

CHAIRPERSON
BRYAN CRENSHAW

VICE-CHAIRPERSON
DERRELL SLAUGHTER

VICE-CHAIRPERSON PRO-TEM
RANDY MAIVILLE

FINANCE COMMITTEE
MARK GREBNER, CHAIR
TODD TENNIS
BRYAN CRENSHAW
MARK POLSDOFER
EMILY STIVERS
RANDY SCHAFFER
RANDY MAIVILLE

INGHAM COUNTY BOARD OF COMMISSIONERS
P.O. Box 319, Mason, Michigan 48854 Telephone (517) 676-7200 Fax (517) 676-7264

THE FINANCE COMMITTEE WILL MEET ON WEDNESDAY, MARCH 17, 2021 AT 6:00 P.M.
THE MEETING WILL BE HELD VIRTUALLY AT <https://ingham.zoom.us/j/81724917607>.

Agenda

Call to Order

Approval of the [March 3, 2021](#) Minutes

Additions to the Agenda

Limited Public Comment

1. Sheriff's Office – Resolution to Authorize an Additional Contractual Agreement Between the Ingham County Sheriff's Office and [Axon Enterprise, Inc.](#) for Body Worn Cameras for the Corrections Division
2. Drain Commissioner – Resolution Pledging Full Faith and Credit to [Bauer Drain](#) Drainage District Bonds
3. Circuit Court
 - a. Resolution to Convert One Deputy Clerk I – Circuit Court Position to One [Deputy Clerk II](#) – Circuit Court Position in the Circuit Court Clerk's Office
 - b. Resolution to Authorize a Contract with [Smart Homes, Smart Offices](#) for Audiovisual Upgrade of Circuit Court Courtroom in the Mason Historical Courthouse
4. Animal Control Shelter – Resolution to Authorize an Equipment Purchase Agreement with [Motorola Solutions, Inc.](#) for the Purchase of Nine Motorola APX6000 Radios, Eight Motorola APX8500 Radios, One Power Supply, One Desk Microphone and One Desk Speaker
5. Law & Courts Committee – Resolution to Approve a Partnership with [Advance Peace](#) and a Commitment to Help Build and Sustain Local Community Capacity to Interrupt Gun Violence in Ingham County, MI
6. Innovation and Technology Department
 - a. Resolution to Approve the [Webtecs](#) CourtView Conversion Project
 - b. Resolution to Approve the Renewal of Virtual Meeting Software from [CDW-G](#)
7. Facilities Department – Resolution to Authorize an Agreement Amendment with [Safety Systems Inc.](#) to Monitor an Additional Temperature Sensor at the Human Services Building

8. Road Department
 - a. Resolution of Support for the [Local Bridge Program](#) Funding Applications for Fiscal Year 2024
 - b. Resolution to Authorize the Purchase of 2021 Seasonal Requirement of [Emulsified Asphalt](#)
 - c. Resolution to Authorize the Purchase of 2021 Seasonal Requirement of [Slag](#)
 - d. Resolution to Authorize an Engineering Design Services Contract with [RS Engineering, LLC](#) for the Waverly Road Bridge Over Grand River (SN 3871)
9. Veterans Affairs – Resolution to Authorize a Contract with [M3 Marketing Group](#) for the Purpose of Social Media, Outreach, and Engagement
10. Health Department
 - 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 [Delta Dental Foundation](#)
 - g. Resolution to Authorize an Agreement with [Edge Partnerships](#) for Continuation and Expansion of a Flu Prevention Campaign Plus a Complementary COVID-19 Vaccination Campaign
11. Parks Department
 - 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

12. Prosecuting Attorney's Office – Resolution Authorizing Acceptance of a [Grant Amendment](#) with the Michigan State Police and the Ingham County Prosecutor's Office
13. Controller/Administrator's Office
 - a. Discussion: Potential Changes to Updating [Various Fees](#) for Services
 - b. Resolution to Increase the [Minimum Wage](#) Rate for Ingham County Employees

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 www.ingham.org.

FINANCE COMMITTEE

March 3, 2021

Draft Minutes

The meeting was called to order by Chairperson Grebner at 6:00 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: Grebner (Ingham County), Tennis (Ingham County), Crenshaw (Ingham County), Polsdofer (Ingham County), Stivers (Ingham County), Schafer (Ingham County), and Maiville (Ingham County).

Members Absent: None.

Others Present: Clerk Barb Byrum, Treasurer Eric Schertzing, Commissioner Peña, Sheriff Scott Wriggelsworth, Undersheriff Andrew Bouck, Chief Deputy Darin Southworth, Michael Townsend, Gregg Todd, Teri Morton, Becky Bennett, Jared Cypher, Alan Fox, Janice Dooley, Kelly Jones, Jim Hudgins, Lindsey McKeever, Helen Walker, Eric Thelen, Lori Noyer, Bradley Richman, Bill Conklin, George Strander, and Michael Tanis.

Approval of February 17, 2021 Minutes

CHAIRPERSON GREBNER STATED THAT, WITHOUT OBJECTION, THE MINUTES OF THE FEBRUARY 17, 2021 FINANCE COMMITTEE MEETING WERE APPROVED AS WRITTEN.

Additions to the Agenda

Substitute –

10. Purchasing Department – Resolution to Amend the Purchasing Policy

Limited Public Comment

Clerk Barb Byrum, Ingham County Clerk, read a statement, which is included in the minutes as Attachment A.

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

2. Sheriff's Office
 - b. Resolution to Authorize a Reorganization within the Ingham County Sheriff's Office

3. Office of Homeland Security and Emergency Management
 - a. Resolution to Authorize an Equipment Purchase Agreement with Motorola Solutions, Inc. for the Purchase of One All-Band Emergency Operations Center Dispatch Radio and Twenty Power Adaptors and Antennas
 - b. Resolution to Authorize an Equipment Purchase Agreement with All Traffic Solutions, Inc. for the Purchase of Two InstAlert 24 Mobile Message Boards
4. Circuit Court – General Trial Division – Resolution to Authorize a Contract with Global Eagle Company Business Transformation Specialists for the General Trial Division
5. Circuit Court – Friend of the Court – Resolution to Authorize a Contract with Global Eagle Company Business Transformation Specialists for the Friend of the Court
6. Health Services Millage – 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)
7. Fair Office
 - 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
8. Health Department
 - 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
9. LEAP – Resolution to Authorize Final Grant Application and Certifying Officer for State Community Development Block Grant Site Readiness Funding
11. Road Department
 - a. Resolution to Authorize a Second Party Agreement between the Michigan Department of Transportation (MDOT) and Ingham County in Relation to a State and Federally Funded Project on Bellevue Road from Onondaga Road to Hull Road
 - b. Resolution to Authorize the Extension of Resolution #18-200 Authorizing Purchases as Needed of Various Sizes of Helically Corrugated Steel Pipe with Aluminized Coating
 - c. Resolution to Authorize the Purchase of 2021 Seasonal Requirement of Hot Mix Asphalt (HMA) Mixtures

- d. Resolution to Authorize an Agreement between the Michigan Department of Transportation (MDOT) and Ingham County in Relation to a State Funded Project on Lake Lansing Road from Wood Street to West Road
- e. Resolution to Authorize a Second Party Agreement between the Michigan Department of Transportation (MDOT) and Ingham County in Relation to a Federally Funded Project at the Wood Street Roundabout at Sam's Way

12. Controller/Administrator

- a. Resolution Establishing the Budget Calendar for 2022
- b. Resolution to Approve a Quit Claim Deed for the City of Mason Library Property

THE MOTION CARRIED UNANIMOUSLY.

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

1. Treasurer's Office – 4th Quarter Investment Report

Chairperson Grebner stated that the 4th Quarter Investment Report would be received.

2. Sheriff's Office

- a. Resolution to Authorize the Sheriff's Office to Contract with United States Marshal Service for Federal Inmate Detention Services

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. SCHAFFER, TO APPROVE THE RESOLUTION.

Chairperson Grebner stated that the new Ingham County Jail would be different from the old one. He further stated that the County was changing the way it was doing business.

Chairperson Grebner stated that the County was receiving a higher per diem. He further stated that it was not easy with the layout of the new Ingham County Jail to close down parts of the capacity to reduce staffing.

Chairperson Grebner stated that the new Ingham County Jail had a smaller capacity, but the County was committed to running a jail with a capacity of 420 inmates. He further stated that in the past, the County thought of contracts in terms that if there was a reduction in inmates, one of the posts could be dropped.

Chairperson Grebner stated that the County would now be running a 420-bed facility. He further stated that the new Ingham County Jail would be a different critter than it was in the past.

THE MOTION CARRIED. **Yeas:** Grebner, Tennis, Crenshaw, Polsdofer, Schaffer, Maiville
Nays: Stivers **Absent:** None

10. Purchasing Department – Resolution to Amend the Purchasing Policy

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. TENNIS, TO APPROVE THE RESOLUTION.

Commissioner Crenshaw stated that in light of the concerns raised last night in the County Services Committee, as well as by Clerk Byrum, he appreciated the work of Chairperson Grebner to amend the resolution, but he would be voting against the resolution.

Chairperson Grebner stated that the idea of his amendments were so that it would not be inviting for Department Heads to evade it by splitting contracts into multiple pieces. He further stated that he did not think it was an issue of depending on Department Heads for information, but rather it was to say that they were responsible for their practices and could draw attention to their actions.

Commissioner Tennis stated that he was leery about raising the limit as proposed. He further stated that he would feel more comfortable if the limit was more inflationary, but would be voting against the resolution as presented.

Commissioner Maiville stated that he would be voting against the resolution. He further stated that he was not sure the County had checks and balances in place, and the County was relying on self-audit.

Discussion.

Commissioner Schafer stated that there were times that people ran into a bad knee wall that allowed flexibility. He further stated that Finance Committee was not ready to deal with the resolution until there was more thought put into it.

MOVED BY COMM. SCHAFER, SUPPORTED BY COMM. STIVERS, TO TABLE THE RESOLUTION UNTIL PRESENTED BY THE COUNTY CONTROLLER TO THE FINANCE COMMITTEE.

Commissioner Stivers stated that she was on the fence in County Services Committee. She further stated that she understood what staff was asking of Commissioners because they had approvals the Board of Commissioners needed to do, but they were always rubberstamped.

Commissioner Stivers stated that she asked the Controller if in the history of this policy, there had ever been a purchasing agreement that was scrutinized. She further stated that Chairperson Grebner had said at County Services Committee that he had never looked closely at these policies, and so she wondered if this actually helped the County.

Chairperson Grebner stated that the County was not finding improprieties because of the signature requirement, but rather that before a check could be issued to a vendor, there were delays in trying to find the Liaison Chairperson, Chairperson of the Finance Committee, and Chairperson of the Board of Commissioners.

Chairperson Grebner stated that many County contracts were pro forma. He further stated that he could not remember of a time of an impropriety being caught at the Board of Commissioners level of review.

Commissioner Crenshaw stated that while the Board of Commissioners usually consented these at their meetings, the County Attorneys reviewed and signed off before the Chairperson of the Board of Commissioners had to sign. He further stated that it was another check the County had in place.

Discussion.

THE MOTION TO TABLE THE RESOLUTION CARRIED UNANIMOUSLY.

Announcements

None.

Public Comment

None.

Adjournment

The meeting was adjourned at 6:27 p.m.

ATTACHMENT A

Thank you Mr. Chair and Commissioners.

I am speaking this evening in regards to the Substitute Resolution to Amend the Purchasing Policy for Ingham County. The Purchasing Policy was amended back around 2009, from a \$20,000 threshold to \$5,000, as a result of a Department Head contracting inappropriately. The policy was discussed again, a few years ago, as a result of impropriety that was discovered with another former Department Head within the County who was found to have been receiving special accommodations from vendors seeking to do or continue business with Ingham County. The department heads in question have been gone from the county for a number of years, as is the Controller that allowed this behavior to continue.

It seems natural then to adjust the financial thresholds to become more in line with other counties in the State. I must admit, as a county-wide officeholder who occasionally purchases things using this policy, it would certainly be easier and quicker to have the thresholds raised.

However, I would caution the Board and County Administration to be aware of the history that we have had as a County in this area and to exercise the oversight authority that is needed to ensure that similar situations as those in the past are avoided. There remains uncertainty with department heads and staff regarding the execution and filing of contracts. When departments submit resolutions, the county attorney is able to review it and there is a record of it, but department heads have more freedom with short-form authorizations.

One of the mitigation steps the Board of Commissioners passed, a few years ago, was the approval of a resolution to purchase a contracts module within MUNIS, the electronic accounting system, to gain better visibility into the contracting and accounts payable process. This was sold to the Board of Commissioners, at the time, to solve the concerns giving special business to those vendors that give them special, personal, incentives. The issue is that the implementation of this module invites similar abuse as if nothing were being done at all.

As the procedure is currently being implemented, department heads or their designees are to enter contracts into MUNIS, then sign off on bills to be paid against those contracts. The only way to know whether or not abuse is taking place within this system would be to audit those contracts, an act that, to the best of my knowledge, has not been completed, despite a previous administration official being instructed by the Board to do so. Even with the substitute resolution as passed by the County Services Committee last night, it requires the Department Head to self report when they enter into multiple agreements with the same vendor in a year. With the history we have had, I am not entirely sure that is a safe net to fall back on.

Please take more time to investigate how County contracting is handled and set up a system to provide adequate checks and balances to departments. While I have no reason to suspect that our county officials and departments have any nefarious intent, we must always plan for the worst actors, in order to protect taxpayer dollars.

I believe that a discussion is warranted to fund a position to act as a check between the departments and Financial Services. Such a position would be responsible for gathering the financial and contractual documents associated with new contracts and ensure that they are accurate, audited and uploaded appropriately.

Perhaps that individual could also assist the department heads with properly filing contracts with my Office, which is a completely separate issue from what I have mentioned above. The electronic signature requirements, during this pandemic, has arguably set the process back and placed more responsibility on the department heads to get electronically signed contracts to Board Director Bennett to then be forwarded to me for proper filing. Through a great deal of hard work by Board Director Bennett and myself, along with the Controller's leadership, we have noticed better compliance, however I do not believe it is 100% at this time.

In conclusion, I am here this evening to request that you exercise extreme caution.

MARCH 17, 2021 FINANCE AGENDA STAFF REVIEW SUMMARY

RESOLUTION ACTION ITEMS:

The Controller's Office recommends approval of the following resolutions:

1. **Sheriff's Office** – *Resolution to Authorize an Additional Contractual Agreement between the Ingham County Sheriff's Office and Axon Enterprise, Inc. for Body Worn Cameras for the Corrections Division*

This resolution will authorize an agreement between the Ingham County Sheriff's Office and Axon Enterprise, Inc. for Body Worn Cameras for the Corrections Division, for a period of five years, February 2021 to February 2025 for an amount not to exceed \$35,752.00.

The Corrections Division currently uses a Body Worn Camera system that is out of date. By updating this system to the Axon product the Corrections Division will be on the same operating system as the Field Services Division which uses Axon for both Body Worn Cameras and the in-car camera systems. The first year cost of this project will be paid from the Inmate Stores Account. The subsequent years of this agreement will be incorporated into the IT LOFT Fund.

See memo for details.

2. **Drain Commissioner**– *Resolution Pledging Full Faith and Credit to Bauer Drain Drainage District Bonds*

This resolution grants the Full Faith and Credit of the County for the bonds to finance the Bauer Drain Maintenance and Improvement Project. Such action by the Board is customary because it helps to obtain a lower interest rate on the bonds, resulting in lower costs for the municipalities and property owners of a drainage district who are liable to pay for the benefits of a drain project.

The Project results from a November 12, 2018 petition submitted by White Oak Township to relocate and enclose the existing open channel drain that flows through industrial petroleum storage tank farms and across the pipelines that are served by these tank farms. On December 10, 2018, the petition was found necessary by a statutory Board of Determination in order to protect the environment and the long-term continuity of the drainage within the Drainage District and to better provide for the security of the storage tank facilities and the pipelines.

Project bids were opened on February 25, 2021 the total Project computation of cost was not completed by the time of this submission to the committee meetings. As a result, the Full Faith and Credit Resolution includes a "not-to-exceed" amount instead of an exact amount. This "not to exceed" amount (\$13.5 million) is also used in the SEV Analysis which is customarily submitted with these Full Faith and Credit requests.

See memo for details.

3a. Circuit Court – Resolution to Convert One Deputy Clerk I – Circuit Court Position to One Deputy Clerk II – Circuit Court Position in the Circuit Court Clerk’s Office

This resolution will authorize the conversion of one Deputy Clerk I – Circuit Court (UAW C) position to one Deputy Clerk II – Circuit Court (UAW D) position. The Circuit Court Clerk’s Office’s last remaining Deputy Clerk I position is currently vacant due to a retirement. Other Deputy Clerk I positions were earlier converted to Deputy Clerk II in order to provide greater flexibility of duties, reduce operational silos, enhance service to the public, and attract better talent. The Circuit Court and the County Clerk support converting this remaining position to complete this transition and the Circuit Court is able to absorb the roughly \$3,000 in additional personnel costs within its operating budget.

See memo for details.

3b. Circuit Court – Resolution to Authorize Entering into a Contract with Smart Homes, Smart Offices for Audiovisual Upgrade of Circuit Court Courtroom in the Mason Historical Courthouse

This resolution will authorizes entering into a contract with Smart Homes, Smart Offices for the audiovisual upgrade of the Circuit Court courtroom in the Mason Historical Courthouse, for an amount up to \$78,376.64, with an additional contingency amount to \$7,000. A total of \$100,000 was budgeted in the 2019 capital budget for the Mason Courthouse courtroom upgrade project, which has a remaining balance of \$85,625.

Resolution #20-401 previously approved the hiring of Smart Homes, Smart Offices (SHSO) to design an RFP upon which contractors could bid. Two proposals for making audiovisual improvements to the Mason Courthouse were received. Based on the cost and detail of the bids, Purchasing, Facilities, and the Court recommend awarding the construction contract to SHSO.

See memo for details.

4. Animal Control Shelter – Resolution to Authorize an Equipment Purchase Agreement with Motorola Solutions, Inc. for the Purchase of Nine Motorola APX6000 Radios, Eight Motorola APS8500 Radios, One Power Supply, One Desk Microphone and One Desk Speaker for the Ingham County Animal Control and Shelter

This resolution will authorize the purchase of nine Motorola APX 6000, eight Motorola APX 8500 radios, one power supply, one desk microphone, and one desk speaker for the Ingham County Animal Control and Shelter (ICACS) at a cost not to exceed \$71,894.94.

This is part of the ongoing project to replace the Ingham County Public Safety Radio System. However, Animal Control equipment is not eligible for purchase from the 9-1-1 millage or the 9-1-1 telephone surcharge. Funding is available in the Animal Shelter millage fund for this purchase.

See memo for details.

5. **Law and Courts Committee** – *Resolution to Approve a Partnership with Advance Peace and a Commitment to Help Build and Sustain Local Community Capacity to Interrupt Gun Violence in Ingham County, MI*

The Ingham County Health Department and the Ingham County Prosecutor have worked together and with dozens of community stakeholders since 2019 to explore approaches to reducing gun violence. Advance Peace was introduced to the Law & Courts Committee on October 15, 2020 and February 11, 2021. Advance Peace interrupts cyclical and retaliatory gun violence in urban neighborhoods by providing transformational opportunities to those at the center of firearm hostilities by providing them with a high-touch, personalized 18-month Peacemaker Fellowship grounded in evidence-based practices.

This resolution will approve a commitment by the Ingham County Board of Commissioners to include in its 2022-2024 public safety planning support and partnership with Advance Peace to help save lives and reduce the life altering trauma experienced by those affected by gun violence. The projected 2022 financial commitment from Ingham County is \$160,000, with a projected total three-year financial commitment of \$590,000 for 2022 through 2024. This funding commitment is contingent upon agreement with other County units of government to share in the cost of this program.

See memo for details.

6a. **Innovation and Technology Department** – *Resolution to Approve the Webtecs CourtView Conversion Project*

This resolution would approve a contract with Webtecs to provide assistance in adapting the connectors between Webtecs and CourtView to ensure no loss of functionality while transitioning CourtView off our existing Sun server.

The funding for the \$20,000 (\$19,200.00 plus \$800.00 for contingency) project is budgeted in the County Innovation and Technology Department's LOFT Fund.

See memo for details.

6b. **Innovation and Technology Department** – *Resolution to Approve the Renewal of Virtual Meeting Software from CDW-G*

This resolution would approve license renewals with CDW-G for virtual meeting software. The current licensing and support of the software expires in April, 2021.

The funding for the \$12,200 project is budgeted in the County Innovation and Technology Department's Network Fund.

See memo for details.

7. **Facilities Department** – *Resolution to Authorize an Agreement Amendment with Safety Systems Inc. to Monitor an Additional Temperature Sensor at the Human Services Building*

This resolution approves a whopping \$24/year monitoring agreement for two years so that we can safely monitor an additional temperature sensor at the HSB for COVID vaccines.

See memo for details.

