

Barton County Commission Agenda Meeting Minutes

Recorded audio is available on compact disk upon KORA request to the Barton County Clerk's Office, 1400 Main – Room 202, Great Bend, Kansas 67530.

Phone (620) 793-1835 \ Fax (620) 793-1990 \ Email clerk@bartoncounty.org

Meetings Live Streamed through **Microsoft Teams®** at the following link: <https://bit.ly/3wKr6kE>

March 8, 2023

The Board of Barton County Commissioners convened this 8th day of March 2023, at the Barton County Courthouse.

Members present:

Duane Reif, Commissioner, 1st District
Barb Esfeld, Commissioner, 2nd District, (*Chairman Pro-Tem*)
Shawn Hutchinson, Commissioner, 3rd District, Chairman
Tricia Schlessiger, Commissioner, 4th District
Donna Zimmerman, Commissioner, 5th District
Bev Schmeidler, County Clerk
Matt Patzner, County Administrator
Patrick Hoffman, County Counselor

I. OPENING BUSINESS:

Commissioner Hutchinson called the meeting to order at 9:00 A.M.

Commissioner Zimmerman moved to approve the agenda.
Commissioner Schlessiger seconded the motion.
All voted aye. Motion passed.

Commissioner Esfeld moved to approve the minutes of the March 1, 2023, Regular Meeting.
Commissioner Reif seconded the motion.
All voted aye. Motion passed.

II. OLD BUSINESS:

-There was no Old Business.

III. NEW BUSINESS:

A. RESOLUTION 2023-08: Annual Review of a Conditional Land Use Permit:

-Judy Goreham, Environmental Manager, will provide details. On March 9, 2022, the Commission approved both the Zoning Amendment and the Conditional Land Use Permit applications for Larry and Sheree Marshall, dba Marshall Towing, by Resolution for their property located at 514 SW 20 Road, in the SE/4, Section 4, Township 20 South, Range 14 West. There is an annual requirement for review of all applicable licenses, compliance and testing to continue this approval.

Judy Goreham, Environmental Manager, said with the approval last year, there were 9 conditions the Marshall's had to meet within 180 days and they met the conditions. The last condition was that he ask each year for approval. Each year, the conditions vary slightly. This year he had to provide copies of his licenses, salvage certificate and his proof of bonding. Mark Cooper checked the property last week and everything was in tip top shape. Goreham asked that the commission give another year of approval.

Commissioner Hutchinson said he wanted to commend Goreham, her office, the Planning and Zoning Board, the neighbors, Larry and Sheree Marshall and the commissioners for all working together to come up with a solution.

Goreham said that gave her goosebumps, it was a tough year last year and it was a success story.

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Commissioner Zimmerman moved to adopt Resolution 2023-08, Annual Review of a Conditional Land Use Permit.

Commissioner Reif seconded the motion.

All voted aye. Motion passed.

B. APPRAISER'S OFFICE: Valuation Update:

-Wendy Prosser, County Appraiser, will provide details. By March 1 of each year, the Appraiser's Office is to have completed valuation of property and mailed notices to the public per K.S.A 79-1460. The Commission will receive a report on the mailing of notices of valuation and valuation trends.

Wendy Prosser, County Appraiser, said she did not have to request an extension this year, her office was able to get notices out by March 1st. They had not been able to do that for a few years. Currently, Barton County had 17,892 parcels and they mailed 10,950 pieces of mail. Prosser said in general they had seen an increase of 10%-30% on residential, ag ground went down in value but ag buildings increased in value. Prosser shared a power point presentation explaining the process for figuring taxes. The first thought people have when they receive their notice and see the increase is that they will have to pay more taxes. Prosser said that was not necessarily true. Property value times the mill levy equals taxes owed. Taxes collected help fund public services. Her office analyzes properties sold in Barton County in the last three years on the open market to determine valuation. They do make adjustments due to the variances in the properties. Prosser shared a power point presentation.

