CHAIRPERSON BRYAN CRENSHAW

VICE-CHAIRPERSON DERRELL SLAUGHTER

VICE-CHAIRPERSON PRO-TEM RANDY MAIVILLE HUMAN SERVICES COMMITTEE TODD TENNIS, CHAIR RYAN SEBOLT DERRELL SLAUGHTER CHRIS TRUBAC ERIN GRAHAM ROBIN NAEYAERT RANDY MAIVILLE

INGHAM COUNTY BOARD OF COMMISSIONERS

P.O. Box 319, Mason, Michigan 48854 Telephone (517) 676-7200 Fax (517) 676-7264

THE HUMAN SERVICES COMMITTEE WILL MEET ON MONDAY, MARCH 15, 2021 AT 6:30 P.M. THE MEETING WILL BE HELD VIRTUALLY AT <u>https://ingham.zoom.us/j/82165247302.</u>

Agenda

Call to Order Approval of the March 1, 2021 Minutes Additions to the Agenda Limited Public Comment

- 1. <u>Veterans Affairs</u> Resolution to Authorize a Contract with M3 Marketing Group for the Purpose of Social Media, Outreach, and Engagement
- 2. <u>Health Department</u>
 - a. Resolution to Authorize an Agreement with Granicus for GovDelivery Service
 - b. Resolution to Authorize Amendment #3 to the 2020 2021 Agreement with the Michigan Department of Health and Human Services for the Delivery of Public Health Services Under the Master Agreement
 - c. Resolution to Authorize an Extension to the Agreement with St. Vincent Catholic Charities
 - d. Resolution to Authorize an Agreement with MSU Health Team Inc. for Psychiatric Services
 - e. Resolution to Accept U.S. Department of Health and Human Services Health Resources and Services Administration Provider Relief Funds
 - f. Resolution to Authorize an Agreement with Ingham Intermediate School District
 - g. Resolution to Authorize an Agreement with Delta Dental Foundation
 - h. Resolution to Authorize an Agreement with Edge Partnerships for Continuation and Expansion of a Flu Prevention Campaign Plus a Complementary COVID-19 Vaccination Campaign
 - i. Resolution to Honor Jane Southwell, RN
- 3. <u>Parks Department</u>
 - a. Resolution to Authorize a Contract with Justice Fence for Supplying and Installing a New Fence at Hawk Island County Park
 - b. Resolution to Authorize an Application for a Land and Water Conservation Fund Grant for Accessibility Improvements to Burchfield – McNamara Landing
 - c. Resolution to Authorize an Application for a Recreation Passport Program Grant
 - d. Resolution to Authorize an Application for a Land and Water Conservation Fund Grant for Accessibility Improvements to Hawk Island

- e. Resolution to Authorize an Application for a Michigan Natural Resources Trust Fund Grant for Accessibility Improvements to Hawk Island Park
- f. Resolution to Authorize an Application for a Land and Water Conservation Fund Grant for Accessibility Improvements to Lake Lansing North
- g. Resolution to Authorize an Application for a Michigan Natural Resources Trust Fund Grant for Accessibility Improvements to Lake Lansing North
- h. Resolution to Authorize a Contract with Lopez Concrete Construction, LLC for Concrete Work at Hawk Island County Park
- i. Resolution to Authorize a Contract with LakePro, Inc. for Lake Weed Treatment at Hawk Island County Park and Burchfield County Park
- j. Resolution to Authorize a Contract with Rowe Professional Services Company for Prime Professional Services for Various Projects
- k. Resolution to Authorize a Contract with Landscape Architects and Planners Inc. for Prime Professional Services for Various Projects

Announcements Public Comment Adjournment

PLEASE TURN OFF CELL PHONES OR OTHER ELECTRONIC DEVICES OR SET TO MUTE OR VIBRATE TO AVOID DISRUPTION DURING THE MEETING

The County of Ingham will provide necessary reasonable auxiliary aids and services, such as interpreters for the hearing impaired and audio tapes of printed materials being considered at the meeting for the visually impaired, for individuals with disabilities at the meeting upon five (5) working days notice to the County of Ingham. Individuals with disabilities requiring auxiliary aids or services should contact the County of Ingham in writing or by calling the following: Ingham County Board of Commissioners, P.O. Box 319, Mason, MI 48854 Phone: (517) 676-7200. A quorum of the Board of Commissioners may be in attendance at this meeting. Meeting information is also available on line at <u>www.ingham.org</u>.

HUMAN SERVICES COMMITTEE March 1, 2021 Draft Minutes

The meeting was called to order by Chairperson Tennis at 6:30 p.m. virtually via Zoom in accordance with Public Act 228 of 2020 regarding the Open Meetings Act. A roll call attendance vote and the present location of the Committee members was taken for the record.

Members Present: Tennis (Ingham County), Sebolt (Ingham County), Slaughter (Ingham County), Trubac (Ingham County), Graham (Ingham County), Naeyaert (Ingham County), and Maiville (Ingham County).

Members Absent: None.

Others Present: Commissioner Peña, Jared Cypher, Lindsey McKeever, Carolyn Brokob-Bartkowiak, Lori Noyer, and Michael Tanis.

Approval of the February 22, 2021 Minutes

CHAIRPERSON TENNIS STATED THAT, WITHOUT OBJECTION, THE MINUTES OF THE FEBRUARY 22, 2021 HUMAN SERVICES COMMITTEE MEETING WERE APPROVED AS WRITTEN.

Additions to the Agenda

None.

Limited Public Comment

None.

MOVED BY COMM. MAIVILLE, SUPPORTED BY COMM. SEBOLT, TO APPROVE A CONSENT AGENDA CONSISTING OF THE FOLLOWING ACTION ITEMS:

- 3. <u>Health Services Millage</u> Resolution to Authorize an Amendment to Resolution #20-512 to Add a Behavioral Health Benefit to the Health Services Millage Contract with the Ingham Health Plan Corporation (IHPC)
- 4. <u>Fairgrounds</u>
 - a. Resolution to Authorize a Contract with Iverson Electrical, Inc. for As-Needed Electrical Services at the Ingham County Fairgrounds
 - b. Resolution to Authorize an Amendment to the Contract with Skerbeck Entertainment Group

- 3. <u>Health Department</u>
 - a. Resolution to Authorize an Agreement for Public Health Ethics Consulting Services
 - b. Resolution to Authorize an Agreement with the State of Michigan Department of Licensing and Regulatory Affairs (LARA) to Accept the 2021 Michigan Medical Marihuana Operation and Oversight Grant
 - c. Resolution to Authorize Amendments to Resolution #20-138 and Resolution #18-494

THE MOTION CARRIED UNANIMOUSLY.

THE MOTION TO APPROVE THE ITEMS ON THE CONSENT AGENDA CARRIED UNANIMOUSLY.

- 4. <u>Board Referrals</u>
 - a. Email from Dorinda VanKempen Regarding Resolution #20-301
 - b. Email from Joanne Winkelman Regarding Resolution #20-301
 - c. Email from Molly Fischhoff Regarding Resolution #20-301

Chairperson Tennis stated that the Board Referrals would be placed on file. He further stated that he encouraged the members of the Human Services Committee to review the Board Referrals.

Announcements

Chairperson Tennis stated that at the next meeting of the Human Services Committee, they would be looking at a resolution to reconstitute the Environmental Affairs Commission. He further stated that if anyone had thoughts or ideas about it, they should contact Jared Cypher, Deputy Controller.

Commissioner Trubac asked if the Human Services Committee should anticipate a vote at the next meeting.

Chairperson Tennis stated that he anticipated a vote at the next meeting unless the Human Services Committee felt that it needed more time. He further stated that they would have the proposal ahead of time, so they should come to the meeting ready to take action.

Commissioner Maiville asked if he was correct that the resolution included in their previous packet had the makeup of the Environmental Affairs Commission.

Chairperson Tennis stated that it was the original resolution that created the Environmental Affairs Commission, but thought the goal was to update it to reflect a different mission. He further stated that it would still look to protect the environment, but would be a broader mission than the original commission.

Public Comment

None.

<u>Adjournment</u>

The meeting was adjourned at 6:36 p.m.

MARCH 15, 2021 HUMAN SERVICES AGENDA STAFF REVIEW SUMMARY

ACTION ITEMS:

The Deputy Controller is recommending approval of the following resolutions

1. <u>Veterans Affairs</u> – Resolution to Authorize a Contract with M3 Marketing Group for the Purpose of Social Media, Outreach, and Engagement

This resolution authorizes a contract with M3 Marketing Group for the purpose of social media, outreach and engagement for the time period of October 1, 2020 through September 30, 2021. The amount of the contract will not exceed \$68,750 and funding is available through the veterans service grant.

2. <u>Health Department</u>

a. Resolution to Authorize an Agreement with Granicus for GovDelivery Service This resolution authorizes an agreement with Granicus effective March 1, 2021 to February 28, 2022 in an amount totaling \$25,500 for GovDelivery email, SMS/text messages, RSS feeds, and social media integration.

b. Resolution to Authorize Amendment #3 to the 2020 – 2021 Agreement with the Michigan Department of Health and Human Services for the Delivery of Public Health Services Under the Master Agreement

This resolution authorizes amendment #3 to the master agreement with the State of Michigan. The financial impact of this support will increase the FY21 original grant agreement from \$8,321,323 to \$10,671,473 for a total increase of \$2,350,150. The revised resolution makes the following specific changes to the budget:

Public Health Emergency Preparedness (10/01 – 6/30): increase of \$2,619 from \$113,134 to \$115,753 WIC Breastfeeding Grant: increase of \$17,436 from \$174,360 to \$191,796 COVID-19 Mobile Testing: increase of \$1,040,466 from \$0.00 to \$1,040,466 PHEP COVID-19 Response: increase of \$1,000 from \$0.00 to \$1,000 Tuberculosis (TB) Control: decrease of \$2,855 from \$8,295 to \$5,440 COVID Immunization: increase of \$217,291 from \$0.00 to \$217,291 COVID Immunization MI Supplement: increase of \$1,074,193 from \$0.00 to \$1,074,193

c. Resolution to Authorize an Extension to the Agreement with St. Vincent Catholic Charities This resolution authorizes extending an agreement with SVCC to sustain interpreter/translation services and supportive case management effective April 1, 2021 through September 30, 2021 for an amount totaling \$64,000. Funds for these services are included in the 2021 budget.

d. Resolution to Authorize an Agreement with MSU Health Team Inc. for Psychiatric Services This resolution authorizes an agreement with MSU Health Team Inc. in an amount not to exceed \$61,984 for psychiatric services in jail medical, effective November 1, 2020 through October 31, 2021. Funds for these services are included in the 2021 budget.

e. Resolution to Accept U.S. Department of Health and Human Services Health Resources and Services Administration Provider Relief Funds

This resolution approves accepting HRSA Provider Relief Funding totaling \$1,986,610.35 effective January 1, 2021 through March 31, 2021. Provider relief funds to offset health care related expenses or lost revenue that is attributable to the coronavirus pandemic.

f. Resolution to Authorize an Agreement with Ingham Intermediate School District This resolution authorizes an agreement with Ingham Intermediate School District to allow students to complete their clinical rotation at ICHD's CHCs effective March 1, 2021 through April 31, 2026.

g. Resolution to Authorize an Agreement with Delta Dental Foundation

This resolution authorizes an agreement with Delta Dental Foundation to accept funding in an amount not to exceed \$10,000 to support the purchase of additional dental supplies and safety equipment, for the period of February 18, 2021 through February 18, 2022.

h. Resolution to Authorize an Agreement with Edge Partnerships for Continuation and Expansion of a Flu Prevention Campaign Plus a Complementary COVID-19 Vaccination Campaign This resolution authorizes an agreement with Edge Partnerships in an amount totaling \$60,000 for the continuation and expansion of a flu prevention campaign plus a complementary COVID-19 vaccination campaign effective January 1, 2021 to June 30, 2021. Grant funding is available in the 2021 budget to cover the cost of this agreement.

i. Resolution to Honor Jane Southwell, RN

This resolution honors Jane Southwell for her 26 years of dedicated service and for her exemplified patient care and commitment to her work.

3. <u>Parks Department</u>

a. Resolution to Authorize a Contract with Justice Fence for Supplying and Installing a New Fence at Hawk Island County Park

This resolution authorizes a contract with Justice Fence in an amount not to exceed \$10,800 for supplying and installing a new fence at Hawk Island County Park. Funding for this contract is available in the Parks Department 2021 budget.

b. Resolution to Authorize an Application for a Land and Water Conservation Fund Grant for Accessibility Improvements to Burchfield – McNamara Landing

This resolution authorizes submission of a Land and Water Conservation Fund Application for \$500,000 for park and accessibility improvements at Burchfield – McNamara Landing, and further resolves to make available its financial obligation amount of \$500,000 from the Trails and Parks Millage (50%) for a total of \$1,000,000.

c. Resolution to Authorize an Application for a Recreation Passport Program Grant This resolution authorizes submission of a Recreation Passport Grant Application for \$150,000 for park and accessibility improvements at Burchfield – Riverbend Natural Area, and further resolves to make available its financial obligation amount of \$100,000 from the Trails and Parks Millage Fund Balance for a total of \$250,000.

d. Resolution to Authorize an Application for a Land and Water Conservation Fund Grant for Accessibility Improvements to Hawk Island

This resolution authorizes submission of a Land and Water Conservation Fund Application for \$430,400 for park and accessibility improvements at Hawk Island, and further resolves to make available its financial obligation amount of \$430,400 from the Trails and Parks Millage (50%) for a total of \$860,800.

e. Resolution to Authorize an Application for a Michigan Natural Resources Trust Fund Grant for Accessibility Improvements to Hawk Island

This resolution authorizes submission of a Michigan Natural Resources Trust Fund Application for \$300,000 for park and accessibility improvements at Lake Lansing North, and further resolves to make available its financial obligation amount of \$493,100 from the Trails and Parks Millage Fund Balance for a total of \$793,100 project cost.

f. Resolution to Authorize an Application for a Land and Water Conservation Fund Grant for Accessibility Improvements to Lake Lansing North

This resolution authorizes submission of a Land and Water Conservation Fund Application for \$500,000 for park and accessibility improvements at Lake Lansing North, and further resolves to make available its financial obligation amount of \$500,000 from the Trails and Parks Millage (50%) for a total of \$1,000,000.

g. Resolution to Authorize an Application for a Michigan Natural Resources Trust Fund Grant for Accessibility Improvements to Lake Lansing North

This resolution authorizes submission of a Michigan Natural Resources Trust Fund Application for \$300,000 for park and accessibility improvements at Lake Lansing North, and further resolves to make available its financial obligation amount of \$281,400 from the Trails and Parks Millage Fund Balance for a total of \$581,400 project cost.

h. Resolution to Authorize a Contract with Lopez Concrete Construction, LLC for Concrete Work at Hawk Island County Park

This resolution authorizes a contract not to exceed \$24,750 with Lopez Construction for the purpose of entering into a contract for concrete work at Hawk Island County Park. Funding for this contract is available in the Parks Department 2021 budget.

i. Resolution to Authorize a Contract with LakePro, Inc. for Lake Weed Treatment at Hawk Island County Park and Burchfield County Park

This resolution authorizes a contract not to exceed \$12,500 with LakePro, Inc. to provide lake weed treatment at Hawk Island County Park and Burchfield County Park. Funding for this contract is available in the Parks Department 2021 budget.

j. Resolution to Authorize a Contract with Rowe Professional Services Company for Prime Professional Services for Various Projects

This resolution authorizes a contract with Rowe Professional Services Company for the base bid in the amount of \$142,700 to provide prime professional services for various grant and millage projects at Lake Lansing Park South and Lake Lansing Boat Launch and authorizes a contingency for the overall work not to exceed 15% of their base bid or \$21,405 for a total of total amount not to exceed of \$164,105. The contract will be in effect through July 1, 2023.

k. Resolution to Authorize a Contract with Landscape Architects and Planners Inc. for Prime Professional Services for Various Projects

This resolution authorizes a contract with Landscape Architects and Planners Inc. for the base bid in the amount of \$81,817.00 to provide prime professional services for various grant and millage projects at Hawk Island and McNamara Landing and authorizes a contingency for the overall all work not to exceed 15% of their base bid or \$12,272.95 for a total amount not to exceed \$94,089.95. The contract will be in effect through July 1, 2023.