8a. Road Department – Resolution of Support for the Local Bridge Program Funding Applications for Fiscal Year 2024

This resolution supports the Road Department bridge funding applications for MDOT's 2024 Local Bridge Project cycle. The Road Department's proposed projects are:

1. Replacement of the Noble Road Bridge over Deer Creek, Wheatfield Township (SN 3921)
2. Replacement of the Dennis Road Bridge over West Cedar Drain, Leroy Township (SN 3898)
3. Replacement of the Hagadorn Road Bridge over Mud Creek, Alaiedon Township (SN 3876)
4. Preventative Maintenance Work on the Onondaga Road Bridge over Grand River, Onondaga Township (SN 3873) and College Road Bridge over Sycamore Creek, Alaiedon Township (SN 3875)
5. Preventative Maintenance Work on the Hoxie Road Bridge over Wolf Creek, Locke Township (SN 3907) and Waldo Road Bridge over Deer Creek Drain, Wheatfield Township (SN 3918)

See memo for details.

8b. Road Department – Resolution to Authorize the Purchase of 2021 Seasonal Requirement of Emulsified Asphalt

This resolution approves the purchase of emulsions needed for the 2021 Road Department chip seal program for county roads. The following bids are recommended for approval:

	CRS-2M per gallon	HFRS-2M per gallon	SS-1H per gallon	Low Track Tac. Per gallon	AE-90 per gallon	CM-300 per gallon
Michigan Paving and Materials	\$1.62 Delivered	\$1.62 Delivered	\$2.30 Plant pickup	N/A	N/A	N/A
Asphalt Materials	N/A	N/A	N/A	N/A	N/A	\$3.23 Delivered *
BIT-MAT of Michigan	N/A	N/A	N/A	\$1.95 Plant pickup	\$1.61 Plant pickup	N/A

Funding for these products are budgeted as part of the Road Department's 2021 controllable expenditures.

See memo for details.

8c. Road Department – Resolution to Authorize the Purchase of 2021 Seasonal Requirement of Slag

This resolution approves the purchase of various size and types of slag for the 2021 chip seal program and various other road maintenance operations. The following bids are recommended for approval:

	29A Blast Furnace Slag, delivered to the Western Garage	29A Blast Furnace Slag, Delivered to the Eastern Garage	3/8 x #4 Blast Furnace Slag or equivalent size, delivered to the Metro Garage	29A Steel Slag delivered to the Eastern Garage
Yellow Rose Transport	\$38.00 per ton	\$38.95 per ton	\$41.00 per ton	
Sunrise Aggregates (local vendor)				\$25.75 per ton

Funding for these products are budgeted as part of the Road Department's 2021 controllable expenditures.

See memo for details.

8d. Road Department – Resolution to Authorize an Engineering Design Services Contract with RS Engineering, LLC for the Waverly Road Bridge over Grand River (SN 3871)

This resolution approves a contract with RS Engineering for engineering-related work on the Waverly Road Bridge over Grand River (SN 387). The bridge project was awarded Local Bridge Program funding from MDOT that covers 95% of the construction costs. The Road Department is responsible for the 5% match, design engineering, construction engineering, and right of way costs.

Due to staffing issues, the Road Department relies on engineering design consultants to perform work as needed and solicits bids through a standing RFQ. RS Engineering was the low bid at \$10,586.70 (by a significant margin) and based on their recent completion of 43 bridges of similar scope for MDOT, is recommended.

Total project cost of \$16,000 (\$10,586.70 plus \$5,413.30 contingency) will be included in the 2022 Road Fund Budget.

See memo for details.

9. Veterans Affairs – 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.

10a. Health Department - 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.

10b. Health Department - 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

10c. Health Department - 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.

10d. Health Department - 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.

10e. Health Department - 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.

10f. Health Department - 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.

10g. Health Department - 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.

11a. Parks Department - 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.

11b. Parks Department - 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.

11c. Parks Department - 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.

11d. Parks Department - 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.

11e. Parks Department - 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.

11f. Parks Department - 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.

11g. Parks Department - 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.

11h. Parks Department - 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.

11i. Parks Department - 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.

11j. Parks Department - 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.

11k. Parks Department - 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.

12. Prosecuting Attorney's Office – Resolution Authorizing Acceptance of a Grant Amendment with the Michigan State Police and the Ingham County Prosecutor's Office

This resolution authorizes the Ingham County Prosecutor's Office to enter into an amended total contract in the amount of \$389, 873 with Michigan State Police and a sub contract with Jackson County Prosecutor's office and Blackman Leoni Township Department of Public Safety consistent with this resolution.

13b. Controller's Office– *Resolution to Increase the Minimum Wage Rate for Ingham County Employees*

This resolution will approve a yet to be specified plan for the implementation of a \$15 minimum wage for county employees. There are four options presented in the memo:

- 1) One Year Plan – Increase to \$15/ hour in FY2022
- 2) Two Year Plan – Increase to \$13/hour in FY2022 and \$15/hour in FY2024
- 3) Three Year Plan – Increase to \$13/hour in FY2022, \$14/hour in FY2023 and \$15/hour in FY2024
- 4) Four Year Plan – Increase to \$12/hour in FY2022, \$13/hour in FY2023, \$14/hour in FY2024 and \$15/hour in FY2025

The Controller's recommendation is the Four Year Plan to lessen the yearly fiscal impact until the \$15/hour minimum wage is implemented.

PRESENTATION/DISCUSSION/OTHER ITEM:

13a. Controller's Office– *Discussion: Potential Changes to Updating Various Fees for Services*

Agenda Item 1

TO: Board of Commissioners: Law & Courts and Finance Committees
FROM: Undersheriff Andrew R. Bouck
DATE: March 1, 2021
SUBJECT: Resolution to authorize an additional contractual agreement between the Ingham County Sheriff's Office and Axon Enterprise, INC. for Body Worn Cameras for the Corrections Division.

BACKGROUND

This resolution requests approval for the Ingham County Sheriff's Office to enter into an additional contractual agreement with Axon Enterprise, Inc. for Body Worn Cameras for the Corrections Division. The initial agreement with Axon Enterprise, Inc. was authorized in 2020 in Resolution #20-403. The Corrections Division currently uses a Body Worn Camera system that is out of date. By updating this system to the Axon product the Corrections Division will be on the same operating system as the Field Services Division which uses Axon for both Body Worn Cameras as well as the in-car camera systems.

ALTERNATIVES

There are other vendors who provide individual audio and video camera systems, but none of those vendors have a complete body worn camera system that syncs with the new Field Services in-car camera system as well as the new Body Worn Camera systems as Axon Enterprise, Inc.

FINANCIAL IMPACT

The total cost of the complete system from Axon Enterprise, Inc. is \$35,752.00 based on a five (5) year period. The projected cost breakdown is: Year one (2021), \$13,744.00, Year two (2022), \$5,502.00, Year three (2023), \$5,502.00, Year four (2024), \$5,502.00, and Year five (2025), \$5,502.00. The total cost will include annual technical support, maintenance, and upgrades to all units.

The initial, year one, cost of the Axon Body Worn Cameras for the Corrections Division will be paid from the Corrections Inmate Stores (Commissary) Account, #59530110-726010. The subsequent years of this agreement will be paid from the IT LOFT Fund.

STRATEGIC PLANNING IMPACT

Not Applicable

OTHER CONSIDERATIONS

None

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution for the Sheriff's Office to contract with Axon Enterprise, Inc. for Body Worn Cameras for the Corrections Division.

Introduced by the Law & Courts and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN ADDITIONAL CONTRACTUAL AGREEMENT BETWEEN
THE INGHAM COUNTY SHERIFF'S OFFICE AND AXON ENTERPRISE, INC. FOR
BODY WORN CAMERAS FOR THE CORRECTIONS DIVISION**

WHEREAS, the Ingham County Sheriff's Office wishes to enter into an additional agreement with Axon Enterprise, Inc. for Body Worn Cameras for the Corrections Division; and

WHEREAS, the Sheriff's Office Corrections Division's current Body Worn Camera System is outdated and does not sync with the new Field Services system and is in need of replacement; and

WHEREAS, the Axon Body Worn Cameras will be worn by all Corrections Command to record certain audio and video interactions with Inmates in the performance of their duties; and

WHEREAS, the recorded audio and video from the Axon camera systems will be shared with the Ingham County Prosecutor's Office for criminal cases for prosecution review.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes an agreement between the Ingham County Sheriff's Office and Axon Enterprise, Inc. for Body Worn Cameras for the Corrections Division for a period of five (5) years, February 2021 to February 2025, for an amount not to exceed \$35,752.00.

BE IT FURTHER RESOLVED, that the initial, year one, cost of the Axon Body Worn Cameras for the Corrections Division will be paid from the Corrections Inmate Stores (Commissary) Account, #59530110-726010.

BE IT FURTHER RESOLVED, that the subsequent years of this agreement will be paid from the IT LOFT Fund.

BE IT FURTHER RESOLVED, that the Ingham County Controller/Administrator is authorized to make the necessary adjustments to the appropriate budgets consistent with this resolution.

BE IT FURTHER RESOLVED that the Ingham County Board of Commissioners authorizes the Board Chairperson to sign any necessary contract documents that are consistent with this resolution and approved as to form by the County Attorney.

Memo to County Services Committee and Finance Committee

From: Patrick E. Lindemann, Ingham County Drain Commissioner

Re: Bauer Drain Maintenance and Improvement Project

February 28, 2021

I am requesting that the Board of Commissioners grant Full Faith and Credit of the County for the bonds that will finance the Bauer Drain Maintenance and Improvement Project (the “Project”). Such action by the Board is customary because it helps to obtain a lower interest rate on the bonds, resulting in lower costs for the municipalities and property owners of a drainage district who are liable to pay for the benefits of a drain project. The Bauer Drain (the “Drain”) and Bauer Drain Drainage District (the “Drainage District”) are located within the Township of White Oak and the Township of Stockbridge (please see the location of the Drain and Drainage District on the attached Project map). There are 71 properties and 506 acres within the Bauer Drain Maintenance and Improvement Project Special Assessment District. Twenty-four of the 71 properties are owned by major oil companies. These twenty-four properties are benefitting from the Project, and are the only properties subject to an assessment for the Project. The municipality with benefit at-large for the Project includes the County of Ingham for benefit for public roads.

The Project results from a November 12, 2018 petition submitted by White Oak Township to relocate and enclose the existing open channel Drain that flows through industrial petroleum storage tank farms, and across the pipelines that are served by these tank farms. On December 10, 2018, the petition was found necessary by a statutory Board of Determination in order to protect the environment and the long-term continuity of the drainage within the Drainage District, and to better provide for the security of the storage tank facilities and the pipelines. A summary of the work included in the Project and Project location maps are attached, along with a picture of the open channel and tanks. Project construction is expected to commence in late Spring of 2021 and be completed in early Summer of 2022.

The Project will contain contract requirements for nondiscrimination and prevailing wage pursuant to my adopted policies and consistent with the Board of Commissioners’ resolutions.

Please note that while Project bids were opened on February 25, 2021 (see attached Notice of Letting of Drain Contract and Day of Review), the total Project computation of cost was not completed by the time of this submission to the Committee meetings. As a result, the attached Full Faith and Credit Resolution includes a “not-to-exceed” amount instead of an exact amount. This “not to exceed” amount (\$13.5 million) is also used in the attached SEV Analysis which is customarily submitted with these Full Faith and Credit requests.

In connection with this request for Full Faith and Credit, the Drain Office has performed certain due diligence for the Project. Attached is additional material that includes an explanation of Drain Code provisions that provide powers and safeguards with respect to Chapter 8 drain bonds in general and an explanation of the financial due diligence performed for the Project in particular.

Based on the attached analysis, it is my opinion that there is significant property value in the Drainage District to support the payment of the assessments leading me to conclude that there is no substantial risk that a significant, long-term payment would be required from the County as a result of its pledge of full faith and credit for these Bonds.

I will attend your Committee meetings on March 16th and 17th to answer any questions you might have regarding this important Project. Thank you so very much for consideration of my request. It is an honor and a privilege to serve the citizens, municipalities, and businesses of Ingham County.

The Bauer Drain is an open channel County Drain located in Stockbridge and White Oak Townships in Ingham County. The drain was established in 1946 and is a tributary of the Doan Creek Drain and the Red Cedar River. The drain is 1.7 miles long and was established to serve primarily agricultural and single family rural residential properties. The Drainage District is 506 acres and contains 71 parcels. 60% of the land and 54% of the parcels within the Drainage District are in Stockbridge Township and 40% of the land and 46% of the parcels are in White Oak Township.

Since the 1960's many petroleum pipelines have been constructed across the state, a number of which intersect in Ingham County in the vicinity of the Bauer Drain. Storage and switching facilities for these petroleum pipelines began to develop along the banks of the Bauer Drain and today there are 13 storage tanks with the capacity to store 118 million gallons of crude and refined petroleum product adjacent to the open channel of the Bauer Drain. This amount of product would fill Spartan Stadium 140%.

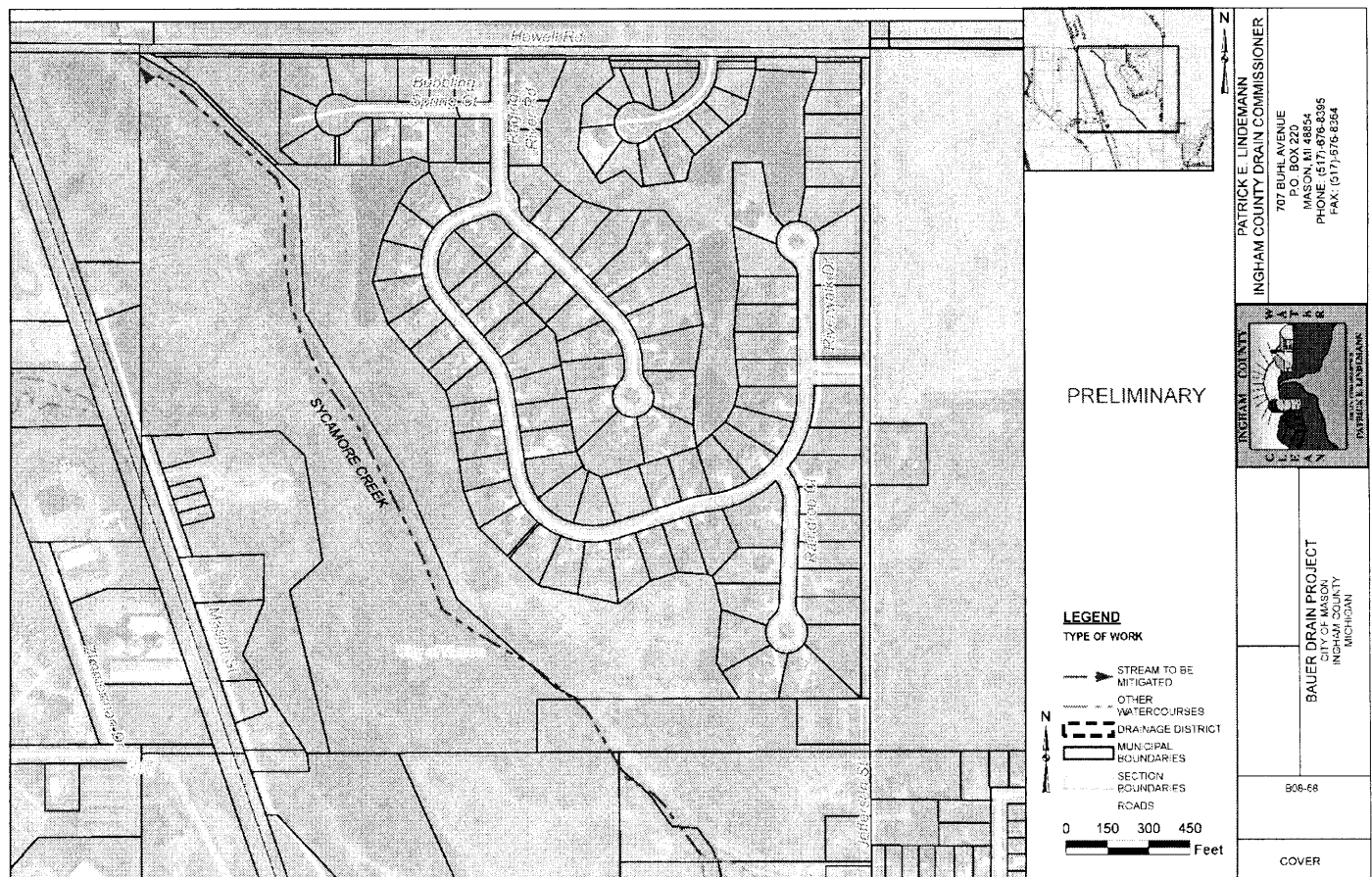
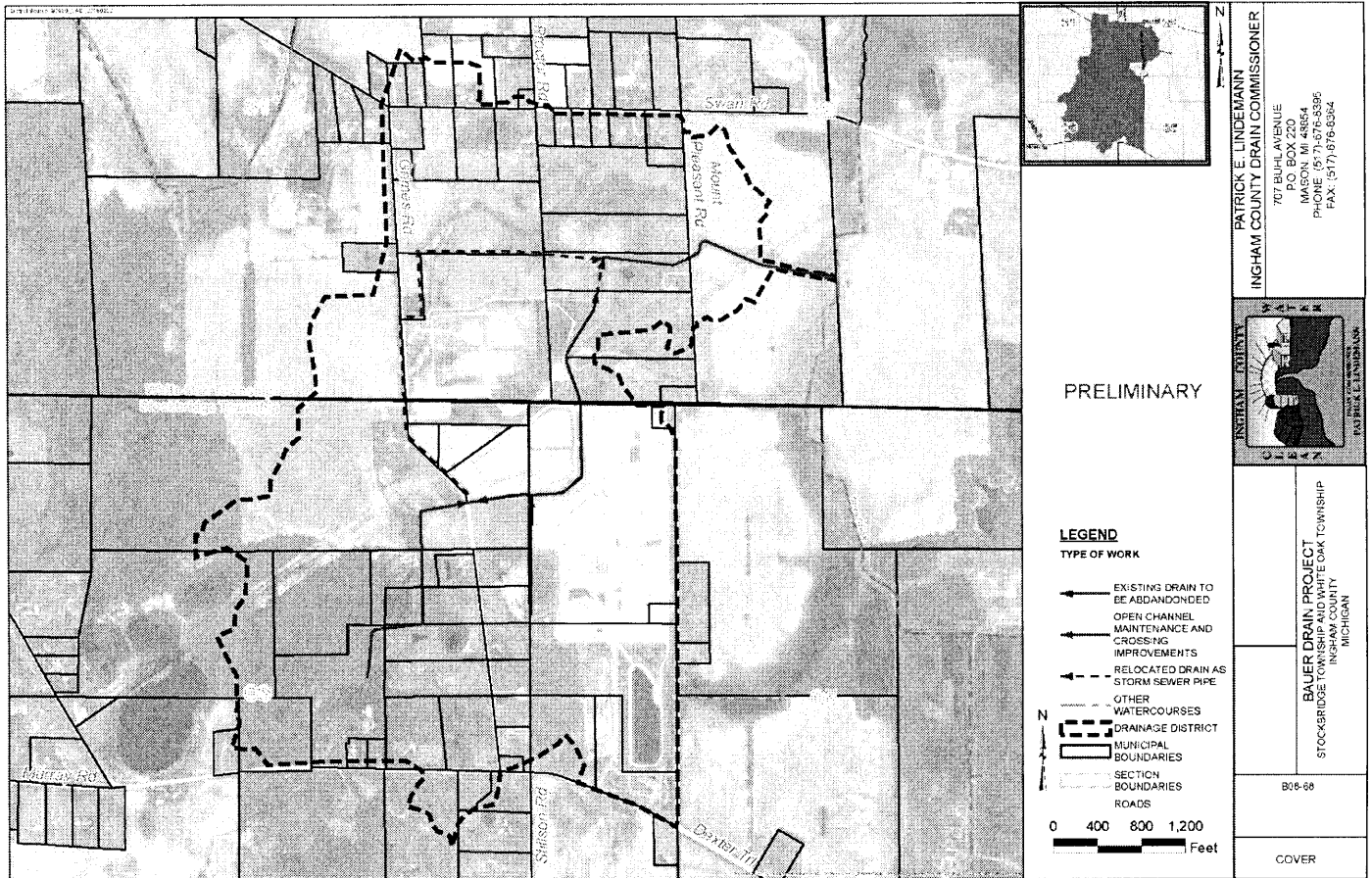
There are three oil companies that own land and/or tank farms adjoining the Bauer Drain within the Bauer Drain Drainage District. Wolverine Pipeline and Enbridge Energy own the properties within the Drainage District where the Tank Stations are located and Marathon Pipe Line owns one of the tanks within Wolverine Pipeline's Tank Station.

In Spring of 2011, an underground leak occurred that contaminated the groundwater and subsequently, the Bauer Drain. This leak originated from the Marathon Pipe Line tank. During initial response and cleanup of the leak, the Bauer Drain was blocked to contain the contaminants, which left the upstream portion of the Drainage District without an outlet. After the leak occurred, Marathon Pipe Line purchased property along the Bauer Drain adjacent to the underground leak to construct a facility to clean and monitor the ground water. Cleanup efforts there are on-going today.

In November 2018, a petition was received from White Oak Township to relocate the Drain away from the Tank Stations and the on-going clean up site. The petition was deemed necessary by a statutory Board of Determination in December 2018.