Commissioner Esfeld said Prosser's presentation was excellent. Commissioner Esfeld was in Topeka and met with David Harper, Director of Property Valuation Department, and Senator Tyson, Chair of the Tax Committee, yesterday. The Senate had already passed to take the city and county food sales tax away. She was encouraging everyone to contact their representatives. Commissioners were trying to lower the mill levy and taking the food sales tax away will shift the burden to property taxes.

Commissioner Hutchinson asked Prosser if she had a rough average of the increase on residential countywide. Prosser said 20.2% for residential, 16.92% for commercial with 14.6% overall countywide increase for value.

John Prescott asked if all the taxing entities in Barton County had committed to remain revenue neutral. Bev Schmeidler, County Clerk, said no.

Commissioner Hutchinson said the county represents approximately 25% of property taxes, Barton Community College was approximately 20%, then school districts, cities, townships, libraries, etc.

C. NOXIOUS WEED: County Agreement to Treat Noxious Weeds:

-Darren Williams, County Works Director, will provide details. The Kansas Department of Transportation (KDOT) Secretary has submitted an agreement to treat noxious weeds on KDOT rights-of-way. Included in the contract is a price of \$25.00 per hour for operator and \$54.00 per hour for the spray vehicles. Also detailed is how the work shall be recorded and what chemicals may be used.

Darren Williams, County Works Director, presented details, said this was a yearly agreement that they had done for a number of years. Asked the commission to approve the agreement.

Commissioner Esfeld moved to approve the Kansas Department of Transportation, Bureau of Construction and Maintenance, County Agreement to Treat Noxious Weeds for 2023.

Commissioner Zimmerman seconded the motion.

Commissioner Reif asked Williams if KDOT was charged for the chemicals. Williams said yes, they pay for the chemicals.

All voted aye. Motion passed.

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NOXIOUS WEED: Noxious Weed Eradication Progress Report and Management Plan:

-Mr. Williams will provide details. The Kansas Department of Agriculture (KDA) is responsible for laws aiding in the control and management of noxious and invasive weeds in Kansas. The KDA requires Kansas counties to submit an annual Noxious Weed Eradication Progress Report as well as a Management Plan.

Darren Williams, County Works Director, presented details and asked for commission approval.

Commissioner Reif moved to approve the 2022 Annual Noxious Weed Eradication Progress Report as well as the 2023 Management Plan. Direct Mr. Williams to submit both to the Kansas Department of Agriculture.

Commissioner Schlessiger seconded the motion.

All voted aye. Motion passed.

E. RESOLUTION 2023-09: A Resolution Establishing a Procurement Policy and Procedures for Purchasing and Sourcing and Rescinding Resolution 2022-25, Same, Adopted December 14, 2022:

-Matt Patzner, County Administrator, will provide details. The County has operated with purchasing standards for several years. That practice eventually evolved into the current Procurement Policy. First adopted in 2020, the County continues to refine its language. The latest revision will be presented at this time.

Matt Patzner, County Administrator, said in Section 4, formal procurement methods was changed to competitive procurement methods as that more accurately reflected how we were soliciting bids. Sealed bids were further defined. Sealed bids shall be used on one-time purchases of equipment or for single projects in which the project specifications are clearly designed. Sealed bids are practical when all vendors will be supplying identical products or services with little or no deviation. Unsealed bids were also further defined. Unsealed bids shall be used when the qualifications, experience, timeliness, and other factors of the individual vendors are key components of the bid. The County Administrator shall determine when sealed or unsealed bids are appropriate. Also added language that any competitive procurement purchase exceeding \$5,000.00 would be approved by the County Commissioners in an agenda meeting.

Commissioner Hutchinson said the old policy was becoming heavy and cumbersome, slowing down progress. No checks and balances were removed, just simplifying the process.

