services under the contract, the contractor and all subcontractors shall agree not to discriminate against recipients of services or employees or applicants for employment on the basis of race, color, religion, national origin, sex, age, disability, or veteran status unless otherwise provided by law. If the contractor or subcontractor employs at least 50 persons, they shall have and maintain an affirmative action program which shall include:

- a. A written policy statement committing the organization to affirmative action and assigning management responsibilities and procedures for evaluation and dissemination;
- b. The identification of a person designated to handle affirmative action;
- c. The establishment of non-discriminatory selection standards, objective measures to analyze recruitment, an upward mobility system, a wage and salary structure, and standards applicable to layoff, recall, discharge, demotion, and discipline;
- d. The exclusion of discrimination from all collective bargaining agreements; and
- e. Performance of an internal audit of the reporting system to monitor execution and to provide for future planning.

If discrimination by a contractor is found to exist, the state shall take appropriate enforcement action which may include, but not necessarily be limited to, cancellation of the contract, suspension, or debarment by the state until corrective action by the contractor is made and ensured, and referral to the Attorney General's Office, whichever enforcement action may be deemed most appropriate.

12. AMERICANS WITH DISABILITIES ACT

In connection with the furnishing of equipment, supplies, and/or services under the contract, the contractor and all subcontractors shall comply with all applicable requirements and provisions of the Americans with Disabilities Act (ADA).

13. FILING AND PAYMENT OF TAXES

The commissioner of administration and other agencies to which the state purchasing law applies shall not contract for goods or services with a vendor if the vendor or an affiliate of the vendor makes sales at retail of tangible personal property or for the purpose of storage, use, or consumption in this state but fails to collect and properly pay the tax as provided in chapter 144, RSMo. For the purposes of this section, "affiliate of the vendor" shall mean any person or entity that is controlled by or is under common control with the vendor, whether through stock ownership or otherwise.

14. COMMUNICATIONS AND NOTICES

Any notice to the contractor shall be deemed sufficient when deposited in the United States mail postage prepaid, transmitted by facsimile, transmitted by e-mail or hand-carried and presented to an authorized employee of the contractor.

**CONTRACT FUNDING SOURCE(S)**

The Contract Funding Source(s) identifies the total amount of funding and federal funding source(s) expected to be used over the life of this contract. The CFDA number is the pass-through identification number for your Schedule of Expenditures of Federal Awards (SEFA), if one is required. You may reconcile your financial records to actual payment documents by going to the vendor services portal at <https://www.vendorservices.mo.gov/>. If the funding information is not available at the time the contract is issued, the Contractor will be notified in writing by the Department. Please retain this information with your official contract files for future reference.

Tracking #	52078	State: 0%	\$0.00	Federal: 100%	\$6,000.00
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Contract Title: WASTEWATER OPERATORS**Contract Start:** 6/28/2021 **Contract End:** 6/27/2022 **Amend#:** 00 **Contract #:****Vendor Name:** CITY OF SALEM**CFDA:** 93.310 **Research and Development:** Y**CFDA Name:** TRANS-NIH RESEARCH SUPPORT**Federal Agency:** DEPARTMENT OF HEALTH AND HUMAN SERVICES / NATIONAL INSTITUTES OF HEALTH**Federal Award:** 1U01DA053893-01**Federal Award Name:** WASTEWATER DETECTION OF COVID-19**Federal Award Year:** 2021 **DHSS #:** DA053893-01 **Federal Obligation:** \$600.00**CFDA:** 93.323 **Research and Development:** N**CFDA Name:** EPIDEMIOLOGY AND LABORATORY CAPACITY FOR INFECTIOUS DISEASES (ELC)**Federal Agency:** DEPARTMENT OF HEALTH AND HUMAN SERVICES / CENTERS FOR DISEASE CONTROL AND PREVENTION**Federal Award:** 6NU50CK000546-02**Federal Award Name:** CK19-1904 EPIDEMIOLOGY AND LABORATORY CAPACITY FOR PREVENTION AND CONTROL OF EMERGING INFECTIOUS DISEASES (ELC)**Federal Award Year:** 2020 **DHSS #:** CK000546-02S **Federal Obligation:** \$4,800.00**CFDA:** 93.323 **Research and Development:** N**CFDA Name:** EPIDEMIOLOGY AND LABORATORY CAPACITY FOR INFECTIOUS DISEASES (ELC)**Federal Agency:** DEPARTMENT OF HEALTH AND HUMAN SERVICES / CENTERS FOR DISEASE CONTROL AND PREVENTION**Federal Award:** 6NU50CK000546-01**Federal Award Name:** CK19-1904 EPIDEMIOLOGY AND LABORATORY CAPACITY FOR PREVENTION AND CONTROL OF EMERGING INFECTIOUS DISEASES (ELC)**Federal Award Year:** 2020 **DHSS #:** CK000546-01B **Federal Obligation:** \$600.00

* The Department will provide this information when it becomes available.