The Bauer Drain Project consists of construction of 4,400 feet of 48-inch equivalent elliptical and round RCP storm sewer to relocate 3,266 feet of open channel drain that is currently flowing through the center of the petroleum storage facilities. Complicating this relocation, the excavation depths required range between 8 and 25 feet. As a further complication, 142 feet of the storm sewer must be constructed as an inverted siphon to avoid conflict with major petroleum transmission pipelines in the area. The inverted siphon has to be installed between cast-in-place junction chambers designed to control flow and provide for regular maintenance. Two other cast-in-place junction chambers will be installed to control stormwater discharge from the three oil company properties. New state of the art emergency shutoffs will be installed within these junction chambers in the event of a spill or other industrial incident affecting storm water runoff. These emergency shutoff points are designed in such a way that flow from the upstream portion of the Bauer Drain Drainage District is unobstructed when there are future needs to shutoff the stormwater connection from the oil companies. The project will also include cleanout of the upstream and downstream open channel drain on either end of the relocated enclosed portion of the Bauer Drain. In order to receive State and Federal environmental permits to relocate and enclose an open channel drain, mitigation of aquatic losses will be constructed within the Sycamore Creek in the City of Mason along the Hayhoe Riverwalk. Approximately 40 stream measures will be constructed to improve aquatic habitat, water quality and biodiversity.

As construction of the project nears, the Project team is actively working with landowners in the area of the planned relocation to preserve existing trees and to add additional trees as buffers from the tank facilities and coordinating with adjacent farming operations ahead of planting season to minimize disruption.





be relied upon and will not be binding or legally effective. **You must download the Contract Documents from QuestCDN to bid on the project, to be included on the plan holders list, and to receive Addenda.** The Contractor is responsible for ensuring that all addenda have been received and acknowledged prior to submittal of the bid.

This Contract will be let in accordance with the Contract Documents available on QuestCDN and available to interested parties. Bids will be made and received in accordance with these documents. A contract will be made with the lowest responsible Bidder giving adequate security for the performance of the work. I reserve the right to reject any and all bids, and to adjourn such bid letting to such time and place as I shall publicly announce.

The date for the substantial completion of such contract is **Monday, November 15, 2021**, with final completion by **Friday, July 1, 2022**, and the terms of payment are contained in the contract specifications. Any responsible person wanting to bid on the above-mentioned work will be required to deposit bid security in the amount specified in the bidding documents as a guarantee that they will enter into a contract and furnish the required bonds as prescribed by the contract specifications and applicable law. All bids shall remain open for ninety (90) days after the day of the bid opening, but I reserve the right at my sole discretion to release any bid and bid security before that date.

Bidders shall comply with the Ingham County policies regarding the payment of Prevailing Wages, and Equal Opportunity/Nondiscrimination, as set forth in Ingham County Board of Commissioners Resolutions #02-263 and #02-283, respectively.

DAY OF REVIEW OF APPORTIONMENTS

NOTICE IS HEREBY GIVEN that on **Tuesday, March 9, 2021**, the apportionments for benefits to the lands comprised within the "Bauer Drain Special Assessment District" will be subject to review for one day from 9:00 a.m. until 5:00 p.m. by remote electronic access as provided in this Notice. At the meeting to review the apportionment of benefits, I will have the tentative apportionments against parcels and municipalities within the drainage district available to review. At said review, the computation of costs for the construction, maintenance and improvement of the Drain will also be open for inspection by remote electronic access by any interested parties, as provided in this Notice.

Please take notice that due to the COVID-19 pandemic, the meeting will be conducted virtually as authorized by Public Act 254 of 2020 (amending Section 3 and 3a of the Michigan Open Meetings Act, MCL §§15.263 and 15.263a), and following the guidelines of the State of Michigan Department of Health and Human Services January 22, 2021 Emergency Order and pursuant to MCL 333.2253 – Gatherings and Face Mask Order – and all other Emergency Orders that may be applicable at the time of the meeting. The weblink or telephone number and access code to attend the meeting is as follows:

Join Zoom Meeting
<https://us02web.zoom.us/j/83104634464>
or dial

Dial Toll-free
1-833-548-0276 US Toll-free
Meeting ID: 831 0463 4464

In lieu of using the remote electronic access, any interested person may also participate in the meeting by calling the Drain Office at (517) 676-8395 on **Tuesday, March 9, 2021** at any time from 9:00 a.m. to 5:00 p.m.

Pursuant to Section 155 of the Michigan Drain Code of 1956, any owner of land within the Bauer Drain Special Assessment District or any city, village, township, district or county feeling aggrieved by the apportionment of benefits made by the Drain Commissioner may appeal the apportionment within ten (10) days after the day of review of apportionments by making an application to the Ingham County Probate Court for the appointment of a Board of Review.

Any drain assessments against land will be collected in the same manner as property taxes. If drain assessments against land are collected by installment, the landowner may pay the assessments in full with any interest to-date at any time and thereby avoid further interest charges.

The following is a condensed description of the land constituting the "Bauer Drain Special Assessment District." The description of the area that is served by the Bauer Drain consists of lands situated in Sections 5 and 6 of Stockbridge Township (T.1N.-R.2E), and lands situated in Sections 31 and 32 of White Oak Township (T.2N.-R.2E), in Ingham County, Michigan.

In White Oak Township T.2N.-R.2E:

In Section 31 – East ½ of the Section

In Section 32 – West ½ of the Section

In Stockbridge Township T.1N.-R.2E:

In Section 5 – West ½ of the Section

In Section 6 – East ½ and the East ½ of the West ½ of the Section

In addition to the parcels and tracts of land listed above, the County of Ingham will be specially assessed at-large for benefits in the construction, maintenance and improvement of the Drain. The Township of Stockbridge and the Township of White Oak will not be specially assessed at-large for benefits in the construction, maintenance and improvement of the Drain.

NOW THEREFORE, all unknown and non-resident persons, owners and persons interested in the above described lands, and you:

Clerk of Ingham County;
Chairperson of the Ingham County Board of Commissioners;
Managing Director of the Ingham County Department of Roads;
Supervisor and Clerk of Stockbridge Township;
Supervisor and Clerk of White Oak Township;

are hereby notified that at the time and place aforesaid, or at such other time and place thereafter to which said day of letting of contract may be adjourned, I shall proceed to receive bids for the construction, maintenance and improvement of the "Bauer Drain" in the manner hereinbefore stated; and, also, that at such time and place as stated above from 9:00 a.m. until 5:00 p.m., the apportionment for benefits and the lands comprised within the "Bauer Drain Special Assessment District" will be subject to review.

AND YOU AND EACH OF YOU, owners, municipalities and persons interested in the aforesaid lands are hereby cited to appear at the time and place of such reviewing of the apportionments as aforesaid, and be heard with respect to such special assessments and your interests in relation thereto, if you so desire.

This notice is pursuant to Section 154 of the Michigan Drain Code of 1956, as amended.

Proceedings conducted at the pre-bid conference, bid opening and day of review of apportionments are subject to the Michigan Open Meetings Act, as amended by the guidelines of the State of Michigan Department of Health and Human Services January 22, 2021 Emergency Order under MCL 333.2253 – Gatherings and Face Mask Order – and all other Emergency Orders that may be applicable at the time of the meeting. Persons with disabilities needing accommodations for effective participation in the meeting should contact Patrick E. Lindemann, the Ingham County Drain Commissioner at (517) 676-8395, or through the Michigan Relay Center at 711 (TTY) at least 24 hours in advance of the meeting to request mobility, visual, hearing or other assistance.

Dated: January 25, 2021



Patrick E. Lindemann
Ingham County Drain Commissioner
707 Buhl Avenue, Mason, MI 48854
(517) 676-8395

**NOTICE OF LETTING OF DRAIN CONTRACT AND
DAY OF REVIEW OF APPORTIONMENTS**

**Ingham County Drain Commissioner
Patrick E. Lindemann**

BAUER DRAIN

LETTING OF DRAIN CONTRACT

NOTICE IS HEREBY GIVEN that I, Patrick E. Lindemann, Ingham County Drain Commissioner, will receive sealed construction bids on **Thursday, February 25, 2021** until 10:00 a.m. local time for the construction, maintenance and improvement of a certain drain known and designated as the "Bauer Drain." Due to the COVID-19 pandemic, bid letting for this Project will be conducted virtually as authorized by Public Act 254 of 2020 (amending Section 3 and 3a of the Michigan Open Meetings Act, MCL §§15.263 and 15.263a), and following the guidelines of the State of Michigan Department of Health and Human Services January 22, 2021 Emergency Order and pursuant to MCL 333.2253 – Gatherings and Face Mask Order – and all other Emergency Orders that may be applicable at the time of the meeting. Accordingly, bids may only be submitted through the QuestCDN website unless further advised via Addendum. Bids will then be opened and publicly announced virtually at 10:00 a.m. The weblink or telephone number and access code to attend the bid opening meeting is as follows:

Join Zoom Bid Letting Meeting
<https://us02web.zoom.us/j/87035281632>
or dial

Dial Toll-free
1-833-548-0276 US Toll-free
Meeting ID: 870 3528 1632

The Drain project consists of the installation of relocated enclosed storm sewer, open channel cleanout, drainage structures, culvert removal and installation, culvert cleanout, site clearing, junction chamber construction, inverted siphon construction, open channel filling and re-grading, road construction work including existing pavement crushing and shaping, base aggregate, and HMA paving, and stream mitigation construction in the Sycamore Creek.

The Drain will be let in one section: The Drain Relocation includes open drain having a length, average depth, and average width of: 5,746 feet long, 8.6 feet deep, 28.9 feet wide, and three closed portions: Relocated Storm Sewer – 4,612 feet of 12 to 48 inch diameter storm sewer with 13.0 feet average depth; Branch No. 1 Storm Sewer – 314 feet of 12 to 24 inch diameter storm sewer with 6.5 feet average depth; and Branch No. 2 Storm Sewer – 30 feet of 24 inch diameter storm sewer with 8.5 feet average depth. The Stream Mitigation in the Sycamore Creek having a length, average depth, and average width of: 3,600 feet long, 5.2 feet deep, and 42.8 feet wide. The Drain Siphon having a length, average depth, and average width of: 142 feet long, 25 feet deep and 10 feet wide.

In the construction, maintenance and improvement of said Drain, the project consists of furnishing all supplies and installation and construction of the following quantities for major items of work and character of tile or pipe, with appurtenances, and the contract let for the same. The following quantities are approximate and final payment will be made on measured quantities:

<u>Estimated</u>			
<u>Qty</u>	<u>Units</u>	<u>Description</u>	
1,491	Lin. Ft.	Open Channel Cleanout	
1,482	Lin. Ft.	Open Channel Excavation	
2,773	Lin. Ft.	Open Channel Fill	
6	Each	6"-12" Field Tile Outlet	
835	Lin. Ft.	4"-6" C-900 PVC Pump Discharge Pipe	
1,739	Lin. Ft.	6" H.D.P.E. Underdrain	
4,484	Lin. Ft.	12"-48" R.C.P. Storm Sewer	
408	Lin. Ft.	60" x 38" E.R.C.P. Storm Sewer	
34	Lin. Ft.	12" Ductile Iron Storm Sewer	
30	Lin. Ft.	24" Ductile Iron Storm Sewer	
10	Each	24"-48" R.C.P. Flared End Section	
1	Each	60" x 38" E.R.C.P. Flared End Section	
5	Each	48" x 48" R.C.P. Inlet Tee	
13	Each	Concrete Drainage Structure, 48" to 108" Diameter	
4	Each	Cast In Place Concrete Junction Chamber	
4	Each	4" - 24" Gate Valve	
3	Each	30" x 30" Double Leaf Access Hatch	
3	Each	Post Indicator Valve	
142	Lin. Ft.	48" Welded Steel Storm Sewer Siphon	
3	Each	60" x 60" Double Leaf Access Hatch	
1	Lump Sum	Landing Platform with Integrated Hatches	
1	Each	60" x 60" Trash Rack	
1	Each	48" Aluminum Stop Log Assembly	
1	Each	Stop Log Access Hatch	
1,000	Cu. Yd.	Mud Mat, Concrete	
6,725	Sq. Yd.	HMA Base Crushing and Shaping	
6,725	Sq. Yd.	Aggregate Base, 2 Inch	
3,500	Lin. Ft.	Machine Grading (STA 25+71 to 60+00)	
3,520	Tons	13A, Bituminous Road Paving	
9,800	Lin. Ft.	Pavement Markings	
465	Sq. Yd.	6" Gravel Drive Restoration	
21	Acres	Various Seeding	
20	Each	Storm Drain Inlet Protection	
500	Sq. Yd.	Plain Riprap, Fieldstone	
2,000	Cu. Yd.	Subgrade Undercutting and Backfill	
5	Each	Riffles	
6	Each	Single Log Vane	
21	Each	Single Log	
Misc.		Soil Erosion and Sedimentation Controls	

All stations are 100 feet apart. There is 1 bridge. There are 10 culverts in this contract at the following locations:

BRIDGE

1. Crossing No. 4 - Sta. 1+96, Remove Existing Crossing, Wooden Footbridge

CULVERTS

1. Crossing No. 1 - Sta. 6+04, Cleanout Existing Crossing, 48" C.M.P. Culvert
2. Mt. Pleasant Road, Crossing No. 2 - Sta. 14+58, Cleanout Existing Crossing, 48" C.M.P. Culvert
3. Crossing No. 3 - Sta. 1+42, Remove Existing Crossing, 48" H.D.P.E. Culvert
4. Crossing No. 5 - Sta. 14+57, Remove Existing Crossing, 48" R.C.P. Culvert
5. Crossing No. 6 - Sta. 17+73, Remove and Reinstall Existing Crossing, 48" R.C.P. Culvert
6. Crossing No. 6A - Sta. 23+00, Install 32 Linear Feet of 36" R.C.P. Culvert. Also Install 2 Flared End Sections.
7. Crossing No. 6B - Sta. 25+50, Install 32 Linear Feet of 36" R.C.P. Culvert. Also Install 2 Flared End Sections.
8. Grimes Road, Crossing No. 7 - Sta. 66+85, Remove Existing Crossing, 42" C.M.P. Culvert
9. Crossing No. 8 - Sta. 74+71, Remove Existing Crossing, 48" C.M.P. Culvert. Install 32 Linear Feet of 48" R.C.P. Culvert. Also Install 2 Flared End Sections
10. Crossing No. 9 - Sta. 84+59, Remove Existing Crossing, 36" C.M.P. Culvert. Install 32 Linear Feet of 42" R.C.P. Culvert. Also Install 2 Flared End Sections.

Plans and Bidding Documents will be available on **Friday, January 29, 2021 at 8:00 a.m.** local time. Bidders wishing to download the Plans and Specifications at a cost of \$30 (which includes the cost of bid submission) may do so by registering at the Bidding section of the Spicer Group website at <http://www.spicergroup.com/>. Bidders may view and download the digital project bidding documents by entering **Quest Project Number 7497035** on the website's project search page. Please contact QuestCDN Customer Support at (952) 233-1632 or info@questcdn.com for assistance in free membership registration, downloading, and working with the digital project information. For bidders wishing to purchase a physical copy of the plans and specifications, a fee of Seventy-Five Dollars (\$75.00) will be required for each set of proposed plans and specifications and will not be refunded. A mailing fee of Twenty-Five Dollars (\$25.00) to cover handling and postage will be charged to anyone wishing to receive the plans and specifications via United Parcel Service.

A MANDATORY pre-bid conference will be held on **Wednesday, February 3, 2021 at 10:00 a.m.** local time. **Please take notice that due to the COVID-19 pandemic, this pre-bid conference will be conducted via video and telephone conference at the weblink or telephone number and access code as follows:**

Join Zoom Mandatory Pre-bid Meeting
<https://us02web.zoom.us/j/86396546158>
or dial

Dial Toll-free
1-877-853-5257 US Toll-free
Meeting ID: 863 9654 6158

Representatives of the Ingham County Drain Commissioner and Engineer will be present to discuss the contract. Prospective Bidders are required to attend and participate in the pre-bid conference. Attendance will be taken. Prospective Bidders who fail to attend the pre-bid conference will be considered non-responsive and will be disqualified from bidding on the Contract. The Engineer will transmit to all prospective Bidders of record such Addenda as the Engineer considers necessary in response to questions. Oral statements may not

February 23, 2021

Page 2 of 2

Full Faith & Credit Amount = \$13,500,000		Amount % of SEV	
Total Real Property SEV for White Oak Township	\$81,526,100	Percent of requested full faith and credit as a ratio of the total Real Property SEV in the Municipality.	16.56%
Total Real Property SEV for Stockbridge Township	\$176,693,950	Percent of requested full faith and credit as a ratio of the total Real Property SEV in the Municipality.	7.64%
Total Real Property SEV for Ingham County	\$9,605,728,966	Percent of requested full faith and credit as a ratio of the total Real Property SEV in the County.	0.14%

Please contact our office at (989) 224-2355 with any questions or concerns.

Sincerely,

Spicer Group, Inc.



Digitally signed by
Christopher B. Mattson, P.E.
Date: 2021.02.23 13:34:19
-05'00'

Christopher B. Mattson, P.E.
Project Manager

SPICER GROUP, INC
Phone: (989) 224-2355
mailto:chrism@spicergroup.com

Cc: SGI File 125170SG2017



February 23, 2021

Mr. Patrick E. Lindemann
Ingham County Drain Commissioner
707 Buhl Ave.
Mason, MI 48854

RE: Bauer Drain Drainage District
State Equalized Value (SEV) Analysis for Full Faith & Credit

Dear Mr. Lindemann:

This letter is a summary analysis of SEVs for the Bauer Drain Drainage District. The following percentages are estimates and are based on analyses of the total Real Property SEV of White Oak Township, Stockbridge Township, and Ingham County. The Property SEV values in the drainage district are based on the individual Real Property SEVs taken from the most current 2020 property tax records found on the Ingham County web site and Personal Property SEVs for significant personal property affixed to the real property in the drainage district. The Real Property SEV values in the drainage district are based on the SEV of the entire parcel for each parcel that is a part of the drainage district, regardless of whether the entire parcel is in the district, or just a portion.

The SEVs used for municipalities are from the published 2020 equalization report available at:

<https://cms3.revize.com/revize/inghamcounty/2020EqualizationReport.pdf>

The requested full faith and credit amount is \$13,500,000. The total Real Property SEV for White Oak Township is \$81,526,100. The total Real Property SEV for Stockbridge Township is \$176,693,950. The estimated total Real Property SEV within the drainage district is \$11,799,100. This district is unique since the assessed properties also contain petroleum storage tanks and are connected to oil distribution pipelines. This property is assessed as Personal Property which has a Personal Property SEV in the Utility category related to storage machinery and equipment, and fluid pipelines in White Oak and Stockbridge Townships. This Personal Property is located on or serves the industrial landowners in the drainage district, and since it cannot be moved its value in the total amount of \$156,159,631 is included in the SEV analysis. In addition, the owners of the industrial facilities which have assets far in excess of the tank farm facilities have signed agreements guaranteeing the payment of the assessments. Additionally, the total Real Property SEV for Ingham County is \$9,605,728,966. The Bauer Drain Drainage District is comprised of 71 parcels, representing 1.83% of the land and 16.56% of the Real Property SEV of White Oak Township and 2.30% of the land and 7.64% of the Real Property SEV of Stockbridge Township. Using these numbers, the following relationships are realized:

Full Faith & Credit Amount = \$13,500,000		Amount % of SEV	
Total Personal Property and Real Property SEV in the Drainage District	\$167,958,731	Percent of requested full faith and credit as a ratio of the total Personal Property and Real Property SEV in the drainage district.	8.04%

To: Ingham County Board of Commissioners

From: Patrick E. Lindemann, Drain Commissioner

Re: Full Faith and Credit Resolutions in Support of County Drain Projects
Bauer Drain Drainage District

Date: February 23, 2021

The Ingham County Drain Office performs certain due diligence for each drain project it undertakes for which the County will be asked to pledge its full faith and credit. The project for the Bauer Drain Drainage District is a project that has been petitioned under Chapter 8 of the Drain Code. The purpose of this memo is to summarize the due diligence my office has performed for this Chapter 8 drain project and to provide some background on the general Drain Code provisions that provide safeguards to a county when it pledges its full faith and credit. Based on the following analysis, it is my opinion that there is significant property value in the drainage district along with additional guarantees to support the payment of the assessments leading me to conclude that there is no substantial risk that a significant, long-term payment would be required from the County as a result of its pledge of full faith and credit for these Bonds.

DRAIN CODE POWERS AND SAFEGUARDS REGARDING PAYMENT OF DRAIN BONDS

In considering the risk that there would be insufficient funds to pay drain bonds (which could lead to an advance by a county on its full faith and credit pledge), the Michigan Drain Code and Michigan law in general build in many safeguards to protect the vital public interest in being able to finance drain projects:

- 1) The debt service on drain bonds under Chapter 8 of the Drain Code is primarily paid from assessments levied against public corporations and benefitted properties in the drainage district.
 - a) The assessments against benefitted properties are a strong source of revenue since they have the same priority for payment as taxes, having a first priority superior to mortgages and other forms of debt that might encumber a property.
 - b) If a property owner is delinquent in paying the property owner's assessment, the assessment is turned over to the County to be collected with the delinquent taxes. The County has significant powers to collect delinquent taxes which would ultimately end up with the property being sold at tax sale if the property owner does not pay the delinquent taxes and assessments. At that point, there would only be a shortfall in revenues to pay the drain assessment if the property is sold for less than the amount of outstanding delinquent taxes and assessments and the interest and penalties on them. The balance of the assessment that has not yet become due would continue to be a lien against the property payable by the new property owner after it is sold.

c) During the time the delinquent assessments are being collected, the amount of the delinquent assessment would be paid to the drainage district from the County's delinquent tax revolving fund (so long as the County continues this program) and would be used to pay the debt service on the drain bonds.

d) Assessments against the municipalities are a general obligation of those municipalities and as such a legally binding obligation of the general fund of the municipalities.

