



**Christian County Commission**  
100 West Church St, Room 100  
Ozark, MO 65721

Meeting: 05/21/26 9:00 AM  
Department: County Clerk  
Category: Meeting Items  
Prepared By: Eryn Flood  
Initiator: Eryn Flood  
Sponsors:  
Doc ID: 5461

**SCHEDULED**

**MEETING ATTACHMENTS (ID # 5461)**

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## Meeting Attachments

### ATTACHMENTS:

- 1 - COVER SHEET - CONSULTANT CONTRACT - TEAP GRANT
- 2 - 21 MAY 2026 - CONSULTANT CONTRACT - TEAP GRANT - OLSSON INC.-EXECUTED
- 3 - COVER SHEET - DRAINAGE EASEMENT CONVEYANCE
- 4 - 21 MAY 2026 - DRAINAGE EASEMENT CONVEYANCE - ITEM EXPLANATION
- 5 - 21 MAY 2026 - DRAINAGE EASEMENT CONVEYANCE - NOT EXECUTED
- 6 - COVER SHEET - CONTRACT AMENDMENT #2 - PITT TECHNOLOGY
- 7 - 21 MAY 2026 - CONTRACT AMENDMENT #2 - PITT TECHNOLOGY-EXECUTED
- 8 - COVER SHEET - SECOND AMENDMENT TO HEALTH SERVICE AGREEMENT - CARE ATC
- 9 - 21 MAY 2026 - SECOND AMENDMENT TO HEALTH SERVICE AGREEMENT - CARE ATC
- 10 - 21 MAY 2026 - SECOND AMENDMENT TO HEALTH SERVICE AGREEMENT - SIGNATURE PAGE - CARE ATC



## **Christian County Commission**

100 West Church St, Room 100

Ozark, MO 65721

### **Consultant Contract for Traffic Engineering Assistance Program (TEAP) Grant**

Miranda Beadles

Christian County was awarded a \$12,000 grant from MoDOT under the Traffic Engineering Assistance Program (TEAP). The project included using our current software to collect data on signage throughout Christian County. This includes location, condition, reflectivity, need, spacing, etc. This adds to our ability to maintain signage as well as providing safe direction to travelers on County roadways.

Requested by: mbeadles@christiancountymo.gov 2026-05-15 10:46

**SPONSOR: Christian County, MO**  
**LOCATION: Christian County Controlled Roadway System**  
**PROJECT: Sign Condition Inventory**

*THIS CONTRACT* is between *Christian County*, Missouri, hereinafter referred to as the "Local Agency", and *Olsson, Inc.*, hereinafter referred to as the "Engineer".

*INASMUCH* as funds have been made available by the Federal Highway Administration through its *Traffic Engineering Assistance Program (TEAP)*, coordinated through the Missouri Department of Transportation, the Local Agency intends to *review and create an electronic database of roadway signage* and requires professional engineering services. The Engineer will provide the Local Agency with professional services to support these efforts, and the Local Agency will pay the Engineer as provided in this contract. It is mutually agreed as follows:

**ARTICLE I – SCOPE OF SERVICES**

Task 101: **Data Collection**

The scope of work includes a field inventory of regulatory, warning, and guide signs located on county-maintained roadways. Data collected for each sign will include GPS location, MUTCD sign designation, district location, condition rating, and photographic documentation (sign face and surrounding context).

The Engineer will utilize a tablet and inventory software provided by the Local Agency to collect and record field data. Prior to the start of field observation, the Local Agency will conduct a coordination and training call to review the equipment, software, and data collection procedures. The Local Agency will also provide clear guidance on their established condition rating criteria (e.g. determination of a sign in “bad” condition).

A designated Local Agency staff member, familiar with the inventory requirements, will be made available to assist with initial setup and to address questions, if needed, during field activities.

Field data collection will be prioritized by area, beginning with the county’s Primary Area and proceeding to the Secondary Area as identified in Figure 1. Field inventory activities will continue until the maximum agreed upon contracted fee has been reached.

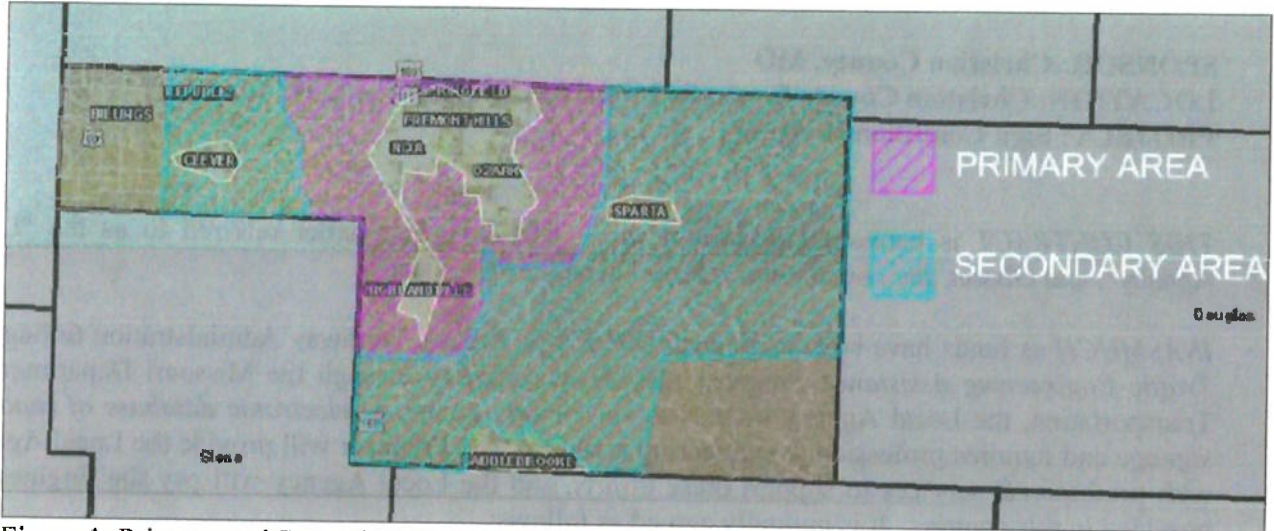


Figure 1: Primary and Secondary Study Areas

Assumptions and Exclusions:

- Retroreflectivity review will not be conducted
- Sign support analysis and structural evaluation will not be conducted

Workflow:

Field data collection will be completed by a two-person crew consisting of a driver (and spotter) and a data recorder. The crew will use tablets equipped with the County's sign inventory application to record sign attributes in the field. The county-provided tablet will automatically upload the collected data to the County-maintained asset management database. A senior technical staff member will be available throughout field activities to provide guidance and remote support as needed.

Deliverables:

Deliverables will consist of an updated sign inventory database populated through the County's application and integrated into the County's existing asset management system.

Safety & logistics:

The Engineer will provide the field vehicle and personal protective equipment (PPE). Prior to initiating field investigations, the Engineer will complete an internal Job Safety Analysis (JSA) to identify and mitigate foreseen safety risks.

**ARTICLE II - DISADVANTAGED BUSINESS ENTERPRISE (DBE) REQUIREMENTS:**

- A. DBE Goal: The following DBE goal has been established for this Agreement. The dollar value of services and related equipment, supplies, and materials used in furtherance thereof which is credited toward this goal will be based on the amount actually paid to DBE firms. The goal for the percentage of services to be awarded to DBE firms is 0% of the total Agreement dollar value.

