



What: Cass County Commission Meeting

When: January 21, 2026, at 12:00 pm

Location: Historic Courthouse, 3rd Floor Conference Room, 102 E Wall Street, Harrisonville, MO 64701

AGENDA

The tentative agenda of this meeting includes:

Agenda Commission Meeting - 12:00 pm

- 1. Call to Order**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Accept the Agenda as presented.**
- 5. Approval of Commission Meeting Minutes**
 - January 14, 2026
- 6. Resolution No. 26-07 – Cass County Treasurer’s Office**
 - Approving an agreement to provide professional consulting services with John L. Bower, CPA
 - Comment:
- 7. Resolution No. 26-08 – Cass County Sheriff’s Office**
 - Authorizing the purchase of an X-ray inspection system and related equipment.
 - Comment:
- 8. Ordinance No. 26-02 – Cass County Commission**
 - An ordinance amending County Code Chapter 115 relating to the Procurement Policy
 - Comment:
- 9. Public Comment (5-minute limit):**
- 10. Commissioner Communications:**
- 11. Adjourn**

The tentative agenda of this meeting may also include a vote to close part of the meeting pursuant to RS MO Sections:

| | |
|--|--|
| | RSMo. 610.021.1 - Legal |
| | RSMo. 610.021.2 – Real Estate |
| | RSMo. 610.021.3 – Personnel Actions |
| | RSMo. 610.021.13 – Personnel Records |
| | RSMo. 610.021.18 – Confidential Communication with Auditor |
| | RSMo. 610.021.12 – Contract Negotiations |



What: Cass County Commission Meeting

When: January 14, 2026 at 12:00 PM

Location: Historic Courthouse, 3rd Floor Conference Room.102 E Wall Street, Harrisonville, MO 64701

Bob Huston, Presiding Commissioner
Kathy Lambertz, County Clerk

Mike Moreland, Associate Commissioner District 1
Jeff Fletcher, Associate Commissioner District 2

Cass County Meeting Minutes

1. Call to Order

Presiding Commissioner Huston called the meeting to order at 12:00 PM.

2. Roll Call

| Attendance | Name | Title |
|------------|---------------|-----------------------------------|
| x | Bob Huston | Presiding Commissioner |
| x | Mike Moreland | Associate Commissioner District 1 |
| x | Jeff Fletcher | Associate Commissioner District 2 |

3. Pledge of Allegiance

4. Accept the agenda as presented.

Commissioner Moreland made a motion to accept the agenda.
Commissioner Fletcher seconded the motion to accept the agenda.
Motion Status: Passed 3-0

5. Approval of Commission Meeting Minutes

- January 7, 2026

Commissioner Fletcher made a motion to accept the Minutes.
Commissioner Moreland seconded the motion to accept the Minutes.
Motion Status: Passed 3-0

6. Resolution No. 26-03 – Cass County Auditor’s Office

- Authorizing payment of opioid settlement funds in the amount of \$54,560.00 for the purchase and installation of Triton Environmental sensors as requested by the Raymore- Peculiar School District overdose detection and response.
- Comment: Auditor Jack Bondon gave an update.

Commissioner Moreland made a motion to accept Resolution No. 26-03.
Commissioner Fletcher seconded the motion to accept Resolution No. 26-03.
Motion Status: Passed 3-0

7. Resolution No. 26-04 – Cass County Health Department

- Approving the Public Health Emergency Preparedness (PHEP) contract between the Missouri Department of Health and Senior Services
- Comment: Health Dept. Director Mat McCall gave an update.

Commissioner Fletcher made a motion to accept Resolution No. 26-04.
Commissioner Moreland seconded the motion to accept Resolution No. 26-04.
Motion Status: Passed 3-0

8. Resolution No. 26-05 – Cass County Commission

- Approving a professional services master agreement with Navigate Building Solutions, LLC.
- Comment: Presiding Commissioner gave an update.

Commissioner Moreland made a motion to accept Resolution No. 26-05.

Commissioner Fletcher seconded the motion to accept Resolution No. 26-05.

Motion Status: Passed 3-0

9. Resolution No. 26-06 – Cass County Maintenance

- Authorizing the purchase of one Ram 3500 Crew Cab 4x4 vehicle for the Cass County Maintenance Department.
- Comment: Maintenance Superintendent Bobby Wray gave an update.

Commissioner Fletcher made a motion to accept Resolution No. 26-06.

Commissioner Moreland seconded the motion to accept Resolution No. 26-06.