2) By adopting a resolution pledging full faith and credit, the County is agreeing to be a backup source of payment for the bonds if there is a shortfall in the primary source of payment and the county would only make payments in the event there is ever a shortfall in the assessment collections.

a) For assessments against benefitted property owners, a shortfall would only come into play after the property was sold at tax foreclosure (again assuming the continuation of the delinquent tax revolving fund), if the sale price was less than the amount of delinquent taxes, assessments, and interest and penalties on them.

b) Such amounts will normally be relatively small since on most assessment rolls any one assessment against a benefitted property is only a small part of the whole, and the delinquency would most often only be for a few years of a multiyear assessment.

3) Payments by counties pursuant to a full faith and credit resolution are rare, and if they are required would normally be small and only for a short time.

a) County payments are usually short term since under the Drain Code the drainage district is required to levy a deficiency assessment against the district for the amount of any shortfall within two years and when that assessment is levied and collected, the County would be paid back.

b) In addition to deficiency assessments, the drainage district has the ability to levy an administrative fee in the way of an interest rate on the assessments that is 1 percent over the interest rate of the bonds issued in anticipation of the assessments. This small additional amount of interest is allowed to the drainage district to cover costs, including costs that could lead to a shortfall, thus further mitigating risk to the County.

c) **The County has never made a payment pursuant to a resolution pledging full faith and credit for drainage district bonds issued by a drainage district during my almost 27-year tenure as drain commissioner.**

DUE DILIGENCE PERFORMED FOR THE BAUER PROJECT

The Drain Office has performed specific due diligence for the Bauer Drain Drainage District project which is undertaken under Chapter 8 of the Drain Code.

1) As stated above, the main chance of a special assessment against a property becoming delinquent and not being able to ultimately satisfy the assessment levied against it would result from an assessed property being sold at tax sale for an amount that is less than the amount of

delinquent taxes, assessments, interest and penalties currently due with respect to the property. Therefore, the due diligence evaluates the total amount of the assessment against the drainage district for a project compared to the total assessed value (the “SEV”) of the properties in the district in order to ascertain that there is enough assessed value in the district to support the payment of the special assessment, making the risk of a long term default very unlikely.

2) The analysis performed for this project compares the total amount of the assessment that will be levied in the drainage district to the total SEV of the drainage district (the “SEV percentage”).

3) The Bauer Drain Drainage District poses a unique situation, since the most valuable properties in the Drainage District contain an oil tank farm. Oil pipelines and tanks are taxed as personal property and not as real property. Therefore the most valuable parts of these properties are not reflected in the real property SEV since personal property has its own distinct personal property SEV. The Drain Office normally does not look at the value of personal property in conducting its due diligence since more typical types of personal property can be removed from the property. In the case of major oil tanks and pipelines, however, this property is affixed to the property in a fashion that cannot be moved and consists of an essential component of the property owner’s facility. Therefore in this case the Drain Office believes that the value of the personal property is relevant to the value the overall facility to the property owners, representing a valuable facility that is essential to the property owner. Therefore in this case the SEV Percentage will be calculated using the real property SEV and the SEV of the major fixed components of personal property on or serving these parcels. In addition, the property owners of these parcels have signed agreements guaranteeing payment of the assessments putting the full financial strength of the property owner behind the assessments, adding significant security for the payment of the special assessments beyond the value of the real and personal property.

4) The SEV analysis that was performed for this Project is attached to this memo. The resolution that has been presented to the Board uses \$13,500,000 as the not-to-exceed amount for the bonds. Bids have not been taken yet, so the not-to-exceed number was based on an estimate that the engineers for the project believe provides a substantial cushion in case bids come in high, but the final project costs are projected to be below this number. For the project, the analysis at the full not-to-exceed amount shows that the SEV percentage is 8.04% of the SEV of the real and personal property in the special assessment district. In reality, since actual costs are projected to be less than the not-to-exceed amount, the SEV percentage will in fact be lower, providing more than 91.96% property value coverage over and above the amount of the assessments.

5) Based on this analysis, there is significant value in the Bauer Drain Drainage District to support the payment of the assessments for the bonds that will be issued for this project, together with broader guarantees of payment from the property owners.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS
**RESOLUTION PLEDGING FULL FAITH AND CREDIT TO
BAUER DRAIN DRAINAGE DISTRICT BONDS**
RESOLUTION # _____

Minutes of a regular meeting of the Board of Commissioners of Ingham County, Michigan, held in the Ingham County Courthouse, Mason, Michigan, on _____, 2021, at _____ p.m., local time.

PRESENT: Commissioners _____

ABSENT: Commissioners _____

The following resolution was offered by Commissioner _____ and supported by Commissioner: _____

WHEREAS pursuant to a petition filed with the Drain Commissioner of the County of Ingham, State of Michigan (the "Drain Commissioner"), proceedings have been taken under the provisions of Act 40, Public Acts of Michigan, 1956, as amended (the "Act"), for the making of certain intra-county drain improvements referred to as the Bauer Drain Maintenance and Improvement Project, including any supplemental benefits (the "Project"), which is being undertaken by the Bauer Drain Drainage District (the "Drainage District") in a Special Assessment District (the "Special Assessment District") established by the Drainage District; and

WHEREAS, the Project is necessary for the protection of the public health, and in order to provide funds to pay the costs of the Project, the Drain Commissioner intends to issue the Drainage District's bonds (the "Bonds") in an amount not to exceed \$13,500,000 pursuant to the Act; and

WHEREAS, the principal of and interest on the Bonds will be payable from assessments to be made upon public corporations and/or benefited properties in the Special Assessment District (the "Special Assessments"); and

WHEREAS, the Drain Commissioner, in consultation with professionals engaged by the Drainage District, has analyzed the Special Assessments and the proposed Bonds; and informed the County that there is no other indebtedness of the Drainage District secured by the Special Assessments, and that the Special Assessments will be levied in an amount equal to or greater than the par amount of the Bonds, assuring the County that there is a sufficient amount of Special Assessments levied, which together with interest thereon is projected to be sufficient to make payments of the principal of and interest on the Bonds as they become due; and

WHEREAS, PFM Financial Advisors LLC has been engaged by the Drainage District to review such projections and to assist the Drainage District as registered municipal advisor for the issuance of the Bonds; and

WHEREAS, the Ingham County Board of Commissioners (the “Board”) may, by resolution adopted by a majority of the members of the Board, pledge the full faith and credit of the County for the prompt payment of the principal of and interest on the Bonds pursuant to Section 276 of the Act; and

WHEREAS, the Drain Commissioner has informed the County that the pledge of the full faith and credit of the County to the Bonds will reduce the interest cost of financing the Project thus reducing the interest cost of the County and the property owners in the Drainage District for the Project; and

WHEREAS, if the County has advanced funds pursuant to its full faith and credit pledge and the Drainage District does not have funds to reimburse the County, the Act requires the Drain Commissioner to levy an additional assessment in such an amount as is required to reimburse the County for its advance; and

WHEREAS, the Drain Commissioner recommends that the Board adopt a resolution to pledge the full faith and credit of the County for the prompt payment of the principal of and interest on the Bonds; and

WHEREAS, based on the recommendation of the Drain Commissioner, the Board agrees to pledge the full faith and credit of the County to the Bonds.

NOW, THEREFORE, IT IS RESOLVED as follows:

1. The County pledges its full faith and credit for the prompt payment of the principal of and interest on the Bonds in a par amount not to exceed \$13,500,000. The County shall immediately advance sufficient moneys from County funds, as a first budget obligation, to pay the principal of and interest on any of the Bonds should the Drainage District fail to pay such amounts when due. The County shall, if necessary, levy a tax on all taxable property in the County, to the extent other available funds are insufficient to pay the principal of and interest on the Bonds when due.

2. Should the County advance County funds pursuant to the pledge made in this Resolution, the amounts shall be repaid to the County from assessments or reassessments made upon benefited properties in the Special Assessment District as provided in the Act.

3. The Chairperson of the Board, the County Administrator, the County Clerk, the County Treasurer, the County Finance Director and any other official of the County, or any one or more of them (“Authorized Officers”), are authorized and directed to take all actions necessary or desirable for the issuance of the Bonds and to execute any documents or certificates necessary to complete the issuance of the Bonds, including, but not limited to, any applications including the Michigan Department of Treasury, Application for State Treasurer’s Approval to Issue Long-Term Securities, any waivers, certificates, receipts, orders, agreements, instruments, and any certificates relating to federal or state securities laws, rules, or regulations and to participate in the preparation of a preliminary official statement and a final official statement for the Bonds and to sign such documents and give any approvals necessary therefor.

4. Any one of the Authorized Officers is hereby authorized to execute a certificate of the County to comply with the continuing disclosure undertaking of the County with respect to the Bonds pursuant to paragraph (b)(5) of SEC Rule 15c2-12 issued under the Securities Exchange Act of 1934, as amended, and amendments to such certificate from time to time in accordance with the terms of such certificate (the certificate and any amendments thereto are collectively referred to herein as the "Continuing Disclosure Certificate"). The County hereby covenants and agrees that it will comply with and carry out all of the provisions of the Continuing Disclosure Certificate.

5. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded to the extent of the conflict.

YEAS: Commissioners _____

NAYS: Commissioners _____

ABSTAIN: Commissioners _____

COUNTY SERVICES:

Yeas: _____

Nays: _____ Absent: _____ Approved: _____

FINANCE:

Yeas: _____

Nays: _____ Absent: _____ Approved: _____

RESOLUTION DECLARED ADOPTED.

Barb Byrum, Clerk
County of Ingham

CERTIFICATION

I, Barb Byrum, the duly qualified and acting Clerk of Ingham County, Michigan (the "County") do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of Commissioners at a meeting held on _____, 2021, the original of which is on file in my office. Public notice of said meeting was given pursuant to and in compliance with Act 267, Public Acts of Michigan, 1976.

Date: _____, 2021

Barb Byrum, Clerk
County of Ingham

Agenda Item 3a

TO: Ingham County Board of Commissioners

FROM: George M. Strander
Court Administrator, 30th Circuit Court

DATE: March 2, 2021

RE: Circuit Court Clerk's Office Position Conversion

BACKGROUND

The Circuit Court Clerk's Office's last remaining Deputy Clerk I position (UAW C) is now vacant due to a retirement. Other Deputy Clerk I positions were earlier converted to Deputy Clerk II (UAW D) in order provide greater flexibility of duties, reduce operational silos, enhance service to the public, and attract better talent. The Circuit Court and the County Clerk support converting this remaining position to complete this transition. The Circuit Court is able to absorb the roughly \$3,000 in additional personnel costs.

ALTERNATIVES

Should this position not be converted it would remain the only Deputy Clerk I position in an office of level III and level II positions.

FINANCIAL IMPACT

At level 1, a UAW D position costs \$2,819 more than a UAW C position. At level 5, the difference is \$3,368.

STRATEGIC PLANNING

The conversion of our last remaining Deputy Clerk I position to a Deputy Clerk II position will help us attract and retain exceptional employees (Human Resources and Staffing Goal) and better provide quality services to the public (Service to Residents Goal).

OTHER CONSIDERATIONS

None.

RECOMMENDATION

Approval of the resolution is recommended.

Introduced by the Law & Courts, County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO CONVERT ONE DEPUTY CLERK I – CIRCUIT COURT POSITION TO ONE DEPUTY CLERK II – CIRCUIT COURT POSITION IN THE CIRCUIT COURT CLERK’S OFFICE

WHEREAS, the remaining Deputy Clerk I position (UAW C with salary range \$31,618-\$37,632) in the Circuit Court Clerk’s Office has become vacant due to a retirement; and

WHEREAS, the Circuit Court and County Clerk wish to convert this Deputy Clerk I – Circuit Court position to one Deputy Clerk II – Circuit Court (UAW D with salary range \$33,710-\$40,131); and

WHEREAS, the Circuit Court has available funds in line item #101-13001-811000 to cover this ongoing expense; and

WHEREAS, the Circuit Court and County Clerk have assessed the duty assignments of the Deputy Clerk I and Deputy Clerk II positions and have concluded that conversion is necessary to meet the evolving operational needs of the Circuit Court Clerk’s Office.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the conversion of one Deputy Clerk I – Circuit Court (UAW C), position #130031 to one Deputy Clerk II – Circuit Court (UAW D) position.

BE IT FURTHER RESOLVED, that the County Controller/Administrator is authorized to make any necessary adjustments to the Circuit Court’s budget and position allocation list consistent with this resolution.

TO: Ingham County Board of Commissioners

FROM: George M. Strander
Court Administrator, 30th Circuit Court

DATE: March 2, 2021

RE: Audiovisual Upgrade to Mason Courthouse Courtroom

BACKGROUND

All eight courtrooms in the Veterans Memorial Courthouse have had their audiovisual systems upgraded. Funds have been set aside in the CIP Budget to do the same with respect to the Mason Historical Courthouse courtroom.

The Mason Courthouse presents unique challenges given its age and construction. The Board of Commissioners earlier approved the hiring of Smart Homes, Smart Offices (SHSO) to design an RFP upon which contractors could bid (see Resolution #20-401 attached).

Two proposals for making audiovisual improvements to the Mason Courthouse were received – one from SHSO and one from FD Hayes. Based on the SHSO bid being far more detailed and almost \$20,000 less than that from FD Hayes, Purchasing, Facilities, and the Court recommend awarding the construction contract to SHSO (draft resolution attached).

ALTERNATIVES

Since funds have already been secured for the audiovisual upgrade of the Mason Courthouse courtroom, the only alternative would be to award the contract to FD Hayes, which is not recommended.

FINANCIAL IMPACT

A total of \$100,000 was budgeted in the CIP for the Mason Courthouse courtroom upgrade project (approved 2019 CIP line item # 664-13099-735100). \$14,375 of this was used to generate a design for the RFP. The SHSO construction bid is \$78,376.64. We also recommend adding a contingency of \$7,000 due to the possibility of running into unforeseen complications when doing a construction project on a 120-year-old building.

Outlaying \$14,375, \$78,376.64, and \$7,000 would still bring this project under budget (at \$99,751.64). The FD Hayes bid of \$97,120, given the earlier outlay of \$14,375, would not have been within budget.

STRATEGIC PLANNING

This project supports fair and efficient judicial processing (Management, Finance, and Governance Goal).

OTHER CONSIDERATIONS

None.

RECOMMENDATION

Approval of the resolution is recommended.

ADOPTED – SEPTEMBER 22, 2020
AGENDA ITEM NO. 42

Introduced by the Law & Courts, County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH SMART HOMES INC. FOR THE
ARCHITECTURAL AND ENGINEERING SERVICES FOR THE MASON COURTHOUSE
CIRCUIT COURTROOM TECHNOLOGY UPGRADES**

RESOLUTION #20 – 401

WHEREAS, the Mason Courthouse Circuit Courtroom is in need of technology upgrades; and

WHEREAS, Smart Homes Inc. will furnish expertise and resources for complete design and engineering services; and

WHEREAS, it is the recommendation of the Facilities Department to enter into an agreement with Smart Homes Inc. who submitted the lowest responsive and responsible proposal of \$14,375.00 for the architectural and engineering services for the technology upgrades to the Mason Courthouse Circuit Courtroom; and

WHEREAS, funds are available from the approved 2019 CIP line item # 664-13099-735100 from the equipment revolving fund.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Smart Homes Inc., 210 State Street, Mason, MI 48854, for the architectural and engineering services for the Mason Courthouse Circuit Courtroom technology upgrades for a cost not to exceed \$14,375.00.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Board Chairperson to sign any necessary documents that are consistent with this resolution and approved as to form by the County Attorney.

LAW & COURTS: Yeas: Slaughter, Polsdofer, Celentino, Crenshaw, Trubac, Schafer

Nays: None **Absent:** Sebolt **Approved 09/10/2020**

COUNTY SERVICES: Yeas: Sebolt, Celentino, Grebner, Koenig, Stivers, Maiville, Naeyaert

Nays: None **Absent:** None **Approved 09/15/2020**

FINANCE: Yeas: Morgan, Tennis, Grebner, Crenshaw, Polsdofer, Schafer, Maiville

Nays: None **Absent:** None **Approved 09/16/2020**

Agenda Item 3b

TO: Rick Terrill, Facilities Director

FROM: James Hudgins, Director of Purchasing

DATE: February 11, 2021

RE: Memorandum of Performance for RFP No. 18-21 Audiovisual Improvements at the Ingham County Courthouse

Per your request, the Purchasing Department sought proposals from qualified and experienced audiovisual vendors to enter into a contract for the purpose of making improvements to the Ingham County Courthouse.

The scope of work includes, but is not limited to, installing a new audiovisual system to provide video distribution and display, audio reinforcement, video conferencing, recording, and AV system control.

The Purchasing Department can confirm the following:

Function	Overall Number of Vendors	Number of Local Vendors
Vendors invited to propose	29	4
Vendors attending pre-bid/proposal meeting	8	2
Vendors responding	2	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 jhudgins@ingham.org or by phone at 676-7309.

SUMMARY OF VENDORS' COSTS

Vendor Name	Local Pref	Phase 1	Phase 2	Total Phase 1 & 2
Smart Homes Smart Offices	Yes, Mason MI	\$32,426.69	\$45,949.95	\$78,376.64
FD Hayes Electric Co.	Yes, Lansing MI	\$38,850.00	\$58,270.00	\$97,120.00

Phase One

Phase one will provide a new system to support audio amplification of all court participants. This phase is temporary and is intended to accommodate social distancing in the courtroom through a rearrangement of furniture and the location of court participants. The audio system will include wired and wireless microphones, and audio processor, amplifiers and speakers. Additional equipment is required to support the audio a system including a Crestron AV control system and an AV equipment rack. The equipment from phase one will be utilized in the second phase when the courtroom is returned to the normal configuration.

Phase Two

Phase two introduces video distribution, display, video conferencing, and also includes deployment of a hearing assistance system. Phase two may be implemented while the courtroom is in the temporary configuration. This determination will be made at a future date. The AV system has been designed to accommodate either scenario.

Introduced by the Law & Courts, County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT WITH SMART HOMES, SMART OFFICES
FOR AUDIOVISUAL UPGRADE OF CIRCUIT COURT COURTROOM IN THE
MASON HISTORICAL COURTHOUSE**

WHEREAS, all eight courtrooms in the Veterans Memorial Courthouse have had their audiovisual systems upgraded; and

WHEREAS, \$100,000 in funds had been set aside in the CIP Budget to do the same with respect to the Mason Historical Courthouse courtroom (approved 2019 CIP line item #664-13099-735100); and

WHEREAS, the County earlier approved the hiring of Smart Homes, Smart Offices (SHSO), for \$14,375, to design an RFP upon which contractors could bid, after which the total available in the CIP Budget for this project is \$85,625; and

WHEREAS, two proposals for making audiovisual improvements to the Mason Courthouse were received – one from SHSO, for \$78,376.64, and one from FD Hayes, for \$97,120; and

WHEREAS, based on the SHSO bid being far more detailed and almost \$20,000 less than that from FD Hayes, and the latter not being within budget, it is appropriate to award the construction contract to SHSO; and

WHEREAS, due to the possibility of running into unforeseen complications when doing a construction project on a 120-year-old building, it is prudent to add a \$7,000 contingency to the contract.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a contract with Smart Homes, Smart Offices for the audiovisual upgrade of the Circuit Court courtroom in the Mason Historical Courthouse, for an amount up to \$78,376.64, with an additional \$7,000 provisionally authorized in the event of unforeseen complications.

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

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Board Chairperson to sign any necessary documents that are consistent with this resolution and approved as to form by the County Attorney.

Agenda Item 4

TO: Board of Commissioners Law & Courts Committee, Finance Committee
FROM: Heidi Williams, Director, Ingham County Animal Control & Shelter
DATE: March 2, 2021
SUBJECT: Resolution to authorize an Equipment Purchase Agreement with Motorola Solutions, Inc. for the purchase of nine portable radios, eight mobile radios, one power supply, one desk microphone and one speaker.

For the meeting agenda of *March 11, 2021 and March 17, 2021*

BACKGROUND

This resolution is for the approval to utilize Ingham County Animal Shelter Millage Funding as part of an ongoing project to replace the Ingham County Public Safety Radio System. Specifically, funding will be used to purchase nine Motorola APX 6000 and eight Motorola APX 8500 radios. Additionally, funding will purchase one power supply, one desk microphone, and one desk speaker for the Animal Control Dispatch Center at a cost of \$71,894.94.

ALTERNATIVES

Ingham County contracted with Motorola Solutions, Inc. for the Ingham County Public Safety Radio replacement project (Resolutions #18-260, #18-550, #18-552). If Animal Control does not purchase this equipment, Animal Control Dispatch will not be able to operate on the replacement Ingham County Public Radio System.

FINANCIAL IMPACT

Funding exists in the Ingham County Animal Shelter Millage Fund to cover this purchase.