Agenda Item 1

	For the meeting agendas March 15, 2021 and March 17, 2021
SUBJECT:	Resolution authorizing services with M3 Marketing Group
DATE:	March 1, 2021
FROM:	Director Natrenah Blackstock – Department of Veterans Affairs
TO:	Board of Commissioners Human Services and Finance Committees

BACKGROUND

This resolution authorizes the Department of Veterans Affairs to enter into services with M3 Marketing Group for the purpose of social media, outreach and engagement.

Per FY2021 County Veteran Service Fund Grant, \$68,750.00 has been awarded for the purpose of a social media management and campaign project. The total initiative includes graphic design, photography, production costs and media buy.

ALTERNATIVES

None

FINANCIAL IMPACT:

A budget adjustment in the amount of \$68,750.00 is consistent with this resolution.

STRATEGIC PLANNING IMPACT:

This resolution supports the county's strategic planning initiative to "enhance and provide the necessary support and equipment to meet the IT needs of each department to make service delivery to the public more efficient and transparent."

Our departmental goal is to engage the veteran population through technology; during and beyond the pandemic.

OTHER CONSIDERATIONS:

None.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution.

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A CONTRACT WITH M3 MARKETING GROUP FOR THE PURPOSE OF SOCIAL MEDIA, OUTREACH AND ENGAGEMENT

WHEREAS, House Bill 5536 has passed and the Michigan Veterans Affairs Agency has accepted the Ingham County Application for the 2021 County Veteran Service Fund Grant for a 2021 Social Media Engagement and Marketing Project; and

WHEREAS, in our new age of social/physical distancing and our entire veteran population having virtual meetings, it is more important than ever to engage the veteran community with social media and on-line marketing; and

WHEREAS, during COVID-19 and beyond, there is a new norm of community engagement in our pursuit of informing veterans of their benefits and we must advance as we discover additional measures of engagement, messaging, and forums; and

WHEREAS, Ingham County Department of Veterans Affairs has a FY2021 Social Media Community Engagement Initiative (SMCEI) that will reach veterans from all walks of life; and

WHEREAS, funding for this agreement is available in the 2021 County Veteran Service Fund Grant.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a contract with M3 Marketing Group in an amount not to exceed \$68,750 for the purpose of social media and website management, graphic designs, photography, production, and media buyout.

BE IT FURTHER RESOLVED, that the term of this agreement shall be October 1, 2020 through September 30, 2021.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary budget adjustments consistent with this resolution.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign any necessary contract documents consistent with this resolution upon approval as to form by the County Attorney.

TO:	Board of Commissioners Human Services and Finance Committees
FROM:	Linda S. Vail, MPA, Health Officer
DATE:	February 25, 2021
SUBJECT:	Resolution to Enter into Agreement with Granicus for GovDelivery Service
	For the Meeting Agendas of March 15, 2021 and March 17, 2021

BACKGROUND

Ingham County Health Department (ICHD) wishes to enter into an agreement with Granicus in an amount totaling \$25,500 for email, SMS/text messages, RSS feeds, and social media integration effective March 1, 2021 through February 28, 2022. ICHD received grants from the State of Michigan to use in response to the COVID-19 pandemic including "Public Health Emergency Preparedness (PHEP)" and "COVID Immunization MI Supplemental" funding. The latter may be used through September 30, 2021 and the former through June 30, 2021. Communication in the pandemic has been a challenge due to the large number of people seeking information. This is further complicated by the technology divide. Currently, there are 70,000 people registered with ICHD for the COVID-19 vaccine. ICHD does not have a way to reliably, and regularly update these registrants as they await an invitation to schedule an appointment for vaccination. GovDelivery would allow ICHD to email and send important SMS text messages to the majority of registrants and other community members via GovDelivery. GovDelivery will also allow ICHD to create multiple distribution lists for uses beyond COVID-19 vaccines.

ALTERNATIVES

ICHD could use alternative email delivery services such as ConstantContact or MailChimp, but messages sent via these services are much more likely to experience blocking by servers as spam. These companies also do not offer texting capability. Only governmental entities may use GovDelivery.

FINANCIAL IMPACT

The amount of this agreement will not exceed \$25,500. These funds will come from PHEP Account #01151 (\$9,359) and COVID Immunization MI Supplemental Account #01147 (\$16,141). ICHD negotiated for a special one-year contract for the COVID-19 response.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objectives of providing access to services that promote the well-being of county residents, Goal A, and improving service by enhancing the quality of communication, Goal B.

OTHER CONSIDERATIONS

Ottawa and Oakland counties are current GovDelivery users, using the service across all county departments. ICHD could explore this possibility with the County in the future.

RECOMMENDATION

Based on the information presented, I respectfully recommend that the Board of Commissioners authorize an agreement with Granicus effective March 1, 2021 to February 28, 2022 in an amount totaling \$25,500 for GovDelivery email, SMS/text messages, RSS feeds, and social media integration.

Granicus Proposal for Ingham County Health Department

Granicus Contact

Name: Dalton Lemert Phone:

Email: dalton.lemert@granicus.com

Quote Number: Q-130326 Prepared On: 2/25/2021 Valid Through: 3/30/2021 Tier: Up to 50000 Subscribers

Payment Terms: Net 30 (Payments for subscriptions are due at the beginning of the period of performance.)

Currency: USD

Period of Performance: The term of the Agreement will commence on the date this document is signed and will continue for 12 months.

The subscription includes the following domain(s) and subdomain(s): http://hd.ingham.org/

Solution	Billing Frequency	Quantity/Unit	One-Time Fee
Communications Cloud - Setup and Configuration	Up Front	1 Each	\$5,000.00
Communications Cloud - Online Training	Up Front	1 Each	\$500.00
		SUBTOTAL:	\$5,500.00



Solution	Billing Frequency	Quantity/Unit	Annual Fee
Communications Cloud	Annual	1 Each	\$15,000.00
		SUBTOTAL:	\$15,000.00

Name	Description
Communications Cloud	The Cloud is a Software-as-a-Service (SaaS) solution that enables government organizations to connect with more people. By leveraging the Cloud, the client will be able to utilize a number of different outreach mediums, including email, SMS/text messages, RSS feeds, and social media integration to connect with its target audiences. The Cloud includes:
	 Unlimited email sends with industry-leading delivery and management of all bounces
	 Support to upload and migrate existing email lists
	 Access to participate in the GovDelivery Network
	 Ability to send mass notifications to multiple devices
	 24/7 system monitoring, email and phone support during business hours, auto- response to inbound messages from end users, and emergency support
	Text-to-subscribe functionality
	 Up to 2 Web-hosted training sessions annually
	Up to 50 administrators
	 Up to 1 GovDelivery account(s)
	Access to a complete archive of all data created by the client for 18 months (rolling)
	 Up to 3 hours of message template and integration development
	Up to 100 subscription topics
	 Up to 100,000 SMS/text messages per year from a shared short code within the United States*
	*International numbers are not supported. SMS/text messages not used in the period of performance will not carry over to the following year.





Name	Description
Communications Cloud - Setup and Configuration	 The Cloud is a Software-as-a-Service (SaaS) solution that enables government organizations to connect with more people. By leveraging the Cloud, the client will be able to utilize a number of different outreach mediums, including email, SMS/text messages, RSS feeds, and social media integration to connect with its target audiences. The Cloud setup and configuration includes: The implementation consultant will be assigned to Recipient during the setup process for up to 90 days Unlimited access to Web-based recorded trainings and online help for administrations on the following topics: standard Messaging, the GovDelivery Network, Automation, Mobile and Analytics Up to 2 Web-hosted training sessions that must be used within 180 days of Kickoff Up to 5 hours of message template and integration development that must be used within 90 days of Kickoff
Communications Cloud - Online Training	Provides a balance of Product knowledge and industry best practices to a specific audience. Sessions are delivered by product experts via videoconferencing technology.





Terms and Conditions

- Link to Terms: https://granicus.com/pdfs/Master_Subscription_Agreement.pdf
- This quote is exclusive of applicable state, local, and federal taxes, which, if any, will be included in the invoice. It is the responsibility of Ingham County Health Department to provide applicable exemptioncertificate(s).
- Any lapse in payment may result in suspension of service and will require the payment of a setup fee to reinstate the subscription.
- If submitting a Purchase Order, please include the following language: All pricing, terms and conditions of quote Q-130326 dated 2/25/2021 are incorporated into this Purchase Order by reference.
- Granicus certifies that it will not sell, retain, use, or disclose any personal information provided by Client for any purpose other than the specific purpose of performing the services outlined within this Agreement.
- Notwithstanding anything to the contrary, Granicus reserves the right to adjust pricing at any renewal in which volume based pricing is used and the volume has changed from the prior term without regard to the prior term's per-unit pricing.
- Granicus Communications Suite Subscriber Information.
 - Data provided by the Client and contact information gathered through the Client's own web properties or activities will remain the property of the Client ("Direct Subscriber"), including any and all personally identifiable information (PII). Granicus will not release the data without the express written permission of the Client, unless required by law.
 - Granicus shall: (i) not disclose the Client's data except to any third parties as necessary to operate the Granicus Products and Services (provided that the Client hereby grants to Granicus a perpetual, non- cancelable, worldwide, non-exclusive license to utilize any data, on an anonymous or aggregate basis only, that arises from the use of the Granicus Products by the Client, whether disclosed on, subsequent to, or prior to the Effective Date, to improve the functionality of the Granicus Products and any other legitimate business purpose, including the right to sublicense such data to third parties, subject to all legal restrictions regarding the use and disclosure of such information).
- Data obtained through the Granicus AdvancedNetwork.
 - Granicus offers a SaaS product, known as the Communications Cloud, that offers Direct Subscribers recommendations to subscribe to other Granicus Client's digital communication (the "Advanced Network"). When a Direct Subscriber signs up through one of the recommendations of the Advanced Network, that subscriber is a "Network Subscriber" to the agency it subscribed to through the Advanced Network.
 - Network Subscribers are available for use while the Client is under an active subscription with Granicus. Network Subscribers will not transfer to the Client upon termination of any Granicus Order, SOW, or Exhibit. The Client shall not use or transfer any of the Network Subscribers after termination of its Order, SOW, or Exhibit placed under this agreement. All information related to Network Subscribers must be destroyed by the Client within 15 calendar days of the Order, SOW, or Exhibit placed under this agreement terminating.





Subscribers that shall include an explanation of the Client's relationship with Granicus terminating and that the Network Subscribers may visit the Client's website to subscribe to further updates from the Client in the future. Any Network Subscriber that does not opt-in will not be transferred with the subscriber list provided to the Client upon termination.

Agreement and Acceptance

•

By signing this document, the undersigned certifies they have authority to enter the agreement. The undersigned also understands the services and terms.

Billing Information
Name:
Phone:
Email:
Address:

Ingham County Health Department	
Signature:	
Name:	
Title:	
Date:	



INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH GRANICUS FOR GOVDELIVERY SERVICE

WHEREAS, Ingham County Health Department (ICHD) wishes to enter into an agreement with Granicus in an amount not to exceed \$25,500 for email, SMS/text messages, RSS feeds, and social media integration effective March 1, 2021 through February 28, 2022; and

WHEREAS, the State of Michigan Department of Health and Human Services (MDHHS) awarded grant funds for COVID-19 response to ICHD, namely "Public Health Emergency Preparedness (PHEP)" and "COVID Immunization MI Supplemental" with the latter funding source available through September 30, 2021 and the former available through June 30, 2021; and

WHEREAS, communication during the pandemic has been a challenge due to the large number of people seeking critical information which is further complicated by the technology divide; and

WHEREAS, there are 70,000 people registered with ICHD for the COVID-19 vaccine with whom ICHD does not have a means to reliably and regularly communicate; and

WHEREAS, communication with the general public is further complicated by lack of internet access, although many people have SMS text messaging capability; and

WHEREAS, GovDelivery is a service that allows governmental entities to send mass email and SMS/text messages, with RSS feeds and social media integration; and

WHEREAS, GovDelivery is only used by governmental entities and therefore not flagged as spam by most email servers; and

WHEREAS, GovDelivery will allow ICHD to create multiple distribution lists which allows for uses beyond COVID-19 vaccine distribution; and

WHEREAS, the agreement with Granicus will not exceed \$25,500 which will be entirely funded by grants from MDHHS; and

WHEREAS, the Health Officer recommends authorization of an agreement between Granicus in an amount totaling \$25,500 for email, SMS/text messages, RSS feeds, and social media integration effective March 1, 2021 through February 28, 2022.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with Granicus for email, SMS/text messages, RSS feeds, and social media integration services in an amount totaling \$25,500 effective March 1, 2021 through February 28, 2022.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary budget adjustments consistent with this resolution.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign any necessary contract documents consistent with this resolution upon approval as to form by the County Attorney.

TO:	Board of Commissioners Human Services and Finance Committees
FROM:	Linda S. Vail, MPA, Health Officer
DATE:	February 25, 2021
SUBJECT:	FY 21 State of Michigan Master Agreement Amendment # 3
	For the meeting agendas of March 15, 2021 and March 17, 2021

BACKGROUND

Ingham County Health Department (ICHD) wishes to amend the Master Agreement for a total increase of 2,350,150 effective October 1, 2020 through September 30, 2021. ICHD currently receives funding from the Michigan Department of Health and Human Services (MDHHS) via the Master Agreement. The Master Agreement is the annual process whereby MDHHS transmits State & Federal Funds to ICHD to support public health programs. The Board of Commissioners (BOC) approved the 2020-2021 Master Agreement through Resolution #20-306 and amended the agreement through Resolution #20-368 and Resolution #20-415 and Amendment #1 through Resolution #20-568 and Resolution #21-79.

ALTERNATIVES

There are no alternatives.

FINANCIAL IMPACT

The financial impact of this support will increase the FY21 original grant agreement from \$8,321,323 to \$10,671,473 for a total increase of 2,350,150. The revised resolution makes the following specific changes to the budget:

Public Health Emergency Preparedness (10/01 – 6/30): increase of \$2,619 from \$113,134 to \$115,753 WIC Breastfeeding Grant: increase of \$17,436 from \$174,360 to \$191,796 COVID-19 Mobile Testing: increase of \$1,040,466 from \$0.00 to \$1,040,466 PHEP COVID-19 Response: increase of \$1,000 from \$0.00 to \$1,000 Tuberculosis (TB) Control: decrease of \$2,855 from \$8,295 to \$5,440 COVID Immunization: increase of \$217,291 from \$0.00 to \$217,291 COVID Immunization MI Supplement: increase of \$1,074,193 from \$0.00 to \$1,074,193

STRATEGIC PLANNING IMPACT

This resolution supports the long-term objection of Promoting Accessible Healthcare, specifically section A.1(e) of the Action Plan – Expand access to healthcare for county residents, with an emphasis on the uninsured and underinsured.

OTHER CONSIDERATIONS

There are no other considerations

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to support this amended agreement with Michigan Department of Health & Human Services (MDHSS) effective October 1, 2020 through September 30, 2021.

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AMENDMENT #3 TO THE 2020 – 2021 AGREEMENT WITH THE MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES FOR THE DELIVERY OF PUBLIC HEALTH SERVICES UNDER THE MASTER AGREEMENT

WHEREAS, Ingham County Health Department (ICHD) wishes to amend the Master Agreement for a total increase of \$2,350,150 effective October 1, 2020 through September 30, 2021; and

WHEREAS, the responsibility for protecting the health of the public is a shared responsibility between the State and county governments in Michigan; and

WHEREAS, Michigan Department of Health & Human Services (MDHHS) and local health departments enter into contracts to clarify the role and responsibilities of each party in protecting public health; and

WHEREAS, MDHHS and ICHD have entered into a 2020-2021 Master Agreement authorized in Resolution #20-306 and amended in Resolution #20-368 and Resolution #20-415 and Amendment #1 in Resolution #20-568 and Amendment #2 in Resolution #21-79; and

WHEREAS, MDHHS has proposed Amendment #3 to adjust grant funding levels and clarify Agreement procedures; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize the amended Agreement.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a revised 2020 – 2021 Agreement with the MDHHS for the delivery of public health services under the Master Agreement Process.

BE IT FURTHER RESOVED, that the period of the amended Master Agreement shall be October 1, 2020 through September 30, 2021.