- B. DBE Participation Obtained by Engineer: The Engineer has obtained DBE participation, and agrees to use DBE firms to complete, 0% of the total services to be performed under this Agreement, by dollar value. The DBE firms which the Engineer shall use, and the type and dollar value of the services each DBE will perform, is as follows:

<u>DBE FIRM NAME, STREET AND COMPLETE MAILING ADDRESS</u>	<u>TYPE OF DBE SERVICE</u>	<u>TOTAL \$ VALUE OF THE DBE SUBCONTRACT</u>	<u>CONTRACT \$ AMOUNT TO APPLY TO TOTAL DBE GOAL</u>	<u>PERCENTAGE OF SUBCONTRACT DOLLAR VALUE APPLICABLE TO TOTAL GOAL</u>
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### ARTICLE III-ADDITIONAL SERVICES

The Local Agency reserves the right to request additional work, and changed or unforeseen conditions may require changes and work beyond the scope of this contract. In this event, a supplement to this agreement shall be executed and submitted for the approval of MoDOT prior to performing the additional or changed work or incurring any additional cost thereof. Any change in compensation will be covered in the supplement.

### ARTICLE IV - RESPONSIBILITIES OF LOCAL AGENCY

The Local Agency will cooperate fully with the Engineer in the development of the project, including the following:

- A. make available all information pertaining to the project which may be in the possession of the Local Agency;
- B. provide the Engineer with the Local Agency's requirements for the project;
- C. make provisions for the Engineer to enter upon property at the project site for the performance of his duties;
- D. examine all studies and layouts developed by the Engineer, obtain reviews by MoDOT, and render decisions thereon in a prompt manner so as not to delay the Engineer;
- E. designate a Local Agency's employee to act as Local Agency's Person in Responsible Charge under this contract, such person shall have authority to transmit instructions, interpret the Local

Agency's policies and render decisions with respect to matters covered by this agreement (see EPG 136.3);

- F. perform appraisals and appraisal review, negotiate with property owners and otherwise provide all services in connection with acquiring all right-of-way needed to construct this project.

#### **ARTICLE V - PERIOD OF SERVICE**

The Engineer will commence work within two weeks after receiving notice to proceed from the Local Agency. The general phases of work will be completed in accordance with the following schedule:

- A. Project shall be completed on or before July 31, 2026

The Local Agency will grant time extensions for delays due to unforeseeable causes beyond the control of and without fault or negligence of the Engineer. Requests for extensions of time shall be made in writing by the Engineer, before that phase of work is scheduled to be completed, stating fully the events giving rise to the request and justification for the time extension requested.

#### **ARTICLE VI – STANDARDS**

The Engineer shall be responsible for working with the Local Agency in determining the appropriate design parameters and construction specifications for the project using good engineering judgment based on the specific site conditions, Local Agency needs, and guidance provided in the most current version of EPG 136 LPA Policy. If the project is on the state highway system or is a bridge project, then the latest version of MoDOT's Engineering Policy Guide (EPG) and Missouri Standard Specifications for Highway Construction shall be used (see EPG 136.7). The project plans must also be in compliance with the latest ADA (Americans with Disabilities Act) Regulations.

#### **ARTICLE VII - COMPENSATION**

For services provided under this contract, the Local Agency will compensate the Engineer as follows:

- A. For design services, including work through the construction contract award stage, the Local Agency will pay the Engineer the actual costs incurred plus a predetermined fixed fee of \$1,595.25, with a ceiling established for said design services in the amount of \$ 14,851.81, which amount shall not be exceeded.
- B. For construction inspection services, the Local Agency will pay the Engineer the actual costs incurred plus a predetermined fixed fee of \$0, with a ceiling established for said inspection services in the amount of \$0, which amount shall not be exceeded.
- C. The compensation outlined above has been derived from estimates of cost which are detailed in Attachment B. Any major changes in work, extra work, exceeding of the contract ceiling, or

change in the predetermined fixed fee will require a supplement to this contract, as covered in Article III - ADDITIONAL SERVICES.

D. Actual costs in Sections A and B above are defined as:

1. Actual payroll salaries paid to employees for time that they are productively engaged in work covered by this contract, plus
2. An amount calculated at 55.47% of actual salaries in Item 1 above for payroll additives, including payroll taxes, holiday and vacation pay, sick leave pay, insurance benefits, retirement and incentive pay, plus
3. An amount calculated at 118.91% of actual salaries in Item 1 above for general administrative overhead, based on the Engineer's system for allocating indirect costs in accordance with sound accounting principles and business practice, plus
4. Other costs directly attributable to the project but not included in the above overhead, such as vehicle mileage, meals and lodging, printing, surveying expendables, and computer time, plus
5. Project costs incurred by others on a subcontract basis, said costs to be passed through the Engineer on the basis of reasonable and actual cost as invoiced by the subcontractors.

E. The rates shown for additives and overhead in Sections VII. D.2 and VII. D.3 above are the established Engineer's overhead rate accepted at the time of contract execution and shall be utilized throughout the life of this contract for billing purposes.

F. The payment of costs under this contract will be limited to costs which are allowable under 23 CFR 172 and 48 CFR 31.

G. **METHOD OF PAYMENT** - Partial payments for work satisfactorily completed will be made to the Engineer upon receipt of itemized invoices by the Local Agency. Invoices will be submitted no more frequently than once every two weeks and must be submitted monthly for invoices greater than \$10,000. A pro-rated portion of the fixed fee will be paid with each invoice. Upon receipt of the invoice and progress report, the Local Agency will, as soon as practical, but not later than 45 days from receipt, pay the Engineer for the services rendered, including the proportion of the fixed fee earned as reflected by the estimate of the portion of the services completed as shown by the progress report, less partial payments previously made. A late payment charge of one and one half percent (1.5%) per month shall be assessed for those invoiced amount not paid, through no fault of the Engineer, within 45 days after the Local Agency's receipt of the Engineer's invoice. The Local Agency will not be liable for the late payment charge on any invoice which requests payment for costs which exceed the proportion of the maximum amount payable earned as reflected by the estimate of the portion of the services completed, as shown by the progress report. The payment, other than the fixed fee, will be subject to final audit of actual expenses during the period of the Agreement.

- H. **PROPERTY ACCOUNTABILITY** - If it becomes necessary to acquire any specialized equipment for the performance of this contract, appropriate credit will be given for any residual value of said equipment after completion of usage of the equipment.

#### **ARTICLE VIII - COVENANT AGAINST CONTINGENT FEES**

The Engineer warrants that he has not employed or retained any company or person, other than a bona fide employee working for the Engineer, to solicit or secure this agreement, and that he has not paid or agreed to pay any company or person, other than a bona fide employee, any fee, commission, percentage, brokerage fee, gifts, or any other consideration, contingent upon or resulting from the award or making of this contract. For breach or violation of this warranty, the Local Agency shall have the right to annul this agreement without liability, or in its discretion to deduct from the contract price or consideration, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift, or contingent fee, plus reasonable attorney's fees.

#### **ARTICLE IX - SUBLETTING, ASSIGNMENT OR TRANSFER**

No portion of the work covered by this contract, except as provided herein, shall be sublet or transferred without the written consent of the Local Agency. The subletting of the work shall in no way relieve the Engineer of his primary responsibility for the quality and performance of the work. It is not the intention of the Engineer to engage subcontractors

<b>Sub-Consultant Name</b>	<b>Address</b>	<b>Services</b>
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#### **ARTICLE X - PROFESSIONAL ENDORSEMENT**

All plans, specifications and other documents shall be endorsed by the Engineer and shall reflect the name and seal of the Professional Engineer endorsing the work. By signing and sealing the PS&E submittals the Engineer of Record will be representing to MoDOT that the design is meeting the intent of the federal aid programs.