Motion Status: Passed 3-0

10. For the Record – Cass County Treasurer’s Office

- Six – month Settlement – July – December 2025
- Twelve – month Settlement - January – December 2025

11. For the Record – Cass County Collector’s Office – Abatements

- 2021 Personal Property Abatement # 563
- 2022 Personal Property Abatement # 617-618
- 2023 Personal Property Abatement # 564-568
- 2024 Personal Property Abatement # 571-584
- 2025 Personal Property Abatement # 233, 255- 391, 393-424
- 2025 Real Estate Abatement # 20-28

12. Public Comment (5-minute limit): N/A

13. Commissioner Communications: N/A

14. Adjourn

Commissioner Moreland made a motion to adjourn at 12:10 PM.

Commissioner Fletcher seconded the motion to adjourn.

Motion Status: Passed 3-0



Executive Session:

The tentative agenda of this meeting also includes a vote to close part of the meeting pursuant to RSMO Sections:

| | |
|---|--|
| | RSMo. 610.021.1 - Legal |
| | RSMo. 610.021.2 – Real Estate |
| x | RSMo. 610.021.3 – Personnel Actions |
| | RSMo. 610.021.13 – Personnel Records |
| | RSMo. 610.021.18 – Confidential Communication with Auditor |
| | RSMo. 610.021.12 – Contract Negotiations |

Commissioner Moreland made a motion to enter Executive Session and the meeting be closed at 12:04 PM pursuant to (See Above)

Commissioner Fletcher seconded the motion and it passed unanimously by roll call vote.

Commissioner Moreland moved to adjourn from Executive Session and reconvene into regular session at 12:10 PM.

Commissioner Fletcher seconded the motion and it passed unanimously by roll call vote.

Bob Huston
Presiding Commissioner

Mike Moreland
Associate Commissioner District 1

Jeff Fletcher
Associate Commissioner District 2

Kathy Lambertz
County Clerk

Minutes Approval Date: _____

Certified Copy of Record

STATE OF MISSOURI, }
County of Cass, } ss.

In the County Commission of Cass County, Missouri, at the January Term, 2026, held on the 21st day of January 2026 amongst others, were the following proceedings:

RESOLUTION NO. 26-08 OF THE CASS COUNTY COMMISSION

AUTHORIZING THE PURCHASE OF AN X-RAY INSPECTION SYSTEM AND RELATED EQUIPMENT

BE IT HEREBY RESOLVED AND ORDERED BY THE COUNTY COMMISSION OF CASS COUNTY, MISSOURI, THAT, this Commission hereby approves the purchase one (1) Smiths Detection SDX 6040 EIQ GSA/TAA X-ray Inspection System, together with associated software, accessories, installation, and training, in accordance with the attached quote, through General Services Administration Federal Supply Schedule Contract No. GS-07F-081DA. The Presiding Commissioner or his designee is hereby authorized to sign necessary agreements on behalf of Cass County, Missouri, and all other documents necessary to facilitate this order.

ADOPTED BY THE COUNTY COMMISSION OF CASS COUNTY, MISSOURI, THIS 21ST DAY OF JANUARY 2026.

Bob Huston
Presiding Commissioner

Mike Moreland
Associate Commissioner
Dist. 1

Jeff Fletcher
Associate Commissioner
Dist. 2

ATTEST:



Kathy Lambertz
County Clerk

Dated: _____



U.S. General Services Administration

smiths detection
bringing technology to life

**GENERAL SERVICES ADMINISTRATION
FEDERAL ACQUISITION SERVICE
AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICE LIST**

Online access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA Advantage!, a menu-driven database system. The Internet address for GSA Advantage! is: <http://www.gsaadvantage.gov>.

**WORLDWIDE FEDERAL SUPPLY SCHEDULE CONTRACT SCHEDULE TITLE:
Security and Protection; Scientific Management and Solutions Laboratory
INDUSTRIAL GROUP: Multiple Award Schedule (MAS) Program**

CONTRACT NUMBER:

GS-07F-081DA

PERIOD COVERED BY CONTRACT:

March 15, 2016 - March 14, 2026

Smiths Detection Inc.

2202 Lakeside Blvd.

Edgewood, MD 21040

(P) 410-612-2625

(F) 410-510-9496

<http://smithsdetection.com/>

Ordering Agency Point of Contact:

Order Contact: Sales Support 24/7
Point of Contact Phone: 1-800-297-0955
Point of Contact Email: gsa.sales@smiths-detection.com

Contractor's Administration Source:

Point of Contact: Masood Ashraf
Point of Contact Phone: 410-612-2515
Point of Contact Email: mohammad.ashraf@smiths-detection.com

General Services Administration Management Services Center Acquisition Division

Modification # **PS-0073**, dated **06-30-2025**

Business Size: **Other than Small Business**

Unique Entity Identification No.: FHKLV1NP651

For more information on ordering go to the following website: <https://www.gsa.gov/schedules>.