BE IT FURTHER RESOLVED, that the Master Agreement be amended for an increase in funding from \$8,321,323 to \$10,671,473, for a total increase of \$2,350,150.

BE IT FURTHER RESOLVED, that the increase consists of the following specific change to program budget:

Public Health Emergency Preparedness (10/01 - 6/30): increase of \$2,619 from \$113,134 to \$115,753 WIC Breastfeeding Grant: increase of \$17,436 from \$174,360 to \$191,796 COVID-19 Mobile Testing: increase of \$1,040,466 from \$0.00 to \$1,040,466 PHEP COVID-19 Response: increase of \$1,000 from \$0.00 to \$1,000 Tuberculosis (TB) Control: decrease of \$2,855 from \$8,295 to \$5,440 COVID Immunization: increase of \$217,291 from \$0.00 to \$217,291 COVID Immunization MI Supplement: increase of \$1,074,193 from \$0.00 to \$1,074,193

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to amend ICHD's 2021 Budget in order to implement this resolution.

BE IT FURTHER RESOLVED, that the Health Officer, Linda S. Vail, MPA, Health Officer, or her designee, is authorized to submit the 2020 -2021 Master Agreement electronically through the Mi-E Grants system after approval as to form by the County Attorney.

TO: FROM:	Board of Commissioners Human Services and Finance Committees Linda S. Vail, MPA, Health Officer
DATE:	February 24, 2021
SUBJECT:	Authorization to Extend Agreement with St. Vincent Catholic Charities
	For the Meeting Agendas of March 15, 2021 and March 17, 2021

BACKGROUND

Ingham County Health Department's (ICHD's) Community Health Centers (CHCs) wish to extend an agreement with St. Vincent Catholic Charities (SVCC) to sustain interpreter/translation and supportive case management services effective April 1, 2021 through September 30, 2021 for an amount totaling \$64,000. ICHD's CHCs have maintained an agreement with SVCC for assisting refugees with access to health care and management of health issues. ICHD deems these services essential and critical to ensure refugees receive necessary medical care they need and are able to manage health conditions within the first 90 days of their arrival.

ALTERNATIVES

If this agreement is not extended, interpreter/translation and supportive case management service will not continue.

FINANCIAL IMPACT

The term of the agreement shall not exceed \$64,000. ICHD will cover up to \$35,268.50 in services that support clients throughout non-health center/public health programs funded by the Fiscal Year 2021 general budget. The remaining cost of \$28,731.50 will be covered through 340B savings as a reinvestment of funds to support enhanced patient care through the CHCs.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of promoting accessible healthcare, specifically section A.1(e) of the Action Plan – Expand access to healthcare for county residents, with an emphasis on the uninsured and underinsured.

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend that the Ingham County Board of Commissioners authorize extending an agreement with SVCC to sustain interpreter/translation services and supportive case management effective April 1, 2021 through September 30, 2021 for an amount totaling \$64,000.

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN EXTENSION TO THE AGREEMENT WITH ST. VINCENT CATHOLIC CHARITIES

WHEREAS, Ingham County Health Department's (ICHD's) Community Health Centers (CHCs) wish to extend an agreement with St. Vincent Catholic Charities (SVCC) to sustain interpreter/translation services and supportive case management services effective April 1, 2021 through September 30, 2021 for an amount not to exceed \$64,000; and

WHEREAS, ICHD's CHCs have maintained an agreement with SVCC for assisting refugees with access to health care and management of health issues; and

WHEREAS, ICHD deems these services essential and critical to ensure refugees receive the necessary medical care they need, and are able to manage health conditions within the first 90 days of their arrival; and

WHEREAS, ICHD will cover up to \$35,268.50 in services which support clients throughout non-health center/public health programs funded by the Fiscal Year 2021 general fund budget; and

WHEREAS, the remaining cost of \$28,731.50 will be covered through 340B savings as a reinvestment of funds to support enhanced patient care through the CHCs; and

WHEREAS, the Ingham CHC Board of Directors supports extending an agreement with SVCC to sustain interpreter/translation services and supportive case management effective April 1, 2021 through September 30, 2021; and

WHEREAS, the ICHC Board of Directors and the Health Officer recommend that the Board of Commissioners extend an agreement with SVCC to sustain interpreter/translation services and supportive case management for an amount not to exceed \$64,000, effective April 1, 2021 through September 30, 2021.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an extension to the agreement with SVCC to provide interpreter/translation services and supportive case management for an amount not to exceed \$64,000, effective April 1, 2021 through September 30, 2021.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any budget adjustments consistent with this resolution.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign any contract documents on behalf of the county after approval as to form by the County Attorney.

TO: Board of Commissioners Human Services and Finance Committees

FROM: Linda S. Vail, MPA, Health Officer

DATE: February 24, 2021

SUBJECT: Authorization to Enter into an Agreement with MSU Health Team Inc. for Psychiatric Services

For the Meeting Agendas of March 15, 2021 and March 17, 2021

BACKGROUND

Ingham County Health Department (ICHD) wishes to enter into an agreement with MSU Health Team Inc., previously DBA Michigan State University's (MSU) Department of Psychiatry, for psychiatric services effective November 1, 2020 through October 31, 2021. Resolution #19-472 authorized an extension to Resolution #19-090, which allowed for the reorganization of the Ingham County Jail Medical, transferring costs of maintaining psychiatric services to ICHD's budget. MSU's Department of Psychiatry will provide Ingham County Jail with a senior-level resident psychiatrist who will provide psychiatric services for inmates up to eight hours weekly. Additionally, one attending psychiatrist will supervise the resident psychiatrist or provide psychiatric services in the absence of a resident.

ALTERNATIVES

Not entering into an agreement with MSU Health Team, Inc. would create a gap in psychiatric services provided to Ingham County Jail inmates.

FINANCIAL IMPACT

Funding for Jail Medical is \$61,984 and will be covered through the General Budget effective November 1, 2020 through October 31, 2021. Through the residency program, MSU Health Team Inc. is able to make this high value service available to ICHD at a rate that is not attainable through other contract options.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of promoting accessible healthcare, specifically section A1(e) of the Action Plan – Expand access to healthcare for county residents, with an emphasis on the uninsured and underinsured.

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend that the Ingham County Board of Commissioners authorize an agreement with MSU Health Team Inc. for psychiatric services effective November 1, 2020 through October 31, 2021.

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH MSU HEALTH TEAM INC. FOR PSYCHIATRIC SERVICES

WHEREAS, Ingham County Health Department (ICHD) wishes to enter into an agreement with MSU Health Team Inc. for psychiatric services effective November 1, 2020 through October 31, 2021; and

WHEREAS, Resolution #19-472 authorized an extension to Resolution #19-090, which authorized the reorganization of the Ingham County Jail Medical, transferring costs of maintaining psychiatric services to the ICHD budget; and

WHEREAS, MSU Health Team Inc. will provide Ingham County Jail with a senior-level resident psychiatrist who will provide psychiatric services to inmates up to eight hours weekly; and

WHEREAS, additionally, one attending psychiatrist will supervise the resident psychiatrist or provide psychiatric services in the absence of a resident; and

WHEREAS, funding for this agreement will be covered through the jail medical budget effective November 1, 2020 through October 31, 2021; and

WHEREAS, through the residency program, MSU Health Team Inc. is able to make this high value service available to ICHD at a rate that is not attainable through other contract options; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize an agreement with MSU Health Team Inc. for psychiatric services effective November 1, 2020 through October 31, 2021.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorize an agreement with MSU Health Team Inc. in an amount not to exceed \$61,984 for psychiatric services effective November 1, 2020 through October 31, 2021.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign any contract documents on behalf of the county after approval as to form by the County Attorney.

TO: Board of Commissioners Human Services and Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: February 18, 2021
SUBJECT: Authorization to Accept U.S. Department of Health & Human Services Health Resources and Services Administration Provider Relief Funds For the Meeting Agendas of March 15, 2021 and March 17, 2021

BACKGROUND

Ingham County Health Department's (ICHD's) Community Health Centers (CHCs) wish to accept a Provider Relief funding award of \$1,986,610.35 from the U.S. Department of Health and Human Services Administration (HRSA) effective January 1, 2021 through March 31, 2021. These funds will help to offset health care related expenses or lost revenue at ICHD due to the coronavirus pandemic. Allowable expenses include staffing, supplies, communications and paid media, contractual (to pay for VNA, EMS, and other vaccinators), venue rental, and transportation to vaccination clinics.

ALTERNATIVES

This is funding allocated to ICHD's CHCs by the HRSA Provider Relief Fund, thus, there are no other alternatives.

FINANCIAL IMPACT

ICHD's CHCs will receive provider relief funds to offset health care related expenses or lost revenue that is attributable to the coronavirus pandemic.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of promoting accessible healthcare, specifically section A.(e) of the Action Plan – Expand access to healthcare for county residents, with an emphasis on the uninsured and underinsured.

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend that the Ingham County Board of Commissioners approve accepting HRSA Provider Relief Funding totaling \$1,986,610.35 effective January 1, 2021 through March 31, 2021.



STATE OF MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES LANSING

ELIZABETH HERTEL

DIRECTOR

GRETCHEN WHITMER GOVERNOR February 22, 2021

Linda Vail, MPA Health Officer Ingham County Health Department 5303 S. Cedar, P.O. Box 30161 Lansing, Michigan 48909

Dear Ms. Vail,

This correspondence will serve as the official Notice of Award for the special project titled **"COVID Michigan Immunizations Supplemental"** for FY 21. Ingham County Health Department is funded in the amount of \$1,074,193 for FY21. The project will begin January 1, 2021 and end September 30, 2021.

The primary purpose of this project is to support LHD-driven COVID-19 vaccination events. Allowable expenses include staffing, supplies (including but not limited to data loggers, coolers, tablets, heaters, signage, tents for mass vaccination clinics, communications and paid media (including internet hot spots) contractual (to pay for VNA, EMS, and other vaccinators), venue rental, and indirect costs for COVID-19 related work, transportation/rideshare to vaccination clinics. Ineligible expenses include vehicles, food, alcoholic beverages, building purchases, construction, capital improvements, entertainment costs, goods and services for personal use, promotional and/or incentive material such as mugs/cups, pens or bags.

If you have any questions or concerns, please do not hesitate to contact Ismail Fathallah at fathallahi@michigan.gov.

Sincerely,

Bob Swanson Director Division of Immunizations Public Health Administration <u>SwansonR@michigan.gov</u> (517) 284-4894

c: Eric Thelen



GRETCHEN WHITMER GOVERNOR ROBERT GORDON DIRECTOR

January 7, 2021

Linda Vail, MPA Health Officer Ingham County Health Department 5303 S. Cedar, P.O. Box 30161 Lansing, Michigan 48909

Dear Ms. Vail,

This correspondence will serve as the official Notice of Award for the special project titled "**COVID Immunizations**" for FY 21. Ingham County Health Department is funded in the amount of \$217,291 for FY21. The project will begin December 1, 2020 and end June 30, 2021.

The primary purpose of this project is to support LHD-driven COVID-19 vaccination events. Allowable expenses include staffing, communications, and supplies to support COVID-19 vaccination events, including PPE, vaccine refrigerators, data loggers, vaccine coolers, and indirect costs for COVID-19 related work.

Unallowable expenses include advertising costs (other than efforts to educate the public regarding COVID-19 vaccine and vaccination), alcoholic beverages, building purchases, construction, and capital improvements, clinical care (nonimmunization services), entertainment costs, fundraising costs, goods and services for personal use, honoraria, independent research, land acquisition, legislative/lobbying activities, interest on loans for the acquisition and/or modernization of an existing building, payment of bad debt and collection of improper payments, promotional and/or incentive materials, purchase of food/meals unless part of required travel per diem costs, and vehicle purchase. In addition, funds are allowable only for activities and personnel costs directly related to the Immunization and Vaccines for Children Cooperative Agreement. Activities not directly related to immunization activities are not allowed. Pre-award costs are not allowable.

For LHDs with a UCF serving as a hub: In addition, as a host site for an ultracold freezer capable of storing the Pfizer vaccine, the Immunizations program is providing an additional \$10,000 included in the total above to your local health department to serve as a hub to other LHDs or hospitals in your Preparedness Region. The funding is intended to cover administration of the hub and distribution of vaccine.

If you have any questions or concerns, please do not hesitate to contact Sarah Davis at DavisS42@michigan.gov.

Sincerely,

Bob Swanson Director Division of Immunizations Public Health Administration <u>SwansonR@michigan.gov</u> (517) 284-4894

c: Eric Thelen

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ACCEPT U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES HEALTH RESOURCES AND SERVICES ADMINISTRATION PROVIDER RELIEF FUNDS

WHEREAS, Ingham County Health Department's (ICHD's) Community Health Centers (CHCs) wish to accept Provider Relief Program funds through the U.S. Department of Health and Human Services Health Resource and Services Administration (HRSA) effective January 1, 2021 through March 31, 2021; and

WHEREAS, these funds will help to offset health care related expenses or lost revenue at ICHD due to the coronavirus pandemic; and

WHEREAS, allowable expenses include staffing, supplies, communications and paid media, contractual (to pay for VNA, EMS, and other vaccinators), venue rental, and transportation to vaccination clinics; and

WHEREAS, ICHD's CHCs have been awarded the HRSA Provider Relief funding in an amount totaling \$1,986,610.35; and

WHEREAS, the CHC Board of Directors and the Health Officer recommend that the Board of Commissioners authorize the acceptance of HRSA Provider Relief funding in an amount totaling \$1,986,610.35 effective January 1, 2021 through March 31, 2021.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorize the acceptance of HRSA Provider Relief funding in an amount totaling \$1,986,610.35 effective January 1, 2021 through March 31, 2021.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary budget adjustments consistent with this resolution.

BE IT FURTHER RESOLVED, that the Chairperson of the board of Commissioners is hereby authorized to sign any necessary contract documents on behalf of the county after approval as to form by the County Attorney.

TO: Board of Commissioners Human Services Committee

FROM: Linda S. Vail, MPA, Health Officer

DATE: February 25, 2021

SUBJECT: Resolution to Authorize an Agreement with Ingham Intermediate School District

For the Meeting Agendas of March 15, 2021

BACKGROUND

Ingham County Health Department's (ICHD) Community Health Centers (CHCs) wish to enter into an agreement with Ingham Intermediate School District to allow students enrolled in their Medical Assistant Training program to complete their clinical rotation at ICHD's CHCs, effective March 1, 2021 through April 31, 2026. ICHD's CHCs and the Ingham Intermediate School District share a mutual desire to provide clinical experience for healthcare students. There is no cost associated with this agreement and Ingham Intermediate School District will be responsible for the cost of liability insurance that students will require

ALTERNATIVES

There are no alternatives.

FINANCIAL IMPACT

There is no financial impact as there are no costs to this agreement.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of promoting accessible healthcare, specifically section A.1(e) of the Action Plan – Expand access to healthcare for county residents, with an emphasis on the uninsured and underinsured.

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend authorizing an agreement with Ingham Intermediate School District to allow students to complete their clinical rotation at ICHD's CHCs effective March 1, 2021 through April 31, 2026.

Introduced by the Human Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH INGHAM INTERMEDIATE SCHOOL DISTRICT

WHEREAS, Ingham County Health Department's (ICHD) Community Health Centers (CHC) wish to enter into an agreement with Ingham Intermediate School District to allow students enrolled in their Medical Assistant Training program to complete their clinical rotation at ICHD's CHCs, effective March 1, 2021 through April 31, 2026; and

WHEREAS, ICHD's CHCs and the Ingham Intermediate School District share a mutual desire to provide clinical experience for healthcare students; and

WHEREAS, there is no cost associated with this agreement and Ingham Intermediate School District will be responsible for the cost of liability insurance that students will require; and

WHEREAS, the Ingham Community Health Center Board of Directors and Health Officer recommend authorizing an agreement with Ingham Intermediate School District to allow students to complete their clinical rotation at ICHD's CHCs, effective March 1, 2021 through April 31, 2026.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with Ingham Intermediate School District to allow students to complete their clinical rotation at ICHD's CHCs effective March 1, 2021 through April 31, 2026.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign any contract documents on behalf of the county after approval as to form by the County Attorney.