#### **ARTICLE XI - RETENTION OF RECORDS**

The Engineer shall maintain all records, survey notes, design documents, cost and accounting records, construction records and other records pertaining to this contract and to the project covered by this contract, for a period of not less than three years following final payment by FHWA. Said records shall be made available for inspection by authorized representatives of the Local Agency, MoDOT or the federal government during regular working hours at the Engineer's place of business.

#### **ARTICLE XII - OWNERSHIP OF DOCUMENTS**

Plans, tracings, maps and specifications prepared under this contract shall be delivered to and become the property of the Local Agency upon termination or completion of work. Basic survey notes, design

computations and other data prepared under this contract shall be made available to the Local Agency upon request. All such information produced under this contract shall be available for use by the Local Agency without restriction or limitation on its use. If the Local Agency incorporates any portion of the work into a project other than that for which it was performed, the Local Agency shall save the Engineer harmless from any claims and liabilities resulting from such use.

### **ARTICLE XIII – SUSPENSION OR TERMINATION OF AGREEMENT**

- A. The Local Agency may, without being in breach hereof, suspend or terminate the Engineer's services under this Agreement, or any part of them, for cause or for the convenience of the Local Agency, upon giving to the Engineer at least fifteen (15) days' prior written notice of the effective date thereof. The Engineer shall not accelerate performance of services during the fifteen (15) day period without the express written request of the Local Agency.
- B. Should the Agreement be suspended or terminated for the convenience of the Local Agency, the Local Agency will pay to the Engineer its costs as set forth in Attachment B including actual hours expended prior to such suspension or termination and direct costs as defined in this Agreement for services performed by the Engineer, a proportional amount of the fixed fee based upon an estimated percentage of Agreement completion, plus reasonable costs incurred by the Engineer in suspending or terminating the services. The payment will make no other allowances for damages or anticipated fees or profits. In the event of a suspension of the services, the Engineer's compensation and schedule for performance of services hereunder shall be equitably adjusted upon resumption of performance of the services.
- C. The Engineer shall remain liable to the Local Agency for any claims or damages occasioned by any failure, default, or negligent errors and/or omission in carrying out the provisions of this Agreement during its life, including those giving rise to a termination for non-performance or breach by Engineer. This liability shall survive and shall not be waived, or estopped by final payment under this Agreement.
- D. The Engineer shall not be liable for any errors or omissions contained in deliverables which are incomplete as a result of a suspension or termination where the Engineer is deprived of the opportunity to complete the Engineer's services.
- E. Upon the occurrence of any of the following events, the Engineer may suspend performance hereunder by giving the Local Agency 30 days advance written notice and may continue such suspension until the condition is satisfactorily remedied by the Local Agency. In the event the condition is not remedied within 120 days of the Engineer's original notice, the Engineer may terminate this agreement.
  - 1. Receipt of written notice from the Local Agency that funds are no longer available to continue performance.
  - 2. The Local Agency's persistent failure to make payment to the Engineer in a timely manner.

3. Any material contract breach by the Local Agency.

#### **ARTICLE XIV - DECISIONS UNDER THIS CONTRACT**

The Local Agency will determine the acceptability of work performed under this contract, and will decide all questions which may arise concerning the project. The Local Agency's decision shall be final and conclusive.

#### **ARTICLE XV - SUCCESSORS AND ASSIGNS**

The Local Agency and the Engineer agree that this contract and all contracts entered into under the provisions of this contract shall be binding upon the parties hereto and their successors and assigns.

#### **ARTICLE XVI - COMPLIANCE WITH LAWS**

The Engineer shall comply with all federal, state, and local laws, ordinances, and regulations applicable to the work, including but not limited to Title VI and Title VII of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d, 2000e), as well as with any applicable titles of the Americans with Disabilities Act (42 U.S.C. 12101, et seq.) and non-discrimination clauses incorporated herein, and shall procure all licenses and permits necessary for the fulfillment of obligations under this contract.

#### **ARTICLE XVII - RESPONSIBILITY FOR CLAIMS AND LIABILITY**

The Engineer agrees to save harmless the Local Agency, MoDOT and FHWA from all claims and liability due to his negligent acts or the negligent acts of his employees, agents or subcontractors.

#### **ARTICLE XVIII - NONDISCRIMINATION**

The Engineer, with regard to the work performed by it after award and prior to completion of the contract work, will not discriminate on the ground of race, religion, sex, sexual orientation, gender identity, color, national origin, age, or disability in the selection and retention of subcontractors. The Engineer will comply with state and federal statutes and regulations related to nondiscrimination, including but not limited to Title VI and Title VII of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d, 2000e), as well as with any applicable titles of the Americans with Disabilities Act (42 U.S.C. 12101, et seq.). More specifically, the Engineer will comply with the regulations of the Department of Transportation relative to nondiscrimination in federally assisted programs of the Department of Transportation, as contained in 49 CFR 21 through Appendix H and 23 CFR 710.405 which are herein incorporated by reference and made a part of this contract. In all solicitations either by competitive bidding or negotiation made by the Engineer for work to be performed under a subcontract, including procurements of materials or equipment, each potential subcontractor or supplier shall be notified by the Engineer's obligations under this contract and the regulations relative to non-discrimination on the ground of race, religion, sex, sexual orientation, gender identity, color, national origin, age, or disability. The Engineer shall provide all information and reports, and permit access to

its records, as determined by the Department of Transportation to be necessary to ascertain compliance with this section. If the Engineer fails to comply with this section, the Local Agency may withhold payments under the Agreement or cancel, terminate, or suspend the Agreement.

#### **ARTICLE XIX – LOBBY CERTIFICATION**

**CERTIFICATION ON LOBBYING:** Since federal funds are being used for this agreement, the Engineer's signature on this agreement constitutes the execution of all certifications on lobbying which are required by 49 C.F.R. Part 20 including Appendix A and B to Part 20. Engineer agrees to abide by all certification or disclosure requirements in 49 C.F.R. Part 20 which are incorporated herein by reference.

#### **ARTICLE XX – INSURANCE**

- A. The Engineer shall maintain commercial general liability, automobile liability, and worker's compensation and employer's liability insurance in full force and effect to protect the Engineer from claims under Worker's Compensation Acts, claims for damages for personal injury or death, and for damages to property arising from the negligent acts, errors, or omissions of the Engineer and its employees, agents, and Subconsultants in the performance of the services covered by this Agreement, including, without limitation, risks insured against in commercial general liability policies.
- B. The Engineer shall also maintain professional liability insurance to protect the Engineer against the negligent acts, errors, or omissions of the Engineer and those for whom it is legally responsible, arising out of the performance of professional services under this Agreement.
- C. The Engineer's insurance coverage shall be for not less than the following limits of liability:
  - 1. Commercial General Liability: \$500,000 per person up to \$3,000,000 per occurrence;
  - 2. Automobile Liability: \$500,000 per person up to \$3,000,000 per occurrence;
  - 3. Worker's Compensation in accordance with the statutory limits; and Employer's Liability: \$1,000,000; and
  - 4. Professional ("Errors and Omissions") Liability: \$1,000,000, each claim and in the annual aggregate.
- D. The Engineer shall, upon request at any time, provide the Local Agency with certificates of insurance evidencing the Engineer's commercial general or professional liability ("Errors and Omissions") policies and evidencing that they and all other required insurance are in effect as to the services under this Agreement.
- E. Any insurance policy required as specified in (ARTICLE XX) shall be written by a company which is incorporated in the United States of America or is based in the United States of America. Each insurance policy must be issued by a company authorized to issue such

insurance in the State of Missouri.