GSA AWARDED TERMS AND CONDITIONS SMITHS DETECTION, INC.

1a. **TABLE OF AWARDED SPECIAL ITEM NUMBERS (SIN)**

SIN 334519: Bomb Disposal and Hazardous Material Protective and Detective Equipment_ Order-Level materials (OLM)

1b. **LOWEST PRICED MODEL NUMBER AND PRICE FOR EACH SIN:** See GSA Advantage! (GSA Advantage!)

1c. **HOURLY RATES (Services Only):** N/A

2. **MAXIMUM ORDER:** N/A

3. **MINIMUM ORDER:** \$100

4. **GEOGRAPHIC COVERAGE:** 48 Contiguous States and Washington, DC; Latin America and the Caribbean, Europe, South America, Central America/Mexico, Canada, Asia Pacific, Middle East and Africa

5. **POINT(S) OF PRODUCTION:**
Edgewood, Harford County, MD
United Kingdom

6. **DISCOUNT FROM LIST PRICES:** Net GSA pricing is listed at GSA Advantage!

7. **QUANTITY DISCOUNT(S):** None

8. **PROMPT PAYMENT TERMS:** 0%, Net 30 Days

Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions.

Government purchase cards **are accepted** at or below the micro-purchase threshold.

Government purchase cards **are accepted** above the micro-purchase threshold.

9. **FOREIGN ITEMS:** UK (IONSCAN 600)

10a. **TIME OF DELIVERY:** 150 Days after order acceptance

10b. **EXPEDITED DELIVERY:** Expedited delivery is available. Contact Contractor's Order Contact for availability.

10c. **OVERNIGHT AND 2-DAY DELIVERY:** Overnight and 2-day delivery are available. Contact the Contractor for rates.

10d. **URGENT REQUIREMENTS:** Agencies can contact the Contractor's representative to affect a faster delivery. Customers are encouraged to contact the contractor for the purpose of requesting accelerated delivery.

11. **FOB POINT(S):** Point of Production (FOB-Origin)

- 12a. **ORDERING ADDRESS:**
- 2202 Lakeside Blvd
Edgewood, MD 21040-1102
Attn: Sales Support
Phone: 1-800-297-0955
Fax: 410-510-9496
Email: gsa.sales@smiths-detection.com
- 12b. **ORDERING PROCEDURES: Purchase Order or Blanket Purchase Agreement (BPA).** Ordering activities shall use the ordering procedures described in Federal Acquisition Regulation 8.405-3 when placing an order or establishing a BPA for supplies or services.
13. **PAYMENT ADDRESS(ES):**
SMITHS DETECTION, INC.
PO BOX 735259
Dallas, TX 75373-5259
FSD.Receivables@smiths-detection.com
- For Overnight:
JP Morgan Chase (TX1-0029)
Attn: SMITHS DETECTION INC & 735259
14800 Frye Road, 2nd Floor
Fort Worth, TX 76155
14. **WARRANTY PROVISION:** Standard Commercial Warranty. Customer should contact contractor for a copy of the warranty.
15. **EXPORT PACKING CHARGES:** Contact Contractor's Order Contact
16. **TERMS AND CONDITIONS OF RENTAL, MAINTENANCE, AND REPAIR (if applicable):** N/A
17. **TERMS AND CONDITIONS OF INSTALLATION (IF APPLICABLE):** N/A
- 18a. **TERMS AND CONDITIONS OF REPAIR PARTS INDICATING DATE OF PARTS PRICE LISTS AND ANY DISCOUNTS FROM LIST PRICES (IF AVAILABLE):** N/A
- 18b. **TERMS AND CONDITIONS FOR ANY OTHER SERVICES (IF APPLICABLE):** N/A
19. **LIST OF SERVICE AND DISTRIBUTION POINTS (IF APPLICABLE):** N/A
20. **LIST OF PARTICIPATING DEALERS (IF APPLICABLE):** N/A
21. **PREVENTIVE MAINTENANCE (IF APPLICABLE):** N/A
- 22a. **SPECIAL ATTRIBUTES SUCH AS ENVIRONMENTAL ATTRIBUTES (e.g. recycled content, Energy efficiency, and/or reduced pollutants):** N/A
- 22b. **Section 508 Compliance for EIT:** as applicable
23. **Unique ID #:** FHKLJV1NP651
24. **NOTIFICATION REGARDING REGISTRATION IN SYSTEM FOR AWARD MANAGEMENT (SAM) DATABASE:** Active

Tax ID#: 22-3552823
DUNS #: 53050980

Kristin Harts
Account Executive
Smiths Detection
2202 Lakeside Blvd
Edgewood, MD 21040
Phone: 219-661-8964
Fax: 219-661-8965
Email: kharts@securmar.com