STRATEGIC PLANNING IMPACT

This project fits with the Ingham County Goals of: (A) Service to Residents - provide easy access to quality, cost effective services that promote well-being and quality of life for the residents of Ingham County as it allows the ICACS to maintain effective communications during the course of our duties; (E) Facilities & Infrastructure - providing quality infrastructure as it upgrades and expands the ICAC Dispatch Radios to the new radio communications system.

OTHER CONSIDERATIONS

Because Animal Control equipment is not eligible for purchase from the 9-1-1 millage or the 9-1-1 telephone surcharge, Ingham County Animal Control was not included in the Ingham County Public Safety Radio Replacement Project that funded the purchase of new radios for all Ingham County Public Safety Agencies. In order to continue with daily operations of dispatching Ingham County Animal Control Officers to calls for service, these radios will need to be purchased separate from the Ingham County Public Safety Radio Replacement Project.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to authorize the purchase of nine Motorola APX 6000, eight Motorola APX 8500 radios, one power supply, one desk microphone, and one desk speaker for ICACS.

Introduced by the Law & Courts and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN EQUIPMENT PURCHASE AGREEMENT WITH
MOTOROLA SOLUTIONS, INC. FOR THE PURCHASE OF NINE MOTOROLA APX6000 RADIOS,
EIGHT MOTOROLA APX8500 RADIOS, ONE POWER SUPPLY, ONE DESK MICROPHONE
AND ONE DESK SPEAKER**

WHEREAS, the Ingham County Central Dispatch Center is switching to the Michigan Public Safety Communication System (MPSCS) Radio System; and

WHEREAS, the Ingham County Public Safety Radio Replacement Project did not include the purchase of radios for Ingham County Animal Control and Shelter (ICACS); and

WHEREAS, ICACS will need to purchase radios in order to continue to be a part of this radio system; and

WHEREAS, funding exists for this purchase in the Ingham County Animal Shelter Millage fund and this funding will be used to purchase 9 Motorola APX 6000, 8 Motorola APX 8500 radios, one power supply, one desk microphone, and one desk speaker for ICACS; and

WHEREAS, the Ingham County Board of Commissioners, with Resolution #18-550, previously contracted with Motorola Solutions, Inc. for the replacement of the Ingham County Public Safety Radio System; and

WHEREAS, the total expenditure for this proposal is \$71,894.94.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the purchase of nine Motorola APX 6000, eight Motorola APX 8500 radios, one power supply, one desk microphone, and one desk speaker for ICACS at a cost not to exceed \$71,894.94.

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

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Board Chairperson to sign any necessary contract documents or purchase documents that are consistent with this resolution and approved as to form by the County Attorney.

TO: Board of Commissioners Law & Courts and Finance Committees

FROM: Jessica Yorko, Manager, Health Promotion and Prevention Division, Ingham County Health Department

DATE: March 2, 2021

SUBJECT: RESOLUTION APPROVING A PARTNERSHIP WITH ADVANCE PEACE
For the meeting agendas of March 11 and 17

BACKGROUND

Ingham County is committed to ensuring that youth and young adults most impacted by gun violence lead productive, safe, healthy, and law-abiding lives free from gun violence. Federal and local data indicates that gun violence rates in Ingham County have been increasing since 2012. In 2020 county residents experienced twice as many gun-related homicides and incidents of shots fired than in 2019. There were more than twenty gun related homicides in Ingham County in 2020, and more than 450 incidents of shots fired, which reflect increases of more than 200% from the previous year. Ingham County Health Department and the Ingham County Prosecutor have worked together and with dozens of community stakeholders since 2019 to explore approaches to reducing gun violence. Advance Peace was introduced by the Ingham County Health Department to the Ingham County Board of Commissioners Law & Courts Committee on October 15, 2020 and February 11, 2021. Advance Peace interrupts cyclical and retaliatory gun violence in urban neighborhoods by providing transformational opportunities to those at the center of firearm hostilities by providing them with a high-touch, personalized 18-month Peacemaker Fellowship grounded in evidence-based practices. Advance Peace has been nationally and internationally recognized for delivering and sustaining positive outcomes with its Fellowship participants, contributing to a 60%-71% reduction in gun violence in Richmond, California.

Ingham County understands that the most impactful outcomes of the Advance Peace approach are possible when the initiative is sustained by local governments over a period of ten or more years, and when the model is institutionalized as a standing/on-going program and service offered in the local community with adequate funding to deliver all program components. The Ingham County Board of Commissioners will include in its 2022-2024 public safety planning a commitment, support, and partnership with Advance Peace which will help save lives and reduce the life altering trauma experienced by people living in the impacted communities and by the service providers who support them (including law enforcement).

ALTERNATIVES

Ingham County Health Department and the Ingham County Prosecutor have explored several other gun violence interruption strategies. These included the Centers for Disease Control STRYVE program and the Cure Violence approach. STRYVE provided violence prevention funding to local health departments in 2011, but has not made additional grants since that time. Cure Violence was not able to provide technical assistance on their model in Ingham County due to capacity of that organization. Advance Peace was selected by ICHD, ICPO and other stakeholders based on the willingness of the organization to provide substantial in-kind support beyond the initial exploratory contract; the racial diversity of top leadership of the organization; the positive outcomes of the model; the design of the model; and the founder of Advance Peace being originally from Ingham County and being personally impacted by gun violence in Ingham County.

FINANCIAL IMPACT

The projected 2022 financial commitment from Ingham County is \$160,000, with a projected total three-year financial commitment of \$590,000 for 2022 through 2024. This funding commitment is contingent upon agreement with other County units of government to share in the cost of this program.

STRATEGIC PLANNING IMPACT

This resolution supports the commitment of the Ingham County Board of Commissioners to continue work that targets violent offenders, high level drug dealers, gang activity, and gun violence (Goal A, Strategy 1, Task x of the 2018-2022 Update to the Strategic Plan and Action Plan.)

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to approve a partnership with Advance Peace and a Commitment to help build and sustain local community capacity to interrupt gun violence in Ingham County, MI. The projected 2022 financial commitment from Ingham County is \$160,000, with a projected total three-year financial commitment of \$590,000 for 2022 through 2024. This funding commitment is contingent upon agreement with other County units of government to share in the cost of this program. I also recommend that the Ingham County Board of Commissioners will include in its 2022-2024 public safety planning, a commitment, support and partnership with Advance Peace which will help save lives and reduce the life altering trauma experienced by people living in the impacted communities and by the service providers who support them (including law enforcement).

Introduced by the Law & Courts and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE A PARTNERSHIP WITH ADVANCE PEACE AND A COMMITMENT TO HELP BUILD AND SUSTAIN LOCAL COMMUNITY CAPACITY TO INTERRUPT GUN VIOLENCE IN INGHAM COUNTY, MI

WHEREAS, Ingham County is committed to ensuring that youth and young adults most impacted by gun violence lead productive, safe, healthy, and law-abiding lives free from gun violence; and

WHEREAS, evidence-based and promising practices related to gun violence intervention and interruption are needed to help build individual, family, and community strength and resiliency in neighborhoods most impacted by gun violence; and

WHEREAS, Advance Peace was introduced by the Ingham County Health Department to the Ingham County Board of Commissioners Law & Courts Committee on October 15, 2020 and February 11, 2021; and

WHEREAS, Advance Peace interrupts cyclical and retaliatory gun violence in urban neighborhoods by providing transformational opportunities to those at the center of firearm hostilities by providing them with a high-touch, personalized 18-month Peacemaker Fellowship grounded in evidence-based practices; and

WHEREAS, the Advance Peace personalized 18-month Peacemaker Fellowship evidence-based practices include Street Outreach; Mentoring; Intensive Case Management; Life Skills Training; Cognitive Behavioral Therapy; Subsidized Employment; and

WHEREAS, the Advance Peace personalized 18-month Peacemaker Fellowship includes seven intensive touch-points that include: LifeMAP Goals; Multiple Daily Check-ins; Social Services Navigation; Transformative Travel/Horizon Building Journeys; Elders Circle/Intergenerational Mentoring; Internship Opportunities; LifeMAP Milestone Allowance; and

WHEREAS, Advance Peace has been nationally and internationally recognized for delivering and sustaining positive outcomes with its Fellowship participants, contributing to a 60%-71% reduction in gun violence in Richmond California; and

WHEREAS, the Ingham County Board of Commissioners commits to supporting Advance Peace in its efforts to replicate, operationalize, and proof of concept the Operation Peacemaker Fellowship in Ingham County, MI; and

WHEREAS, Advance Peace will work with local stakeholders to identify an Ingham community-based organization with the intent to help build and sustain local community capacity to interrupt gun violence in Ingham County and effectively bridge the gap between conventional anti-violence programs and those most affected by gun violence; and

WHEREAS, Ingham County will work with Advance Peace and agree to establish and complete two 18-month Fellowship cohorts consisting of 25 Fellows each (or 50 Fellows) over a four-year period in Ingham County MI; and

WHEREAS, Advance Peace and Ingham County will work together to identify and secure requisite resources to support the establishment and completion of two 18-month Advance Peace Fellowship cohorts over a four-year period; and

WHEREAS, Ingham County agrees to provide local gun violence related data and work with the Advance Peace evaluation team consisting of Michigan Public Health Institute (MPHI), the Institute of Urban and Regional Development at UC Berkeley (IURD) and the National Council on Crime and Delinquency (NCCD) to ensure completion of a quality and timely evaluation of the strategy as implemented in Ingham County, MI; and

WHEREAS, Advance Peace and Ingham County will work together with MPHI to evaluate outcomes and activities and continually improve delivery of the Advance Peace model in Ingham County; and

WHEREAS, Advance Peace will aim to reduce cyclical and retaliatory firearm assaults causing injury or death by 50% over a four-year period; and

WHEREAS, Ingham County understands that the most impactful outcomes of the Advance Peace approach are possible when the initiative is sustained by local governments over a period of ten or more years, and when the model is institutionalized as a standing/on-going program and service offered in the local community with adequate funding to deliver all program components; and

WHEREAS, Ingham County supports this resolution because it will provide additional resources in support of current efforts and commitments of the County to reduce firearm assaults causing injury and death; and

WHEREAS, the projected 2022 financial commitment from Ingham County is \$160,000, with a projected total three year financial commitment of \$590,000 for 2022 through 2024.

THEREFORE IT BE RESOLVED, that the Ingham County Board of Commissioners will include in its 2022-2024 public safety planning a commitment, support, and partnership with Advance Peace which will help save lives and reduce the life altering trauma experienced by people living in the impacted communities and by the service providers who support them (including law enforcement).

BE IT FURTHER RESOLVED, that this funding commitment is contingent upon agreement with other local units of government located within Ingham County to share in the cost of this program.

TO: Board of Commissioners, County Services, & Finance Committees
FROM: Deb Fett, CIO
DATE: 3/2/2021
SUBJECT: Webtecs CourtView Integration Conversion

For the meeting agendas of March 16th, 17th and 23rd, 2021

BACKGROUND

Ingham County currently uses CourtView software in our various criminal justice areas including our Courts and Prosecuting Attorneys' Office. There is a current project to transition this system off of a Sun server making support both more reasonable and easier to obtain. This request is to obtain assistance from Webtecs in adapting the connectors between Webtecs and CourtView so as to not lose functionality. Webtecs provides the interface for publishing court schedules and court records to our website. It also allows online payments for our Courts as well.

ALTERNATIVES

We could choose not to have the connectivity or ask our Courts to publish the information manually.

FINANCIAL IMPACT

The funding for the \$19,200.00 plus \$800.00 contingency for a total of \$20,000.00 is budgeted and will come from the County Innovation and Technology Department's LOFT Fund #636-25820-932050.

STRATEGIC PLANNING IMPACT

This authorization supports Goal D – Information Technology – 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, specifically Strategy 2 – Annually budget for countywide IT projects including updates to existing software applications.

OTHER CONSIDERATIONS

None.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the quote for Webtecs CourtView Integration Conversion in the amount not to exceed \$20,000.00.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE THE WEBTECS COURTVIEW CONVERSION PROJECT

WHEREAS, Ingham County currently utilizes CourtView Software as our criminal justice application; and

WHEREAS, the current hardware platform is at end of life, is expensive to replace, and difficult to find resources for support; and

WHEREAS, Ingham County is moving over to a more standardized platform for less than replacing the current hardware and licenses; and

WHEREAS, this migration will require our Webtecs website integration to be converted; and

WHEREAS, the amount proposed by Webtecs has been budgeted and will provide the needed conversion to connect our County owned resources and ensure support is available for our current applications.

THEREFORE BE IT RESOLVED, that the Board of Commissioners do hereby authorize the contract for the conversion of the CourtView Webtec connectors from Webtecs in the amount not to exceed \$20,000.00.

BE IT FURTHER RESOLVED, the total cost will be paid from the Innovation and Technology's LOFT Fund (636-25820-932050); and

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

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

TO: Board of Commissioners County Services & Finance Committees
FROM: Deb Fett, Chief Information Officer
DATE: March 2, 2021
SUBJECT: Virtual Meeting Software License Renewals
For the meeting agendas of March 16th, 17th and 23rd, 2021

BACKGROUND

In 2020, Ingham County required software to conduct virtual meetings. Reflecting State recommendations and best practices, software was licensed to allow these meetings to take place virtually. These licenses expire in April, 2021.

Innovation and Technology has reviewed our options for ongoing virtual meetings and is working on a less costly replacement. The federal government recommends this software as being secure and it is included in our Microsoft licensing. Since it is still being implemented and there is continuing need to hold meetings virtually, we will need to renew the original software licensing once more to continue using it until the implementation and training are complete.

ALTERNATIVES

Until we are able to discontinue virtual meetings or switch over to the other platform we will need to continue with this software package.

FINANCIAL IMPACT

The funding for this support renewal is budgeted and will come from the County Innovation and Technology Department's Network Fund #636-25810-932030. This was quoted under the State of Michigan MiDeal Contract.

STRATEGIC PLANNING IMPACT

This Resolutions supports Goal D – Information Technology, specifically Strategy 2 – Annually budget for countywide IT projects including updates to existing software applications.

OTHER CONSIDERATIONS

There may be a need to continue to use a very limited number of licenses of this software for a few more years for public facing meetings as there are procedures that seem to work well for these meetings. The cost would be greatly reduced to do so.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval to renew via purchase order the remote software from CDW-G in the amount not to exceed \$12,200.00.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE THE RENEWAL OF VIRTUAL MEETING SOFTWARE
FROM CDW-G**

WHEREAS, Ingham County has required software to conduct meetings virtually; and

WHEREAS, the application chosen to conduct said meetings has been working well; and

WHEREAS, the current licensing and support on this software expires in April, 2021; and

WHEREAS, this expenditure has been planned for and budgeted and will continue to address Ingham County's need to conduct meetings virtually.

THEREFORE BE IT RESOLVED, that the Board of Commissioners do hereby authorize the renewal of virtual meeting software for one year from CDW-G in the amount not to exceed \$12,200.00.

BE IT FURTHER RESOLVED, the total cost will be paid from the Innovation and Technology's Network Fund (#636-25810-932030).

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

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

Agenda Item 7

TO: Board of Commissioners, County Services and Finance Committees

FROM: Rick Terrill, Facilities Director

DATE: March 2, 2021

RE: Resolution to Authorize an Agreement Amendment with Safety Systems, Inc. to Monitor the Additional Temperature Sensor at the Human Services Building

For the meeting agendas of: March 16 & 17

BACKGROUND

An additional sensor was added to monitor an additional freezer at the Human Services Building that was installed for the COVID-19 vaccines for a cost of \$562.12. Due to the urgent circumstances, Deputy Controller Jared Cypher approved the installation of the sensor. We will need to amend the monitoring agreement for the additional \$24 per year to monitor the additional temperature sensor for a total of \$48 for two years.

ALTERNATIVES

The alternative would be to forego the monitoring of the additional freezer.

FINANCIAL IMPACT

Funds are available within the maintenance contractual line item number 631-23304-931100.

OTHER CONSIDERATIONS

There are no other considerations that we are aware of at this time.

RECOMMENDATION

Based on the information presented, the Facilities Department respectfully recommends approval of the attached resolution to support an agreement amendment with Safety Systems Inc., for the additional monitoring of an additional temperature sensor.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT AMENDMENT WITH SAFETY SYSTEMS INC.
TO MONITOR AN ADDITIONAL TEMPERATURE SENSOR AT THE
HUMAN SERVICES BUILDING**

WHEREAS, an additional temperature sensor was added at a cost of \$562.12, to ensure the COVID-19 vaccine stays within the correct temperature range; and

WHEREAS, it is the recommendation of the Facilities Department to amend the agreement with Safety Systems, Inc., to the monitor the additional temperature sensor at the Human Services Building for an additional \$24.00 per year for a total of \$48.00 for the next two years; and

WHEREAS, funds are available in the maintenance contractual line item number 631-23304-931100.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorize an agreement amendment with Safety Systems Inc., 2075 Glenn St., Lansing, Michigan 48906, for the monitoring of the additional temperature sensor at the Human Services Building for an additional \$24.00 per year for a total of \$48.00 for the next two years.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Board Chairperson to sign any necessary documents that are consistent with this resolution and approved as to form by the County Attorney.

TO: Board of Commissioners, County Services Committee and Finance Committee

FROM: Kelly R. Jones, County Highway Engineer & Director of Engineering
Road Department

DATE: March 1, 2021

SUBJECT: Proposed Resolution of Support for the Local Bridge Program Funding Applications for Fiscal Year 2024

For the Meeting Agendas of March 16, 17 and 23

BACKGROUND

The Michigan Department of Transportation (MDOT) is currently soliciting applications for funding through the Local Bridge Program for Fiscal Year 2024. Funding categories include full bridge replacement, bridge rehabilitation, and preventative maintenance work. Each local agency is allowed to submit funding applications for bridges measuring at least 20-ft long along the centerline of the roadway. Funding applications are due by April 5, 2021. The Local Bridge Program requires the road agency's governing body to pass a resolution of support for the bridge funding applications, which is included as part of the complete application submittal package.

The Road Department has proposed candidates for the 2021 bridge funding applications for Fiscal Year 2024 as follows:

6. Replacement of the Noble Road Bridge over Deer Creek, Wheatfield Township (SN 3921)
7. Replacement of the Dennis Road Bridge over West Cedar Drain, Leroy Township (SN 3898)
8. Replacement of the Hagadorn Road Bridge over Mud Creek, Alaiedon Township (SN 3876)
9. Preventative Maintenance Work on the Onondaga Road Bridge over Grand River, Onondaga Township (SN 3873) and College Road Bridge over Sycamore Creek, Alaiedon Township (SN 3875)
10. Preventative Maintenance Work on the Hoxie Road Bridge over Wolf Creek, Locke Township (SN 3907) and Waldo Road Bridge over Deer Creek Drain, Wheatfield Township (SN 3918)

The above named bridges and scopes of work are based on recommendations provided by an engineering consultant performing bridge inspections on behalf of the Road Department. The preventative maintenance projects are divided into two distinct scopes of work in an effort to economize contractor work and project costs. The major items in the scope of work for the Onondaga Road Bridge and the College Road Bridge include epoxy overlays and joint repairs. The major items in the scope of work for the Hoxie Road Bridge and the Waldo Road Bridge include bridge railing retrofits and substructure repairs. The other three funding applications are for complete bridge replacements as noted above.

The Noble Road Bridge is located in Sections 11 & 14 of Wheatfield Township, between Bravender Road and Williamston Road. It is a steel beam bridge originally constructed in 1925. The bridge has deteriorated to a point where the only viable option is complete replacement.

The Dennis Road Bridge is located in Sections 25 & 36 of Leroy Township, between House Road and Kane Road. It is a side by side concrete box beam bridge originally constructed in the early 1900's and rehabilitated in 1984 with the current beam type. The bridge has deteriorated to a point where the only viable option is complete replacement.

The Hagadorn Road Bridge is located in Sections 20 & 29 of Alaiedon Township, at the intersection with Lamb Road. It is a steel beam bridge originally constructed in 1937 and rehabilitated in 1967 with the current beam type. The bridge has deteriorated to a point where the only viable option is complete replacement.

The Onondaga Road Bridge is located in Sections 28 & 29 of Onondaga Township, between Old Plank Road and Bellevue Road. It is a spread box beam bridge constructed in 2002. The College Road Bridge is located in Section 7 of Alaiedon Township and Section 12 of Delhi Township, between Sandhill Road and Dell Road. It is a side by side concrete box beam bridge constructed in 2006. These bridges are in good condition and only require joint repairs and epoxy overlays to extend their anticipated lifespans.

The Hoxie Rd Bridge is located in Section 14 of Locke Township, between Corey Road and Morrice Road. It is a steel beam bridge originally constructed in 1910 and reconstructed in 1969. The Waldo Road Bridge is located in Section 34 of Wheatfield Township, between Clark Road and Zimmer Road. It is a steel beam bridge originally constructed in 1967. These bridges are in fair condition, so by performing work such as railing retrofits and substructure repairs, their anticipated remaining lifespans can be extended.

ALTERNATIVES

The alternative is to not apply for funding and allow the bridges to continue to deteriorate, with the ultimate end result being a bridge closure. The Road Department does not have funds to replace or repair bridges without the support of the Local Bridge Program.

FINANCIAL IMPACT

The Local Bridge Program provides for up to 95% participation from federal and/or state funds for eligible construction costs. The Road Department is responsible for the 5% (minimum) construction funding match and 100% of any costs associated with right-of-way, design engineering and construction engineering. These costs will be included in the 2024 Road Department budget if awarded funding.