## **ARTICLE XXI - ATTACHMENTS**

The following exhibits are attached hereto and are hereby made part of this contract:

Attachment A – Scope of Service

Attachment B - Estimate of Cost

Attachment C - Certification Regarding Debarment, Suspension, and Other  
Responsibility Matters - Primary Covered Transactions.

Attachment D - Certification Regarding Debarment, Suspension, and Ineligibility and  
Voluntary Exclusion - Lower Tier Covered Transactions.

Attachment E – DBE Contract Provisions

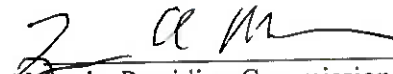
Attachment F – Fig. 136.4.15 Conflict of Interest Disclosure Form

Executed by the Engineer this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

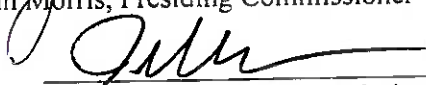
Executed by the County/City this 21<sup>st</sup> day of MAY, 2026.

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands and affixed their seals this \_\_\_\_ day of \_\_\_\_\_, 2026 at Christian County, Missouri.

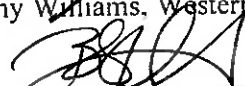
DATED: 5-21-26

  
Lynn Morris, Presiding Commissioner

DATED: 5-21-26

  
Johnny Williams, Western Commissioner

DATED: 5-21-2026

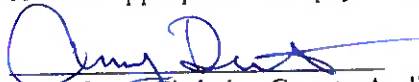
  
Bradley A. Jackson, Eastern Commissioner

Attested By:

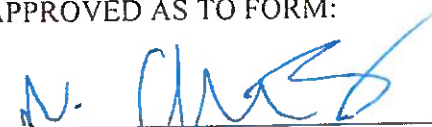
  
Paula Brumfield, Christian County Clerk

Auditor Certification:

I certify that the expenditure contemplated by this document is within the purpose of the appropriation to which it is to be charged and that there is an unencumbered balance of anticipated revenue appropriated for payment of same.

  
Amy Dent, Christian County Auditor

APPROVED AS TO FORM:

  
N. Austin Fax, Attorney at Law  
901 St. Louis Street 20th Floor  
Springfield, MO 65806  
Phone: 417-866-7777  
Fax: 417-866-1752

**ATTACHMENT A**

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**SEE ARTICLE 1 FOR SCOPE OF SERVICES**

**ATTACHMENT B**  
**ESTIMATE OF COST**

Task	Description	Hours	Direct Labor
1	Sign Inventory	108	\$ 3,876.00
Total Hours		108	
Estimated Direct Labor Cost			\$ 3,876.00

**Summary by Job Classification**

Classification	Hours
Project Manager	0
Senior Engineer	12
Project Engineer	0
Associate Engineer	0
Designer	0
Senior Technician	48
Total	60

ESTIMATED DIRECT LABOR COSTS	\$	3,876.00
Payroll Additives (Direct Overhead)	55.47% \$	2,150.02
General and Administrative (Indirect Overhead)	118.91% \$	4,608.95
Fixed Fee	15.00% \$	1,595.25
Subtotal =	\$	12,230.21
Facilities Capitol Cost of Money =	0.97% \$	37.60
Subtotal (A) =	\$	12,267.81

Subconsultants (B)	Service	DBE	% of Job	Fee
				Subtotal (B) = \$ -

**Direct Expenses (C)**

Lodging	8 Days @	\$ 110.00	=	\$880.00
Mileage	1600 Miles @	\$ 0.725	=	\$1,160.00
Per Diem	8 Days @	\$ 68.00	=	\$544.00
Subtotal (C) =	\$			2,584.00

<b>ESTIMATED TOTAL FEE (Engineering Services)</b>	(A) + (B) + (C) = \$	14,851.81
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**MAN-HOUR ESTIMATE - CHRISTIAN COUNTY TEAP**

Task No.	Description of Work, Items / Tasks	Hourly Rate	PAUSE	Assistant Engineer	Engineering Intern	Total Manhours	Total Labor Fee	Subtotal
<b>1</b>	<b>Sign Inventory</b>							
	Field Investigation	\$63.00		42	42	84	\$2,730	\$2,730.00
	General Coordination		12	6	6	24	\$1,146	\$1,146.00
			12	48	48	108		
			12	48	48	108		
	<b>Total Manhours</b>			\$1,920	\$1,200		\$3,876	\$3,876.00
	<b>Total Labor</b>							\$3,876.00

**\$3,876.00**

## ATTACHMENT C

### CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS - PRIMARY COVERED TRANSACTIONS

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#### INSTRUCTIONS FOR CERTIFICATION

1. By signing and submitting this proposal, the prospective primary participant is providing the certification set out below.
2. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.
3. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the prospective primary participant knowingly rendered an erroneous certification in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause of default.
4. The prospective primary participant shall provide immediate written notice to the department or agency to whom this proposal is submitted if at any time the prospective primary participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
5. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," "proposal" and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549. You may contact the department or agency to which this proposal is being submitted for assistance in obtaining a copy of those regulations.
6. The prospective primary participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.
7. The prospective primary participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-- Lower Tier Covered Transaction" provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
8. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the

method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to check the Nonprocurement List at the Excluded Parties List System.  
<https://www.epls.gov/epls/search.do?page=A&status=current&agency=69#A>.

9. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
10. Except for transactions authorized under paragraph 6 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.

**Certification Regarding Debarment, Suspension, and Other Responsibility Matters -Primary Covered Transactions**

1. The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:
  - a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
  - b. Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
  - c. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
  - d. Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.
2. Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

## ATTACHMENT D

### CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION--LOWER TIER COVERED TRANSACTIONS

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#### INSTRUCTIONS FOR CERTIFICATION

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this proposal that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion--Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List at the Excluded Parties List System. <https://www.epls.gov/epls/search.do?page=A&status=current&agency=69#A>.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended,

debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

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

1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

**Attachment E**  
**Disadvantage Business Enterprise Contract Provisions**

1. Policy: It is the policy of the U.S. Department of Transportation and the Local Agency that businesses owned by socially and economically disadvantaged individuals (DBE's) as defined in 49 C.F.R. Part 26 have the maximum opportunity to participate in the performance of contracts financed in whole or in part with federal funds. Thus, the requirements of 49 C.F.R. Part 26 and Section 1101(b) of the Transportation Equity Act for the 21st Century (TEA-21) apply to this Agreement.

2. Obligation of the Engineer to DBE's: The Engineer agrees to assure that DBEs have the maximum opportunity to participate in the performance of this Agreement and any subconsultant agreement financed in whole or in part with federal funds. In this regard the Engineer shall take all necessary and reasonable steps to assure that DBEs have the maximum opportunity to compete for and perform services. The Engineer shall not discriminate on the basis of race, color, religion, creed, disability, sex, age, or national origin in the performance of this Agreement or in the award of any subsequent subconsultant agreement.