Smiths Detection Equipment Proposal

| | | | |
|--------------------------------------|---|-----------------------------|----------------------------|
| Prepared for Company Location | Sgt. Jeremiah Patterson Cass County 2501 W Wall St Ste 100 Harrisonville, MO 64701 | Date | January 8, 2026 |
| Phone | 816-380-8219 | Quote number | 11-25-133SDX |
| Email Address | jeremiah.patterson@cassmo.com | Delivery Location(s) | Harrisonville, MO 64701 |
| Payment Terms | Net 30 days | Delivery Terms | FOB Origin Freight Allowed |
| | | Expected Delivery | 24-30 weeks ARO |
| | | Validity of Quote | 30 days |

| QTY | DESCRIPTION | UNIT PRICE | EXTENDED PRICE |
|--|--|--|----------------|
| GSA Pricing | | | |
| 1 | Smiths Detection SDX 6040 EIQ GSA/TAA X-ray Inspection System Part number: 34516847 GSA Contract number: GS-07F-081DA Tunnel Dimensions: 24.4"W x 16.5"H, Overall Dims: 68.11"L x 31.37"W x 49.0"H Steel Penetration: 35-37mm, Wire Resolution: 40-41 AWG 22" LCD touchscreen monitor Operator Keyboard Software: HI-SPOT - Automatic Dense Area Detection Super Enhancement Image Storage System Optizoom HI-TRAX Image Enhancement Functions Operator Manual 12-month Standard Warranty 2-hour Operator Orientation by Field Service Technician | \$34,460.45 | \$34,460.45 |
| Software | | | |
| 1 | Hi-TIP^{Plus} - Threat Image Projection OTS Xtrain - Operator Training X-ACT - highlights suspicious materials such as explosives Advanced Software Package #2 - includes all of the above | \$2,500.00 \$2,500.00 \$2,500.00 \$5,550.00 | \$5,550.00 |
| 1 | 3-year subscription for iCMORE Weapons Solution - object recognition algorithm for automatic detection of weapons, includes computer and program for X-ray unit | \$14,000.00 | \$14,000.00 |
| Roller Tables | | | |
| 2 | 1/2-meter Entrance/Exit Roller Table 1-meter Roller Table (entrance/exit) 2-meter Roller Table (entrance/exit) | \$867.00 \$1,244.00 \$2,069.00 | \$1,734.00 |
| Shipping, Handling & Installation | | | |
| 1 | Shipping (terms detailed above) | \$2,138.00 | \$2,138.00 |
| 1 | Installation | \$2,130.00 | \$2,130.00 |

| | | | |
|---|---|-------------|--------------------|
| | Unit installation Radiation Leak Survey 2-hour Operator Orientation | | |
| X-ray Service Agreement Options per X-ray Unit | | | |
| | Extended Warranty with Preventative Maintenance On-site service coverage 8:30 am to 5:00 pm, Monday to Friday All labor, travel time and travel expenses All replacement parts required Unlimited access to 24/7 Technical Support Annual PMI and Radiation Leak Survey | | |
| 1 | <i>1- year Onsite Service with PMI</i> | \$5,550.00 | |
| | <i>2-year Onsite Service with PMI</i> | \$11,432.00 | |
| | <i>3-year Onsite Service with PMI</i> | \$17,668.00 | |
| | <i>4-year Onsite Service with PMI</i> | \$24,277.00 | \$24,277.00 |
| TOTAL PRICE | | | \$84,289.45 |

Smiths Detection terms and conditions are hereby incorporated in this quotation and any purchase order that may result from this quotation will be in accordance with these terms and conditions. These terms and conditions can be located at the following Smiths Detection Website: <https://www.smithsdetection.com/terms-conditions/terms-conditions-us/>

| | |
|-------------------------------|-----------------------|
| <i>Kristin Harts</i> | |
| Regional Sales Manager | Sales Director |

Certified Copy of Record

STATE OF MISSOURI, }
County of Cass, } ss.

In the County Commission of Cass County, Missouri, at the January Term, 2026, held on the 21st day of January 2026 amongst others, were the following proceedings:

RESOLUTION NO. 26-07 OF THE CASS COUNTY COMMISSION

APPROVING AN AGREEMENT TO PROVIDE PROFESSIONAL CONSULTING SERVICES WITH JOHN L. BOWER, CPA

BE IT HEREBY RESOLVED AND ORDERED BY THE COUNTY COMMISSION OF CASS COUNTY, MISSOURI, THAT, this Commission hereby approves the Agreement to Provide Professional Consulting Services, attached hereto in its substantial form, with John L. Bower, CPA. The Presiding Commissioner is hereby authorized to sign the agreement on behalf of Cass County, Missouri, and all other documents necessary to facilitate this order.