Commissioner Zimmerman moved to adopt Resolution 2023-09, A Resolution Establishing a Procurement Policy and Procedures for Purchasing and Sourcing and Rescinding Resolution 2022-25, Same, Adopted December 14, 2022.

Commissioner Schlessiger seconded the motion.

All voted aye. Motion passed.

F. CENTRAL KANSAS COMMUNITY CORRECTIONS: Program Overview:

-Amy Boxberger, CKCC Director, will provide a program overview. Generally, Central Kansas Community Corrections provides intensive supervision to adult felony offenders assigned in the Twentieth Judicial District, encompassing Barton, Ellsworth, Rice, Russell and Stafford Counties. CKCC directs case management efforts that include extensive drug testing, cognitive-behavioral interactions and groups, substance abuse treatment and acting as resource brokers for assistance within the community and statewide services.

Amy Boxberger, CKCC Director, asked everyone to get curious about the behavior change process. When she first started with the agency, the office culture was compliance or bust. They gave directives, and reports, jail sanctions for non-compliance and she quickly created quite the reputation for herself. Those practices were not effective. There was a high volume of burnout and seasoned officers left the department. Soon after, there was a new philosophy on field supervision called best practices. They

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learned that most incarcerated individuals had mental health problems and addictions and likely did not have the skills or self-efficacy to change their behaviors. The Kansas Department of Corrections expected all agencies to change how they did business. They started mandating goals of successful completion. As a new director back then, Boxberger was eager to please and could see the potential of the change influenced by the research. Boxberger had recommended that many people go to prison and much to her dismay, they kept returning. The ones who went to prison were worse off than before. Boxberger shared a power point presentation. Governor Kelly was quoted as saying it costs approximately \$30,000.00 per year to incarcerate a person. It was approximately \$2,200.00 per year for a person to be on corrections.

Commissioner Hutchinson asked what the recidivism rate was for the last couple of years. Boxberger said in 2015 was 25%, 2016 was 23%, 2017 was 27%, 2018 was 26%, 2019 was 26%, 2020 was 19% and 2021 was 15%. There were no numbers available for 2022.

Commissioner Hutchinson said it averaged 25%. Boxberger said that was the state goal. Commissioner Hutchinson said basically, 75% of the people they serve do not go to prison. Boxberger said correct.

Commissioner Esfeld asked Boxberger what was required for a client to complete the program. Boxberger said they needed to be in compliance for the last 90 days of their supervision which means having a job, no positive drug tests, not having any violations and maintaining standards.

No Executive Session Held

EXECUTIVE SESSION:

Chairman Shawn Hutchinson will present. Any Commissioner may make a motion for the board to recess to executive session at this time as allowed by K.S.A. 75-4319. Any motion must contain the justification for the executive session, the subject matter to be discussed, any individuals in addition to the board who will attend the executive session and the time at which the regular session shall resume.

IV. ENDING BUSINESS:

1. Announcements
2. Appointments

V. OTHER BUSINESS:

Commissioner Esfeld – attended a meeting in Topeka, talked about possible changes in appraisals.

Commissioner Hutchinson – commission had been working on a new type of tax plan.

Commissioner Esfeld – said she and Commissioner Hutchinson had discussed putting to the voters about a one cent sales tax increase to go directly toward property taxes.

VI. ADJOURN.

Commissioner Zimmerman moved to adjourn at 10:13 A.M.

Commissioner Reif seconded the motion.

All voted aye. Motion passed.