3. Geographic Area for Solicitation of DBEs: The Engineer shall seek DBEs in the same geographic area in which the solicitation for other subconsultants is made. If the Engineer cannot meet the DBE goal using DBEs from that geographic area, the Engineer shall, as a part of the effort to meet the goal, expand the search to a reasonably wider geographic area.

4. Determination of Participation Toward Meeting the DBE Goal: DBE participation shall be counted toward meeting the goal as follows:

A. Once a firm is determined to be a certified DBE, the total dollar value of the subconsultant agreement awarded to that DBE is counted toward the DBE goal set forth above.

B. The Engineer may count toward the DBE goal a portion of the total dollar value of a subconsultant agreement with a joint venture eligible under the DBE standards, equal to the percentage of the ownership and control of the DBE partner in the joint venture.

C. The Engineer may count toward the DBE goal expenditures to DBEs who perform a commercially useful function in the completion of services required in this Agreement. A DBE is considered to perform a commercially useful function when the DBE is responsible for the execution of a distinct element of the services specified in the Agreement and the carrying out of those responsibilities by actually performing, managing and supervising the services involved and providing the desired product.

D. A Engineer may count toward the DBE goal its expenditures to DBE firms consisting of fees or commissions charged for providing a bona fide service, such as professional, technical, consultant, or managerial services and assistance in the procurement of essential personnel, facilities, equipment, materials or supplies required for the performance of this Agreement, provided that the fee or commission is determined by MoDOT's External Civil Rights Division to be reasonable and not excessive as compared with fees customarily allowed for similar services.

E. The Engineer is encouraged to use the services of banks owned and controlled by socially and economically disadvantaged individuals.

5. Replacement of DBE Subconsultants: The Engineer shall make good faith efforts to replace a DBE Subconsultant, who is unable to perform satisfactorily, with another DBE Subconsultant. Replacement firms must be approved by MoDOT's External Civil Rights Division.

6. Verification of DBE Participation: Prior to final payment by the Local Agency, the Engineer shall file a list with the Local Agency showing the DBEs used and the services performed. The list shall show the actual dollar amount paid to each DBE that is applicable to the percentage participation established in this Agreement. Failure on the part of the Engineer to achieve the DBE participation specified in this Agreement may result in sanctions being imposed on the Commission for noncompliance with 49 C.F.R. Part 26 and/or Section 1101(b) of TEA-21. If the total DBE participation is less than the goal amount stated by the MoDOT's External Civil Rights Division, liquidated damages may be assessed to the Engineer.

Therefore, in order to liquidate such damages, the monetary difference between the amount of the DBE goal dollar amount and the amount actually paid to the DBEs for performing a commercially useful function will be deducted from the Engineer's payments as liquidated damages. If this Agreement is awarded with less than the goal amount stated above by MoDOT's External Civil Rights Division, that lesser amount shall become the goal amount and shall be used to determine liquidated damages. No such deduction will be made when, for reasons beyond the control of the Engineer, the DBE goal amount is not met.

7. Documentation of Good Faith Efforts to Meet the DBE Goal: The Agreement goal is established by MoDOT's External Civil Rights Division. The Engineer must document the good faith efforts it made to achieve that DBE goal, if the agreed percentage specified is less than the percentage stated. The Good Faith Efforts documentation shall illustrate reasonable efforts to obtain DBE Participation. Good faith efforts to meet this DBE goal amount may include such items as, but are not limited to, the following:

A. Attended a meeting scheduled by the Department to inform DBEs of contracting or consulting opportunities.

B. Advertised in general circulation trade association and socially and economically disadvantaged business directed media concerning DBE subcontracting opportunities.

C. Provided written notices to a reasonable number of specific DBEs that their interest in a subconsultant agreement is solicited in sufficient time to allow the DBEs to participate effectively.

D. Followed up on initial solicitations of interest by contacting DBEs to determine with certainty whether the DBEs were interested in subconsulting work for this Agreement.

E. Selected portions of the services to be performed by DBEs in order to increase the likelihood of meeting the DBE goal (including, where appropriate, breaking down subconsultant agreements into economically feasible units to facilitate DBE participation).

F. Provided interested DBEs with adequate information about plans, specifications and requirements of this Agreement.

G. Negotiated in good faith with interested DBEs, and not rejecting DBEs as unqualified without sound reasons, based on a thorough investigation of their capabilities.

H. Made efforts to assist interested DBEs in obtaining any bonding, lines of credit or insurance required by the Commission or by the Engineer.

I. Made effective use of the services of available disadvantaged business organizations, minority contractors' groups, disadvantaged business assistance offices, and other organizations that provide assistance in the recruitment and placement of DBE firms.

8. Good Faith Efforts to Obtain DBE Participation: If the Engineer's agreed DBE goal amount as specified is less than the established DBE goal given, then the Engineer certifies that good faith efforts were taken by Engineer in an attempt to obtain the level of DBE participation set by MoDOT's External Civil Rights.

**Attachment F – Fig. 136.4.15**  
**Conflict of Interest Disclosure Form for LPA/Consultants**  
Local Federal-aid Transportation Projects

**Firm Name (Consultant):** Olsson, Inc.

**Project Owner (LPA):** Christian County

**Project Name:** Sign Condition Inventory

**Project Number:** TEAP101 Christian County Sign Inventory

As the LPA and/or consultant for the above local federal-aid transportation project, I have:

1. Reviewed the conflict of interest information found in Missouri's Local Public Agency Manual (EPG 136.4)
2. Reviewed the Conflict of Interest laws, including 23 CFR § 1.33, 49 CFR 18.36.


And, to the best of my knowledge, determined that, for myself, any owner, partner or employee, with my firm or any of my sub-consulting firms providing services for this project, including family members and personal interests of the above persons, there are:

No real or potential conflicts of interest  
If no conflicts have been identified, complete and sign this form and submit to LPA

Real conflicts of interest or the potential for conflicts of interest  
If a real or potential conflict has been identified, describe on an attached sheet the nature of the conflict, and provide a detailed description of Consultant's proposed mitigation measures (if possible). Complete and sign this form and send it, along with all attachments, to the appropriate MoDOT District Representative, along with the executed engineering services contract.

LPA


Printed Name: Miranda Beaudles

Signature: 

Date: 5.20.2026

Consultant

Printed Name: Jacob Berry

Signature: 

Date: May 15, 2026





## **Christian County Commission**

100 West Church St, Room 100

Ozark, MO 65721

### **Drainage Easement Conveyance**

Todd Wiesehan

Please see the attached memo

#### **ATTACHMENTS:**

Item explanation

Document to be executed

Requested by: toddw@christiancountymo.gov 2026-05-18 08:29



**CHRISTIAN COUNTY** *Resource Management Department*

1106 W. Jackson St.  
Telephone (417) 581-7242  
Ozark, MO 65721  
Fax (417) 581-4623

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May 21, 2026

**RE: AGENDA ITEM EXPLANATION**

Commissioners,

As you are aware, the County sold lot 3 at the County Government Plaza development to a buyer who intends to develop a hotel. Part of the development of their site plan includes the management of the anticipated stormwater. While the infrastructure we built at the site was designed to accommodate the expected volume of water runoff, the specific design of how the water would get to the inlet could not be known until plans were developed.