OTHER CONSIDERATIONS

N/A

RECOMMENDATION

Based on the information provided, I respectfully recommend approval of the attached resolution of support for the Fiscal Year 2024 Local Bridge Program Funding Applications.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION OF SUPPORT FOR THE LOCAL BRIDGE PROGRAM FUNDING APPLICATIONS
FOR FISCAL YEAR 2024**

WHEREAS, the Michigan Department of Transportation (MDOT) is currently soliciting applications for federal and/or state funding through the Local Bridge Program for Fiscal Year 2024; and

WHEREAS, the available funding categories through the Local Bridge Program include full bridge replacement, bridge rehabilitation, and preventative maintenance work for bridges measuring at least 20-ft long when measured along the roadway centerline; and

WHEREAS, the Local Bridge Program allows each road agency to submit bridge funding applications annually; and

WHEREAS, upon reviewing the county bridge needs, the Road Department recommends submitting funding applications to address the replacement and preventative maintenance needs for the following bridges:

1. Replacement of the Noble Road Bridge over Deer Creek, Wheatfield Township (SN 3921)
2. Replacement of the Dennis Road Bridge over West Cedar Drain, Leroy Township (SN 3898)
3. Replacement of the Hagadorn Road Bridge over Mud Creek, Alaiedon Township (SN 3876)
4. Preventative Maintenance Work on the Onondaga Road Bridge over Grand River, Onondaga Township (SN 3873) and College Road Bridge over Sycamore Creek, Alaiedon Township (SN 3875)
5. Preventative Maintenance Work on the Hoxie Road Bridge over Wolf Creek, Locke Township (SN 3907) and Waldo Road Bridge over Deer Creek Drain, Wheatfield Township (SN 3918); and

WHEREAS, the Local Bridge Program requires a current resolution from the road agency's governing Board in support of the proposed funding applications.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the Road Department to submit five applications for the bridges listed above to solicit fiscal year 2024 Local Bridge Program funding.

TO: County Services and Finance Committees

FROM: Tom Gamez, Director of Operations ICRD

DATE: February 26, 2021

SUBJECT: ITB No.28 -21: Emulsified Asphalts for the Road Department

BACKGROUND

The purpose of this correspondence is to support the attached resolution to purchase emulsified asphalts: CRS-2M, HFRS-2M, SS-1H, low tracking tac, AE-90 and CM-300 emulsions for the scheduled 2021 chip seal program and various other road maintenance requirements.

The Ingham County Road Department annually purchases these emulsified asphalts for placement by Road Department crews in various road maintenance operations. The various types of emulsions are designed to meet the needs for maintaining county roads. The following are estimated quantities and application of the bid product:

- AE-90 for spray-patching cracks and potholes +/- 10,000 gallons
- Low tracking bond coat for asphalt pavement tac +/- 10,000 gallons
- SS-1H for asphalt pavement tac +/- 5,000 gallons
- CRS-2M and/or HFRS-2M for chip sealing +/- 700,000 gallons
- CM-300 for on-site manufacturing of cold patch +/- 15,000 gallons.
- Pug Mill – for on-site manufacturing of cold patch

ALTERNATIVES

Each of these emulsions are designed for different needs for repairing and preserving the Ingham County Roads. The Michigan Department of Transportation (MDOT) has researched and field-tested all of these emulsions and has recommend the use of these products in their 2012 MDOT Construction Manual.

All emulsions purchased shall meet or exceed the specifications from the 2012 MDOT Standard Specifications for Construction, tables 904-4 and 904-6 emulsified asphalts, and the ITB packet #28-21, Section 8, Specifications.

FINANCIAL IMPACT

The Road Department's adopted 2021 budget includes in controllable expenditures, funds for this and other maintenance material purchases.

Bids for CRS-2M, HFRS-2M, low tracking tac, SS-1H, AE-90 and CM-300 emulsions were solicited and evaluated by the Ingham County Purchasing Department per Invitation to Bid (ITB) #48-19, and it is their recommendation, with the concurrence of Road Department, to award these bids and purchase HFRS-2M, SS-1H, AE-90, low tracking tac and CM-300 emulsions on an as-needed, unit price per gallon basis as shown below:

	CRS-2M per gallon	HFRS-2M per gallon	SS-1H per gallon	Low Track Tac. Per gallon	AE-90 per gallon	CM-300 per gallon
Michigan Paving and Materials	\$1.62 Delivered	\$1.62 Delivered	\$2.30 Plant pickup	N/A	N/A	N/A
Asphalt Materials	N/A	N/A	N/A	N/A	N/A	\$3.23 Delivered *
BIT-MAT of Michigan	N/A	N/A	N/A	\$1.95 Plant pickup	\$1.61 Plant pickup	N/A

* CM-300 Emulsion is designed for manufacturing cold patch. The pug mill mobilization cost of \$1,100 is only required for the day of cold patch manufacturing at the Metro District garage. There is a cold patch production cost of \$3.00 per ton of finished cold patch.

The emulsions purchased for any given operation will be based on the Road Department's judgment as to which product and supplier is most advantageous for the County, with preference based on lowest qualifying bid unit price.

OTHER CONSIDERATIONS

These emulsions are a blend of liquid asphalt, emulsifiers and water. These mixtures have been known to fail to meet specifications if not managed correctly. The Road Department performs several quality control inspections to confirm the materials meet the required specifications.

In the event the awarded providers' emulsions fail to meet the required specifications, or the provider is unable to provide material when and where requested, the Road Department is requesting the following secondary providers be approved, as needed:

	CRS-2M per gallon	HFRS-2M per gallon	Low Track Tac. per gallon	AE-90 per gallon
Michigan Paving and Materials	N/A	N/A	\$2.05 Plant pickup	\$1.75 Plant pickup
BIT-MAT of Michigan	\$1.68 Delivered	\$1.68 Delivered	N/A	N/A

RECOMMENDATION

Therefore, approval of the attached resolution is recommended to authorize purchase of the Road Department's 2021 seasonal supply of emulsions.

Agenda Item 8b

TO: Tom Gamez, Director of Operations

FROM: James Hudgins, Director of Purchasing

DATE: February 18, 2021

RE: Memorandum of Performance for RFP No. 28-21 Emulsified Asphalts

Per your request, the Purchasing Department sought proposals from qualified and experienced vendors for furnishing its 2021 seasonal requirements of emulsified asphalts to the Ingham County Road Department.

The Purchasing Department can confirm the following:

Function	Overall Number of Vendors	Number of Local Vendors
Vendors invited to propose	30	5
Vendors responding	3	0

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 ITB; 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 jhudgins@ingham.org or by phone at 676-7309.

SUMMARY OF VENDORS' COSTS

VENDOR: ASPHALT MATERIALS			LOCATION: OREGON OH		
	Detention Rates for Unloading:	Price per Gallon:	Approx. # of Gallons:	Approx. Total Cost	Plant or Refinery Location:
SS - 1H F.O.B. Plant Pickup	No bid		5,000±		
CSS-1H F.O.B. Plant Pickup	No bid		5,000±		
Low Tracking Bond Cost F.O.B. Plant Pickup	No bid		10,000±		
HFRS-2M F.O.B. Delivery to Job Site	\$125.00	\$1.98	700,000±	\$1,386,000.00	Oregon OH
CRS-2M F.O.B. Delivery to Job Site	\$125.00	\$1.98	700,000±	\$1,386,000.00	Oregon OH
AE-90 (or qualified equivalent) F.O.B. Plant	No bid		10,000±		
CM-300 (or qualified equivalent) F.O.B delivery to	Not available	\$3.23	15,000±	\$48,450.00	Oregon OH
Pug Mill Mobilization Cost	\$1,100.00				
Cold Patch Production Costs (per ton):	\$3.00 / Ton				
Frieght Cost	\$0.18 / Gallon - Return product freight 1.5 times freight rate				
Truck Availability for HFRS-2M/CRS-2M	10,000+ Gallons, 8 axle "Michigan Trailers": 4 hrs free unloading / \$125.00 per hour thereafter 9,500		6,000+ gallon tandem axle trailers: 2 hrs free unloading / \$125 per hour thereafter 5,500 gallon		

VENDOR: MPM/STONECO OF MI			LOCATION: ALMA MI		
	Detention Rates for Unloading:	Price per Gallon:	Approx. # of Gallons:	Approx. Total Cost	Plant or Refinery Location:
SS - 1H F.O.B. Plant Pickup	N/A	\$2.30	5,000±	\$11,500.00	Alma, MI
CSS-1H F.O.B. Plant Pickup	No bid		5,000±		
Low Tracking Bond Cost F.O.B. Plant Pickup	N/A	\$2.05	10,000±	\$20,500.00	Alma, MI
HFRS-2M F.O.B. Delivery to Job Site	\$100.00/hour	\$1.62	700,000±	\$1,134,000.00	Monroe, MI
CRS-2M F.O.B. Delivery to Job Site	\$100.00/hour	\$1.62	700,000±	\$1,134,000.00	Monroe, MI
AE-90 (or qualified equivalent) F.O.B. Plant	N/A	\$1.75	10,000±	\$17,500.00	Alma, MI
CM-300 (or qualified equivalent) F.O.B delivery to	No bid		15,000±		
Pug Mill Mobilization Cost	No bid				
Cold Patch Production Costs (per ton):	No bid				
Frieght Cost	No bid				
Truck Availability for HFRS-2M/CRS-2M	See See bituminous supply attachment for detention and other freight terms details. See attached carrier list.				

VENDOR: THE KLINK GROUP/BIT-MAT PRODUCTS		LOCATION: ASHLEY, IN		TIMESTAMP: 2/17/21 @ 4:46 PM	
	Detention Rates for Unloading:	Price per Gallon:	Approx. # of Gallons:	Approx. Total Cost	Plant or Refinery Location:
SS - 1H F.O.B. Plant Pickup	No bid		5,000±		
CSS-1H F.O.B. Plant Pickup	No bid		5,000±		
Low Tracking Bond Cost F.O.B. Plant Pickup		\$1.95	10,000±	\$19,500.00	Bay City, MI
HFRS-2M F.O.B. Delivery to Job Site	\$110.00/ 3 Hours	\$1.68	700,000±	\$1,176,000.00	Bay City MI
CRS-2M F.O.B. Delivery to Job Site	\$110.00 / 3 hours	\$1.68	700,000±	\$1,176,000.00	Bay City MI
AE-90 (or qualified equivalent) F.O.B. Plant	NA	\$1.61	10,000±	\$16,100.00	Bay City MI
CM-300 (or qualified equivlent) F.O.B delivery to	No bid		15,000±		
Pug Mill Mobilization Cost	No bid				
Cold Patch Production Costs (per ton):	No bid				
Frieght Cost	No bid				
Truck Availability for HFRS-2M/CRS-2M	40,000 gallons per day				

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE PURCHASE OF 2021 SEASONAL REQUIREMENT
OF EMULSIFIED ASPHALT**

WHEREAS, the Ingham County Road Department annually purchases various types of emulsified asphalts for placement by Road Department crews in various road maintenance operations and for the local road maintenance program; and

WHEREAS, the following are estimated purchase quantities: 5,000 gallons of SS-1H for asphalt pavement tac, 700,000 gallons of HFRS-2M and/or CRS-2M for chip-sealing, 10,000 gallons of AE-90 for spray-patching, 10,000 gallons of low tracking tac and 15,000 gallons of CM-300 for on-site manufacturing of cold patch; and

WHEREAS, the Road Department adopted 2021 budget included in controllable expenditures, funds for this and other maintenance material purchases; and

WHEREAS, the Road Department recommends authorizing purchase from all three responding vendors, based on availability of required material and location, with preference based on lowest qualifying bid unit price; and

WHEREAS, bids for the various types of emulsified asphalts were solicited and evaluated by the Ingham County Purchasing Department per Invitation to Bid (ITB) #28-21, and it is their recommendation, with the concurrence of Road Department, to award these bids and to purchase the CRS-2M, HFRS-2M and SS-1H emulsions on an as-needed, unit price basis from Michigan Paving & Materials of Michigan, based on their lowest qualified bids as shown below:

Michigan Paving and Materials	Delivered per gallon	Delivered per gallon	Plant pickup per gallon
CRS-2M	\$1.62		
HFRS-2M		\$1.62	
SS-1H			\$2.30

; and

WHEREAS, bids for the various types of emulsified asphalts were solicited and evaluated by the Ingham County Purchasing Department per Invitation to Bid (ITB) #28-21, and it is their recommendation, with the concurrence of Road Department, to award these bids and to purchase the low tracking bond coat and AE-90 emulsions on an as-needed, unit price basis from Bit-Mat of Michigan, based on their lowest qualified bids as shown below:

Bit-Mat of Michigan	Plant pickup per gallon	Plant pickup per gallon
Low Track Bond Coat	\$1.95	
AE-90		\$1.61

; and

WHEREAS, bids for the various types of emulsified asphalts were solicited and evaluated by the Ingham County Purchasing Department per Invitation to Bid (ITB) #28-21, and it is their recommendation, with the concurrence of Road Department staff, to award these bids and to purchase CM-300 asphalt emulsion, with pug mill mobilization for onsite production of cold patch, on an as-needed, unit price basis from Asphalt Materials Inc., as shown below:

Asphalt Materials Inc. of Ohio	Delivered per gallon	Per day	Per finished ton
CM-300	\$3.23		
Cold Patch Production			\$3.00
Pug Mill mobilization		\$1,100.00	

; and

WHEREAS, the Road Department recommends approving Bit-Mat and Michigan Paving & Materials as secondary providers for CRS-2M, HFRS-2M, low tracking bond coat, and AE-90 as shown below, in the event the awarded lowest bid providers' emulsions fail to meet the required specifications or are unable to provide materials when requested:

	CRS-2M per gallon	HFRS-2M per gallon	Low Track Tac. per gallon	AE-90 per gallon
Michigan Paving and Materials	N/A	N/A	\$2.05 Plant Pickup	\$1.75 Plant Pickup
BIT-MAT of Michigan	\$1.68 Delivered	\$1.68 Delivered	N/A	N/A

THEREFORE BE IT RESOLVED, that the Board of Commissioners accepts the bids, and authorizes the purchase of these various types of emulsified asphalts on an as-needed, unit price basis from the Bit Mat of Michigan, Michigan Paving and Materials, and Asphalt Materials based on their qualified bids and/or availability of specified emulsions as shown above.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Board Chairperson to sign any necessary documents that are consistent with this resolution on behalf of the County, after review by the County Attorney.

TO: County Services and Finance Committees

FROM: Tom Gamez, Director of Operations ICRD

DATE: February 23, 2021

SUBJECT: ITB No.26-21: Blast Furnace and Steel Slag in various sizes

BACKGROUND

The Road Department has a need to purchase approximately 16,800 tons of 29A and 3/8's x #4 blast furnace slag and 800 tons of 29A steel slag that meets or exceeds the 2012 MDOT Standard Specifications for Construction, section 902 aggregates.

All three types of slag are applied over a layer of emulsion to seal the minor cracks in the surface of an asphalt road. The goal of chip sealing a road is to protect the asphalt and sub base from the environment. In addition, the slag provides a wear surface to protect the asphalt road from traffic wear. I would compare this chip seal process to the shingles on the roof of a building. The roofing shingles protects the building structure from the environment.

There are three different types of slag in the ITB 26-21. The 29A blast furnace slag has been the preferred product applied to rural county roads for many years and has performed very well. The 3/8 x #4 slag is a smaller diameter material than the 29A slag. This smaller product will be applied on four +/- miles of urban roads in the Meridian and Delhi townships. The application rate of 3/8 x #4 slag will be reduced, with a goal of reducing the use of excessive slag on the road and on the shoulder of the road when the application is completed.

The 29A steel slag is only produced by Sunrise Aggregates (a local vendor) and has a different anionic vs cationic charged material than a blast furnace. The 29A steel slag will be applied on four +/- miles very low traffic volume roads in rural Ingham County. The Road Department has applied steel slag on several roads about 10 years ago and had positive results, but the availability of steel slag is very limited in the Mid-Michigan area.

ALTERNATIVES

The purpose of this correspondence is to support the attached resolution to purchase various size and types of slag for the scheduled 2021 chip seal program and various other road maintenance operations. The Road Department uses various size and types of slag materials on chip sealing projects when available. Slag is a byproduct from an iron blast furnace and steel foundries. Slag supplies can change as the demand for iron and steel changes. There appears to be an adequate supply of slag materials available in Michigan to meet the Road Department needs for chip sealing 100-120 miles of roads in 2021.

FINANCIAL IMPACT

The Road Department's adopted 2021 budget includes controllable expenditures and funds for these materials and other maintenance material purchases.

Bids for 29A, 3/8's x #4 blast furnace slag and 29A steel slag were solicited and evaluated by the Ingham County Purchasing Department per Invitation to Bid (ITB) #26-21, and it is their recommendation, with the concurrence of Road Department, to award these bids and purchase 29A, 3/8's x #4 blast furnace slag and 29A steel slag on an as-needed, unit price per ton basis from:

	29A Blast Furnace Slag, delivered to the Western Garage	29A Blast Furnace Slag, Delivered to the Eastern Garage	3/8 x #4 Blast Furnace Slag or equivalent size, delivered to the Metro Garage	29A Steel Slag delivered to the Eastern Garage
Yellow Rose Transport	\$38.00 per ton	\$38.95 per ton	\$41.00 per ton	
Sunrise Aggregates (local vendor)				\$25.75 per ton

Yellow Rose Transport and a local vendor Sunrise Aggregates have the lowest bids, which meets the specifications requirements from the ITB #26-21.

OTHER CONSIDERATIONS

There was only one bid received for 29A natural aggregate for a substitute for slag materials, but the Purchasing and Road Department have determined that the bid price of \$45.00 was not considered a competitive bid price. The Purchasing Department may seek out new bids, if there is a need for 29A natural aggregate in 2021.

RECOMMENDATION

Therefore approval of the attached resolution is recommended to authorize purchase of the Road Department's 2021 seasonal supply of 29A, 3/8's x #4 blast furnace and 29A steel slag.

Agenda Item 8c

TO: Tom Gamez, Director of Operations

FROM: James Hudgins, Director of Purchasing

DATE: February 17, 2021

RE: Memorandum of Performance for ITB No. 26-21 Slag 29A and 29A Crushed Natural Aggregate

Per your request, the Purchasing Department sought bids for the purchase of furnishing and delivering slag 29A, 3/8 x #4 slag, 29A steel furnace slag, and 29A natural aggregate for the Ingham County Road Department.

The Purchasing Department can confirm the following:

Function	Overall Number of Vendors	Number of Local Vendors
Vendors invited to propose	15	3
Vendors responding	3	1

A summary of the vendors' costs is located on the last page of this memo.

You are now ready to complete the final steps in the process: 1) evaluate the submissions based on the criteria established in the ITB; 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 jhudgins@ingham.org or by phone at 676-7309.

SUMMARY OF VENDORS' COSTS

Vendor			Verplank Trucking	Yellow Rose Transport	Sunrise Aggregate	Gerkin Materials Inc.
Local Preference			No, Ferrysburg MI	No, Grandville MI	Yes, Dansville MI	No, Napoleon OH
Slag, 29A Specification delivered to: Western District Garage / 301 Bush Street Mason, MI	6,000±	Unit Price	\$57.00	\$38.00	No Bid	Unresponsive - Did not complete and submit required forms
		Total Cost	\$342.00	\$228,000.00		
Slag, 29A Specification delivered to: Eastern District Garage / 1335 East Howell Rd Williamston, MI	10,000±	Unit Price	\$57.00	\$38.95	No Bid	
		Total Cost	\$570,000.00	\$389,500.00		
3/8 x #4 Slag Specification delivered to: Metro District Garage / 5613 South Aurelius Rd Lansing, MI	800±	Unit Price	\$57.00	\$41.00 *	No Bid	
		Total Cost	\$45,600.00	\$32,800.00		
29A Steel Slag (or approved equivalent) Specification delivered to: Eastern District Garage / 1335 East Howell Rd Williamston, MI	800±	Unit Price	No Bid	No Bid	\$25.75	
		Total Cost			\$20,600.00 *	
29A Crushed Natural Aggregate Specification delivered to: Western District Garage / 301 Bush Street Mason, MI	Varies	Unit Price	\$45.00	No Bid	No Bid	
		N/A				
29A Crushed Natural Aggregate Specification delivered to: Eastern District Garage / 1335 East Howell Rd Williamston, MI	Varies	Unit Price	\$45.00	No Bid	No Bid	
		N/A				
29A Crushed Natural Aggregate Specification delivered to: Metro District Garage / 5613 South Aurelius Rd Lansing, MI	Varies	Unit Price	\$45.00	No Bid	No Bid	
		N/A				
				*34CS Slag in place of 3/8 x #4	*Supplies may be limited	

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE PURCHASE OF
2021 SEASONAL REQUIREMENT OF SLAG**

WHEREAS, the Road Department plans to purchase approximately 16,800 tons of 29A and 3/8's x #4 blast furnace slag and 800 tons of 29A steel slag that meets or exceeds the 2012 MDOT Standard Specifications for Construction, section 902 aggregates, for use in Road Department chip-sealing program and various other road maintenance operations; and

WHEREAS, the Road Department adopted 2021 budget includes controllable expenditures and funds for these materials and other maintenance material purchases; and

WHEREAS, bids for 29A, 3/8's x #4 blast furnace slag and 29A steel slag were solicited and evaluated by the Ingham County Purchasing Department per Invitation to Bid (ITB) #26-21, and it is their recommendation, with the concurrence of Road Department staff, to award these bids and purchases on an as-needed, unit price per ton basis; and

WHEREAS, a blanket purchase order shall be processed with materials delivered to the three Road Department locations based on availability of required materials, with preference based on lowest qualifying bid unit price per ton; and

WHEREAS, it is the recommendation of the Purchasing Department and Road Department to purchase 29A and 3/8 x #4 blast furnace slag from Yellow Rose Transport and 29A steel slag from Sunrise Aggregates, delivered to the three Road Department district garages.

