

**COUNTY COMMISSION RECORD, CAMDEN COUNTY, MISSOURI**  
**TUESDAY MARCH 20, 2018**

The Camden County Commission met with Presiding Commissioner Greg Hasty, District #1 Commissioner Beverly Thomas, District #2 Commissioner Don Williams was out of office.

**Meeting Agenda**

Commissioner Thomas made a motion to accept today's agenda as posted. Commissioner Hasty seconded the motion. The motion passed by vote: Commissioner Thomas (Yes), Commissioner Hasty (Yes). Session opened at 10:05 A.M.

**Prior Minutes**

Commissioner Hasty made a motion to table all the previous minutes. Commissioner Thomas seconded the motion. The motion passed by vote: Commissioner Hasty (Yes), Commissioner Thomas (Yes).

**New Business**

**PLANNING AND ZONING BOARD APPOINTMENTS:** Commissioner Thomas stated that is it not a good time to move new people with a new code coming in. Commissioner Thomas made the recommendation to reappoint those three members, Lance Kellogg, Jacob Neusche, and Nancy Stewart until the term expires in 2022. Commissioner Hasty seconded this motion. The motion is passed by vote: Commissioner Thomas (Yes), and Commissioner Hasty (Yes).

**IT RFQ:** Commissioner Hasty stated the below is an outline of the RFQ for software updates and equipment. Commissioner Hasty stated this contract will be with the County and Commission. This will be a full time contract with the County. Commissioner Thomas made a motion to go out for RFG for IT services for the County with the outline provided. Commissioner Hasty seconded the motion. The motion passed by vote: Commissioner Hasty (Yes) and Commissioner Thomas

(Yes).

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- **Request for Quote (RFQ)**

The Camden County Commission invites you to respond to this Request for Quote (RFQ). The focus of the RFQ is to select a single organization to provide IT managed services to Camden County over a 3-year period, beginning on October 1<sup>st</sup>. Following the initial term, there is a possibility to renew this contract for additional terms beyond the 3-year agreement.

- **Overview of Current Camden County Technical Environment**

- Up to 150 end user devices including Desktops, Laptops, and Tablets
- Up to 16 Network Switches (Majority Cisco and some Blade Technology)
- Cisco ASA Firewall with Firepower Services
- Up to 12 Wireless Access Points (Meraki)
- Up to 10 Physical Servers and 20 Virtual Machines with Operating Systems below:
  - Windows Server 2008 R2
  - Windows Server 2012 R2
  - Windows Server 2016
  - IBM I for Business (AS400)
  - Ubuntu 16.4 Linux
  - VMware vSphere 6
- IBM Bladecenter H Chassis with Brocade Fiber Switches and Cisco Network Switches
- IBM DS3400 System Storage
- IBM Storwize v5000 Storage
- IBM TS3100 Tape Library

- **Value Added Service Requirements**

As part of this RFQ, the following services are the current priority items for Camden County:

- **Remote backup** – Executing a nightly backup plan for the critical servers, including a regularly-tested recovery process.
  - **Technology strategy planning** – Working with current IT staff to develop a long term strategic technology plan. The plan will take advantage of new and existing technologies to produce a pragmatic and effective future roadmap that enables the organization to fulfill its overall mandate in the community.
  - **Solution design** – Solution packages (e.g., hardware, software, licensing) and associated consolidation of data
  - **Network and email system monitoring** – 24/7 monitoring of Camden County's network and email services with proactive communication and escalation protocols based on the severity of any unscheduled outages.
  - **Procurement management** – Selection of commercially rated equipment, order placement, order tracking, shipping, equipment returns, and sourcing and ordering of replacement parts.
  - **Move, Add, Change (MAC)** – Changes to the location or configuration of existing equipment or software, and installation of additional equipment or software.
  - **Warranty, break fixes and installation** – Planned and on-call services, including emergency response to server issues.
  - **Technical support** – Ability to support Camden County's inquiries as required, via help desk, including support for remote users.
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- **Reporting and communication** – Ensuring monthly reporting on all purchases, assets, current activities and issues, and project status reports.
  - **IT policy review and development** – Development of customized policies related to the use of technology.
  - **Unit evaluation and testing** – Formal evaluation of new hardware
  - **Implementation planning and guidance** – Assistance in deployment planning and execution.
  - **Image development and management services** – Assistance in planning and designing standard images.
  - **Image loading** – Prior to delivery and installation.
  - **Configuration** – Full assembly of hardware and software, including testing and burn-in.
  - **PC deployment** – Delivery and setup of machines on-site.
  - **On-site implementation of business applications** – Installation of non-image software.
  - **Asset inventory management** – Tagging, tracking, and management of warehousing and inventory.
  - **Life cycle management of hardware units** – Process for end-of-life notification, replacement, and asset decommissioning/disposal.
  - **Software licensing control** – Oversight of automatic renewal of software applications and maintenance of appropriate documentation
  - **Onsite Services** – Provide on-site resource three days per week(average).
  - **Security** – Anti-Virus and Spyware protection for all workstations and servers.
  - **Email Protection** – E-mail spam filtering and continuity for on-site Microsoft Exchange Server.