TO:	Board of Commissioners Human Services and Finance Committees
FROM:	Linda S. Vail, MPA, Health Officer
DATE:	February 23, 2021
SUBJECT:	Authorization to Accept Funding Award and Enter Agreement with Delta Dental Foundation
	For the Meeting Agendas of March 15, 2021 and March 17, 2021

BACKGROUND

Ingham County Health Department's (ICHD) Community Health Centers (CHCs) wish to accept a grant award totaling \$10,000 from, and enter into an agreement with, Delta Dental Foundation COVID-19 Dental Equipment Fund to support the purchase of additional dental supplies and safety equipment. These additional supplies will protect patients and staff during dental procedures at Forest CHC. This agreement will be effective February 18, 2021 through February 18, 2022.

ALTERNATIVES

The alternative would be to deny acceptance of this grant award which would create a gap in dental services provided to Ingham County residents.

FINANCIAL IMPACT

In accepting this grant award, there will be no financial impact.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of promoting accessible healthcare, specifically section A.1(e) of the Action Plan – Expand access to healthcare for county residents, with an emphasis on the uninsured and underinsured

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend that Ingham County Board of Commissioners authorize an agreement with Delta Dental Foundation for an amount of \$10,000 to purchase needed safety supplies for ICHD's Forest CHC.

Introduced by the Finance and Human Services Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH DELTA DENTAL FOUNDATION

WHEREAS, Ingham County Health Department's (ICHD's) Community Health Centers (CHCs) wish to accept a grant award totaling \$10,000 from the Delta Dental Foundation COVID-19 Dental Equipment Fund to support the purchase of additional dental supplies and safety equipment; and

WHEREAS, these additional supplies will protect patients and staff during dental procedures at Forest CHC; and

WHEREAS, this agreement will be effective February 18, 2021 through February 18, 2022; and

WHEREAS, the CHC Board of Directors and the Health Officer recommend accepting the grant award from, and entering into an agreement with, Delta Dental Foundation to support the purchase of additional dental supplies and safety equipment for an amount totaling \$10,000 effective February 18, 2021 through February 18, 2022.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes accepting the grant award and entering into an agreement with the Delta Dental Foundation to support the purchase of additional dental supplies and safety equipment for an amount totaling \$10,000 effective February 18, 2021 through February 18, 2022.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary budget adjustments consistent with this resolution.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign any necessary contract documents consistent with this resolution upon approval as to form by the County Attorney.

TO:	Board of Commissioners Human Services and Finance Committees
FROM:	Linda S. Vail, MPA, Health Officer
DATE:	February 25, 2021
SUBJECT:	Resolution to Enter into Agreement with Edge Partnerships for Continuation and Expansion of a
	Flu Prevention Campaign Plus a Complementary COVID-19 Vaccination Campaign
	For meeting agendas dates of March 15, 2021 and March 17, 2021

BACKGROUND

Ingham County Health Department (ICHD) wishes to enter into an agreement with Edge Partnership for the continuation and expansion of a flu prevention campaign plus a complementary COVID-19 vaccination campaign effective January 1, 2021 through June 30, 2021 in an amount totaling \$60,000. ICHD received a grant from Michigan Department of Health & Human Services (MDHHS) to prevent the flu as a means of preserving health system capacity in light of the current COVID-19 pandemic. Given the historically low flu season, MDHHS has agreed to allow ICHD to use a portion of grant funds for COVID-19 prevention. ICHD seeks to engage in grant-funded activities to prevent flu and COVID-19 through personal protective measures and vaccination, deeming these activities of critical importance. ICHD seeks to continue and expand messaging that Edge developed in fall 2020 approved through Resolution #20-523. In total, \$73,883 was budgeted for communications, outreach, and education. Of this total funding, \$60,000 went toward building upon an Edge campaign originally created and launched in December 2020. From the \$60,000 in funding, \$35,000 will pay for advertising and the remaining \$25,000 will go to new content creation.

ALTERNATIVES

ICHD could seek to enter into an agreement with a new vendor but would then be unable to build easily upon work created by Edge in 2020. In the fall of 2020, ICHD issued a request for bid to three creative vendors with whom ICHD had previously worked. All vendors submitted bids. ICHD selected Edge in the fall based on work plan/timeline and budget/relevance to scope of work. Resolution #20-523 approved this work.

FINANCIAL IMPACT

The amount of this agreement will not exceed \$60,000. These funds will come from the MDHHS grant (account number 221-60070-01226).

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objectives of providing access to services that promote the well-being of county residents, Goal A, and improving service by enhancing the quality of communication, Goal B.

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend that the Board of Commissioners authorize an agreement with Edge Partnerships in an amount totaling \$60,000 for the continuation and expansion of a flu prevention campaign plus a complementary COVID-19 vaccination campaign effective January 1, 2021 to June 30, 2021.

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH EDGE PARTNERSHIPS FOR CONTINUATION AND EXPANSION OF A FLU PREVENTION CAMPAIGN PLUS A COMPLEMENTARY COVID-19 VACCINATION CAMPAIGN

WHEREAS, Ingham County Health Department (ICHD) wishes to enter into an agreement with Edge Partnership for the continuation and expansion of a flu prevention campaign plus a complementary COVID-19 vaccination campaign effective January 1, 2021 through June 30, 2021 in an amount not to exceed \$60,000; and

WHEREAS, ICHD was awarded a grant from Michigan Department of Health & Human Services (MDHHS) totaling \$78,883 to prevent the flu as a means of preserving health system capacity in light of the current COVID-19 pandemic; and

WHEREAS, given the historically low flu season, MDHHS has agreed to allow ICHD to partially use grant funds for COVID-19 prevention; and

WHEREAS, ICHD seeks to engage in grant-funded activities to prevent flu and COVID-19 through personal protective measures and vaccination, deeming these activities of critical importance; and

WHEREAS, ICHD seeks to continue and expand messaging that Edge developed in the fall of 2020, approved through Resolution #20-523; and

WHEREAS, in total, \$73,883 was budgeted for communications, outreach, and education; and

WHEREAS, of this total funding, \$60,000 was allocated to build upon the original Edge campaign created and launched in December 2020; and

WHEREAS, from the \$60,000 in funding, \$35,000 will be used for paid advertising and the remaining \$25,000 will go to new content creation; and

WHEREAS, the Health Officer recommends authorizing an agreement with Edge Partnership in an amount not to exceed \$60,000 effective January 1, 2021 through June 30, 2021.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorize a grant agreement with Edge Partnerships for the continuation and expansion of a flu prevention campaign plus a complementary COVID-19 vaccination campaign not to exceed \$60,000 effective January 1, 2021 through June 30, 2021.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary budget adjustments consistent with this resolution.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign any necessary contract documents consistent with this resolution upon approval as to form by the County Attorney.

Agenda Item 2i

Introduced by the Human Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO HONOR JANE SOUTHWELL, RN

WHEREAS, after 26 years of dedicated service to Ingham County Health Department's (ICHD's) Community Health Centers (CHCs), Jane Southwell will be retiring on March 26, 2021; and

WHEREAS, Jane began her career with ICHD in January of 1994 as an appointment Immunization Clinic Nurse for ICHD at the main campus; and

WHEREAS, in March of 1994, Jane transferred from three quarter time to full time as an Immunization Clinic Nurse; and

WHEREAS, in August of 2000, Jane transferred to a Lateral Clinic Nurse in Otto CHC where she provided exceptional health care to the community; and

WHEREAS, in June of 2003, Jane was promoted to Charge Nurse for the Satellite Clinics in Stockbridge and Leslie where she oversaw clinical operations; and

WHEREAS, in July of 2007, Jane transferred to a Lateral Charge Nurse at Well Child CHC where she served as a dedicated Charge Nurse to the community and staff; and

WHEREAS, in September of 2016, Jane transferred to a Lateral Charge Nurse position in the ICHC Support Call Center where she provided comprehensive nursing services; and

WHEREAS, Jane has been an active member of the Michigan Nurses Association (MNA) and has served as the MNA President from 2018 to present; and

WHEREAS, during her career Jane was professional, dedicated, knowledgeable, and loyal to the Health Department's mission of providing quality health care to Ingham County residents.

THEREFORE BE IT RESOLVED, that the Ingham CHC Board of Directors and Ingham County Board of Commissioners hereby honor Jane Southwell for her 26 years of dedicated service and for her exemplified patient care and commitment to her work.

BE IT FURTHER RESOLVED, that the ICHC Board of Directors and Ingham County Board of Commissioners wish her continued success in all of her future endeavors.

TO: Board of Commissioners Human Services & Finance Committees
FROM: Tim Morgan, Parks Director
DATE: March 2, 2021
SUBJECT: Contract with Justice Fence For the meeting agenda of 3/15/21 Human Services and 3/17/21 Finance

BACKGROUND

The Purchasing Department solicited proposals from qualified and experienced contractors for the purpose of entering into a contract for supplying and installing a new fence at Hawk Island County Park. The Evaluation Committee recommends that a contract be awarded to Justice Fence.

ALTERNATIVES

This is for replacement of existing fencing that is in extremely poor condition. The fencing has deteriorated beyond repair. We have the funds available in the 2020 Board approved CIP Parks Budget. The alternative is to not complete this project.

FINANCIAL IMPACT

There are funds available in line item 208-75200-976000-20PO2 as detailed below:

Project	Beginning	Current	Requested	Remaining
	Allocation	Balance	Amount	Balance
HI Fence/Gatehouse	\$50,000.00	\$33,826.86	\$10,800.00	\$23,026.86

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of striving to make facilities and services userfriendly, specifically Section A. 1(f) of the Action Plan - maintain and improve existing parkland, facilities, and features.

OTHER CONSIDERATIONS

The Ingham County Park Commission supported this resolution at their February 22, 2021 meeting.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution authorizing Ingham County enter into a contract with Justice Fence.

Agenda Item 3a

TO:	Timothy Morgan, Parks Director
FROM:	James Hudgins, Director of Purchasing
DATE:	February 2, 2021
RE:	Memorandum of Performance for RFP No. 8-21 Supplying and Installing a New Fence at Hawk Island County Park

Per your request, the Purchasing Department sought proposals from qualified and experienced fencing vendors to enter into a contract for the purpose of removing the existing damaged chain link fence and supplying and installing a new chain link fence at Hawk Island County Park.

The scope of work includes, but is not limited to, removing four sections of damaged chain link fence within the Soldan Dog Park; furnishing and installing new chain link fence and any existing damaged upright posts in the Soldan Dog Park; removing two (2) existing 8' portions of fence; and, furnishing and installing two (2) 6' wide pedestrian access gates on the east side of Hawk Island Park.

The Purchasing Department can confirm the following:

Function	Overall Number of	Number of Local	
	Vendors	Vendors	
Vendors invited to propose	26	4	
Vendors responding	5	1	

A summary of the vendors' costs is located on the next page.

A preconstruction meeting will be required prior to commencement of work if the construction cost exceeds \$10,000. Please make sure the Purchasing Department is invited and able to attend the preconstruction meeting to ensure that all contractors comply with the Prevailing Wage Policy and proper bonding.

You are now ready to complete the final steps in the process: 1) evaluate the submissions based on the criteria established in the RFP; 2) confirm funds are available; 3) submit your recommendation of award along with your evaluation to the Purchasing Department; 4) write a memo of explanation; and, 5) prepare and submit a resolution for Board approval.

This Memorandum is to be included with your memo and resolution submission to the Resolutions Group as acknowledgement of the Purchasing Department's participation in the purchasing process.

If I can be of further assistance, please do not hesitate to contact me by e-mail at <u>jhudgins@ingham.org</u> or by phone at 676-7309.

SUMMARY OF VENDORS' COSTS

Vendor Name	Local Pref	1) Cost for Soldan Dog Park	2) Cost for Access Gates	Total Costs #1 & #2	Cost Per Section to Replace Additional 10' Fence Sections Within Soldan Dog Park
Justice Fence	No, Battle Creek MI	\$3,100.00	\$6,200.00	\$9,300.00	\$162.00
Fence Consultants of West Michigan	No, Grand Rapids MI	\$5,525.00	\$8,350.00	\$13,876.00	\$552.00
MKC Group Inc.	No, Bay City MI	\$7,141.00	\$9,138.00	\$16,279.00	\$700.00
Epic Excavating Inc.	No, Grand Rapids MI	\$9,500.00	\$7,425.00	\$16,925.00	\$1,000.00
DeWitt Fence Co.	Yes, Lansing MI	\$10,100.00	\$10,700.00	\$20,800.00	\$1,200.00

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A CONTRACT WITH JUSTICE FENCE FOR SUPPLYING AND INSTALLING A NEW FENCE AT HAWK ISLAND COUNTY PARK

WHEREAS, the Purchasing Department solicited proposals from qualified and experienced contractors for the purpose of entering into a contract for supplying and installing a new fence at Hawk Island County Park; and

WHEREAS, after careful review and evaluation of the proposals received, the evaluation committee recommends that a contract be awarded to Justice Fence; and

WHEREAS, the Ingham County Parks & Recreation Commission supports entering into a contract with Justice Fence for supplying and installing a new fence at Hawk Island County Park.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves entering into a contract with Justice Fence for a total amount of \$9,300 for fencing at Hawk Island County Park and a contingency not to exceed \$1,500 to include the cost of \$162 per additional 10 foot fencing sections within Soldans Dog Park, if needed for a total amount not to exceed of \$10,800.

BE IT FURTHER RESOLVED, that this agreement shall be effective the date of execution through July 1, 2021.

BE IT FURTHER RESOLVED, that there are funds available in line item 208-75200-976000-20P02 for the project.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to carry over/transfer the budgeted 2020 funds in line item 208-75200-976000-20P02 into the 2021 budget.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign any necessary contract documents on behalf of the County after approval as to form by the County Attorney.

TO: Board of Commissioners Human Services & Finance Committees
 FROM: Tim Morgan, Parks Director
 DATE: March 2, 2021
 SUBJECT: Authorization to Apply for a Michigan Natural Resources Land and Water Conservation Fund for Burchfield Park – McNamara Landing

 For the meeting agenda of 3/15/21 Human Services and 3/17/21 Finance

BACKGROUND

The Parks Department has identified a need for park and accessibility improvements at Burchfield Park – McNamara Landing. The Michigan Department of Natural Resources is accepting grant applications for this years' grant cycle through April 1, 2021.

This project includes the following:

- New cabins (5), solar powered
 - Amenities: picnic table (5), fire pit (5)
- New 10-feet wide pave path
- New paved parking spaces for cabins
- New ramped canoe/kayak launches (2)
- New well, pump house and water distribution system
- Landscaping between cabins
 - o Amenities: recycled trash bin, interpretive sign

ALTERNATIVES

A public meeting was held on February 22, 2021 to allow citizens the opportunity to provide input for the proposed project. If funded, this project would be in line with the Parks Department 5-year Master Plan for capital improvements that improve accessibility to site amenities and enhance the user experience. The Parks Department is seeking input and approval to move forward with grant application to secure additional funding for this project.

FINANCIAL IMPACT

The Land and Water Conservation Fund increased the maximum request from \$300,000 to \$500,000 and we will be requesting the maximum amount to leverage county dollars.

The project funding is proposed to request \$500,000 from the DNR Land and Water Conservation Fund grant and \$500,000 from the Ingham County Trails and Parks Millage Fund Balance, for a total project amount of \$1,000,000.

Other funds, not grant eligible, will be required to complete the project including a topographical survey in the amount of \$10,000. The topographical survey will be required to properly design the project with proper grading and layout of the proposed improvements.

Board of Commissioners Resolution #20-562 authorized \$310,000 for this project. This resolution is requesting an additional commitment of \$200,000.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of striving to make facilities and services user friendly, specifically Section A. 1(g) of the Action Plan - Work to improve accessibility for visitors of all ages and abilities.

OTHER CONSIDERATIONS

The Parks & Recreation Commission supported this resolution with the passage of a motion at their February 22, 2021 meeting.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution.