ADOPTED BY THE COUNTY COMMISSION OF CASS COUNTY, MISSOURI, THIS 21ST DAY OF JANUARY 2026.

Bob Huston
Presiding Commissioner

Mike Moreland
Associate Commissioner
Dist. 1

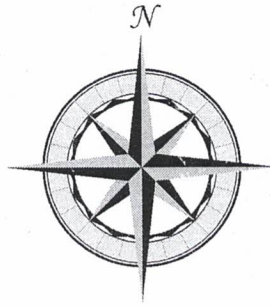
Jeff Fletcher
Associate Commissioner
Dist. 2

ATTEST:



Kathy Lambertz
County Clerk

Dated: _____



January 8, 2026

Cass County Commission
102 East Wall Street
Harrisonville, MO 64701-2478

Cass County provides support to federally funded programs including the Title IV-D Child Support and Women's, Infants', & Children's (WIC) programs. Cass County is currently being reimbursed for the Child Support programs' direct costs (salaries, postage, etc.). In order to recover indirect costs associated with this and other federally funded programs, the county is required to prepare a central services cost allocation plan in accordance with State and Federal regulations. With this understanding, I am pleased to submit this proposal for professional services.

SCOPE OF SERVICES

I propose to compile a central services cost allocation plan in accordance with 2 CFR 200 Uniform Administrative Guidelines, Subpart E. This plan will enable Cass County to recover indirect costs initially funded by the County's General Fund in support of federal programs. I will submit this plan to the State and negotiate a final cost agreement on the County's behalf. This cost agreement will include the indirect cost rates and methodologies to be applied by the County in the recovery of indirect costs.

After the agreements have been finalized, I will remain available to provide continuing support in the event of audit or review of the plan. Please be aware that this engagement is considered a non-attest compilation service and that costs recovered may be subject to adjustment pending audit results.

QUALIFICATIONS

I am a certified public accountant, a certified government financial manager, and a chartered global management accountant. I have more than thirty years of experience in government financial management. I have prepared cost allocation plans for State and Local governments in Indiana, Missouri, Illinois, Ohio, and Iowa. I have compiled the Cass County, Missouri cost allocation plan since fiscal year 2002.

John L. Bower, CPA
8515 Beckinhill Ct.
Indianapolis, IN 46256

johnbower@juno.com
(317) 842-0702



More detailed vitae and references can be provided upon request.

COST OF SERVICES

I proposed that cost of services be 40% of actual indirect cost recoveries **and** amounts used for 'soft match' of federal funds with a fee not to exceed \$ 8,600. The fee would not be payable until the County has actually recovered or utilized the funds so that there is no risk to Cass County.

Enclosed is a proposed contract for your review. This contract is for a cost allocation plan based upon data from the year ended December 31, 2025. This plan will be used to recover costs during the year ended December 31, 2027.

Also enclosed is a self-addressed stamped envelope. If you would prefer these materials electronically, please let me know.

If you have any questions or concerns, I can be contacted directly at (317) 842-0702 or johnbower@juno.com. I have always enjoyed my visits to Cass County and look forward to visiting in the future.

Sincerely,

A handwritten signature in black ink, appearing to read 'John L. Bower', written over the word 'Sincerely,'.

John L. Bower, CPA, CGFM, CGMA

**AGREEMENT TO PROVIDE
PROFESSIONAL CONSULTING SERVICES
TO CASS COUNTY, MISSOURI**

THIS AGREEMENT, entered into this ___ day of _____, 2026, and effective immediately by and between John L. Bower, CPA (hereinafter called the "Consultant") and the **County of Cass**, State of Missouri (hereinafter called the "County").

WITNESSETH THAT

WHEREAS, the County has programs which it operates with Federal funding, and

WHEREAS, the County supports these programs with central services paid from County appropriated funds, and

WHEREAS, the United States government and the State of Missouri may pay a fair share of these costs if supported by an approved cost allocation plan, and

WHEREAS, the Consultant is staffed with personnel knowledgeable and experienced in the requirements of developing and negotiating such governmental cost allocation plans, and

WHEREAS, the County desires to engage the Consultant to assist in developing a plan which conforms to Federal requirements, and will be approved by their representative,

NOW THEREFORE, the parties hereto mutually agree as follows:

1. **Employment of Consultant** - The County agrees to engage the Consultant and the Consultant hereby agrees to perform the following services.