ATTEST:



Bev Schmeidler
Barton County Clerk



Shawn Hutchinson, Chairman

RESOLUTION 2023-08

ANNUAL REVIEW OF A CONDITIONAL LAND USE PERMIT

WHEREAS, on January 28, 2013, the Barton County Planning Commission recommended to the Board of Barton County Commissioners the adoption of the Barton County Zoning Regulations, including the Official Zoning Map of Barton County, Version II. Said recommendation resulting in the adoption of the current version of the Zoning Regulations; and

WHEREAS, on February 8, 2022, the Planning Commission approved a recommendation to the Board of County Commissioners to deny a Conditional Land Use Permit on a certain tract of land. After presentation to the Barton County Commission on February 23, 2022, the matter was referred back to the Planning Commission; and

WHEREAS, on March 8, 2022, the Planning Commission approved a recommendation to the Board of County Commissioners to approve a Conditional Land Use Permit on a certain tract of land. After presentation to the Barton County Commission on March 9, 2022, the application was approved with the following conditions:

WHEREAS, the Barton County Planning Commission recommended that:

The tract of land consisting of 6.6 acres, more or less, which is owned by Larry and Sheree Marshall, dba Marshall Towing, located southwest of the Great Bend Airport in a residential area, with an address of 514 SW 20 Road, Great Bend, Kansas, which is further described as being a tract located in the Southeast Quarter (SE/4), Section 4, Township 20 South, Range 14 West, Barton County, Kansas;

Which is currently zoned as Industrial District, subject to specific boundaries, shall remain as such, and shall have a conditional land use approved for a Salvage Storage Facility for the above-described tract subject to the following conditions;

1. Perimeter fencing, gates and all other property enhancements meet and are maintained to meet the requirements of the State of Kansas and Barton County Zoning Regulations.

2. Proof of Salvage Storage Certificate from the Kansas Department of Transportation is provided to the Barton County Zoning Administrator within 180 days of the date of approval of the Conditional Use permit by the Barton County Commission.
3. Proof of Salvage License from the State of Kansas is provided to the Barton County Zoning Administrator within 180 days of the date of approval of the Conditional Use permit by the Barton County Commission.
4. Proof of required bonding for the business operating the salvage storage yard is provided to the Barton County Zoning Administrator within 180 days of approval of the Conditional Use Permit by the Barton County Commission.
5. All conditions of approval of the Conditional Use permit must be completed within 180 days of approval of the Conditional Use permit by the Barton County Commission or the Conditional Use permit will be revoked immediately by the Barton County Zoning Administrator.
6. Access to the salvage storage yard shall be limited to two gates facing SW 20 Road.
7. Water and soil testing of the zoned property as approved by the County Commission shall be done by a certified laboratory within 180 days for Volatile Organic Compounds and repeated every three years.
8. If the Conditional Land Use permit is revoked then Larry and Sheree Marshall shall request that the land be rezoned back to Residential District.
9. Larry and Sheree Marshall must come before the County Commissioners annually to reapply for another year of approval upon submission of all required licensing, compliance, and applicable testing.

WHEREAS, according to condition #9 of said approval dated March 9, 2022; Larry and Sheree Marshall must come before the County Commissioners annually to reapply for another year of approval upon submission of all required licensing, compliance, and applicable testing; and,

WHEREAS, copies of required licensing, compliance and proof of required bonding have been submitted to the Barton County Zoning Administrator and are in order.

NOW, THEREFORE, the Board of County Commissioners of Barton County, Kansas, hereby grants another year of approval; and

FURTHER, that the Secretary of the Planning Board is hereby directed to have said action reflected in the official zoning records of Barton County.

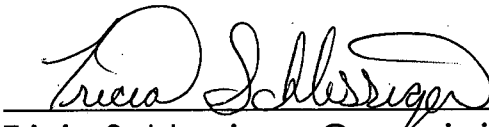
ADOPTED this 8th day of March, 2023.