- **Selection Criteria**

Camden County will use multiple criteria to select the most appropriate partner. Respondents are encouraged to be as aggressive and creative as possible in their proposals. The following list summarizes the major qualitative areas that will be evaluated, along with their overall weighting.

- Industry expertise and experience
- Demonstrated customer service quality and support
- Previous relevant experience
- Vendor strength and stability
- Account management
- Reporting capabilities
- Financial considerations

- **Communications and Response**

Greg Hasty is the designated Camden County representative for this initiative. For any information relative to this RFQ, please direct all inquiries to his contact information is as follows:

Greg Hasty  
Camden County Presiding Commissioner  
[greg\\_hasty@camdenmo.org](mailto:greg_hasty@camdenmo.org)  
(573)346-4440 EXT 1240

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**ROAD AND BRIDGE WAIVERS:** Road and Bridge Administrator Lee Schuman stated this is for Scott & Amie Snelling. The jobsite is accessed as follows: East State Hwy 54 to State Road A to job site past Old Glory Road on A Road. State Hwy 54 and State Road A are maintained by MODOT. No paved roads maintained by the Camden County Road & Bridge will be impacted by this construction. The Road and Bridge Department recommends that the road impact fee be waived for the attached construction permit. Commissioner Thomas made a motion to waive the fee at the recommendation of the Road and Bridge Department. Commissioner Hasty seconded this motion. The motion is passed by vote: Commissioner Thomas (Yes), and Commissioner Hasty (Yes). Copy of Waiver available upon request.

Road and Bridge Administrator Lee Schuman stated this is for a retaining wall for Angela and Scott Ronsse. The Jobsite is accessed as follows: State Hwy 5 to State Hwy 7 to State Road EE to Boot Drive to Wilson Resort Drive. State Hwy 5 and State Road EE are maintained by MODOT. Boot Drive is maintained by the Camden County Road and Bridge Department and Wilson Resort Drive is a private road. Ordinance No. 11-27-07-1 does not specify a fee for retaining walls nor does it list them as exempt. In a memo dated April 21, 2015, the County Engineer recommended all retaining walls regardless of material or zoning district should have a road impact fee of \$0.16 per square foot when the wall exceeds 400 square feet. This specific application would have a road impact fee of \$141.60. Commissioner Thomas made a motion to allow the fee at the recommendation of the Road and Bridge Administrator. Commissioner Hasty seconded this motion. The motion is passed by vote: Commissioner Thomas (Yes), and Commissioner Hasty (Yes). ). Copy of Waiver available upon request.

**Adjourn:** With no further official business on the agenda: Presiding Commissioner Hasty made a motion to adjourn to any unofficial business that may develop during the day. Commissioner Williams seconded the motion. The motion passed by vote: Presiding Commissioner Hasty (Yes), Commissioner Williams (Yes).  
Session closed at 10:15 A.M.

Ordered that the Commission adjourn until March 27, 2018.

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*Greg Hasty, Presiding Commissioner*

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*Melissa Peters, Benefits Coordinator*