2. **Scope of Services** - The Consultant shall do, perform, and carry out in a good and professional manner the following services:

A. Development of a central services cost allocation plan which identifies the various costs incurred by the County to support and administer Federal and State programs. This plan will contain a determination of the allowable costs of providing each supporting service, such as purchasing, legal counsel, disbursement processing, etc.

An agreement to prepare plans based upon year-end financial data from the year ended December 31, 2025.

B. Negotiation of the completed cost allocation plan with the representatives of the federal cognizant agency or its designee if required. If the cost allocation plan requires negotiation, a negotiation agreement must be issued by the cognizant agency before any compensation is due the Consultant.

C. Assistance in preparing the claims to the State for recovery of funds due the County from the Federal and State of Missouri governments. Consultant will also monitor the progress of claims through the State to ensure the County receives recoveries due it.

3. **Time of Performance** - The services to be performed hereunder by the Consultant shall be undertaken and completed in such sequence as to assure their expeditious completion and carry out the purposes of the agreement.

4. **Compensation** - The County agrees to pay the Consultant a sum not to exceed Eight Thousand Six Hundred Dollars (\$8,600) for all services required herein, which shall include reimbursement for expenses incurred. Consultant agrees to complete the project and all services provided herein for said sum.

5. **Method of Payment** - Payment will be made by the County to the Consultant from recovered funds from the Federal and State of Missouri governments, in the agreed upon amount in paragraph 4. Payment is due in full following submission of the completed cost allocation plan to the County and upon receipt by the County of recovered funds from indirect costs. Recoveries will be shared 60% by the County and 40% by the Consultant until the amount in paragraph 4 is paid in full to the Consultant. Should the County recover from the plan, an amount less than the amount needed to satisfy the Consultant's fees, then no further payment is due the Consultant. It is understood that the funds received by the County after the end of this contract term which funds are received as a result of the work effort of the Consultant during the contract term, and reported to the County Auditor shall be included in the fee computation for the period this contract work is performed and forwarded to Consultant.

6. **Changes** - The County may, from time to time, require changes in the scope of the services of the Consultant to be performed hereunder. Such changes, which are mutually agreed upon by and between the County and the Consultant, shall be incorporated in written amendment to this agreement.

7. **Services and Materials to be Furnished by the County** - The County shall furnish the Consultant with all available necessary information, data, and materials pertinent to the execution of this agreement. The County shall cooperate with the Consultant in carrying out the work herein, and shall provide adequate staff for liaison with the Consultant and other agencies of County government.

8. **Termination of Agreement for Cause** - If the County shall for cause notify the Consultant in writing to terminate the Consultant's services under this agreement, this agreement shall be deemed terminated and the County's obligation to compensate the Consultant shall be null and void. If the Consultant shall for any cause notify the County that it cannot complete its obligation under this contract and that it shall, thereafter, cease the performance of all its services, this agreement shall be deemed terminated, and the County's obligation to compensate the Consultant shall be null and void. As specified in this paragraph, each party hereby waives, relinquishes, releases, and discharges the other party from all claims liabilities, and obligations of every kind or nature arising from the exercise of the right to terminate this agreement here-in-above granted.

9. **Information and Reports** - The Consultant shall, at such time and in such form as the County may require, furnish such periodic reports concerning the status of the project, such statements, certificates, approvals, and copies of proposed and executed plans and claims and other information relative to the project as may be requested by the County. The Consultant shall furnish the County, upon request with copies of all documents and other materials prepared or developed in relation with or as part of the project. Working papers prepared in conjunction with the cost allocation plan may be turned over to the County for safekeeping.

10. **Records and Inspections** - The Consultant shall maintain full and accurate records with respect to all matters covered under this agreement. The County shall have free access at all proper times to such records, and the right to examine and audit the same and to make transcripts therefrom, and to inspect all program data, documents, proceedings and activities.

11. **Accomplishment of Project** - The Consultant shall commence, carry on, and complete the project with all practicable dispatch, in a sound economical and efficient manner, in accordance with the provisions thereof and all applicable laws. In accomplishing the project, the Consultant shall take such steps as are appropriate to ensure that the work involved is properly coordinated with related work being carried on in the County.

12. **Provisions Concerning Certain Waivers** - Subject to applicable law, any right or remedy with the County under this contract may be waived in writing by the County by a formal waiver, if, in the judgment of the County, this contract, as so modified, will still conform to the terms and requirements of pertinent laws.

13. **Matters to be Disregarded** - The titles of the several sections, subsections, and paragraphs set forth in this contract are inserted for convenience of reference only and shall be disregarded in construing or interpreting any of the provisions of this contract.

14. **Completeness of Contract** - This contract and any additional or supplementary document or documents incorporated herein by specific reference contain all the terms and conditions agreed upon by the parties hereto, and no other agreements, oral or otherwise, regarding the subject matter of this contract or any part thereof shall have any validity or bind any of the parties hereto.