BARTON COUNTY COMMISSIONERS


Shawn Hutchinson, Chairman


Barb Esfeld, Commissioner


Duane A Reif, Commissioner


Tricia Schlessiger, Commissioner

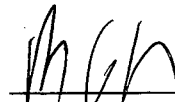

Donna Zimmerman, Commissioner

ATTEST:


Bev Schmeidler,
County Clerk



APPROVED AS TO FORM:


Patrick Hoffman,
County Counselor

RESOLUTION 2023-09

A RESOLUTION ESTABLISHING A PROCUREMENT POLICY AND PROCEDURES FOR PURCHASING AND SOURCING AND RESCINDING RESOLUTION 2022-25, SAME, ADOPTED DECEMBER 14, 2022

WHEREAS, the Board of County Commissioners of Barton County, Kansas, believes it is appropriate to update the policy regarding purchasing and sourcing for the County Administrator and Department Heads. This policy is strongly encouraged for elected officials; and

WHEREAS, the Board believes clarifying such issues will further Commission goals that County moneys be spent in an appropriate, responsible and transparent manner; and

WHEREAS, such a policy has historically been described as a "Consent of Purchase Policy."

NOW, THEREFORE, BE IT RESOLVED that the Board of County Commissioners of Barton County, Kansas, establishes the following procedures for purchases and sourcing.

1. **Definitions.**

- a. *Consumable goods* mean a product that is routinely depleted. Examples include supplies such as paper, pens, file folders, toner, ink cartridges, and similar items. Consumables also include such items as road and bridge materials, chemicals, medicine, perishable goods, and similar items. Consumable goods typically will have a life span of five years or less.
- b. *Equipment* means tangible personal property (including information technology systems) having a useful life of more than one year and a per-unit acquisition cost which equals or exceeds \$5,000.

- c. *Intangible property* means property having no physical existence, such as trademarks, copyrights, patents and patent applications and property, such as loans, notes and other debt instruments, lease agreements, stock and other instruments of property ownership.
- d. *Micro-purchase* means a purchase of supplies or services, the aggregate amount of which does not exceed the micro-purchase threshold.
- e. *Personal property* means property other than real property. It may be tangible, having physical existence, or intangible.
- f. *Proposal* means a procurement method in which either a fixed price or cost-reimbursement type contract is awarded.
- g. *Real property* means land, including land improvements, structures and appurtenances thereto, but excludes moveable machinery and equipment.
- h. *Sealed Bid* means a procurement method in which bids are publicly solicited and a firm-fixed-price contract (lump sum or unit price) is awarded to the responsible bidder.
- i. *Services* mean an action performed by contractors, subrecipients and other payees.
- j. *Supplies* mean all tangible personal property other than those described in the definition of equipment in this section. A computing device is a supply if the acquisition cost is less than \$5,000, regardless of the length of its useful life.

2. **Initiation.** The procurement process is initiated by the County Commissioners, County Administrator, or by the requesting Department Head.

3. **Informal procurement methods.** When the value of the procurement for consumable goods, personal property, equipment, supplies or services does not exceed \$5,000.00, or when the procurement for consumable goods has been approved as a budgeted item, informal procurement methods may be used. Barton County uses informal procurement

methods to expedite the completion of its transactions and minimize the associated administrative burden and cost. The informal methods used for procurement of property or services include:

a. **Micro-purchases.** The acquisition of consumable goods, personal property, equipment, supplies, or services, the aggregate dollar amount of which does not exceed \$5,000, the micro-purchase threshold. To the maximum extent practicable, Barton County should distribute micro-purchases equitably among qualified suppliers.

i. **Micro-purchase awards.** Micro-purchases may be awarded without soliciting competitive price or rate quotations if Barton County considers the price to be reasonable based on research, experience, purchase history, or other information and documents it files accordingly.

ii. **Micro-purchase thresholds.** Barton County is responsible for determining and documenting an appropriate micro-purchase threshold based on internal controls, risk evaluation and its documented procurement process. The micro-purchase threshold is authorized by the Commissioners and is not prohibited under Federal, State or local laws or regulations.