Project Description:

Wastewater samples collected for the purpose of sewershed disease trend monitoring.

BOARD OF ALDERMEN AGENDA

MAY 24, 2022

6:00 P. M.

1. ITEM IV (b): INTRODUCTION AND READING OF BILLS & RESOLUTIONS
2. SUBJECT: RESOLUTION NO. 18-2022- A RESOLUTON AUTHORIZING THE FILING OF AN APPLICATION WITH MISSOURI DEPARTMENT OF NATURAL RESOURCES, FINANCIAL ASSISTANCE CENTER'S STATE ARPA GRANT PROGRAMS FOR SUBAWARD OF FEDERAL FINANCIAL ASSISTANCE PROVIDED TO THE STATE OF MISSOURI BY THE U.S. DEPARTMENT OF THE TREASURY PURSUANT TO SECTION 602(b) OF THE SOCIAL SECURITY ACT, (PUB. L. NO. 117-2 (MARCH 11, 2021), 135 STAT, 4, 223-26.
3. DISCUSSION:

RESOLUTION NO. 18-2022

A RESOLUTION AUTHORIZING THE FILING OF AN APPLICATION WITH MISSOURI DEPARTMENT OF NATURAL RESOURCES, FINANCIAL ASSISTANCE CENTER'S STATE ARPA GRANT PROGRAMS FOR SUBAWARD OF FEDERAL FINANCIAL ASSISTANCE PROVIDED TO THE STATE OF MISSOURI BY THE U.S. DEPARTMENT OF THE TREASURY ("TREASURY") PURSUANT TO SECTION 602(B) OF THE SOCIAL SECURITY ACT, AS ADDED BY SECTION 9901 OF THE AMERICAN RESCUE PLAN ACT, (PUB. L. NO. 117-2 (MARCH 11, 2021), 135 STAT. 4, 223-26

WHEREAS, under the terms of section 602(c) of the Act and Treasury's regulations, the State of Missouri has authorized the making of grants to authorized applicants to aid in the completion of specific public projects.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF SALEM, MISSOURI AS FOLLOWS:

Section 1.

That the mayor is hereby authorized to execute and file an application(s) on behalf of the City of Salem with the State of Missouri for grant funding to aid in the completion of a lead service line inventory, or a drinking water, wastewater, and/or a stormwater project

Section 2.

That the mayor is hereby authorized and directed to furnish such information as the Missouri Department of Natural Resources may reasonably request in connection with the application, which is herein authorized, to sign all necessary documents on behalf of the applicant, to furnish such assurances to the Missouri Department of Natural Resources as may be required by law or regulation, and to receive payment on behalf of the applicant.

This Resolution shall be in full force and effect from and after the date of its passage and approval.

PASSED BY THE BOARD OF ALDERMEN OF THE CITY OF SALEM, MISSOURI, AND APPROVED BY THE MAYOR THIS 24th DAY OF MAY 2022.

APPROVED:

**Greg
Parker
Mayor**

ATTEST:

**Tammy Koller
City Clerk**

APPROVAL AS TO FORM:

**James K. Weber
City Attorney**

BOARD OF ALDERMEN AGENDA

MAY 24, 2022

6:00 P. M.