15. **County Not Obligated to Third Parties.** The County shall not be obligated or liable hereunder to any party other than the Consultant.

16. **When Rights and Remedies Not Waived** - In no event shall the making by the County of any payment to the Consultant constitute or be construed as a waiver by the County of any breach of covenant, or any default which may then exist, on the part of the Consultant, and the making of such payment by the County while any such breach or default shall exist, shall in no wise impair or prejudice any right or remedy available to the County in respect to such breach or default.

17. **Personnel** - The Consultant represents that he has or will secure at his own expense, all personnel required in performing the services under this agreement. Such personnel shall not be employees of or have any contractual relationship with the County. All of the services required hereunder will be performed by the Consultant or under his supervision, and all personnel engaged in the work shall be fully qualified to perform such services.

18. **Consultant Liability If Audited** - The Consultant will assume that all financial and statistical information provided to the Consultant by the County, its employees or representatives is accurate and complete. Any subsequent disallowance of funds is the sole responsibility of the County. The Consultant will, however, provide assistance to the County should an audit be undertaken of County indirect costs.

19. **Notices** - Any notice, bills, invoices, or reports required by this agreement shall be sufficient if sent by the parties hereto in the United States mail, postage paid, to the addresses noted below:

COUNTY
County of Cass
Office of the Presiding Commissioner
102 East Wall Street
Harrisonville, MO 64701-2478

CONSULTANT
John L. Bower, CPA.
8515 Beckinhill Ct.
Indianapolis, IN 46256

IN WITNESS WHEREOF, the County and the Consultant have executed this agreement as of the date first written above.

Cass County

By: _____
(County Official)

Attest: _____

CONSULTANT

By:  _____
John L. Bower, CPA

1/8/2026

Certified Copy of Record

STATE OF MISSOURI, }
County of Cass, } ss.

In the County Commission of Cass County, Missouri, at the January Term, 2026, held on the 21st day of January 2026 amongst others, were the following proceedings:

**CASS COUNTY, MISSOURI
ORDINANCE NO. 26-02**

**AN ORDINANCE AMENDING COUNTY CODE CHAPTER 115 RELATING TO THE
PROCUREMENT POLICY**

*BE IT ORDAINED BY THE COUNTY COMMISSION OF CASS COUNTY, MISSOURI, AS
FOLLOWS:*

Section 1. That Section 115.010, Procurement Policy, of the Ordinances of Cass County, Missouri shall read as follows:

The following procedures regulate the purchase of goods and services. They are developed pursuant to public policy, accepted purchasing practices and state law. All offices and/or departments shall adhere to these procedures.

1. Purchases under \$1,000.00.

The purchase of goods or services totaling \$1,000.00 or less from a single vendor may be initiated by the office or department. The office or department does not need to secure phone quotes for purchases of \$1,000.00 or less, but employees are expected to obtain the lowest price and best value possible.

2. Purchases from \$1,000.00 to \$11,999.99.

On purchases in this range from a single vendor, the requesting officer or department must obtain three phone quotes for purchases from \$1,000.00 to \$11,999.99. The telephone quote should be written down to record the competitive quotes, including specifications, vendor name, representative name, total quote including any shipping and handling charges, and date quote requested and received. A "no quote" response will qualify as a required quote.

3. Purchases of \$12,000.00 and over.

Purchases of \$12,000.00 and over must be advertised and handled as formal bids. Utility charges and goods or materials purchased from the spot commodity market shall be exempt from the sealed

bid procedures. Bids requiring written specifications will have their specifications drafted by the office of department making the purchase. The county commission shall make the final bid award and has sole authority to obligate the county.

4. Cooperative procurement programs.

Missouri law authorizes political subdivisions to participate in cooperative agreements, including cooperative procurement. County offices and departments are authorized to participate in cooperative procurement, more specifically agreements/contracts that have been established utilizing a formal competitive bid/rfp process which allows the use of such by other political subdivisions, thereby saving money on the purchase of goods and/or services through the economies of scale and through the reduction of administrative costs. Any cooperative procurement transaction that requires a signed agreement must be approved by the county commission.

5. Single Feasible Source.

In some instances, a particular good or service may only be available from one vendor. In these instances, the regular procurement quote/bid processes are waived. All requests for single feasible source (also known as "sole source") purchases must be submitted to the county commission with sole source justification. The county commission must determine in writing and entered into the commission minutes that there is only a single feasible source for the supplies. Immediately upon discovering that other feasible sources exist, the commission shall rescind the waiver and proceed to procure the supplies through the processes as described herein. A single feasible source exists when:

- A. Supplies are proprietary and only available from the manufacturer or a single distributor; or
- B. Based on past procurement experience, it is determined that only one distributor services the region in which the supplies are needed; or
- C. Supplies are available at a discount from a single distributor for a limited period of time.