4. **Competitive procurement methods.** When the value of the procurement for consumable goods, personal property, equipment, supplies or services exceeds the threshold established by Barton County, or when purchase includes real property such as land and buildings, competitive procurement methods are required. Competitive procurement items will require approval by the Commissioners at an Agenda meeting. The following competitive methods of procurement are used for procurement of property or services above the simplified acquisition threshold or a value below the simplified acquisition threshold Barton County determines to be appropriate:

- a. **Sealed Bids.** Sealed bids shall be used on one time purchases of equipment or for single projects in which the project specifications are clearly designed. Sealed bids are practical when all vendors will be supplying identical products or services with little or no deviation. In order for sealed bidding to be feasible, the following conditions should be present:
- i. A complete, adequate, and realistic specification or purchase description is available;
 - ii. Two or more responsible bidders are willing and able to compete effectively for the business;
 - iii. The procurement lends itself to a firm-fixed-price contract and the selection of the successful bidder can be made principally on the basis of price;
 - iv. If sealed bids are feasible, the following apply:
 1. Bids shall be solicited from an adequate number of qualified sources, providing them with sufficient response time prior to the date set for opening the bids. The invitation for bids must be publicly advertised.
 2. The invitation for bids, which will include any specifications and pertinent attachments, must define the items or services in order for the bidder to properly respond.
 3. A firm-fixed-price contract award will be made in writing to the lowest responsive and most responsible bidder. Bids will be awarded to the lowest and/or best responsible bidder, considering conformity with the specifications, terms of delivery, and other conditions imposed in the bid. In addition to the price, the Commissioners will consider other factors, including but not limited to County and State resident businesses, quality, transportation, safety, adaptability, experience and financial responsibility.

4. Barton County reserves the right to reject any and all sealed bids and to award in the best interests of the County.
- b. **Unsealed Bids.** In some situations, sealing of bids is impractical. Unsealed bids shall be used when the qualifications, experience, timeliness, and other factors of the individual vendors are key components of the bid. The County Administrator shall determine when sealed or unsealed bids are appropriate. In these instances, multiple quotes shall be solicited, and efforts shall be made not to disclose to any vendor information regarding competing quotes until all quotes have been received. Documentation of each quote shall be retained whenever practical:
- i. Contracts must be awarded to the responsible offeror whose bid is most advantageous to Barton County, with the price and other factors considered;
 - ii. Barton County may use competitive proposal procedures for qualifications-based procurement of architectural/engineering (A/E), consultants, and professional services whereby the offeror's qualifications are evaluated, and the most qualified offeror is selected, subject to negotiation of fair and reasonable compensation. The method where the price is not used as a selection factor can only be used in the procurement of A/E professional services. It cannot be used to purchase other types of services through A/E firms that are a potential source to perform the proposed effort;
 - iii. Barton County reserves the right to reject any and all proposals and to award in the best interests of the County.

5. **Non-competitive procurement.** There are specific circumstances in which non-competitive procurement may be used. Non-competitive procurement may only be awarded if one or more of the following apply:
- a. The acquisition of property, equipment, supplies or services, the aggregate dollar amount of which does not exceed the micro-purchase threshold of \$5,000;
 - b. The item is a consumable good;
 - c. The purchase of specific items of consumable goods generally does not require approval by the Commissioners at the time of purchase. The authorization for such purchases is implicit in the budget of the appropriate department for items such as road and bridge materials, chemicals, medicine, perishable goods, and similar items;
 - d. The item is for the repair of vehicles and/or machinery and does not exceed \$15,000 or the vehicle or machinery's current estimated value, whichever is lower.
 - e. The item is needed during an emergency situation. Emergency purchases may be authorized by the Commissioners or the County Administrator. The Commissioners or the County Administrator may determine if an emergency exists to authorize an emergency purchase;
 - f. The Federal, State or pass-through awarding agency expressly authorizes a non-competitive procurement in response to a written request from Barton County;
 - g. The item is available only from a single source, whereas that justification may include one or more of the following situations:
 - i. After solicitation of a number of sources, competition is determined to be inadequate;
 - ii. Competition is precluded because of the existence of patent rights, copyrights, secret processes, control of the basic raw material(s) or similar circumstances;
 - iii. The procurement is for parts or components for equipment and no information or data is available to ensure that the parts or components obtained from

another supplier will perform the same function in the equipment, or the parts or components could compromise the safety or reliability of the product;