PRELIMINARY ESTIMATE OF COST BURCHFIELD - McNAMARA CABINS/PATH INGHAM COUNTY, MI

Trust Fund Grant \$1,000,000.00

GRAND TOTAL \$1,000,000.00

Non-Grant Funded ExpensesTopographical Survey\$10,000.00

GRAND TOTAL FOR ENTIRE PROJECT \$1,010,000.00

		Trails	Total
	Grant Funds	& Parks Millage	Project Cost
<u>LWCF GRANT:</u>	\$500,000	\$500,000	\$1,000,000
Match Percentage:	(50%)	(50%)	
OTHER COSTS:			
Topographical Survey	\$0.00	\$10,000	\$10,000
	¢500.000	¢510.000	¢1.010.000
PROJECT TOTALS:	\$500,000	\$510,000	\$1,010,000

Local Match / Funding Sources:	
Ingham County T&P Grants:	\$500,000
Ingham County T&P Millage:	\$10,000
	\$510,000



PRELIMINARY ESTIMATE OF COST BURCHFIELD - McNAMARA CABINS/PATH INGHAM COUNTY, MICHIGAN

Item No.	Estimated Quantity	Unit	Description	Unit Price	Amount
1.	1	Lump Sum	Permits	\$9,900.00	\$9,900.00
2.	1	Lump Sum	Soil Erosion and Sedimentation Control	\$8,200.00	\$8,200.00
3.	1	Lump Sum	Site Preparation/Excavation/Rough Grading	\$16,300.00	\$16,300.00
4.	1	Lump Sum	Site Clearing	\$8,400.00	\$8,400.00
5.	440	Tons	HMA Path, 2" depth, 8' wide	\$120.00	\$52,800.00
6.	3,900	Sq. Yds.	Crushed Limestone, C.I.P., 8" depth	\$15.00	\$58,500.00
7.	240	Lin. Ft.	12" RCP Culverts	\$100.00	\$24,000.00
8.	5	Each	Cabin, approx 300 SF, w/ concrete pad	\$60,000.00	\$300,000.00
9.	5	Each	Solar Power & Equipment	\$17,500.00	\$87,500.00
10.	1	Lump Sum	New Well, Pump House, (3) water spigots & (1) outdoor shower tower, (1) drink fount.	\$110,000.00	\$110,000.00
11.	1	Lump Sum	Canoe/Kayak Launch, Concrete Ramp	\$24,000.00	\$24,000.00
12.	1	Lump Sum	Canoe/Kayak Launch, Geo-Cell/Stone	\$10,000.00	\$10,000.00
13.	5	Each	Picnic Table, ADA, w/ conc. Pad	\$3,500.00	\$17,500.00
14.	5	Each	Fire Pit	\$1,500.00	\$7,500.00
15.	1	Lump Sum	Landscaping (Native Plants)	\$21,000.00	\$21,000.00
16.	1	Lump Sum	Site Restoration & Cleanup	\$24,800.00	\$24,800.00
17.	1	Each	DNR Recognition Plaque	\$300.00	\$300.00
18.	1	Lump Sum	Construction Staking & Material Testing	Allowance	\$9,800.00
			Engi TOTAL PRELIMINARY ESTIMA	SUBTOTAL Contingency neering (15%)	\$790,500.00 \$79,100.00 \$130,400.00 \$1 000 000 00

TOTAL PRELIMINARY ESTIMATE OF COST \$1,000,000.00





Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE APPLICATION FOR A LAND AND WATER CONSERVATION FUND GRANT FOR ACCESSIBILITY IMPROVEMENTS TO BURCHFIELD – MCNAMARA LANDING

WHEREAS, the Parks and Recreation Commission supports the submission of a grant application to the Land and Water Conservation Fund for park and accessibility improvements at Burchfield – McNamara Landing; and

WHEREAS, the proposed application is supported by the Community's 5-year Approved Parks and Recreation Plan to improve accessibility and expand facilities to meet the needs of the community; and

WHEREAS, the Michigan Department of Natural Resources is accepting grant applications for this years' grant cycle through April 1, 2021; and

WHEREAS, a public meeting was held on February 22, 2021 to allow citizens the opportunity to provide input for the proposed project; and

WHEREAS, the Ingham County Board of Commissioners is hereby making a financial commitment to the project in the amount of \$500,000 matching funds from the Trails and Parks Millage Fund Balance as well as \$10,000 for a Topographic Survey; and

WHEREAS, the Board of Commissioners Resolution #20-562 authorized \$310,000 for this project in line item 228-62800-967000-TR089 and this resolution is requesting an additional commitment of \$200,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes submission of a Land and Water Conservation Fund Application for \$500,000 for park and accessibility improvements at Burchfield – McNamara Landing, and further resolves to make available its financial obligation amount of \$500,000 from the Trails and Parks Millage (50%) for a total of \$1,000,000.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners commits \$10,000 for a Topographic Survey from the Trails and Parks Millage Fund Balance.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign any necessary documents consistent with this resolution on behalf of the County after approval as to form by the County Attorney.

TO:	Board of Commissioners Human Services & Finance Committees
FROM:	Tim Morgan, Parks Director
DATE:	March 2, 2021
SUBJECT:	Authorization to Apply for a Michigan Natural Resources Passport Grant for Burchfield –
	Riverbend Natural Area
	For the meeting agenda of 3/15/21 Human Services and 3/17/21 Finance

BACKGROUND

The Parks Department has identified a need for park and accessibility improvements at Burchfield – Riverbend Natural Area.

This grant application includes the following as detailed in the attached documents:

- Remove existing stairs / dock leading down to Grand River and bridge over the Peppermint Creek
- New Bridge over Peppermint Creek
- New stairs and dock at Grand River
- New fishing pier
- New 6-feet wide path
- New ADA accessible parking spaces
- Amenities: recycled bench, recycled picnic table, ADA grill, and interpretive sign

ALTERNATIVES

A public meeting was held on February 22, 2021 to allow citizens the opportunity to provide input for the proposed project. If funded, this project would be in line with the Parks Department 5-year Master Plan for capital improvements that improve accessibility to site amenities and enhance the user experience. The Parks Department is seeking input and approval to move forward with the grant application to secure additional funding for this project.

FINANCIAL IMPACT

The Parks Department is requesting the Ingham County Board of Commissioners to authorize the use of \$100,000 from the Trails and Parks Millage for a local match, for a Michigan Natural Resources Passport Grant generating \$150,000 for a total \$250,000 project cost.

Other funds, not grant eligible, will be required to complete the project including a topographical survey in the amount of \$10,000. The topographical survey will be required to properly design the project with proper grading and layout of the proposed improvements.

Board of Commissioners Resolution #20-562 authorized \$110,000 for this project.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of striving to make facilities and services user friendly, specifically Section A. 1(g) of the Action Plan - Work to improve accessibility for visitors of all ages and abilities.

OTHER CONSIDERATIONS The Parks & Recreation Commission supported this resolution with the passage of a resolution at their February 22, 2021 meeting.

RECOMMENDATION Based on the information presented, I respectfully recommend approval of the attached resolution.

PRELIMINARY ESTIMATE OF COST BURCHFIELD -PEPPERMINT CREEK BRIDGE / FISHING PIERS INGHAM COUNTY, MI

Trust Fund Grant \$250,000.00

GRAND TOTAL \$250,000.00

Non-Grant Funded ExpensesTopographical Survey\$10,000.00

GRAND TOTAL FOR ENTIRE PROJECT \$260,000.00

		<u>Trails</u>	<u>Total</u>
	<u>Grant Funds</u>	<u>& Parks Millage</u>	Project Cost
<u>REC PASSPT. GRANT:</u>	\$150,000	\$100,000	\$250,000
Match Percentage:	(60%)	(40%)	
OTHER COSTS:			
Topographical Survey	\$0.00	\$10,000	\$10,000
	A. 50 000		
PROJECT TOTALS:	\$150,000	\$110,000	\$260,000

Local Match / Funding Sources:	
Ingham County T&P Grants:	\$100,000
Ingham County T&P Millage:	\$10,000
	\$110,000

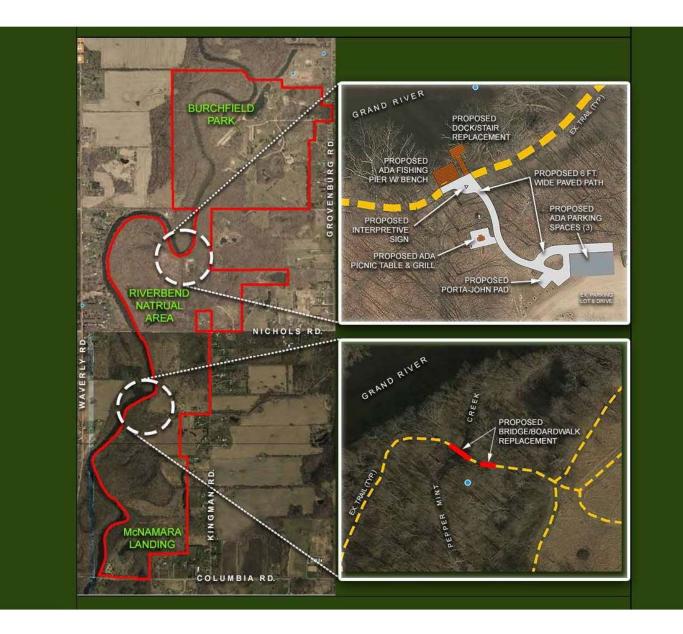


Page 1 of 2

PRELIMINARY ESTIMATE OF COST BURCHFIELD -BRIDGE / RIVERBEND IMPROVEMENTS INGHAM COUNTY, MICHIGAN

Item No.	Estimated Quantity	Unit	Description	Unit Price	Amount
1.	1	Lump Sum	Permits	\$5,000.00	\$5,000.00
2.	1	Lump Sum	Soil Erosion and Sedimentation Control	\$5,000.00	\$5,000.00
3.	1	Lump Sum	Site Preparation/Excavation/Rough Grading	\$5,500.00	\$5,500.00
4.	1	Lump Sum	Site Clearing	\$4,500.00	\$4,500.00
5.	500	Sq. Ft.	Remove Existing Bridge/Stairs	\$5.00	\$2,500.00
6.	480	Sq. Ft.	Peppermint Creek Bridge/Boardwalk	\$100.00	\$48,000.00
7.	200	Sq. Ft.	Stair replacement w/ ramp access & dock	\$100.00	\$20,000.00
8.	300	Sq. Ft.	ADA Fishing Pier	\$100.00	\$30,000.00
9.	200	Sq. Yd.	Heavy Rip-Rap	\$100.00	\$20,000.00
10.	1	Each	Recycled Picnic Table, ADA	\$2,500.00	\$2,500.00
11.	1	Each	Recycled Bench, ADA	\$1,800.00	\$1,800.00
12.	1	Each	Grill, ADA	\$1,800.00	\$1,800.00
13.	1	Each	Interpretive Sign	\$3,500.00	\$3,500.00
14.	16	Ton	Pave ADA Parking Spaces (3)	\$150.00	\$2,400.00
15.	84	Sq. Yd.	2" Crushed Limestone, C.I.P.	\$15.00	\$1,260.00
16.	1	Lump Sum	Signage & Striping	\$2,500.00	\$2,500.00
17.	2,500	Sq. Ft.	Concrete Path	\$12.00	\$30,000.00
18.	1	Lump Sum	Site Restoration & Cleanup	\$6,000.00	\$6,000.00
19.	1	Each	DNR Recognition Plaque	\$300.00	\$300.00
20.	1	Lump Sum	Construction Staking & Material Testing	Allowance	\$5,000.00
			Eng	SUBTOTAL Contingency ineering (15%)	\$197,560.00 \$19,840.00 \$32,600.00
			TOTAL PRELIMINARY ESTIMA	TE OF COST	\$250,000.00





BURCHFIELD PARK IMPROVEMENTS



Ingham County Parks http://pk.ingham.org



DATE: 2/17/2021 JOB # 126747SG2020



Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE APPLICATION FOR A RECREATION PASSPORT PROGRAM GRANT

WHEREAS, the Parks and Recreation Commission supports the submission of a grant application to the Recreation Passport Program for park and accessibility improvements at Burchfield – Riverbend Natural Area; and

WHEREAS, the proposed application is supported by the Community's 5-year Approved Parks and Recreation Plan to improve accessibility and expand facilities to meet the needs of the community; and

WHEREAS, the Michigan Department of Natural Resources is accepting grant applications for this years' grant cycle through April 1, 2021; and

WHEREAS, a public meeting was held on February 22, 2021 to allow citizens the opportunity to provide input for the proposed project; and

WHEREAS, the grant application requires a financial commitment to the project in the amount \$100,000 from the Trails and Parks Millage for a local match; and

WHEREAS, the Board of Commissioners Resolution #20-562 authorized \$110,000 for this project in line item 228-62800-967000-TR090.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes submission of a Recreation Passport Grant Application for \$150,000 for park and accessibility improvements at Burchfield – Riverbend Natural Area, further resolves to make available its financial obligation amount of \$100,000 from the Trails and Parks Millage Fund Balance for a total of \$250,000.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners commits \$10,000 for a Topographic Survey from the Trails and Parks Millage Fund Balance.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign any necessary documents consistent with this resolution on behalf of the County after approval as to form by the County Attorney.

TO:	Board of Commissioners Human Services & Finance Committees
FROM:	Tim Morgan, Parks Director
DATE:	March 2, 2021
SUBJECT:	Authorization to Apply for a Michigan Natural Resources Land and Water Conservation Fund
	for Hawk Island
	For the meeting agenda of 3/15/21 Human Services and 3/17/21 Finance

BACKGROUND

The Parks Department has identified a need for park and accessibility improvements at Hawk Island. The Michigan Department of Natural Resources is accepting grant applications for this years' grant cycle through April 1, 2021.

This grant application includes the following as detailed in the attached documents:

- Remove existing boardwalk along the northeast side of the pond
- New floating docks with fishing extensions and boardwalk approaches
- New 10-feet wide pave path
- Amenities: recycled trash bin, interpretive sign

ALTERNATIVES

A public meeting was held on February 22, 2021 to allow citizens the opportunity to provide input for the proposed project. If funded, this project would be in line with the Parks Department 5-year Master Plan for capital improvements that improve accessibility to site amenities and enhance the user experience. The Parks Department is seeking input and approval to move forward with grant application to secure additional funding for this project.

FINANCIAL IMPACT

The project funding is proposed to request \$430,400 from the DNR Land and Water Conservation Fund grant and \$430,400 from the Ingham County Trails and Parks Millage Fund Balance, for a total project amount of \$860,800.

Ingham County Board of Commissioner Resolution #20-028 (5th round millage projects) approved planning and design monies to develop a phased approach to completing the needed repairs on the Hawk Island Board walk with future MDNR Grant request and millage matching funding.

If the grant is awarded a new line item will need to be assigned.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of striving to make facilities and services user friendly, specifically Section A. 1(g) of the Action Plan - Work to improve accessibility for visitors of all ages and abilities.

OTHER CONSIDERATIONS The Parks & Recreation Commission supported this resolution with the passage of a motion at their February 22, 2021 meeting.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution.