On any single feasible source purchase where the estimated expenditure is over twelve thousand dollars, the commission shall post notice of the proposed purchase and advertise the commission's intent to make such purchase in at least one daily and one weekly newspaper of general circulation in such places as are most likely to reach prospective bidders or offerors and may provide such information through an electronic medium available to the general public at least ten days before the contract is to be let.

6. Emergency purchases.

The county commission may waive the requirement of competitive bids or proposals when the county commission has determined that there exists a threat to life, property, public health, or

public safety or when immediate expenditure is necessary for repairs to county property in order to protect against further loss of, or damage to, county property, to prevent or minimize serious disruption in county services or to ensure the integrity of county records. Emergency procurements shall be made with as much competition as is practicable under the circumstances. After an emergency procurement is made by the county commission, the nature of the emergency and the vote approving the procurement shall be noted in the minutes of the next regularly scheduled meeting.

7. Professional services.

Professional services are considered to be noncompetitive in nature and are therefore not subject to the competitive bidding requirements.

8. Engineering, Architectural and Land Surveying services.

Missouri law provides for a selection process based on a qualification based system, rather than a competitive price bidding system, with regard to procuring engineering, architectural and land surveying services. Sections 8.285 – 8.291, RSMo. The County should encourage firms to annually submit a statement of qualifications and performance data. When the County requires engineering services, it should review the qualifications on file along with any others which may be submitted, and rank order its top three (3) firms, select the firm it considers to be the best qualified and capable of performing the work, and then negotiate a contract.

9. Budget expenses other than purchases.

- A. Request for payment of budgeted expenditures other than purchases shall be made on an Encumbrance Requisition Form.
- B. This Encumbrance Requisition Form shall be submitted to the County Clerk. The County Auditor will provide written verification of the availability of unencumbered funds for the budgeted expenditures. The County Clerk shall present the encumbrance form to the County Commission for approval.
- C. Approved encumbrance requisitions shall be returned to the County Auditor for accounting purposes.

10. Conflict of Interest.

It shall be considered a conflict of interest and a violation of the County's policy for a County employee or an immediate family member to attempt to conduct, or conduct, business with the County as a vendor of goods or services if the employee is involved directly or indirectly with the County's procurement process of the respective goods or services.

11. Public Auctions.

The County Commission may authorize the purchase of supplies, equipment, or materials at a public auction if the County Commission determines that the items can be obtained at a competitive price.

12. Policy on Veteran-Owned Businesses and Labor Surplus Area Firms

- A. Purpose. It is the policy of the County to ensure that procurement practices are conducted in a manner that promotes full and open competition and provides opportunities for participation by veteran-owned businesses and labor surplus area (LSA) firms, in accordance with applicable state and federal requirements.
- B. Scope. This policy applies to all County procurement of goods, services, and construction contracts that are funded in whole or in part with federal or state grant funds, or where otherwise required by law.
- C. Policy Statement
 - 1. Veteran-Owned Businesses. The County shall make affirmative efforts to solicit offers from qualified veteran-owned businesses whenever they are potential sources. Vendor lists maintained by the County shall, where feasible, identify veteran-owned businesses. Solicitations shall be structured to encourage participation by veteran-owned businesses, including breaking down contracts into smaller tasks when appropriate.
 - 2. Labor Surplus Area Firms. The County shall make affirmative efforts to utilize businesses located in labor surplus areas as identified by the U.S. Department of Labor. The County shall consider the availability of LSA firms in the geographic area when preparing requests for bids and proposals. County bid notices may include reference to the County's encouragement of participation by labor surplus area firms.
- D. Non-Discrimination. Nothing in this policy shall be interpreted to permit unlawful preferential treatment. All awards shall be made to the lowest responsive, responsible bidder or the most advantageous proposal, consistent with applicable law and County procurement policies.
- E. Oversight. The County Commission (or designated Procurement Officer) shall be responsible for monitoring compliance with this policy and maintaining documentation demonstrating efforts to encourage participation by veteran-owned businesses and labor surplus area firms.

Section 2. This ordinance shall be effective upon its passage.

Passed this 21st Day of JANUARY 2026, BY THE COUNTY COMMISSION OF THE COUNTY OF CASS, MISSOURI.

Bob Huston
Presiding Commissioner

Mike Moreland
Associate Commissioner
Dist. 1

Jeff Fletcher
Associate Commissioner
Dist. 2

ATTEST:



(SEAL)

Kathy Lambertz
County Clerk

Dated: _____