The design professionals working on the hotel project have progressed to the point where this detail can be defined, allowing us to resolve the issue.

The attached document conveys a small easement allowing for the conveyance of stormwater both above ground and through a new storm pipe connecting to the existing water inlet located nearby on the County's property. (the attached exhibit indicates the location)

The Commission's approval of this easement will allow this project to continue moving forward.

Respectfully submitted,

A handwritten signature in blue ink that reads "Todd M. Wiesehan". The signature is written in a cursive style with a large, sweeping initial 'T'.

Todd M. Wiesehan, Director



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## DRAINAGE EASEMENT

**THIS INDENTURE**, made on the \_\_\_\_ day of \_\_\_\_\_, 2026, by and between **Christian County, Missouri** (hereinafter "Grantor"), and **B&M Real Estate Investments, LLC**, a Missouri limited liability company (hereinafter "Grantee"). The mailing address of Grantee is: 127 Vickie Lynn Lane, St. Robert, Missouri 65584.

**WITNESSETH**, that Grantor, in consideration of the sum of ONE AND NO/100 DOLLAR (\$1.00) and other valuable consideration to said Grantor in hand paid by said Grantee, the receipt of which is hereby acknowledged, does by these presents Grant, Bargain And Sell, Convey And Confirm unto said Grantee, its successors and assigns, a non-exclusive perpetual drainage easement for the purposes of constructing, altering, extending, maintaining and operating an open or enclosed storm water drainage system in any part of the drainage easement, in, over, under and through the following described real estate lying and situated in the County of Christian, State of Missouri, to-wit:

**SEE EXHIBIT "A" attached hereto and incorporated herein by reference (hereinafter referred to as the "Easement Area")**

**THIS DRAINAGE EASEMENT** is executed, delivered, and granted upon the following conditions and considerations:

1. Grantor reserves the right to use the drainage easement area for purposes that will not interfere with the Grantee's full enjoyment of the easement rights granted herein, but Grantor may grant easement rights to other persons or entities as the Grantor deems appropriate.

2. The easement shall confer on Grantee the right to reasonably trim and/or remove trees, shrubs, bushes, plantings, and other vegetation located within the Easement Area for purposes of constructing an underground pipe to connect to an existing stormwater inlet box for drainage.
3. By acceptance of this conveyance, said Grantee hereby covenants on its behalf, and on the behalf of its successor and assigns, that it will for the benefit of Grantor, and Grantor's successors and assigns, restore the Easement Area as nearly as reasonably possible to the same condition in which it existed immediately prior to any construction activity as may be done thereon and therein from time to time, all within a reasonable time thereafter, Grantee further covenanting in this regard that it will, among other things: (1) insofar as reasonably possible cause any excavation upon the Easement Area to be backfilled and graded to the original grade or as shown on the proposed engineering plans; (2) remove, insofar as reasonably possible, all debris resulting from construction; (3) cause the re-seeding of any disturbed area; (4) use reasonable care to preserve any trees located within the Easement Area; (5) provide, at reasonable times during construction, access to the public street where any excavation upon the Easement Area might otherwise interfere therewith; and (6) that it will replace any improved walkway, drive, or retaining wall damaged or destroyed by construction to the Grantor's reasonable satisfaction.
4. Grantee shall defend, indemnify and hold harmless Grantor and all of its elected officials, officers, employees and agents from any and all liability, loss, damages, expenses and costs (including attorneys' fees and expenses) that it may suffer or incur as a result of any injury or death to any person or damage to property which results from any action or omission, in whole or in part, negligent or otherwise, of Grantee or its agents in connection with any use of Grantor's land under this Agreement regardless of the cause of the injury, except to the extent caused by the gross negligence or willful acts on the part of Grantor or its officials, officer, employees or agents.
5. No buildings, structures, fill, rock or other materials shall be placed within the Easement Area, nor shall the drainage pattern be otherwise altered by raising or lowering the elevation of the land encumbered by the easement in any manner which shall impede or divert that passage of storm water or surface water from the point of its entry into the Easement Area from the higher adjoining property to the point of its discharge therefrom into the lower adjoining property.
6. Grantor shall retain all rights to the use and occupancy of the Easement Area subject to the limited scope of the Easement herein given. The Easement granted in this indenture is limited to the uses and purposes hereinbefore expressed and for no other purpose whatsoever. The



STATE OF MISSOURI )  
 )  
COUNTY OF CHRISTIAN ) SS

\_\_\_\_\_  
Bradley A. Jackson, Eastern Commissioner

On this \_\_\_\_ day of \_\_\_\_\_, 2026, before me, the undersigned notary public, personally appeared **Bradley A. Jackson**, duly elected Eastern Commissioner of Christian County, to me personally known to be the person who executed the foregoing instrument and acknowledged that he executed the same as his free act and deed. In witness whereof, I have hereunto set my hand and affixed my official seal at my office in said County and State and day and year last written above.

\_\_\_\_\_  
(Notary Public)

My Commission Expires:  
\_\_\_\_\_

STATE OF MISSOURI )  
 )  
COUNTY OF CHRISTIAN ) SS

\_\_\_\_\_  
Johnny Williams, Western Commissioner

On this \_\_\_\_ day of \_\_\_\_\_, 2026, before me, the undersigned notary public, personally appeared **Johnny Williams**, duly elected Western Commissioner of Christian County, to me personally known to be the person who executed the foregoing instrument and acknowledged that he executed the same as his free act and deed. In witness whereof, I have hereunto set my hand and affixed my official seal at my office in said County and State and day and year last written above.

\_\_\_\_\_  
(Notary Public)