- iv. The procurement could potentially void or invalidate a manufacturer's warranty, guarantee, or purchase agreement;
- v. The procurement is for services from a provider with unique knowledge, skill or ability not available from other sources;
- vi. A distributor or service provider has an exclusive franchise or operating agreement with the supplier of goods to be purchased or maintained, and no other person or entity may provide, install, service or maintain the goods in the service area. This does not include the purchase of goods where the same or similar good may be purchased;
- vii. The procurement is for goods and/or services where standardization is beneficial for reasons including maintenance, repair, training and interoperability;
- viii. The procurement is for goods and/or services where continuity of providers' efficiency or critical knowledge is preferable and other providers of the goods and/or services cannot provide similar efficiency or critical knowledge.

6. **Job Order Contracting.** Job Order Contracting is a procurement method used for maintenance, repair, alteration, renovation, remediation, minor construction or when the work is of a recurring nature, but the delivery times, type and quantities of work required are indefinite. Barton County may award job order contracts for maintenance, repair, alteration, renovation, remediation, or minor construction if the work is of a recurring nature (multiple orders for items or services will be needed), but the delivery times are indefinite. Job Order Contracts may be awarded using sealed bidding or competitive proposals as appropriate.

7. **Grant procurement.** Procurement with grant funds must be administered according to Federal and State laws and regulations, the issuing entity's guidelines and grant agreement, and according to Barton County's Procurement Policy. Federal grant awards shall also follow the regulations and guidance set forth in §200.317 -§200.327 of the Uniform Guidance. Each award shall be examined for additional governance within the agency or program issue.
 - a. Subrecipients are subject to the same regulations, standards and audits as the award pass-through agent (Barton County) and performance is measured against whether the objectives of the program are met. Barton County subrecipient monitoring for projects involving Federal funds shall also follow the regulations and guidance set forth in §200.317 -§200.327 of the Uniform Guidance.

8. **Publication.** Vendors may view solicitations, receive electronic notification and submit bids/proposals electronically by contacting the County, viewing the County's website or by utilizing software such as but not limited to Vendor Registry. Barton County will make every effort to ensure that bid/proposal information is posted when practical. All questions regarding bid/proposal opportunities should be directed to the person identified in the bid/proposal solicitation.

Barton County has a "purchaser subscription" to Vendor Registry under which vendors (businesses) receive the following services for free:

- Register with Vendor Registry
- View Barton County bids/proposals
- Submit bids/proposals to Barton County
- Receive email notifications for Barton County bids/proposals

Vendors do not have to be registered with Vendor Registry to view bids. They only have to register with Vendor Registry to submit bids electronically and this service is free to the vendor. At the end of registering a business, vendors may be offered additional subscription services that are not necessary to respond to Barton County bids. If Vendors are interested in enhanced services, the vendor is responsible for the enhanced package subscription fees.

Alternative solicitation methods may be utilized at the discretion of the County, including but not limited to publication in the designated County newspaper, on a physical bulletin board, on the County's website and by other means. Bids and proposals are accepted until the announced deadline.

9. **Submission Procedures.** There are two submission options for formal procurement methods.

1) Vendors may receive electronic notifications and submit bids/proposals electronically through Vendor Registry, a link found under the Procurement tab at www.bartoncounty.org.

OR

2) Bids/proposals may also be submitted via mail or courier in a sealed envelope, with the exterior marked with the Bid Name, to the Barton County Clerk, 1400 Main Street, Room 202, Great Bend, KS 67530.