Ingham County Parks and Recreation Commision

Engineer's Opinion of Costs 20c0278

Hawk Island Boardwalk Replacement Lansing, MI

December 2020

Phasing Options

ROWE

ROWE PROFESSIONAL SERVICES COMPANY 540 South Saginaw Street Suite 200 Flint, MI 48502 Ph. (810) 341-7500

ITEM	E STIMATED QUANTITY	UNIT	UNIT PRICE		AMOUNT	
Phase 2					1	
Misc Structure, Rem	700	LFT	\$	65.00	\$	45,500.00
Earthwork	1	LSUM	\$	1,000.00	\$	1,000.00
Floating Dock, FDS	540	Ft	\$	760.00	\$	410,400.00
Floating Dock, FDS Fishing Extensions	3	Ea	\$	52,000.00	\$	156,000.00
SiltFence	600	Ft	\$	2.00	\$	1,200.00
Turbidity Curtain, Deep	40	lft	\$	15.00	\$	600.00
HMA, Path, 10' wide	510	Ft	\$	51.00	\$	26,000.00
Boardwalk Approach	3	Ea	\$	9,000.00	\$	27,000.00
Gangway, 20'x10' wide (3' water level variance)	3	Ea	\$	12,000.00	\$	36,000.00
Rip rap, Heavy	60	Syd	\$	70.00	\$	4,200.00
Native seeding	1	LSUM	\$	2,000.00	\$	2,000.00
Turf Establishment	1	LSUM	\$	1,000.00	\$	1,000.00
				Subtotal:		\$710,900.00

By County 2,000.00 2,000.00 Interpretive Sign 1 Ea \$ \$ Recycle bin 1 Ea \$ 500.00 \$ 500.00 \$ 3,100.00 3,100.00 Bldg permit 1 LSUM \$ 1 LSUM 300.00 300.00 \$ Sesc permit \$ 1 LSUM \$ 500.00 \$ 500.00 EGLE permit 1 LSUM \$ MDNR sign (use existing) \$

Notes: Costs will vary with final design

Construction \$717,300 Mobilization \$35,900 Contingency \$107,500 Project Subtotal \$860,800 Engineering Project Total \$850,800 LWCF \$430,400 Millage \$430,400

Subtotal: \$5,400



Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN APPLICATION FOR A LAND AND WATER CONSERVATION FUND GRANT FOR ACCESSIBILITY IMPROVEMENTS TO HAWK ISLAND

WHEREAS, the Parks and Recreation Commission supports the submission of a grant application to the Land and Water Conservation Fund for park and accessibility improvements at Hawk Island; and

WHEREAS, the proposed application is supported by the Community's 5-year Approved Parks and Recreation Plan to improve accessibility and expand facilities to meet the needs of the community; and

WHEREAS, the Michigan Department of Natural Resources is accepting grant applications for this years' grant cycle through April 1, 2021; and

WHEREAS, a public meeting was held on February 22, 2021 to allow citizens the opportunity to provide input for the proposed project; and

WHEREAS, the Ingham County Board of Commissioners is hereby making a financial commitment to the project in the amount of \$430,400 matching funds from the Trails and Parks Millage.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes submission of a Land and Water Conservation Fund Application for \$430,400 for park and accessibility improvements at Hawk Island, and further resolves to make available its financial obligation amount of \$430,400 from the Trails and Parks Millage (50%) for a total of \$860,800.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign any necessary documents consistent with this resolution on behalf of the County after approval as to form by the County Attorney.

Agenda Item 3e

TO:Board of Commissioners Human Services & Finance CommitteesFROM:Tim Morgan, Parks DirectorDATE:March 2, 2021SUBJECT:Hawk Island Trust Fund Grant Application
For the meeting agenda of 3/15/21 Human Services and 3/17/21 Finance

BACKGROUND

The Parks Department has identified a need for park and accessibility improvements at Hawk Island. The Michigan Department of Natural Resources is accepting grant applications for this years' grant cycle through April 1, 2021.

This grant application includes the following as detailed in the attached documents:

- Remove existing boardwalk along the northeast side of the pond
- New floating docks with fishing extensions and boardwalk approaches
- New 10-feet wide pave path
- Amenities: recycled trash bin, interpretive sign

ALTERNATIVES

A public meeting was held on February 22, 2021 to allow citizens the opportunity to provide input for the proposed project. If funded, this project would be in line with the Parks Department 5-year Master Plan for capital improvements that improve accessibility to site amenities and enhance the user experience. The Parks Department is seeking input and approval to move forward with grant application to secure additional funding for this project.

FINANCIAL IMPACT

The project funding is proposed to request \$300,000 from the DNR Trust Fund grant and request \$493,100 from the Trails and Parks Millage Fund Balance, for a total project amount of \$793,100.

Ingham County Board of Commissioner Resolution #20-028 (5th round millage projects) approved planning and design monies to develop a phased approach to completing the needed repairs on the Hawk Island Board walk with future MDNR Grant request and millage matching funding.

If the grant is awarded a new line item will need to be assigned.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of striving to make facilities and services user friendly, specifically Section A. 1(g) of the Action Plan - Work to improve accessibility for visitors of all ages and abilities.

OTHER CONSIDERATIONS

The Parks & Recreation Commission supported this resolution with the passage of a motion at their February 22, 2021 meeting.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution.

Ingham County Parks and Recreation Commision

Engineer's Opinion of Costs 20c0278 Hawk Island Boardwalk Replacement Lansing, MI

December 2020



ROWE PROFESSIONAL SERVICES COMPA 540 South Saginaw Street Suite 200 Flint, MI 48502 Ph. (810) 341-7500

ITEM	ESTIMATED QUANTITY	UNIT	UNIT PRICE		AMOUNT	
Phase 1			-			
Misc Structure, Rem	1180	LFT	\$	65.00	\$	76,700.00
Earthwork	1	LSUM	\$	500.00	\$	500.00
Pvmt, Rem	430	Syd	\$	10.00	\$	4,300.00
Floating Dock, FDS	450	Ft	\$	760.00	\$	342,000.00
Floating Dock, FDS Fishing Extensions	3	Ea	\$	52,000.00	\$	156,000.00
Silt Fence	250	Ft	\$	2.00	\$	500.00
Turbidity Curtain, Deep	40	lft	\$	15.00	\$	600.00
HMA, Path, 10' wide	551	Ft	\$	51.00	\$	28,100.00
Boardwalk Approach	2	Ea	\$	9,000.00	\$	18,000.00
Gangway, 20'x10' wide (3' water level variance)	2	Ea	\$	12,000.00	\$	24,000.00
Rip гар, Неаvy	40	Syd	\$	70.00	\$	2,800.00
Turf Establishment	1	LSUM	\$	1,000.00	\$	1,000.00

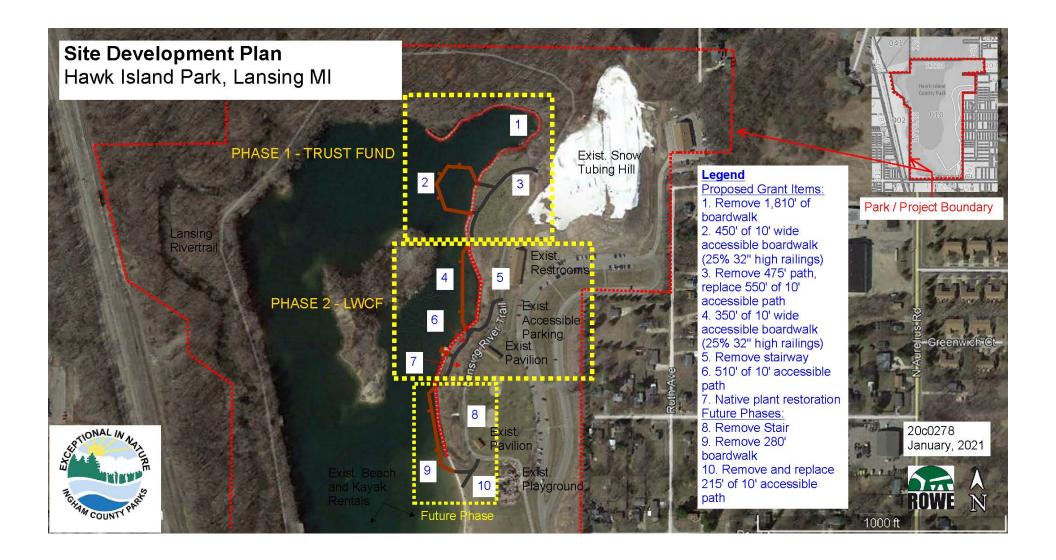
Subtotal: \$654,500.00

By County				
Kiosk Sign	1	Ea	\$ 2,000.00	\$ 2,000.00
Recycle bin	1	Ea	\$ 500.00	\$ 500.00
Bldg permit	1	LSUM	\$ 3,100.00	\$ 3,100.00
Sesc permit	1	LSUM	\$ 300.00	\$ 300.00
EGLE permit	1	LSUM	\$ 500.00	\$ 500.00
MDNR sign (use existing)	1	LSUM	\$ 	\$

Notes: Costs will vary with final design

Subtotal: \$5,400

Construction	\$660,900
Mobilization	\$33,100
Contingency	\$99,100
Project Subtotal	\$793,100
Engineering	
Project Total	\$ 793 ,1 00
MNRTF	\$300,000
Millage	\$493,100



Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN APPLICATION FOR A MICHIGAN NATURAL RESOURCES TRUST FUND GRANT FOR ACCESSIBILITY IMPROVEMENTS TO HAWK ISLAND PARK

WHEREAS, the Parks and Recreation Commission supports the submission of an application titled Hawk Island improvements to the Michigan Natural Resources Trust Fund for park and accessibility improvements at Hawk Island Park, Lansing, Michigan; and

WHEREAS, the proposed application is supported by the Community's 5-year Approved Parks and Recreation Plan to improve accessibility and expand facilities to meet the needs of the community; and

WHEREAS, the Michigan Department of Natural Resources is accepting grant applications for this years' grant cycle through April 1, 2021; and

WHEREAS, a public meeting was held on February 22, 2021 to allow citizens the opportunity to provide input for the proposed project; and

WHEREAS, the Ingham County Board of Commissioners is hereby making a financial commitment to the project in the amount of \$493,100 from the Trails and Parks Millage Fund Balance.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes submission of a Michigan Natural Resources Trust Fund Application for \$300,000 for park and accessibility improvements at Lake Lansing North, and further resolves to make available its financial obligation amount of \$493,100 from the Trails and Parks Millage Fund Balance for a total of \$793,100 project cost.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign any necessary documents consistent with this resolution on behalf of the County after approval as to form by the County Attorney.

 TO: Board of Commissioners Human Services & Finance Committees
 FROM: Tim Morgan, Parks Director
 DATE: March 2, 2021
 SUBJECT: Authorization to Apply for a Michigan Natural Resources Land and Water Conservation Fund for Lake Lansing North For the meeting agenda of 3/15/21 Human Services and 3/17/21 Finance

BACKGROUND

The Parks Department has identified a need for park and accessibility improvements at Lake Lansing North. The Michigan Department of Natural Resources is accepting grant applications for this years' grant cycle through April 1, 2021.

This project includes the following:

- Removal/Replacement of existing boardwalk widened to 8 feet
- Improvement of the path for ADA accessibility with crushed stone surface, 8-feet wide
- Fitness Stations, 10 stations
- Mile Markers, every 1/10 mile
- Amenities: bench, interpretive signs (2)

ALTERNATIVES

A public meeting was held on February 22, 2021 to allow citizens the opportunity to provide input for the proposed project. If funded, this project would be in line with the Parks Department 5-year Master Plan for capital improvements that improve accessibility to site amenities and enhance the user experience. The Parks Department is seeking input and approval to move forward with the grant application to secure additional funding for this project.

FINANCIAL IMPACT

The Land and Water Conservation Fund increased the maximum request from \$300,000 to \$500,000 and we will be requesting the maximum amount to leverage county dollars.

The project funding is proposed to request \$500,000 from the DNR Land and Water Conservation Fund grant and \$500,000 from the Ingham County Trails and Parks Millage Fund Balance, for a total project amount of \$1,000,000.

Other funds, not grant eligible, will be required to complete the project including a topographical survey in the amount of \$7,500 (the total topographical amount is \$15,000, the other half of the amount will be included in the trust fund request resolution). The topographical survey will be required to properly design the project with proper grading and layout of the proposed improvements.

Board of Commissioners Resolution #20-562 authorized \$307,500 for this project. This resolution is requesting an additional commitment of \$200,000.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of striving to make facilities and services user friendly, specifically Section A. 1(g) of the Action Plan - Work to improve accessibility for visitors of all ages and abilities.

OTHER CONSIDERATIONS

The Parks & Recreation Commission supported this resolution with the passage of a motion at their February 22, 2021 meeting.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution.

PRELIMINARY ESTIMATE OF COST LAKE LANSING PARK NORTH - BOARDWALK REPLACEMENTS INGHAM COUNTY, MI

Trust Fund Grant	\$581,500.00
Land & Water Conservation Fund Grant	\$1,000,000.00

GRAND TOTAL FOR ALL AREAS \$1,581,500.00

Non-Grant Funded ExpensesTopographical Survey\$15,000.00

GRAND TOTAL FOR ENTIRE PROJECT \$1,596,500.00

		<u>Trails</u>	<u>Total</u>
	Grant Funds	<u>& Parks Millage</u>	Project Cost
TRUST FUND GRANT:	\$300,000	\$281,500	\$581,500
Match Percentage:	(52%)	(48%)	
LWCF GRANT:	\$500,000	\$500,000	\$1,000,000
Match Percentage:	(50%)	(50%)	
OTHER COSTS:			
Topographical Survey	\$0.00	\$15,000	\$15,000
PROJECT TOTALS:	\$800,000	\$796,500	\$1,596,500

Local Match / Funding Sources: Ingham County T&P Grants:

\$796,500

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PRELIMINARY ESTIMATE OF COST LAKE LANSING PARK NORTH - BOARDWALK REPLACEMENTS INGHAM COUNTY, MICHIGAN

	nit ice Amount					
TRUST FUND GRANT						
1.1Lump Sum Permits\$5,000.	00 \$5,000.00					
2.1Lump SumSoil Erosion and Sedimentation Control\$10,200.	00 \$10,200.00					
3. 1 Lump Sum Site Preparation/Excavation/Rough Grading \$15,200.	00 \$15,200.00					
4. 4,080 Sq. Ft. Remove Ex. Boardwalk \$2.	00 \$8,1 60.00					
5.5,440Sq. Ft.Boardwalk #1, complete replacement\$55.	00 \$299,200.00					
6. 600 Lin. Ft. Crushed Stone Path, 8' wide \$30.	00 \$18,000.00					
7.1EachRecycled Plastic Bench\$1,500.	00 \$1,500.00					
8. 1 Each Electric Gate \$26,000.	00 \$26,000.00					
9. 1 Each Electrical Service & Controls \$25,000.	00 \$25,000.00					
10.1EachEntrance Sign\$20,000.	00 \$20,000.00					
11.1EachInterpretive Sign\$2,000.	00 \$2,000.00					
12. 1 Lump Sum Landscaping (Native Plantings) \$7,000.	00 \$7,000.00					
13.1Lump SumSite Restoration & Cleanup\$12,700.	00 \$12,700.00					
14. 1 Each DNR Recognition Plaque \$300.	00 \$300.00					
15. 1 Lump Sum Construction Staking & Material Testing Allowa	nce\$9,400.00					
SUBTOT	-					
Continger Engineering (15						
TOTAL PRELIMINARY ESTIMATE OF CO						
LAND & WATER CONSERVATION FUND GRANT						
1. 1 Lump Sum Permits \$5,500.	00 \$5,500.00					
2.1Lump SumSoil Erosion and Sedimentation Control\$16,300.	00 \$16,300.00					
3.1Lump SumSite Preparation/Excavation/Rough Grading\$11,600.	00 \$11,600.00					
4. 6,060 Sq. Ft. Remove Ex. Boardwalk \$2.	00 \$12,120.00					
5.3,200Sq. Ft.Boardwalk #2, complete replacement\$55.	00 \$176,000.00					



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PRELIMINARY ESTIMATE OF COST LAKE LANSING PARK NORTH - BOARDWALK REPLACEMENTS **INGHAM COUNTY, MICHIGAN**

Item No.	Estimated Quantity	Unit	Description	Unit Price	Amount
6.	1,120	Sq. Ft.	Boardwalk #3, complete replacement	\$55.00	\$61,600.00
7.	1,600	Sq. Ft.	Boardwalk #4, complete replacement	\$55.00	\$88,000.00
8.	2,160	Sq. Ft.	Boardwalk #5, complete replacement	\$55.00	\$118,800.00
9.	6,800	Lin. Ft.	Crushed Stone Path, 8' wide	\$25.00	\$170,000.00
10.	4	Each	Recycled Plastic Bench	\$1,500.00	\$6,000.00
11.	2	Each	Interpretive Sign	\$2,000.00	\$4,000.00
12.	1	Each	Interpretive Sign, Kiosk	\$5,500.00	\$5,500.00
13.	10	Each	Fitness Stations	\$5,200.00	\$52,000.00
14.	19	Each	Mile Markers, Recycled Plastic	\$760.00	\$14,440.00
15.	1	Lump Sum	Landscaping (Native Plantings)	\$15,000.00	\$15,000.00
16.	1	Lump Sum	Site Restoration & Cleanup	\$21,000.00	\$21,000.00
17.	1	Each	DNR Recognition Plaque	\$300.00	\$300.00
18.	1	Lump Sum	Construction Staking & Material Testing	Allowance	\$12,400.00
			En	SUBTOTAL Contingency gineering (15%)	\$790,560.00 \$79,040.00 \$130,400.00
			TOTAL DDEI IMINADV ESTIM	ATE OF COST	\$1 000 000 00

TOTAL PRELIMINARY ESTIMATE OF COST \$1,000,000.00

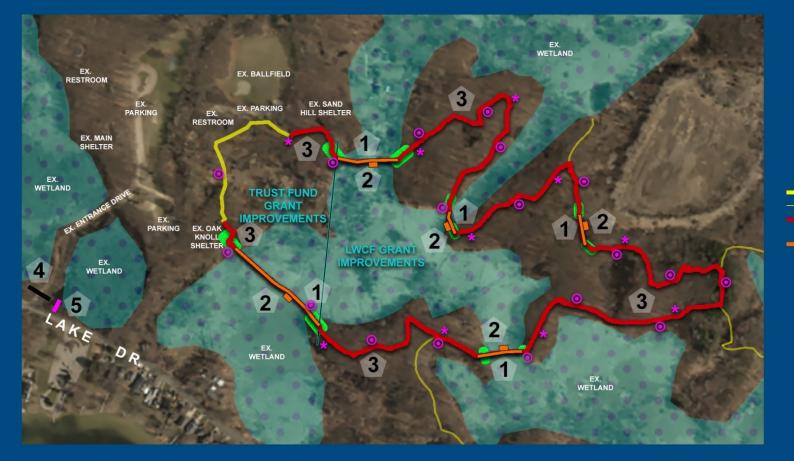


PROPOSED IMPROVEMENTS:

- 1. PROPOSED BOARDWALK - REPLACE EXISTING BOARDWALK WITH 8' WIDE BOARDWALK ON HELICAL PIERS.
- 2. PROPOSED BENCH & INTERPRETIVE SIGN - ON BOARDWALK BUMP OUT.
- 3. PROPOSED CRUSHED STONE PATH - ADA ACCESSIBLE, 8' WIDE.