THEREFORE BE IT RESOLVED, that the Board of Commissioners accepts the bids, and authorizes the purchases on an as-needed, unit price per ton basis, based on availability of required material, with preference based on lowest qualifying bid unit price per ton and quality of material from:

	29A Blast Furnace Slag, delivered to the Western Garage	29A Blast Furnace Slag, Delivered to the Eastern Garage	3/8 x #4 Blast Furnace Slag or equivalent, delivered to the Metro Garage	29A Steel Slag delivered to the Eastern Garage
Yellow Rose Transport	\$38.00 per ton	\$38.95 per ton	\$41.00 per ton	
Sunrise Aggregates (local vendor)				\$25.75 per ton

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Board Chairperson to sign any necessary documents that are consistent with this resolution on behalf of the County, after review by the County Attorney.

TO: Board of Commissioners, County Services Committee and Finance Committee

FROM: Kelly R. Jones, County Highway Engineer & Director of Engineering
Road Department

DATE: March 2, 2021

RE: Proposed Resolution to Authorize an Engineering Design Services Contract with RS Engineering, LLC for the Waverly Road Bridge over Grand River (SN 3871)

For the March 23 BOC meeting cycle

BACKGROUND

The Ingham County Road Department (ICRD) has been awarded Local Bridge Program funding to perform preventative maintenance work on the Waverly Road Bridge over the Grand River (SN 3871) in Section 30 of Lansing Township, located between Old Lansing Road and Moores River Drive. The scope of work includes expansion joint replacement, deck patching, crack sealing, epoxy overlay, cleaning & painting beam ends/diaphragms at the deck joints and substructure repairs. The Local Bridge Program provides funding for 95% of the construction costs. The Road Department is responsible for the 5% match, design engineering, construction engineering and right of way costs.

Unfortunately, ICRD staffing is such that many times during the engineering design phase of projects, we do not have the staff, equipment, or expertise to perform all project related data collection, design or document preparation required to meet funding deadlines. Therefore, we must rely on engineering design consultants to perform the work when needed.

In 2019, the Purchasing Department solicited proposals from Michigan Department of Transportation prequalified and experienced engineering design firms to provide services on an as-needed basis. ICRD staff reviewed the proposals for adherence to county purchasing requirements, experience, expertise, proposed labor rates and overall value to the county. Five (5) consultants were selected and approved by the County Board of Commissioners (Resolution #19-299).

Pursuant to Board Resolution #19-299, the Purchasing Department issued a Request For Quote (RFQ 31-21) to the as-needed consultants for engineering design services on the Waverly Road Bridge (SN 3871) Project. Four of the five consultants provided service proposals, with the fees as detailed below:

Williams & Works	\$119,781.00
DLZ Michigan, Inc.	\$ 80,404.18
Fishbeck	\$ 49,215.00
RS Engineering, LLC	\$ 10,586.70

Upon staff review and recommendation, RS Engineering has a significant understanding of the scope of work on this project, based on their recent completion of 43 bridges of a similar scope for MDOT. This enabled RS Engineering to provide a highly competitive fee proposal by allowing their staff expertise and design efficiencies to be dedicated to the Road Department for this project. RS Engineering provided the most competitive proposal and design fee of \$10,586.70, making them the most advantageous consultant for the County on this project.

ALTERNATIVES

N/A

FINANCIAL IMPACT

RS Engineering provided a fee proposal of \$10,586.70 to perform engineering design services for the Waverly Road Bridge (SN 3871). In addition to this fee, the Road Department requests an additional 50% contingency for unidentified costs during the scoping process, such as additional bridge repairs that may become necessary to achieve a successful construction project. The total contract cost with the contingency included is \$16,000.00. This design fee equates to 1.8% of the estimated construction costs for the Waverly Rd Bridge Project, which is much less than the anticipated budget range for these types of services. The cost for the engineering design services are included in the 2021 Road Fund Budget. The cost for the local match for the Local Bridge Program funding will be included in the 2022 Road Fund Budget.

OTHER CONSIDERATIONS

N/A

RECOMMENDATION

I respectfully recommend the Board of Commissioners adopt the attached resolution and accept the service proposal from RS Engineering for the Waverly Road Bridge (SN 3871) Project.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN ENGINEERING DESIGN SERVICES CONTRACT
WITH RS ENGINEERING, LLC FOR THE
WAVERLY ROAD BRIDGE OVER GRAND RIVER (SN 3871)**

WHEREAS, the Ingham County Road Department received Local Bridge Program funding to perform preventative maintenance work on the Waverly Road Bridge over the Grand River (SN 3871) in Section 30 of Lansing Township, located between Old Lansing Road and Moores River Drive; and

WHEREAS, the Local Bridge Program provides funding for 95% of eligible construction costs, with the Road Department being responsible for the 5% funding match, design engineering, construction engineering, and right of way costs; and

WHEREAS, the costs associated with project related design engineering, construction engineering, and right of way costs are included in the 2021 Road Fund Budget; and

WHEREAS, the costs associated with the 5% funding match for the Local Bridge Program will be included in the 2022 Road Fund Budget; and

WHEREAS, the Ingham County Purchasing Department solicited proposals from Michigan Department of Transportation prequalified and experienced engineering design firms to provide services on an as-needed basis, subsequently approved by the Ingham County Board of Commissioners in Resolution #19-299; and

WHEREAS, pursuant to Board Resolution #19-299, the Purchasing Department solicited detailed scope of services proposals (RFQ 31-21) from the as-needed consultants for the Waverly Road Bridge Project; and

WHEREAS, Road Department staff reviewed the proposals for adherence to county purchasing requirements, experience, expertise, proposed labor rates and overall value to the county; and

WHEREAS, the County on behalf of the Road Department, will enter into an agreement with the Consultant, which ensures requirements and responsibilities are defined; and

WHEREAS, the Road Department recommends that the Board of Commissioners authorize an engineering design services contract with RS Engineering, LLC to provide professional engineering services on the Waverly Road Bridge Project; and

WHEREAS, the Road Department recommends that the Board of Commissioners authorize a 50% contingency for currently unidentified costs during the scoping process, such as additional bridge repairs, that may become necessary to achieve a successful construction project.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an engineering design services contract for the Waverly Road Bridge over the Grand River (SN 3871) with RS Engineering, LLC located at 6709 Centurion Drive, Suite 300, Lansing, MI 48917, for the not to exceed fee of \$16,000.00, which includes a 50% contingency.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Board Chairperson to sign any necessary agreements that are consistent with this resolution and approved as to form by the County Attorney.

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

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.

Introduced by the Human Services and Finance Committees of the:

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	<p>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:</p> <ul style="list-style-type: none"> • 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* <p>*International numbers are not supported. SMS/text messages not used in the period of performance will not carry over to the following year.</p>

Name	Description
Communications Cloud - Setup and Configuration	<p>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:</p> <ul style="list-style-type: none"> • 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	<p>Provides a balance of Product knowledge and industry best practices to a specific audience. Sessions are delivered by product experts via videoconferencing technology.</p>

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 exemption certificate(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 Advanced Network.
 - 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:

Introduced by the Human Services and Finance Committees of the:

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 (ICHHD) wishes to amend the Master Agreement for a total increase of 2,350,150 effective October 1, 2020 through September 30, 2021. ICHHD 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 ICHHD 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 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 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.

Introduced by the Human Services and Finance Committees of the:

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 RESOLVED, 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: Board of Commissioners Human Services and Finance Committees
FROM: 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.

Introduced by the Human Services and Finance Committees of the:

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 (ICHHD) 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 ICHHD'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 ICHHD 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.

Introduced by the Human Services and Finance Committees of the:

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

GRETCHEN WHITMER
GOVERNOR

ELIZABETH HERTEL
DIRECTOR

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,

A handwritten signature in dark ink, appearing to read "Bob Swanson".

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

c: Eric Thelen

GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF HEALTH AND HUMAN SERVICES
LANSING

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 (non-immunization 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
SwansonR@michigan.gov
(517) 284-4894

c: Eric Thelen

Introduced by the Human Services and Finance Committees of the:

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 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.

Introduced by the Human Services and Finance Committees of the:

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 11a

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 Allocation	Current Balance	Requested Amount	Remaining 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 user-friendly, 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 11a

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 Vendors	Number of Local 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 jhudgins@ingham.org 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
 - 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
<u>Non-Grant Funded Expenses</u>	
Topographical Survey	<u>\$10,000.00</u>
GRAND TOTAL FOR ENTIRE PROJECT	\$1,010,000.00

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

<u>Local Match / Funding Sources:</u>	
Ingham County T&P Grants:	\$500,000
Ingham County T&P Millage:	<u>\$10,000</u>
	\$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
SUBTOTAL					\$790,500.00
Contingency					\$79,100.00
Engineering (15%)					\$130,400.00
TOTAL PRELIMINARY ESTIMATE OF COST					\$1,000,000.00

BURCHFIELD PARK CABINS / PATH LOOP IMPROVEMENTS



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



DATE: 2/9/2021
JOB # 126747SG2020

Spicer
group
www.spicergroup.com



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
<u>Non-Grant Funded Expenses</u>	
Topographical Survey	\$10,000.00
GRAND TOTAL FOR ENTIRE PROJECT	\$260,000.00

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

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

**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
SUBTOTAL					\$197,560.00
Contingency					\$19,840.00
Engineering (15%)					\$32,600.00
TOTAL PRELIMINARY ESTIMATE OF COST					\$250,000.00



BURCHFIELD PARK IMPROVEMENTS



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



DATE: 2/17/2021
JOB # 126747SG2020

Spicer group
www.spicergroup.com

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.

Agenda Item 11d

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-foot 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 Commission

Engineer's Opinion of Costs

20c0278

Hawk Island Boardwalk Replacement

Lansing, MI

December 2020

Phasing Options

ROWE PROFESSIONAL SERVICES COMPANY

540 South Saginaw Street Suite 200

Flint, MI 48502

Ph. (810) 341-7500

ITEM	ESTIMATED QUANTITY	UNIT	UNIT PRICE	AMOUNT
Phase 2				
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
Silt Fence	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				
Interpretive 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	\$ -	\$ -

Subtotal: \$6,400

Notes: Costs will vary with final design

Construction	\$717,300
Mobilization	\$35,900
Contingency	\$107,600
Project Subtotal	\$860,800
Engineering	
Project Total	\$860,800

LWCF \$430,400

Millage \$430,400

Site Development Plan Hawk Island Park, Lansing MI

PHASE 1 - TRUST FUND

PHASE 2 - LWCF

Future Phase

Exist. Snow
Tubing Hill

Exist.
Restrooms

Exist.
Accessible
Parking
Exist.
Pavilion

Exist.
Pavilion

Exist.
Playground

Legend

Proposed Grant Items:

1. Remove 1,810' of boardwalk
2. 450' of 10' wide accessible boardwalk (25% 32" high railings)
3. Remove 475' path, replace 550' of 10' accessible path
4. 350' of 10' wide accessible boardwalk (25% 32" high railings)
5. Remove stairway
6. 510' of 10' accessible path
7. Native plant restoration

Future Phases:

8. Remove Stair
9. Remove 280' boardwalk
10. Remove and replace 215' of 10' accessible path

Park / Project Boundary

20c0278
January, 2021



1000 ft



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.

TO: Board of Commissioners Human Services & Finance Committees
FROM: Tim Morgan, Parks Director
DATE: March 2, 2021
SUBJECT: 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-foot 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 Commission

Engineer's Opinion of Costs

20c0278

Hawk Island Boardwalk Replacement

Lansing, MI

December 2020

Phasing Options

ROWE PROFESSIONAL SERVICES COMPANY

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 rap, Heavy	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	\$ -	\$ -
Subtotal:				\$6,400

Notes: Costs will vary with final design

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

Site Development Plan Hawk Island Park, Lansing MI

PHASE 1 - TRUST FUND

PHASE 2 - LWCF

1
2
3

Exist. Snow
Tubing Hill

4
5
6
7

Exist.
Restrooms

Exist.
Accessible
Parking
Exist.
Pavilion

8
9
10

Exist.
Pavilion

Exist.
Playground

Exist. Beach
and Kayak
Rentals

Future Phase

Legend

Proposed Grant Items:

1. Remove 1,810' of boardwalk
2. 450' of 10' wide accessible boardwalk (25% 32" high railings)
3. Remove 475' path, replace 550' of 10' accessible path
4. 350' of 10' wide accessible boardwalk (25% 32" high railings)
5. Remove stairway
6. 510' of 10' accessible path
7. Native plant restoration

Future Phases:

8. Remove Stair
9. Remove 280' boardwalk
10. Remove and replace 215' of 10' accessible path

Park / Project Boundary

20c0278
January, 2021



1000 ft



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 Expenses

Topographical Survey	<u>\$15,000.00</u>
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GRAND TOTAL FOR ENTIRE PROJECT \$1,596,500.00

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

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

Item No.	Estimated Quantity	Unit	Description	Unit Price	Amount
<u>TRUST FUND GRANT</u>					
1.	1	Lump Sum	Permits	\$5,000.00	\$5,000.00
2.	1	Lump Sum	Soil 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.	5,440	Sq. 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.	1	Each	Recycled 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.	1	Each	Entrance Sign	\$20,000.00	\$20,000.00
11.	1	Each	Interpretive Sign	\$2,000.00	\$2,000.00
12.	1	Lump Sum	Landscaping (Native Plantings)	\$7,000.00	\$7,000.00
13.	1	Lump Sum	Site 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	Allowance	\$9,400.00
SUBTOTAL					\$459,660.00
Contingency					\$46,040.00
Engineering (15%)					\$75,800.00
TOTAL PRELIMINARY ESTIMATE OF COST					\$581,500.00

LAND & WATER CONSERVATION FUND GRANT

1.	1	Lump Sum	Permits	\$5,500.00	\$5,500.00
2.	1	Lump Sum	Soil Erosion and Sedimentation Control	\$16,300.00	\$16,300.00
3.	1	Lump Sum	Site Preparation/Excavation/Rough Grading	\$11,600.00	\$11,600.00
4.	6,060	Sq. Ft.	Remove Ex. Boardwalk	\$2.00	\$12,120.00
5.	3,200	Sq. Ft.	Boardwalk #2, complete replacement	\$55.00	\$176,000.00

**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
SUBTOTAL					\$790,560.00
Contingency					\$79,040.00
Engineering (15%)					\$130,400.00
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



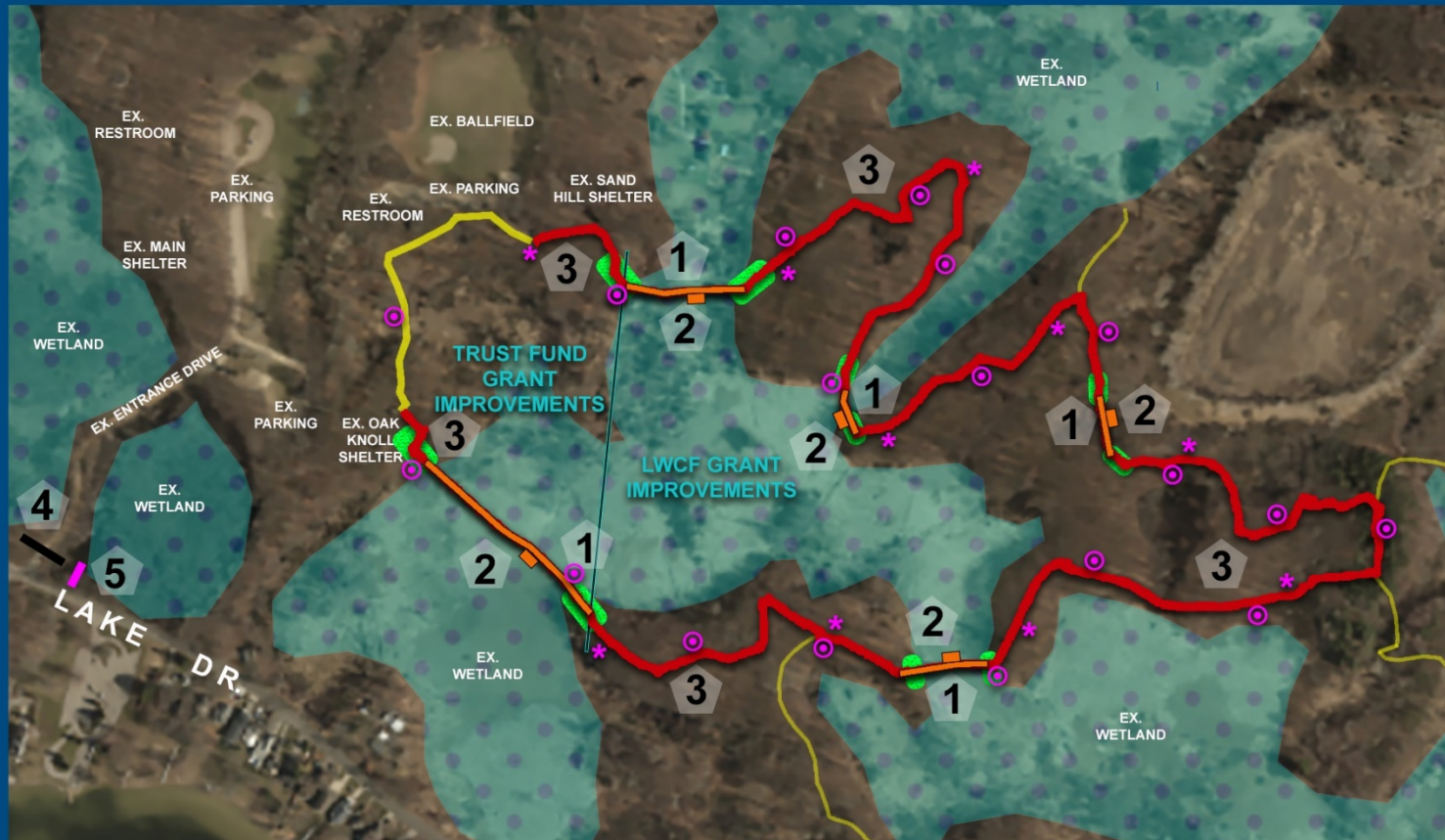
Ingham County Parks
<http://pk.ingham.org>

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



DATE: 2/5/2021
JOB # 129747SG2020

Spicer
group
www.spicergroup.com



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 year's 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 Expenses

Topographical Survey	\$15,000.00
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GRAND TOTAL FOR ENTIRE PROJECT \$1,596,500.00

	<u>Grant Funds</u>	<u>Trails & Parks Millage</u>	<u>Total Project Cost</u>
<u>TRUST FUND GRANT:</u>	\$300,000	\$281,500	\$581,500
Match Percentage:	(52%)	(48%)	
<u>LWCF GRANT:</u>	\$500,000	\$500,000	\$1,000,000
Match Percentage:	(50%)	(50%)	
<u>OTHER COSTS:</u>			
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**

Item No.	Estimated Quantity	Unit	Description	Unit Price	Amount
<u>TRUST FUND GRANT</u>					
1.	1	Lump Sum	Permits	\$5,000.00	\$5,000.00
2.	1	Lump Sum	Soil 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.	5,440	Sq. 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.	1	Each	Recycled 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.	1	Each	Entrance Sign	\$20,000.00	\$20,000.00
11.	1	Each	Interpretive Sign	\$2,000.00	\$2,000.00
12.	1	Lump Sum	Landscaping (Native Plantings)	\$7,000.00	\$7,000.00
13.	1	Lump Sum	Site 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	Allowance	\$9,400.00
SUBTOTAL					\$459,660.00
Contingency					\$46,040.00
Engineering (15%)					\$75,800.00
TOTAL PRELIMINARY ESTIMATE OF COST					\$581,500.00

LAND & WATER CONSERVATION FUND GRANT

1.	1	Lump Sum	Permits	\$5,500.00	\$5,500.00
2.	1	Lump Sum	Soil Erosion and Sedimentation Control	\$16,300.00	\$16,300.00
3.	1	Lump Sum	Site Preparation/Excavation/Rough Grading	\$11,600.00	\$11,600.00
4.	6,060	Sq. Ft.	Remove Ex. Boardwalk	\$2.00	\$12,120.00
5.	3,200	Sq. Ft.	Boardwalk #2, complete replacement	\$55.00	\$176,000.00

**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
SUBTOTAL					\$790,560.00
Contingency					\$79,040.00
Engineering (15%)					\$130,400.00
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

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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 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.

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: 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 user-friendly, 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 11h

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± 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± 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 jhudgins@ingham.org 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

Introduced by the Human Services and Finance Committees of the:

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.

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: 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 user-friendly, 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.

Introduced by the Human Services and Finance Committees of the:

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.

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.