My Commission Expires:  
\_\_\_\_\_

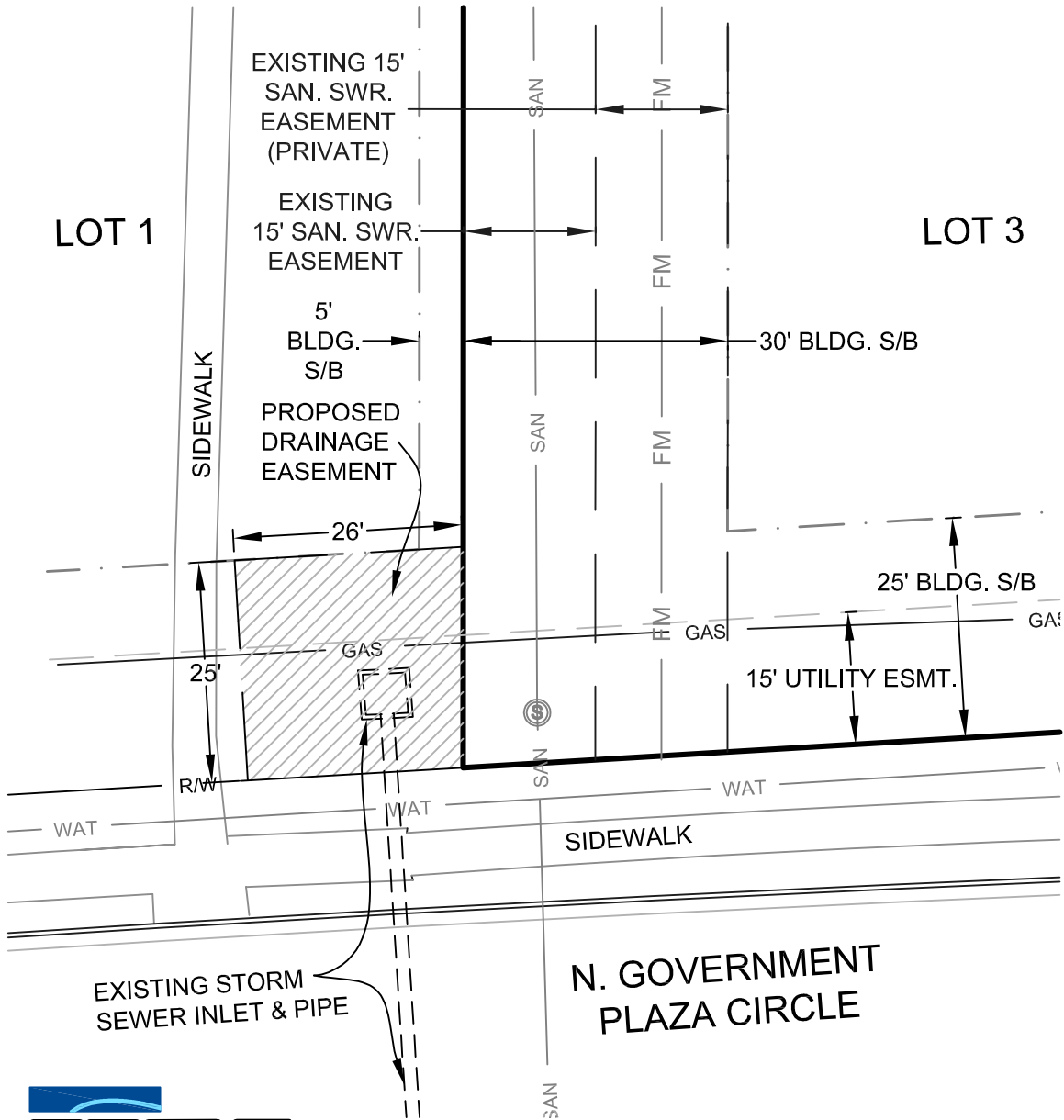
ATTEST:

\_\_\_\_\_  
Paula Brumfield, Christian County Clerk

# EXHIBIT "A"

## DRAINAGE EASEMENT

LOT 1, COUNTY GOVERNMENT PLAZA  
CHRISTIAN COUNTY, MISSOURI



**Heithaus Engineering & Assoc., Inc.**

MO COA #2010021970 (E), #2010018087 (LS)

535 W. Battlefield St.  
Springfield, MO 65807

(417) 887-3238 / www.heiweb.com



## Christian County Commission

100 West Church St, Room 100

Ozark, MO 65721

### Contract Amendment No. 2 - Pitt Technology Group

Kim Hopkins-Will and Bill Rawlings

Contract Amendment: IT Services Pitt Technology Group Purchasing Manager Hopkins-Will/IT Manager Rawlings

#### BACKGROUND FOR COMMISSIONERS:

The County entered into a contract with Pitt Technology Group effective January 1, 2024.

This Contract Amendment No. 2 will reduce the after-hours support and escalation services for the IT Department. This was intended to provide 16 hours of service per month, and we are requesting a reduction to 8 hours per month. As our CCIT department becomes more familiar with its support role, discussions with Pitt Technology Group ensued to reduce those hours. Pitt agreed.

Amendment #1 was signed by the Commission on 8/8/24 to reduce the hours from 34 hours to 16 hours per month, providing significant cost savings to the County.

Amendment #2 reduces those service hours from 16 to 8 per month.

SAVINGS: \$800 per month - \$9600 annually.

Attorney Austin Fax reviewed the Amendment.

#### RECOMMENDATION:

Our recommendation is to approve Contract Amendment No. 2 for Pitt Technology Group.

#### ATTACHMENTS:

Contract Amendment No. 2

Respectfully submitted,

Kimberly Hopkins-Will, MBA, NIGP-CPP, CPPO, CPPB

Purchasing Manager

Christian County

202 W. Elm Street

Ozark, Missouri 65721

Office: 417-582-4309



## Christian County Commission

100 West Church St, Room 100

Ozark, MO 65721

[christiancountymo.gov](http://christiancountymo.gov)

---

### **ATTACHMENTS:**

Contract Amendment #2 - Pitt Technology

Requested by: [purchasing@christiancountymo.gov](mailto:purchasing@christiancountymo.gov) 2026-05-18 10:19



## CONTRACT AMENDMENT #2

### IT SERVICES

### PITT TECHNOLOGY GROUP

This Amendment No. 2, to the Managed Technology Services (MTS) Contract (the "Contract") is made effective as of June 1, 2026, by and between Christian County, Missouri, located at 100 W. Church Street, Ozark, Missouri 65721 ("County"), and Pitt Technology Group, a Missouri company with principal offices at 1900 N. LeCompte Avenue, Building 15, Springfield, Missouri 65802 ("Provider").

**WHEREAS** the parties entered into the original Contract dated December 5, 2023, as amended by Amendment No. 1 dated August 8, 2024, pursuant to which Provider provides IT support services for County; and

**WHEREAS**, the parties desire to amend the Contract to modify the service support hours as set forth in Amendment No. 1.

**NOW, THEREFORE**, in consideration of the foregoing facts, and agreements contained herein, and other good and valuable consideration, the parties agree that the Contract is amended as follows:

1. Effective June 1, 2026, the service support hours are reduced from sixteen (16) hours per month to eight (8) hours per month.
2. Except as expressly modified by this Amendment, all terms and conditions of the Contract remain unchanged and in full force and effect.
3. This Amendment is effective upon execution by both parties.

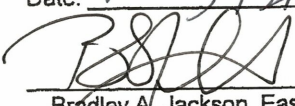
IN WITNESS WHEREOF, the parties have executed and entered into this Agreement as of the date first set forth above.

COUNTY OF CHRISTIAN

CONTRACTOR

By:   
Lynn Morris, Presiding Commissioner

Date: 5/21/26

By:   
Bradley A. Jackson, Eastern Commissioner

Date: 5-21-2026

By:   
Johnny Williams, Western Commissioner

Date: 5-21-26

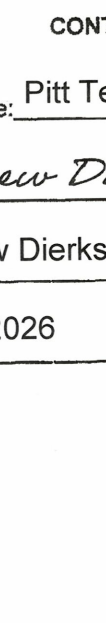
Company Name: Pitt Technology Group

By: Andrew Dierks

Title: Andrew Dierks, COO

Date: 5/18/2026

ATTEST BY:   
Paula Brumfield, Christian County Clerk,

APPROVED TO AS FORM:  
By:   
N. Austin Fax, Christian County Counselor

AUDITOR CERTIFICATION

I certify that the expenditure contemplated by this document is within the purpose of the the document is within the purpose of the appropriation to which it is to be charged and that there is an unencumbered balance of anticipated revenue appropriated for payment of same.

  
Amy Dent, Christian County Auditor

5/21/26  
Date



## Christian County Commission

100 West Church St, Room 100

Ozark, MO 65721

### Contract Amendment No. 2 - CareATC

Kim Hopkins-Will/Amber Bryant

Contract Amendment No. 2 CareATC

Purchasing Manager Hopkins-Will/Director of Employee Services Bryant

#### BACKGROUND FOR COMMISSIONERS:

CareATC and Christian County have worked together to identify opportunities to enhance services while reducing overhead costs. As a result, the parties agreed to revise the vacation and PTO backfill process. Under the updated arrangement, instead of a fixed annual rate, we will use real numbers for PTO and Vacation time. CAREATC will bill an hourly rate for both the Physician Assistant and the Medical Assistant.