- 4. PROPOSED ELECTRIC ENTRANCE GATE.
- 5. PROPOSED ENTRANCE SIGN.
- 6. LANDSCAPING WITH NATIVE PLANTINGS. 🧱
- 7. PROPOSED FITNESS STATION. 🌟
- 8. MILE MARKERS 🧿

LAKE LANSING PARK NORTH BOARDWALK / TRAIL IMPROVEMENTS





Ingham County Parks http://pk.ingham.org

> EX. PAVED PATH EX. NATURE PATH PROPOSED CRUSHED STONE PATH PROPOSED BOARDWALK REPLACEMENT



DATE: 2/5/2021 JOB # 129747SG2020



Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN APPLICATION FOR A LAND AND WATER CONSERVATION FUND GRANT FOR ACCESSIBILITY IMPROVEMENTS TO LAKE LANSING NORTH

WHEREAS, the Parks and Recreation Commission supports the submission of a grant application to the Land and Water Conservation Fund for park and accessibility improvements at Lake Lansing North; and

WHEREAS, the proposed application is supported by the Community's 5-year Approved Parks and Recreation Plan to improve accessibility and expand facilities to meet the needs of the community; and

WHEREAS, the Michigan Department of Natural Resources is accepting grant applications for this years' grant cycle through April 1, 2021; and

WHEREAS, a public meeting was held on February 22, 2021 to allow citizens the opportunity to provide input for the proposed project; and

WHEREAS, the Ingham County Board of Commissioners is hereby making a financial commitment to the project in the amount of \$500,000 matching funds from the Trails and Parks Millage Fund Balance as well as \$15,000 for a Topographic Survey; and

WHEREAS, the Board of Commissioners Resolution #20-562 authorized \$307,500 for this project in line item 228-62800-967000-TR088 and this resolution is requesting an additional commitment of \$200,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes submission of a Land and Water Conservation Fund Application for \$500,000 for park and accessibility improvements at Lake Lansing North, and further resolves to make available its financial obligation amount of \$500,000 from the Trails and Parks Millage (50%) for a total of \$1,000,000.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners commits \$15,000 for a Topographic Survey from the Trails and Parks Millage Fund Balance.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign any necessary documents consistent with this resolution on behalf of the County after approval as to form by the County Attorney.

TO:	Board of Commissioners Human Services & Finance Committees
FROM:	Tim Morgan, Parks Director
DATE:	March 2, 2021
SUBJECT:	Lake Lansing North Trust Fund Grant Application
	For the meeting agenda of 3/15/21 Human Services and 3/17/21 Finance

BACKGROUND

The Parks Department has identified a need for park and accessibility improvements at Lake Lansing North. The Michigan Department of Natural Resources is accepting grant applications for this years' grant cycle through April 1, 2021.

This grant application includes the following as detailed in the attached documents:

- Removal / Replacement of existing boardwalk widened to 8 feet
- Improvement of the path for ADA accessibility with crushed stone surface, 8-feet wide
- New Entrance Gate, electric
- New Entrance Sign
- Amenities: bench, interpretive sign

ALTERNATIVES

A public meeting was held on February 22, 2021 to allow citizens the opportunity to provide input for the proposed project. If funded, this project would be in line with the Parks Department 5-year Master Plan for capital improvements that improve accessibility to site amenities and enhance the user experience. The Parks Department is seeking input and approval to move forward with grant application to secure additional funding for this project.

FINANCIAL IMPACT

The project funding is proposed to request \$300,000 from the DNR Trust Fund grant and request \$281,400 from the Trails and Parks Millage Fund Balance, for a total project amount of \$581,400.

Board of Commissioners Resolution #20-562 authorized \$289,000 for this project in line item 228-62800-967000-TR087.

Other funds, not grant eligible, will be required to complete the project including a topographical survey in the amount of \$7,500 (the total topographical amount is \$15,000, the other half of the amount will be included in the land and water conservation fund request resolution). The topographical survey will be required to properly design the project with proper grading and layout of the proposed improvements.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of striving to make facilities and services user friendly, specifically Section A. 1(g) of the Action Plan - Work to improve accessibility for visitors of all ages and abilities.

OTHER CONSIDERATIONS The Parks & Recreation Commission supported this resolution with the passage of a motion at their February 22, 2021 meeting.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution.

PRELIMINARY ESTIMATE OF COST LAKE LANSING PARK NORTH - BOARDWALK REPLACEMENTS INGHAM COUNTY, MI

Trust Fund Grant	\$581,500.00
Land & Water Conservation Fund Grant	\$1,000,000.00

GRAND TOTAL FOR ALL AREAS \$1,581,500.00

Non-Grant Funded ExpensesTopographical Survey\$15,000.00

GRAND TOTAL FOR ENTIRE PROJECT \$1,596,500.00

		<u>Trails</u>	<u>Total</u>
	Grant Funds	<u>& Parks Millage</u>	Project Cost
TRUST FUND GRANT:	\$300,000	\$281,500	\$581,500
Match Percentage:	(52%)	(48%)	
LWCF GRANT:	\$500,000	\$500,000	\$1,000,000
Match Percentage:	(50%)	(50%)	
OTHER COSTS:			
Topographical Survey	\$0.00	\$15,000	\$15,000
PROJECT TOTALS:	\$800,000	\$796,500	\$1,596,500

Local Match / Funding Sources: Ingham County T&P Grants:

\$796,500

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PRELIMINARY ESTIMATE OF COST LAKE LANSING PARK NORTH - BOARDWALK REPLACEMENTS INGHAM COUNTY, MICHIGAN

	nit ice Amount					
TRUST FUND GRANT						
1.1Lump Sum Permits\$5,000.	00 \$5,000.00					
2.1Lump SumSoil Erosion and Sedimentation Control\$10,200.	00 \$10,200.00					
3. 1 Lump Sum Site Preparation/Excavation/Rough Grading \$15,200.	00 \$15,200.00					
4. 4,080 Sq. Ft. Remove Ex. Boardwalk \$2.	00 \$8,160.00					
5.5,440Sq. Ft.Boardwalk #1, complete replacement\$55.	00 \$299,200.00					
6. 600 Lin. Ft. Crushed Stone Path, 8' wide \$30.	00 \$18,000.00					
7.1EachRecycled Plastic Bench\$1,500.	00 \$1,500.00					
8. 1 Each Electric Gate \$26,000.	00 \$26,000.00					
9. 1 Each Electrical Service & Controls \$25,000.	00 \$25,000.00					
10.1EachEntrance Sign\$20,000.	00 \$20,000.00					
11.1EachInterpretive Sign\$2,000.	00 \$2,000.00					
12. 1 Lump Sum Landscaping (Native Plantings) \$7,000.	00 \$7,000.00					
13.1Lump SumSite Restoration & Cleanup\$12,700.	00 \$12,700.00					
14. 1 Each DNR Recognition Plaque \$300.	00 \$300.00					
15. 1 Lump Sum Construction Staking & Material Testing Allowa	nce\$9,400.00					
SUBTOT	-					
Continger Engineering (15						
TOTAL PRELIMINARY ESTIMATE OF CO						
LAND & WATER CONSERVATION FUND GRANT						
1. 1 Lump Sum Permits \$5,500.	00 \$5,500.00					
2.1Lump SumSoil Erosion and Sedimentation Control\$16,300.	00 \$16,300.00					
3.1Lump SumSite Preparation/Excavation/Rough Grading\$11,600.	00 \$11,600.00					
4. 6,060 Sq. Ft. Remove Ex. Boardwalk \$2.	00 \$12,120.00					
5.3,200Sq. Ft.Boardwalk #2, complete replacement\$55.	00 \$176,000.00					



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PRELIMINARY ESTIMATE OF COST LAKE LANSING PARK NORTH - BOARDWALK REPLACEMENTS **INGHAM COUNTY, MICHIGAN**

Item No.	Estimated Quantity	Unit	Description	Unit Price	Amount
6.	1,120	Sq. Ft.	Boardwalk #3, complete replacement	\$55.00	\$61,600.00
7.	1,600	Sq. Ft.	Boardwalk #4, complete replacement	\$55.00	\$88,000.00
8.	2,160	Sq. Ft.	Boardwalk #5, complete replacement	\$55.00	\$118,800.00
9.	6,800	Lin. Ft.	Crushed Stone Path, 8' wide	\$25.00	\$170,000.00
10.	4	Each	Recycled Plastic Bench	\$1,500.00	\$6,000.00
11.	2	Each	Interpretive Sign	\$2,000.00	\$4,000.00
12.	1	Each	Interpretive Sign, Kiosk	\$5,500.00	\$5,500.00
13.	10	Each	Fitness Stations	\$5,200.00	\$52,000.00
14.	19	Each	Mile Markers, Recycled Plastic	\$760.00	\$14,440.00
15.	1	Lump Sum	Landscaping (Native Plantings)	\$15,000.00	\$15,000.00
16.	1	Lump Sum	Site Restoration & Cleanup	\$21,000.00	\$21,000.00
17.	1	Each	DNR Recognition Plaque	\$300.00	\$300.00
18.	1	Lump Sum	Construction Staking & Material Testing	Allowance	\$12,400.00
			En	SUBTOTAL Contingency gineering (15%)	\$790,560.00 \$79,040.00 \$130,400.00
			TOTAL DDEI IMINADV ESTIM	ATE OF COST	\$1 000 000 00

TOTAL PRELIMINARY ESTIMATE OF COST \$1,000,000.00

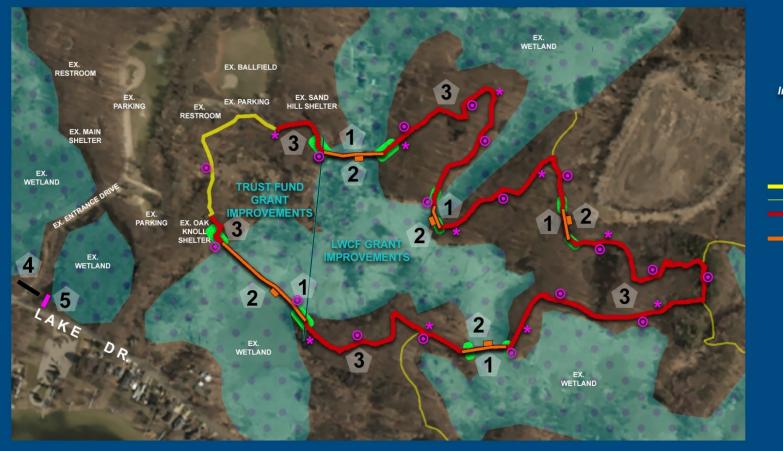


PROPOSED IMPROVEMENTS:

- 1. PROPOSED BOARDWALK
- REPLACE EXISTING BOARDWALK WITH 8' WIDE BOARDWALK ON HELICAL PIERS.
- 2. PROPOSED BENCH & INTERPRETIVE SIGN - ON BOARDWALK BUMP OUT.
- 3. PROPOSED CRUSHED STONE PATH - ADA ACCESSIBLE, 8' WIDE.

- 4. PROPOSED ELECTRIC ENTRANCE GATE.
- 5. PROPOSED ENTRANCE SIGN.
- 6. LANDSCAPING WITH NATIVE PLANTINGS.
- 7. PROPOSED FITNESS STATION. 🐮
- 8. MILE MARKERS ()

LAKE LANSING PARK NORTH BOARDWALK / TRAIL IMPROVEMENTS





Ingham County Parks http://pk.ingham.org

> EX. PAVED PATH EX. NATURE PATH PROPOSED CRUSHED STONE PATH PROPOSED BOARDWALK REPLACEMENT



DATE: 2/5/2021 JOB # 129747SG2020



INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN APPLICATION FOR A MICHIGAN NATURAL RESOURCES TRUST FUND GRANT FOR ACCESSIBILITY IMPROVEMENTS TO LAKE LANSING NORTH

WHEREAS, the Parks and Recreation Commission supports the submission of an application titled Lake Lansing North improvements to the Michigan Natural Resources Trust Fund for park and accessibility improvements at Lake Lansing North, Haslett, Michigan; and

WHEREAS, the proposed application is supported by the Community's 5-year Approved Parks and Recreation Plan to improve accessibility and expand facilities to meet the needs of the community; and

WHEREAS, the Michigan Department of Natural Resources is accepting grant applications for this years' grant cycle through April 1, 2021; and

WHEREAS, a public meeting was held on February 22, 2021 to allow citizens the opportunity to provide input for the proposed project; and

WHEREAS, the Ingham County Board of Commissioners is hereby making a financial commitment to the project in the amount of \$281,400 from the Trails and Parks Millage Fund Balance.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes submission of a Michigan Natural Resources Trust Fund Application for \$300,000 for park and accessibility improvements at Lake Lansing North, and further resolves to make available its financial obligation amount of \$281,400 from the Trails and Parks Millage Fund Balance for a total of \$581,400 project cost.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners commits \$7,500 for a Topographic Survey from the Trails and Parks Millage Fund Balance.

TO: Board of Commissioners Human Services & Finance Committees
FROM: Tim Morgan, Parks Director
DATE: March 2, 2021
SUBJECT: Contract with Lopez Concrete Construction, LLC For the meeting agenda of 3/15/21 Human Services and 3/17/21 Finance

BACKGROUND

The Purchasing Department solicited proposals from qualified and experienced contractors for the purpose of entering into a contract for concrete work at Hawk Island County Park. The Evaluation Committee recommends that a contract be awarded to Lopez Concrete Construction, LLC.

ALTERNATIVES

Due to the age of the facility, it has become necessary to replace or install the concrete in order to continue to operate the splash pad. The alternative is to not complete the project.

FINANCIAL IMPACT

There are funds available in line item project numbers 9P11 and 20P13 as detailed below:

Project	Beginning Allocation	Current Balance	Requested Amount	Remaining Balance
Hawk Island Path Replacement to all Facilities				
228-75999-974000-9P11	\$70,000.00	\$8,520.00	\$8,520.00	\$0
Hawk Island Permeable Concrete Trail				
228-75999-974000-20P13	\$64,000.00	\$20,132.40	\$16,230.00	\$3,902.40

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of striving to make facilities and services userfriendly, specifically Section A. 1(f) of the Action Plan - maintain and improve existing parkland, facilities, and features.

OTHER CONSIDERATIONS

The Ingham County Park Commission supported this resolution at their February 22, 2021 meeting.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution authorizing Ingham County enter into a contract with Lopez Concrete Construction, LLC.