Barton County will not consider any bids/proposals not prepared and not submitted in accordance with the provisions herein and may waive any informalities or reject any and all bids/proposals. Any bids/proposals may be withdrawn prior to the above scheduled time for the opening of bids or authorized postponement thereof. Any bids/proposals received after the time and date specified shall not be considered. Bids/proposals

submitted after the closing date and time will be returned unopened. Bids/proposals may not be withdrawn within sixty (60) days after the actual date of the opening thereof.

10. **Opening.** Bids/proposals will not be opened until after the announced deadline and at the time and place prescribed in the invitation. The bids/proposals must be opened publicly. Electronic bid/proposal submission software does not permit the opening prior to the published deadlines. Mailed bids/proposals will be received and date/time stamped in the County Clerk's Office.

Following the deadline, bids/proposals may be opened by the initiating Board of County Commissioners, County Administrator or Department Head, and anyone may attend.

11. **Awarding Bids/Proposals.** Barton County reserves the right to reject any and all bids/proposals and award in the County's best interests. Barton County will award bids/proposals only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. In addition, consideration will be given to such matters as contractor integrity, compliance with public policy, a record of past performance, delivery, warranty, integration, and financial and technical resources.

Bid results are available by a written request. Please send requests to the Freedom of Information Officer (FIO).

Barton County cannot enter into contracts with vendors that have been suspended or debarred from participating in contracts supported with federal funds. For contracts over \$25,000 supported with federal funds, Barton County will verify that a vendor/contractor is not excluded or disqualified by either:

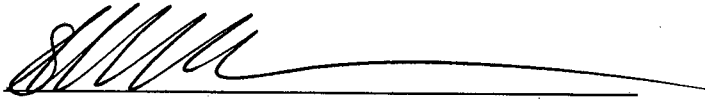
- Checking SAM (www.sam.gov);
 - Collecting a certification from that contractor; or
 - Adding a clause or condition to the cover transaction with that contractor.
12. **False or Misleading Statements.** In the opinion of Barton County, if a vendor's bid/proposal contains false or misleading statements or references which do not support the function, attribute, capability or condition of their company and the products and services outlined in their bid/proposal, their bid/proposal shall be rejected.
13. **Conflicts of Interest.** Barton County Commissioners, the County Administrator, Department Heads and vendors shall list any current or potential clients or projects which may be (or cause) a conflict of interest in working for Barton County and describe the possible extent of the conflict.
14. **Modification of Bids/Proposals.** Modifications to bids/proposals already submitted will be allowed if submitted following the submission procedures before the deadline.
15. **Records.** Procurement records, including but not limited to the Request for Proposals (RFP), bids, final awards, purchasing information and other supporting documents, will be maintained by the County Administrator or the requesting Department Head.

FURTHER, that nothing in this Resolution shall apply if in conflict with any Kansas statute and/or Federal law or regulation; and

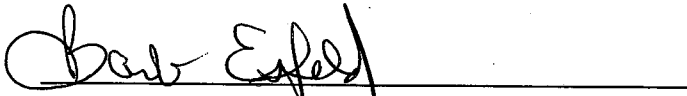
FURTHER, that Resolution 2022-25, A Resolution Establishing Consent of Purchases During Regular Commission Meetings, adopted December 14, 2022, is hereby rescinded.

Dated this 8th day of March, 2023.

BOARD OF COUNTY COMMISSIONERS



Shawn Hutchinson, Chairman



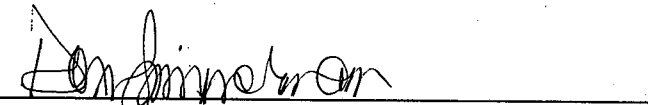
Barb Esfeld, Commissioner



Duane A Reif, Commissioner



Tricia Schlessiger, Commissioner



Donna Zimmerman, Commissioner

ATTEST:


Bev Schmeidler
County Clerk



APPROVED:


Patrick Hoffman,
Counselor