1. ITEM V: OLD BUSINESS
2. SUBJECT: Request to amend truck bid for Parks and Recreation
3. DISCUSSION:



Mayor and Alderman,

I first want to thank you all for approving the truck purchase, we really appreciate your support of our department. Unfortunately, the truck that was approved will not be adequate for Parks and Recreation use. After further review the Toyota truck that was approved, I noticed the approved bid was for a mid-size Tacoma, I miss read the bid as a full-size Tundra. I apologize for overlooking that very important detail. I just want to make sure my department has the correct equipment for their needs, hence the reason I'm reapproaching you to amend the first approval and presenting you with a full-size replacement of the original request. Mark and I have called dealerships in the area to locate a full-size truck that will fit Parks and Recreation's needs. Several dealers no longer do fleet pricing but there are a few that will still work with us. We originally found three trucks bids for your approval, but in the meantime the truck we wanted sold. It was a 2022 Ford F-150 4x4 regular cab V6 eco boost priced at \$34,880 (a fleet model that was backed out on) with the two other bids on similar trucks coming in at \$47,915 and \$51,215. We have since located a used 2019 Ford F-150 4X4 V6 w/tow with 33,679 miles for \$32,054. Trucks are hard to find, in the time I write this to the time we approve, it's very possible that this truck will no longer be available. I'm asking that the Board pre-approve the Parks and Recreation to spend up to \$35,000 on a truck for purchase so we can purchase a truck before it's sold.

Thank you for your consideration,

Melissa DuBois

Parks and Recreation Director



O: (573) 729-6290

C: (573) 247-6031

E: salemparks@salem-mo.com

BOARD OF ALDERMEN AGENDA
MAY 24, 2022
6:00 P. M.

1. ITEM VI (A): BIDS
2. SUBJECT: Request for Qualifications Professional Engineering Services
3. DISCUSSION:



400 N. Iron Street, Salem, Missouri 65560
(573) 729-4811 Fax (573) 729-5371
www.salemmo.com

REQUEST FOR QUALIFICATIONS PROFESSIONAL ENGINEERING SERVICES

The City of Salem, MO is requesting qualifications for the preparation of a Facility Plan/Engineering Report to address inflow and infiltration (I&I) in the City's collection system. Funding for the report is through the Missouri Department of Natural Resources' Clean Water Engineering Report Grant program. The report should adhere to 10 CSR 20-8.110 Engineering Reports, Plans, and Specifications.

Qualification information provided to the city shall include:

- A. The specialized experience and technical competence of the firm with respect to the type of services required;
- B. The capacity and capability of the firm to perform the work in question, including specialized services, within the time limitations fixed for the completion of the project;
- C. The past record of performance of the firm with respect to such factors as control of costs, quality of work, and ability to meet schedules;
- D. The firm's proximity to and familiarity with the area in which the project is located; and
- E. The firm's professional experience in designing wastewater systems.

Once the most qualified firm is selected, an engineering agreement will be negotiated. The engineering agreement may be amended to include design and construction engineering services. The execution of the agreement shall be contingent upon the availability of funds.

3 copies of the above information should be submitted no later than Friday, May 6, 2022, at 3pm to the attention of Ray Walden, City Administrator located at 400 N. Iron St., Salem, MO 65560.

The City of Salem is an Equal Opportunity Employer and invites the submission of proposals from Women and Minority Business Enterprises.

MAYOR
Kimberly Steelman

ALDERMEN

East Ward
Shawn Bolerjack
Kala Sisco

West Ward
Greg Parker
Catherine Dent

PARKS AND RECREATION: Melissa DuBors

POLICE DEPARTMENT: Joe Chase



PUBLIC WORKS: Mark Nash

UTILITIES: Jennifer Cochran

CITY ADMINISTRATOR

Ray Walden

CITY CLERK

Tammy Koller

CITY ATTORNEY

James Weber

ECONOMIC DEVELOPMENT: Sally Burbridge

BUILDING INSPECTION: Jarred Brown

Archer- Firm #2 Firm #3
 Elgin
 (10=Best, 1=Lowest

1 The specialized experience and technical competence of the firm with respect to the type of services required.	10
2 The capacity and capability of the firm to perform the work in question, including specialized services, within the time limitations fixed for the completion of the project.	10
3 The past record of performance of the firm with respect to such factors as control of costs, quality of work, and ability to	10
4 The firm's proximity to and familiarity with the area in which the project is located.	10
5 The firm's professional experience in designing wastewater systems.	10
Total	50

BOARD OF ALDERMEN AGENDA
MAY 24, 2022
6:00 P.M.

1. ITEM VII: BOARDS AND COMMITTEES
2. SUBJECT: COMMITTEE APPOINTMENTS
3. DISCUSSION:

BOARD OF ALDERMEN AGENDA

MAY 24, 2022

6:00 P. M.