Agenda Item 3h

TO:	Tim Morgan, Parks Director
FROM:	James Hudgins, Director of Purchasing
DATE:	February 2, 2021
RE:	Memorandum of Performance for RFP No. 9-21 Concrete Replacement at the Hawk Island County Park Splash Pad

Per your request, the Purchasing Department sought proposals from qualified and experienced concrete vendors to enter into a contract for the purpose of replacing portions of the concrete pad at the Hawk Island County Park Splash Pad.

The scope of work includes, but is not limited to, removing and disposal of existing concrete $(4,500 \pm \text{SF})$ while keeping the footings for the shade structures and picnic table frames, and installing a new concrete pad. At the center of the concrete pad will be a $200 \pm \text{SF}$ open space for a new garden.

The Purchasing Department can confirm the following:

Function	Overall Number of Vendors	Number of Local Vendors
Vendors invited to propose	34	12
Vendors responding	10	2

A summary of the vendors' costs is located on the next page.

A preconstruction meeting will be required prior to commencement of work since the construction cost exceeds \$10,000. Please make sure the Purchasing Department is invited and able to attend the preconstruction meeting to ensure that all contractors comply with the Prevailing Wage Policy and proper bonding.

You are now ready to complete the final steps in the process: 1) evaluate the submissions based on the criteria established in the RFP; 2) confirm funds are available; 3) submit your recommendation of award along with your evaluation to the Purchasing Department; 4) write a memo of explanation; and, 5) prepare and submit a resolution for Board approval.

This Memorandum is to be included with your memo and resolution submission to the Resolutions Group as acknowledgement of the Purchasing Department's participation in the purchasing process.

If I can be of further assistance, please do not hesitate to contact me by e-mail at <u>jhudgins@ingham.org</u> or by phone at 676-7309.

SUMMARY OF VENDORS' COSTS

Vendor Name	Local Preference	Total Cost
Bearstone Construction LLC	No, Bath MI	\$24,750.00
Lopez Concrete Construction LLC	Yes, Lansing MI	\$24,750.00*
J H Construction Inc.	Yes, Mason MI	\$33, 500.00
Moore Trosper Construction	Yes, Holt MI	\$34,250.00
J & N Concrete Inc.	No, Remus MI	\$38,268.00
Cornerstone Concrete & Contracting	No, Grand Ledge MI	\$39,279.00
E.T. MacKenzie Co.	No, Grand Ledge MI	\$48,021.00
Epic Excavating Inc.	No, Grand Rapids MI	\$52,300.00
Leavitt & Starck Excavating Inc.	No, Lansing MI	\$62,351.00
KMI Road Maintenance	No, North Branch MI	\$76,500.00

*Local Purchasing Preference - invoked

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A CONTRACT WITH LOPEZ CONCRETE CONSTRUCTION, LLC FOR CONCRETE WORK AT HAWK ISLAND COUNTY PARK

WHEREAS, the Purchasing Department solicited proposals from qualified and experienced contractors for the purpose of entering into a contract for concrete work at Hawk Island County Park; and

WHEREAS, Lopez Concrete Construction, LLC, a registered-local vendor, has agreed to reduce its proposal cost to meet the lowest responsive bid by a non-local vendor in compliance with the Ingham County local purchasing preference policy; and

WHEREAS, after careful review and evaluation of the proposals received, the Evaluation Committee recommends that a contract be awarded to Lopez Concrete Construction, LLC.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves entering into a contract with Lopez Concrete Construction, LLC for a total amount not to exceed of \$24,750 for concrete work at Hawk Island County Park.

BE IT FURTHER RESOLVED, that this agreement shall be effective the date of execution through May 21, 2021.

BE IT FURTHER RESOLVED, that there is \$8,520 available in line item 228-75999-974000-9P11 and \$20,132 available in line item 228-75999-974000-20P13 for the project.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to carry over/transfer the 2020 funds in line item 228-75999-974000-9P11 and line item 228-75999-974000-20P13 into 2021.

TO: Board of Commissioners Human Services & Finance Committees
FROM: Tim Morgan, Parks Director
DATE: March 2, 2021
SUBJECT: Contract with LakePro, Inc. For the meeting agenda of 3/15/21 Human Services and 3/17/21 Finance

BACKGROUND

The Parks Department solicited proposals from qualified and experienced contractors for the purpose of entering into a contract to provide lake weed treatment at Hawk Island County Park and Burchfield County Park. We received four bids below.

PLM Lake Management - \$14,250 Aquaweed Control - \$34,000 Aquatic Technologies - \$15,020 LakePro, Inc. - \$12,500

ALTERNATIVES

None.

FINANCIAL IMPACT

There are funds available as detailed below:

Project	Beginning Allocation	Current Balance	Yearly Cost	2 year total Amount	Contingency	Annual Amount Remaining
HI weed treatment – other supplies – 208-75600-743000	\$10,320.00	\$8,669.99	\$5,160.00	\$10,320.00	\$2,000.00	\$1,509.99
BUR weed treatment – other supplies-208-75300-743000	\$9,000.00	\$8,822.46	\$1,215.00	\$2,430.00	\$2,000.00	\$5,607.46

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of striving to make facilities and services userfriendly, specifically Section A. 1(f) of the Action Plan - Maintain and improve existing parkland, facilities, and features.

OTHER CONSIDERATIONS

The Ingham County Park Commission supported this resolution at their February 22, 2021 meeting.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution authorizing a contract with LakePro, Inc.

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A CONTRACT WITH LAKEPRO, INC. FOR LAKE WEED TREATMENT AT HAWK ISLAND COUNTY PARK AND BURCHFIELD COUNTY PARK

WHEREAS, the Parks Department solicited proposals from qualified and experienced contractors for the purpose of entering into a contract to provide lake weed treatment at Hawk Island County Park and Burchfield County Park; and

WHEREAS, after careful review and evaluation of the proposals received, staff recommends that a contract be awarded to LakePro, Inc.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves entering into a contract with LakePro, Inc for the purpose of lake weed treatment in the amount of \$10,320 for a 2-year contract and a contingency of \$2,000 for a total amount of \$12,320 for Hawk Island and an amount of \$2,430 for a 2-year contract and a contingency of \$2,000 for a total amount of \$4,430 for Burchfield Park for a total amount not to exceed \$16,750.

Project	Yearly Cost	2 year total Amount	Contingency	Total
HI weed treatment – other				
supplies – 208-75600-743000	\$5,160	\$10,320	\$2,000	\$12,320
BUR weed treatment – other				
supplies-208-75300-743000	\$1,215	\$2,430	\$2,000	\$4,430

BE IT FURTHER RESOLVED, that this agreement shall be effective the date of execution through December 31, 2022.

TO:	Board of Commissioners Human Services & Finance Committees
FROM:	Tim Morgan, Parks Director
DATE:	March 2, 2021
SUBJECT:	Contract with Rowe Professional Services Company and Landscape Architects & Planners Inc.
	For the meeting agenda of 3/15/21 Human Services and 3/17/21 Finance

BACKGROUND

Proposals were solicited from qualified and experienced engineering firms to serve as the prime professional for various grant and millage projects at Lake Lansing Park South, Hawk Island Park, McNamara Landing, and Lake Lansing Boat Launch. We interviewed two of the seven vendors; Rowe Professional Services Company and Landscape Architects & Planners Inc. The evaluation committee recommends entering into a contract with Rowe Professional Services Company for projects at Lake Lansing South and Lake Lansing Boat Launch and Landscape Architects & Planners Inc. for projects at Hawk Island Park and McNamara Landing.

ALTERNATIVES

These projects would be in line with the Parks Department 5-year Master Plan for capital improvements that improve accessibility and enhance the user experience. The alternative is to not do the projects.

FINANCIAL IMPACT

Board of Commissioner Resolution #19-093, #19-047, #20-028 and #20-562 approved funding for various projects below. See the table attached for details.

Project (Grant #)	Vendor	Board of Commissioner Resolution # authorizing funding	Line Item Project #	Total Grant Amount	Requested Amount for Prime Prof. Services	15% Contingency	Total Contract Amount
TF19-0114	Rowe						
Lake Lansing South	Professional	19-093 and 19-047	228-62800-967000- TR061	\$1,025,200	\$40,800.00	\$6,120.00	\$46,920.00
TF19-0116 Hawk Island	LAP	19-093 and 19-047	228-62800-967000- TR059	\$531,400	\$33,993.00	\$5,098.95	\$39,091.95
LW19-0026 Lake Lansing South	Rowe Professional	19-093 and 19-047	228-62800-967000- TR061	\$600,000 + \$15,000 (Topo Survey) =\$615,000	\$40,000.00	\$6,000.00	\$46,000.00
LW19-0027 Hawk Island	LAP	19-093 and 19-047	228-62800-967000- TR059	\$584,200 + \$15,000 (Topo Survey) + \$10,000(Fish Stocking) = \$609,200	\$29,119.00	\$4,368.00	\$33,487.00
McNamara – Parking Lot	LAP	20-028	228-62800-967000- TR081	\$125,000.00	\$18,705.00	\$2,806.00	\$21,511.00
Lake Lansing Boat Launch	Rowe Professional	20-562	228-62800-967000- TR086 & 228-75999- 974000-21P02 (2021 CIP)	\$300,000 millage funded, \$115,600 CIP 2021, \$8000 forthcoming from SAD	\$49,400.00	\$7,410.00	\$56,810.00
Lake Lansing South Lake Access & Fence Project	Rowe Professional	20-028	228-62800-967000- TR082	\$125,000.00	\$12,500.00	\$1,875.00	\$14,375.00

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of striving to make facilities and services userfriendly, specifically Section A. 1(f) of the Action Plan - Maintain and improve existing parkland, facilities, and features.

OTHER CONSIDERATIONS

The Ingham County Park Commission supported this resolution at their February 22, 2021 meeting.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution.

Agenda Item 3j and 3k

TO:	Timothy Morgan, Parks Director
FROM:	James Hudgins, Director of Purchasing
DATE:	January 19, 2021
RE:	Memorandum of Performance for RFP No. 7-21 Prime Professional Consulting Services

Per your request, the Purchasing Department sought proposals from qualified and experienced engineering firms to serve as the prime professional for various grant and millage projects at Lake Lansing Park South, Hawk Island Park, McNamara Landing, and Lake Lansing Boat Launch.

The scope of work includes, but is not limited to:

- 1. Conducting a topographical survey.
- 2. Providing design services including soil borings as needed.
- 3. Determining the proper permitting requirements for all projects.
- 4. Creating bidding document specifications, answering technical questions, assisting in evaluating the proposals, and making recommendations for contract award.
- 5. Providing construction administration services including ensuring that the project is constructed as designed, approving pay applications, preparing any change orders, attending regular progress meetings, preparing a final punch list, and assisting the County in the close out of the project.
- 6. Providing grant administration services including assisting in developing and uploading the required documents to the DNR website, and submitting grants, plans, specifications and bid documents to MiRecGrants, the DNR's online grant system.
- 7. Attending meetings with park staff to kick-off the project(s) and reviewing project progress.

The Purchasing Department can confirm the following:

Function	Overall Number of	Number of Local
	Vendors	Vendors
Vendors invited to propose	42	8
Vendors responding	7	3

A summary of the vendors' costs is located on the next page.

You are now ready to complete the final steps in the process: 1) evaluate the submissions based on the criteria established in the RFP; 2) confirm funds are available; 3) submit your recommendation of award along with your evaluation to the Purchasing Department; 4) write a memo of explanation; and, 5) prepare and submit a resolution for Board approval.

This Memorandum is to be included with your memo and resolution submission to the Resolutions Group as acknowledgement of the Purchasing Department's participation in the purchasing process.

If I can be of further assistance, please do not hesitate to contact me by e-mail at <u>jhudgins@ingham.org</u> or by phone at 676-7309.

SUMMARY OF VENDORS' COSTS

Vendor Name	Local Pref	LL Park South	Hawk Island	McNamara Landing	LL Boat Launch	Total of 4 Projects	Notes
Rowe Professional Services Company	No, Flint MI	\$93,300.00	\$66,000.00	\$24,200.00	\$49,400.00	\$232,900.00	
MCSA Group, Inc.	No, East Grand Rapids MI	\$124,406.00	\$84,979.00	\$19,355.00	\$49,710.00	\$278,450.00	If all 4 projects are awarded price to be reduced by 10%
Landscape Architects & Planners Inc.	Yes, Lansing MI	\$173,351.50	\$63,112.00	\$18,705.00	\$43,972.50	\$299,141.00	
Spicer Group, Inc.	Yes, East Lansing MI	\$149,900.00	\$93,500.00	\$15,700.00	\$60,100.00	\$319,200.00	
VIRIDIS Design Group	No, Kalamazoo MI	\$126,910.00	\$80,830.00	\$47,740.00	\$79,150.00	\$334,630.00	
Studio 5	No, Bloomfield MI	\$210,240.00	\$130,000.00	\$17,500.00	\$26,500.00	\$384,240.00	
C2AE	Yes, Lansing MI	\$197,375.00	\$119,386.00	\$15,725.00	\$75,630.00	\$408,116.00	

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A CONTRACT WITH ROWE PROFESSIONAL SERVICES COMPANY FOR PRIME PROFESSIONAL SERVICES FOR VARIOUS PROJECTS

WHEREAS, proposals were solicited from qualified and experienced engineering firms to serve as the prime professional for various grant and millage projects at Lake Lansing Park South, Hawk Island Park, McNamara Landing, and Lake Lansing Boat Launch; and

WHEREAS, after careful review and evaluation of the proposals received, the Evaluation Committee recommends that a contract be awarded to Rowe Professional Services Company for projects at Lake Lansing Park South and Lake Lansing Boat Launch.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves entering into a contract with Rowe Professional Services Company for the base bid in the amount of \$142,700 to provide prime professional services for various grant and millage projects at Lake Lansing Park South and Lake Lansing Boat Launch and authorizes a contingency for the overall all work not to exceed 15% of their base bid or \$21,405 for a total amount not to exceed \$164,105.

BE IT FURTHER RESOLVED, that the contract with Rowe Professional Services Company shall be effective the date of execution through July 1, 2023.

Project (Grant #)	Line Item Project #	Requested Amount for Prime Prof. Services	15% Contingency	Total Contract Amount
TF19-0114				
Lake Lansing South	228-62800-967000-TR061	\$40,800	\$6,120	\$46,920
LW19-0026				
Lake Lansing South	228-62800-967000-TR061	\$40,000	\$6,000	\$46,000
	228-62800-967000-TR086			
Lake Lansing Boat	& 228-75999-974000-			
Launch	21P02 (2021 CIP)	\$49,400	\$7,410	\$56,810
Lake Lansing South Lake Access & Fence Project	228-62800-967000-TR082	\$12,500	\$1,875	\$14,375

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A CONTRACT WITH LANDSCAPE ARCHITECTS AND PLANNERS INC. FOR PRIME PROFESSIONAL SERVICES FOR VARIOUS PROJECTS

WHEREAS, proposals were solicited from qualified and experienced engineering firms to serve as the prime professional for various grant and millage projects at Lake Lansing Park South, Hawk Island Park, McNamara Landing, and Lake Lansing Boat Launch; and

WHEREAS, after careful review and evaluation of the proposals received, the Evaluation Committee recommends that a contract be awarded to Landscape Architects and Planners Inc. for projects at Hawk Island and McNamara Landing.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves entering into a contract with Landscape Architects and Planners Inc. for the base bid in the amount of \$81,817 to provide prime professional services for various grant and millage projects at Hawk Island and McNamara Landing and authorizes a contingency for the overall all work not to exceed 15% of their base bid or \$12,272.95 for a total amount not to exceed \$94,089.95.

BE IT FURTHER RESOLVED, that the contract with Landscape Architects and Planners Inc. shall be effective the date of execution through July 1, 2023.

BE IT FURTHER RESOLVED, that there are funds available in line items as specified below.

Project (Grant #)	Line Item Project #	Requested Amount for Prime Prof. Services	15% Contingency	Total Contract Amount
TF19-0116				
Hawk Island	228-62800-967000-TR059	\$33,993	\$5,098.95	\$39,091.95
LW19-0027 Hawk Island	228-62800-967000-TR059	\$29,119	\$4,368	\$33,487
McNamara – Parking Lot	228-62800-967000-TR081	\$18,705	\$2,806	\$21,511