County Counselor Fax has reviewed the Amendment.

#### RECOMMENDATION:

We recommend approval of Contract Amendment No. 2 for CareATC.

#### ATTACHMENTS:

Contract Amendment No. 2

Respectfully submitted,

Kimberly Hopkins-Will, MBA, NIGP-CPP, CPPO, CPPB

Purchasing Manager

Christian County

202 W. Elm Street

Ozark, Missouri 65721

Office: 417-582-4309

[khopkins@christiancountymo.gov](mailto:khopkins@christiancountymo.gov)



**Christian County Commission**

100 West Church St, Room 100

Ozark, MO 65721

**ATTACHMENTS:**

Contract Amendment 2 -CareATC

Signature Page

Requested by: [purchasing@christiancountymo.gov](mailto:purchasing@christiancountymo.gov) 2026-05-18 11:11



**SECOND AMENDMENT  
TO  
HEALTH CENTER SERVICE AGREEMENT**

This Second Amendment to Health Center Service Agreement (this “Second Amendment”), effective as of May 1, 2026 (the “Amendment Effective Date”), is an amendment to the Health Center Service Agreement, effective as of November 29, 2022, as amended (the “Agreement”) by and between County of Christian (“Client”) and CareATC, Inc. (“CareATC”). Together CareATC and Client may be referred to as the “Parties.”

WHEREAS, CareATC and Client entered into the Agreement, pursuant to which CareATC provides Covered Services through its private medical health centers to Client for the benefit of eligible employees and other eligible participants; and

WHEREAS, CareATC and Client desire to amend the terms of the Agreement;

NOW, THEREFORE, in consideration of the mutual covenants, promises and representations contained herein, and in the Agreement, CareATC and Client agree as follows:

- Exhibit B “Fees”** of the Agreement is hereby amended to remove the Annual Administrative Fees table in its entirety and replace with the table below:

ANNUAL ADMINISTRATIVE FEES	July 2025 - April 2026 (Annualized)	May 2025 - June 2026 (Annualized)	July 2026 - June 2027	July 2027 - June 2028
Physician Assistant (0.5 FTE) <sup>1</sup>	\$125,015.28	\$125,015.28	\$128,765.74	\$132,628.71
Collaborating Physician	\$16,292.42	\$16,292.42	\$16,781.19	\$17,284.63
Lead Medical Assistant (0.5 FTE) <sup>1</sup>	\$43,718.75	\$43,718.75	\$45,030.31	\$46,381.22
Staff Benefits	\$46,317.49	\$46,317.49	\$47,707.01	\$49,138.22
Electronic Medical Record, Enterprise Data Warehouse, Analytics and Reporting	\$14,952.62	\$14,952.62	\$15,401.20	\$15,863.24
Professional coverage for providers (Backfill providers on PTO)	\$15,013.83	As Incurred	As Incurred	As Incurred
Professional Liability	\$3,789.43	\$3,789.43	\$3,903.11	\$4,020.20
Continuing Medical Education Health Professional	\$6,820.97	\$6,820.97	\$7,025.60	\$7,236.37
Licenses & Dues	\$3,031.54	\$3,031.54	\$3,122.49	\$3,216.16
Biohazard Waste Removal	\$3,183.12	\$3,183.12	\$3,278.61	\$3,376.97
Management Fee	\$39,328.47	\$39,328.47	\$40,508.32	\$41,723.57
<b>OPERATING EXPENSES</b>	<b>\$317,464</b>	<b>\$302,450</b>	<b>\$311,524</b>	<b>\$320,869</b>
Standard Personal Health Assessments (in center with regularly scheduled center staff; not event based)	\$25.00	\$25.00	\$25.75	\$26.52
Drug Screen (DOT or basic non-DOT 5- or 10- panel or equivalent)	\$20.00	\$20.00	\$20.60	\$21.22
<b>ADDITIONAL STAFF MEMBERS</b>				
Medical Assistant (0.5 FTE) <sup>2</sup>	\$65,473.00	\$65,473.00	\$67,437.39	\$69,460.51

2. **Exhibit B “Fees” Variable Costs Section** of the Agreement is hereby amended to add the following language:

**“Onsite Backfill**

The Parties shall mutually agree upon the backfill strategy for any Health Professional with a scheduled or unscheduled absence. Such strategy may include the use of staffing agencies or other qualified CareATC personnel. Subject to Client’s prior written approval, CareATC may engage such resources at the fees listed below.

Backfill	Rate per Hour	Rate per Hour	Rate per Hour
	May 2026-June 2026	July 2026-June 2027	July 2027-June 2028
Physician Assistant: CareATC staff or PRN	\$125.00	\$125.00	\$128.75
Physician Assistant: Agency	Pass through at cost	Pass through at cost	Pass through at cost
Medical Assistant: CareATC staff or PRN	\$45.00	\$45.00	\$46.35
Medical Assistant: Agency	Pass through at cost	Pass through at cost	Pass through at cost

3. Except as amended by this Second Amendment, all terms, provisions and conditions of the Agreement, as amended, remain unchanged and shall continue in full force and effect. The Agreement, as amended by this Second Amendment, constitutes the complete and entire understanding of Client and CareATC with respect to the subject matter hereof. In the event of a conflict between the terms and conditions of the Agreement and this Second Amendment, the terms and conditions of this Second Amendment shall govern with respect to the subject matter hereof.
4. This Second Amendment may be executed in counterparts, each of which will be deemed an original and all of which together will constitute one and the same document. Signature pages may be transmitted by facsimile, PDF, e-signature or other electronic means and shall be deemed original.

IN WITNESS WHEREOF, the Parties hereto have executed this Second Amendment as of the Amendment Effective Date.

<b>CareATC, Inc.</b>	<b>County of Christian</b>
_____ Signature:	_____ Signature:
_____ Name:	_____ Name:
_____ Title:	_____ Title:
_____ Date:	_____ Date:

**IN WITNESS WHEREOF**, the parties have executed and entered into this Agreement as of the date first set forth above.

**COUNTY OF CHRISTIAN**

By: \_\_\_\_\_  
Lynn Morris, Presiding Commissioner

Date: \_\_\_\_\_

By: \_\_\_\_\_  
Bradley A. Jackson, Eastern Commissioner

Date: \_\_\_\_\_

By: \_\_\_\_\_  
Johnny Williams, Western Commissioner

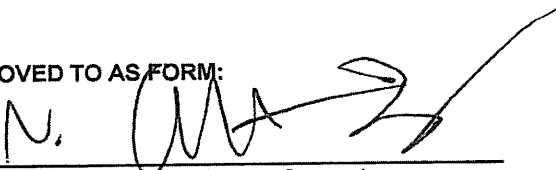
Date: \_\_\_\_\_

**AUDITOR CERTIFICATION**

ATTEST BY: \_\_\_\_\_  
Paula Brumfield, Christian County Clerk,

I certify that the expenditure contemplated by this document is within the purpose of the the document is within the purpose of the appropriation to which it is to be charged and that there is an unencumbered balance of anticipated revenue appropriated for payment of same.

APPROVED TO AS FORM:

By:  \_\_\_\_\_  
N. Austin Fax, Christian County Counselor

\_\_\_\_\_  
Amy Dent, Christian County Auditor

\_\_\_\_\_  
Date