1. ITEM VIII (A): REPORTS OF CITY OFFICIALS AND BOARDS AND COMMITTEES
2. SUBJECT: E. Ray Walden, Jr., City Administrator
3. DISCUSSION:

BOARD OF ALDERMEN AGENDA

MAY 24, 2022

6:00 P. M.

1. ITEM VIII (B): REPORTS OF CITY OFFICIALS AND BOARDS AND COMMITTEES
2. SUBJECT: Greg Parker, Mayor
3. DISCUSSION:

BOARD OF ALDERMEN AGENDA

MAY 24, 2022

6:00 P. M.

1. ITEM VIII (C): REPORTS OF CITY OFFICIALS AND BOARDS AND COMMITTEES
2. SUBJECT: Mark Nash, Public Works
3. DISCUSSION:

BOARD OF ALDERMEN AGENDA

MAY 24, 2022

6:00 P. M.

1. ITEM VIII(D): REPORTS OF CITY OFFICIALS AND BOARDS AND COMMITTEES
2. SUBJECT: Sally Burbridge, Economic Development
3. DISCUSSION: Letter of support for the Certified Site Application for Tract C/9 E. Pines (25 acres) in Masters Industrial Park.



400 N. Iron Street, Salem, Missouri 65560
(573) 729-4811 Fax (573) 729-5371
www.salemmo.com

5.7.1 Local Support Missouri Certified Site Application

May 24, 2022

Technical Review Committee Members,

As Mayor for the City of Salem, Missouri, I would like to express my support for the application of Tract C/9 E. Pines in Masters Industrial Park in the City of Salem, for Certified Site Status with the Missouri Department of Economic Development. The City of Salem is a strong supporter of economic growth for our community, and we have committed the resources necessary to complete the application and for marketing the site once Certified Site status has been obtained.

On behalf of the City of Salem, I am looking forward to the continued development of not only this parcel, but of the remaining portions of Masters Industrial Park as resources allow. As an example of our support, in the City's proposed 2022-2023 budget, there are funds for a new sign for Masters Industrial Park that will include identification of the existing businesses, and contact information and acreages for available properties including Tract C/9 E. Pines.

I stand ready to answer any questions you may have.

Respectfully,

Greg Parker
Mayor

MAYOR
Greg Parker

ALDERMEN

East Ward
Shawn Bolerjack
Kala Sisco

West Ward
Tod Kinerk
Kyle Williams

PARKS AND RECREATION: Melissa DuBois
POLICE DEPARTMENT: Joe Chase



PUBLIC WORKS: Mark Nash
UTILITIES: Jennifer Cochran

CITY ADMINISTRATOR

Ray Walden

CITY CLERK

Tammy Koller

CITY ATTORNEY

James Weber

ECONOMIC DEVELOPMENT: Sally Burbridge
BUILDING INSPECTION: Jarred Brown

BOARD OF ALDERMEN AGENDA

MAY 24, 2021

6:00 P. M.

1. ITEM VIII (E): REPORTS OF CITY OFFICIALS AND BOARDS AND COMMITTEES
2. SUBJECT: Melissa Dubois, Parks and Recreation
3. DISCUSSION:

BOARD OF ALDERMEN AGENDA

MAY 24, 2022

6:00 P. M.

1. ITEM VIII (F): REPORTS OF CITY OFFICIALS AND BOARDS AND COMMITTEES
2. SUBJECT: Aldermen Reports
3. DISCUSSION:

BOARD OF ALDERMEN AGENDA
MAY 24, 2022
6:00 P. M.

1. ITEM IV: CLOSED SESSION

2. SUBJECT:

Pursuant to Section 610.021(12) of the Revised State Statutes of the State of Missouri pertaining to sealed proposals and related documents or any documents related to a negotiated contract until a contract is executed, or all proposals are rejected.

3. DISCUSSION:

BOARD OF ALDERMEN AGENDA
MAY 24, 2022
6:00 P.M.

1. ITEM X: ADJOURNMENT
2. SUBJECT: Adjournment of Meeting
3. DISCUSSION:

- (a) Recommend Board Adjourn.
- (b) Recognize motion and second.
- (c) Roll vote:

Alderman Tod KINERK
Alderman Shawn BOLERJACK
Alderwoman Kala SISCO
Alderman Kyle WILLIAMS

- (d) Board Adjourned.