Agenda Item 11j and 11k

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 Lake Lansing South	Rowe 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 user-friendly, 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 11j and 11k

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 Vendors	Number of Local 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 jhudgins@ingham.org 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	

Introduced by the Human Services and Finance Committees of the:

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.

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
TF19-0114 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
Lake Lansing Boat Launch	228-62800-967000-TR086 & 228-75999-974000-21P02 (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

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.

Introduced by the Human Services and Finance Committees of the:

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

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 Law & Courts and Finance Committees

FROM: Mike Cheltenham, Chief Assistant Prosecuting Attorney

DATE: March 10, 202

SUBJECT: Resolution to Authorize Acceptance of MSP SAKI Grant Amendment

BACKGROUND

Our office regularly receives a grant extension from the Michigan Department of State Police (MSP) for the 2015 Sexual Assault Kit Initiative Grant. This grant provides funds to assist local prosecutors with the investigation, prosecution, and notification of victims for cases arising out of the statewide Sexual Assault Kit Initiative (SAKI). In November of 2020, the Ingham County Board of Commissioners approved Resolution #20-531 which extended the 2015 SAKI agreement to March 31, 2021. The amount of the amended award was \$268,271. By January of 2021, this amount had been expended. However, the county continued to pay grant obligations without reimbursement. MSP has agreed to amend the grant award and provide an additional \$121,602 in funding to cover expenses incurred by the county until March 31, 2021.

ALTERNATIVES

None at this time.

FINANCIAL IMPACT

Without an approved agreement, expenses incurred from January through March 31, 2021 will not be reimbursed. Attached is a document created by Financial Services Accountant Andrea Shetenhelm and provided to MSP to outline the expenses incurred.

OTHER CONSIDERATIONS

Regionalized investigation with a multi-county approach has enhanced the quality of these complex criminal sexual conduct investigations. The Blackman-Leoni Township Department of Public Safety has assigned Detective Joseph Merritt to the SAKI team. The Jackson County Prosecutor's Office, the Blackman-Leoni Township Board, and the Michigan Department of the Attorney General all support regionalized SAKI investigations.

RECOMMENDATION

Based on the information provided, I respectfully request approval of the attached resolution.

PROGRAM BUDGET

Total additional Budget requested \$121,602

Personnel: ICPO will hire a SAKI Investigator for the duration of the project.

- a. Investigator
will perform Criminal Sexual Conduct (CSC) investigations per Attachment 1
(Statement of Work). Additional Salary for the Investigator is estimated at \$17,225
for
January-March 2021. Total additional salary and fringe benefits requested: **\$25,976**
- b. Fringe Benefits: Breakdown is as follows:

FICA	\$1,094
Medicare	\$256
Dental	\$228
Vision	\$33
MERS 4141	\$3,753
Liab-SH/DI	\$439
Disability	\$23
Unemployment	\$88
Retiree Chgbck	\$874
Separation Buyout chgbck	\$309
RET/HLTH/Trust	\$794
Life 20K	\$14
Workers Comp	\$97
Health Waiver	\$749
	<hr/>
	\$8,751

- c. Travel - **\$1,188**. Travel is budgeted for investigations. Investigation travel includes mileage, lodging and meals. Travel for training includes airfare, lodging, meals and local travel costs.

Current State of Michigan Travel Rates (attached). All travel for training/conferences must be pre-approved by the Department.

- d. Equipment: \$0
- e. Supplies: \$0
- f. Other costs: **\$144**
This is Annie Harrison's phone bill for Jan-Mar 2021

g. Expenses billed but not reimbursed: **\$65,523**

Jul-Sep 2020 billed \$66,186.87. Reimbursement will be \$53,238.06 Diff = \$12,948.81

Oct-Dec 2020: Billed \$52,962.96. Reimbursement will be \$388.43 Diff = \$52,574.53

h. Contracts additional amount requested : **\$28,769**

This is a sub-contract with Blackman Leoni Public Safety Department and Jackson County Prosecutor's Office to regionalize the Sexual Assault Kit Initiative project.

1. Blackman Leoni Public Safety Department: This is a sub-contract.

- a. Personnel: Blackman Leoni Public Safety will sub-contract and provide Detective Joseph Merritt as an Investigator to the Jackson County Prosecutor's Office for the duration of the project. Detective Investigator will conduct Criminal Sexual Conduct (CSC) investigations per Attachment 1 (Statement of Work). Salary for the investigator is estimated at \$17,572 for Jan-Mar 2021. Total additional wages and fringe benefits requested \$25,473

b. Fringe breakdown for Jan-Mar 2021 as follows:

FICA/SS	\$1,344
Pension	\$2,197
Insurance	\$4,360
Total	<hr/> \$7,901

2. Jackson County Prosecutors Office: This is a sub-contract to utilize Detective Joseph Merritt from Blackman-Leoni Twp as a SAKI investigator to conduct cold case Criminal Sexual Conduct investigations involving previously untested Sexual Assault Evidence Kits.

- a. Supplies: An additional \$361 is being requested for a printer purchased in December 2020

b. Training and Travel: \$0

c. Other costs: An additional \$2,935 is being requested

Joseph Merritt Dec 2020 phone bill not billed \$48

Joseph Merritt- Jan-Mar 2021 phone bills \$141

Rent 2020: \$2,197

Rent Jan-Mar 2021 \$549

Total costs for unpaid 2020 expenses + Jan-Mar 2021 expenses = \$121,602

Introduced by the Law & Courts and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING ACCEPTANCE OF A GRANT AMENDMENT WITH THE
MICHIGAN STATE POLICE AND THE INGHAM COUNTY PROSECUTOR'S OFFICE**

WHEREAS, the Department of the Michigan State Police (MSP) provides funds for law enforcement to review and investigate cases arising from previously untested sexual assault kits through the 2015 Sexual Assault Kit Initiative (SAKI); and

WHEREAS, the Michigan State Police had awarded the Ingham County Prosecutor's Office (ICPO) an amended SAKI Grant in the amount of \$268,271, effective thorough March 31, 2021, and the acceptance of those funds was approved by the Ingham County Board of Commissioners in Resolution #20-531; and

WHEREAS, the amount of \$268, 271 has been expended, MSP have agreed to amend the grant to provide an additional \$121, 602 to reimburse the county for expenses and to continue funding for the grant through March 31, 2021; and

WHEREAS, the Ingham County investigator will be paid additional funds from the Michigan State Police SAKI grant amendment including, but not limited to, salary, fringe benefits, computers, phones, training and mileage and any other funds totaling \$25,976 under the amendment; and

WHEREAS, the Jackson County investigator, provided by the Blackman-Leoni Department of Public Safety, will be paid additional funds from the Michigan State Police SAKI grant amendment including, but not limited to, salary and fringe benefits, computers, phone, training and mileage and any other funds totaling \$25,473 under the amendment; and

WHEREAS, Ingham County has incurred \$65,523 in un-reimbursed expenses under the agreement approved in Resolution #20-531, and those costs are included under the grant amendment and Ingham County will be reimbursed from the additional funds in this amendment; and

WHEREAS, the amendment includes \$4,630 to the Ingham County Prosecutor's Office for other additional expenses incurred including, but not limited to, rent and cell phone service.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes the Ingham County Prosecutor's Office to enter into an amended total contract in the amount of \$389, 873 with Michigan State Police and a sub contract with Jackson County Prosecutor's office and Blackman Leoni Township Department of Public Safety consistent with this resolution.

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

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

MEMORANDUM

TO: Finance Committee

FROM: Controller/Budget Office

DATE: March 2, 2021

SUBJECT: Discussion: Potential Changes to Updating Various Fees for Services

Since the implementation of the Maximus Study in 2002, fees for county services have been updated as part of the annual budget process. This allows the county to incrementally adjust fees based on changing costs. A recommendation for each fee is determined by multiplying the previous year's cost by a cost increase factor for each department. For example, the 2021 cost was calculated by multiplying the 2020 cost by the 2021 cost increase factor. Updated costs were then multiplied by the target percent of cost to be recovered by the fee for services as identified by the Board of Commissioners. Input was solicited from county departments and offices as part of the process of making these recommended adjustments. A full analysis of each fee was presented to all committees at previous rounds of meetings.

Elected officials and department heads have indicated that it is a challenge to increase fees annually, and there is additional expense in signage, brochures, etc. that need to be updated to keep the public aware of the increases. Additionally, more time is necessary to properly analyze and consider increases to each fee. For these reasons, we are recommending altering the process so that the fees for each committee are reviewed on a three-year rotation. For the 2022 budget process, we would spend time on fees for the Law & Courts Committee, 2023 Human Services Committee and 2024 County Services Committee. Each year the individual committees along with the Finance Committee would look at recommendations and analysis and vote as normally would be done by the Board of Commissioners. By adopting this three-year process, elected officials and departments will be able to better plan for what proposed fees will be reviewed, and in what year. The fees would still be calculated using the same process described above.

Please contact us if you have any questions regarding this information.

TO: Board of Commissioners County Services Committee
FROM: Gregg Todd, Controller
DATE: March 8, 2021
SUBJECT: RESOLUTION TO INCREASE THE MINIMUM WAGE RATE FOR INGHAM COUNTY EMPLOYEES
For the meeting agendas of March 16 and 17, 2021

BACKGROUND

Discussion on a proposed minimum wage increase for Ingham County employees was held at the February 16, 2021 County Services meeting which resulted in a request for a resolution at an upcoming committee meeting. As discussed at the meeting, no full-time Ingham County employees currently make less than \$15/hour so this proposed increase would affect temporary/seasonal employees.

ALTERNATIVES

We considered four implementation plans for the minimum wage increase:

- 5) One Year Plan – Increase to \$15/ hour in FY2022
- 6) Two Year Plan – Increase to \$13/hour in FY2022 and \$15/hour in FY2024
- 7) Three Year Plan – Increase to \$13/hour in FY2022, \$14/hour in FY2023 and \$15/hour in FY2024
- 8) Four Year Plan – Increase to \$12/hour in FY2022, \$13/hour in FY2023, \$14/hour in FY2024 and \$15/hour in FY2025

FINANCIAL IMPACT

The Parks Department (88 seasonal/temporary staff) and the Potter Park Zoo (94 seasonal/temporary staff) are the County's primary users of seasonal/temporary employees. The yearly budgetary impacts of the four plans on these two departments are as follows (see attachments for additional data):

	Yearly Budget Impact			
Plan Option	FY2022	FY2023	FY2024	FY2025
One Year Plan	\$ 383,966	\$ 383,966	\$ 383,966	\$ 383,966
Two Year Plan	\$ 192,618	\$ 383,966	\$ 383,966	\$ 383,966
Three Year Plan	\$ 192,618	\$ 287,404	\$ 383,966	\$ 383,966
Four Year Plan	\$ 110,131	\$ 193,318	\$ 287,404	\$ 383,966

OTHER CONSIDERATIONS

Given the concerns raised by corporate counsel regarding possible impacts on union negotiations with regard to a minimum wage increase, the proposed increases are tied to collective bargaining unit compensation increases. For reference, each percent increase in employee compensation results in an additional General Fund impact of \$423,321 (\$984,777 over all funds).

STRATEGIC PLANNING IMPACT

Plan Goal F. Human Resources and Staffing: Attract and retain exceptional employees who reflect the community they serve and who prioritize public service. Strategy 1: Attract and retain employees who value public service.

RECOMMENDATION

Respectfully recommend that County Services approve the Four-Year Plan with regard to a minimum wage increase. The attached resolution does not specify an implementation plan to provide the Committee an opportunity to debate.

Minimum Wage Options
Potter Park Zoo

	Current				FY2022			
One Year Implementation	# Staff	\$/Hr	Hrs/Yr	Total*	\$/Hr	Hrs/Yr	Total*	
Maintenance	10	\$ 12.00	8000	\$ 103,344	\$ 15	8000	\$ 129,180	
Animal Care	34	\$ 9.65	15800	\$ 164,134	\$ 15	15800	\$ 255,131	
Customer Service	50	\$ 9.65	23000	\$ 238,929	\$ 15	23000	\$ 371,393	
	94			\$ 506,407			\$ 755,703	

Additional Budget Impact
FY2022**

\$ 249,296

	Current				FY2022				FY2023			
Two Year Implementation	# Staff	\$/Hr	Hrs/Yr	Total*	\$/Hr	Hrs/Yr	Total*		\$/Hr	Hrs/Yr	Total*	
Maintenance	10	\$ 12.00	8000	\$ 103,344	\$ 13	8000	\$ 111,956	\$ 15	8000	\$ 129,180		
Animal Care	34	\$ 9.65	15800	\$ 164,134	\$ 13	15800	\$ 221,113	\$ 15	15800	\$ 255,131		
Customer Service	50	\$ 9.65	23000	\$ 238,929	\$ 13	23000	\$ 321,874	\$ 15	23000	\$ 371,393		
	94			\$ 506,407			\$ 654,943			\$ 755,703		

Additional Budget Impact

FY2022 \$ 148,535

FY2023 (includes FY22 increase) \$ 249,296

	Current				FY2022				FY2023				FY2024			
Three Year Implementation	# Staff	\$/Hr	Hrs/Yr	Total*	\$/Hr	Hrs/Yr	Total*		\$/Hr	Hrs/Yr	Total*		\$/Hr	Hrs/Yr	Total*	
Maintenance	10	\$ 12.00	8000	\$ 103,344	\$ 13	8000	\$ 111,956	\$ 14	8000	\$ 120,568	\$ 15	8000	\$ 129,180			
Animal Care	34	\$ 9.65	15800	\$ 164,134	\$ 13	15800	\$ 221,113	\$ 14	15800	\$ 238,122	\$ 15	15800	\$ 255,131			
Customer Service	50	\$ 9.65	23000	\$ 238,929	\$ 13	23000	\$ 321,874	\$ 14	23000	\$ 346,633	\$ 15	23000	\$ 371,393			
	94			\$ 506,407			\$ 654,943			\$ 705,323			\$ 755,703			

Additional Budget Impact

FY2022 \$ 148,535

FY2023 (includes FY22 increase) \$ 198,916

FY2024 (includes FY22, FY23)** \$ 249,296

	Current				FY2022				FY2023				FY2024				FY2025			
Three Year Implementation	# Staff	\$/Hr	Hrs/Yr	Total*	\$/Hr	Hrs/Yr	Total*		\$/Hr	Hrs/Yr	Total*		\$/Hr	Hrs/Yr	Total*		\$/Hr	Hrs/Yr	Total*	
Maintenance	10	\$ 12.00	8000	\$ 103,344	\$ 12	8000	\$ 103,344	\$ 13	8000	\$ 111,956	\$ 14	8000	\$ 120,568	\$ 15	8000	\$ 129,180				
Animal Care	34	\$ 9.65	15800	\$ 164,134	\$ 12	15800	\$ 204,104	\$ 13	15800	\$ 221,113	\$ 14	15800	\$ 238,122	\$ 15	15800	\$ 255,131				
Customer Service	50	\$ 9.65	23000	\$ 238,929	\$ 12	23000	\$ 297,114	\$ 13	23000	\$ 321,874	\$ 14	23000	\$ 346,633	\$ 15	23000	\$ 371,393				
	94			\$ 506,407			\$ 604,562			\$ 654,943			\$ 705,323			\$ 755,703				

Additional Budget Impact

FY2022 \$ 98,155

FY2023 (includes FY22 increase) \$ 148,535

FY2024 (includes FY22, FY23) \$ 198,916

FY2025 (includes FY22-FY24)** \$ 249,296

*Includes FICA at 7.65%

**Budget Impact applies to all subsequent years

Parks

	# Staff	Current				FY2022			
		\$/Hr	Hrs/Yr	Total*	\$/Hr	Hrs/Yr	Total*	\$/Hr	Hrs/Yr
One Year Implementation									
Lifeguard Supervisor	4	\$ 14.50	800	\$ 12,487	\$ 15.00	800	\$ 12,918		
Chief Ranger	3	\$ 13.50	2500	\$ 36,332	\$ 15.00	2500	\$ 40,369		
Head Ranger	3	\$ 12.50	7000	\$ 94,194	\$ 15.00	7000	\$ 113,033		
Naturalist	2	\$ 13.50	1300	\$ 18,893	\$ 15.00	1300	\$ 20,992		
Lifeguard	25	\$ 12.50	9000	\$ 121,106	\$ 15.00	9000	\$ 145,328		
Snow Making Technician	1	\$ 12.50	450	\$ 6,055	\$ 15.00	450	\$ 7,266		
Ranger	50	\$ 11.50	22250	\$ 275,449	\$ 15.00	22250	\$ 359,282		
	88			\$ 564,517			\$ 699,187		

Additional Budget Impact
FY2022** \$ 134,670

	# Staff	Current				FY2022				FY2023			
		\$/Hr	Hrs/Yr	Total*	\$/Hr	Hrs/Yr	Total*	\$/Hr	Hrs/Yr	Total*	\$/Hr	Hrs/Yr	Total*
Two Year Implementation													
Lifeguard Supervisor	4	\$ 14.50	800	\$ 12,487	\$ 14.50	800	\$ 12,487	\$ 15.00	800	\$ 12,918			
Chief Ranger	3	\$ 13.50	2500	\$ 36,332	\$ 13.50	2500	\$ 36,332	\$ 15.00	2500	\$ 40,369			
Head Ranger	3	\$ 12.50	7000	\$ 94,194	\$ 13.00	7000	\$ 97,962	\$ 15.00	7000	\$ 113,033			
Naturalist	2	\$ 13.50	1300	\$ 18,893	\$ 13.00	1300	\$ 18,193	\$ 15.00	1300	\$ 20,992			
Lifeguard	25	\$ 12.50	9000	\$ 121,106	\$ 13.00	9000	\$ 125,951	\$ 15.00	9000	\$ 145,328			
Snow Making Technician	1	\$ 12.50	450	\$ 6,055	\$ 13.00	450	\$ 6,298	\$ 15.00	450	\$ 7,266			
Ranger	50	\$ 11.50	22250	\$ 275,449	\$ 13.00	22250	\$ 311,378	\$ 15.00	22250	\$ 359,282			
	88			\$ 564,517			\$ 608,599			\$ 699,187			

Additional Budget Impact
FY2022 \$ 44,083
FY2023 (includes FY22 increase) \$ 134,670

		Current				FY2022				FY2023				FY2024			
Three Year Implementation	# Staff	\$/Hr	Hrs/Yr	Total*	\$/Hr	Hrs/Yr	Total*	\$/Hr	Hrs/Yr	Total*	\$/Hr	Hrs/Yr	Total*	\$/Hr	Hrs/Yr	Total*	
Lifeguard Supervisor	4	\$ 14.50	800	\$ 12,487	\$ 14.50	800	\$ 12,487	\$ 14.50	800	\$ 12,487	\$ 15.00	800	\$ 12,918				
Chief Ranger	3	\$ 13.50	2500	\$ 36,332	\$ 13.50	2500	\$ 36,332	\$ 14.00	2500	\$ 37,678	\$ 15.00	2500	\$ 40,369				
Head Ranger	3	\$ 12.50	7000	\$ 94,194	\$ 13.00	7000	\$ 97,962	\$ 14.00	7000	\$ 105,497	\$ 15.00	7000	\$ 113,033				
Naturalist	2	\$ 13.50	1300	\$ 18,893	\$ 13.00	1300	\$ 18,193	\$ 14.00	1300	\$ 19,592	\$ 15.00	1300	\$ 20,992				
Lifeguard	25	\$ 12.50	9000	\$ 121,106	\$ 13.00	9000	\$ 125,951	\$ 14.00	9000	\$ 135,639	\$ 15.00	9000	\$ 145,328				
Snow Making Technician	1	\$ 12.50	450	\$ 6,055	\$ 13.00	450	\$ 6,298	\$ 14.00	450	\$ 6,782	\$ 15.00	450	\$ 7,266				
Ranger	50	\$ 11.50	22250	\$ 275,449	\$ 13.00	22250	\$ 311,378	\$ 14.00	22250	\$ 335,330	\$ 15.00	22250	\$ 359,282				
	88			\$ 564,517			\$ 608,599			\$ 653,005			\$ 699,187				

Additional Budget Impact
FY2022 \$ 44,083
FY2023 (includes FY22 increase) \$ 88,488
FY2024 (includes FY22, FY23)** \$ 134,670

		Current				FY2022				FY2023				FY2024				FY2025			
Four Year Implementation	# Staff	\$/Hr	Hrs/Yr	Total*	\$/Hr	Hrs/Yr	Total*	\$/Hr	Hrs/Yr	Total*	\$/Hr	Hrs/Yr	Total*	\$/Hr	Hrs/Yr	Total*	\$/Hr	Hrs/Yr	Total*		
Lifeguard Supervisor	4	\$ 14.50	800	\$ 12,487	\$ 14.50	800	\$ 12,487	\$ 14.50	800	\$ 12,487	\$ 14.50	800	\$ 12,487	\$ 15.00	800	\$ 12,918					
Chief Ranger	3	\$ 13.50	2500	\$ 36,332	\$ 13.50	2500	\$ 36,332	\$ 13.50	2500	\$ 36,332	\$ 14.00	2500	\$ 37,678	\$ 15.00	2500	\$ 40,369					
Head Ranger	3	\$ 12.50	7000	\$ 94,194	\$ 12.50	7000	\$ 94,194	\$ 13.00	7000	\$ 97,962	\$ 14.00	7000	\$ 105,497	\$ 15.00	7000	\$ 113,033					
Naturalist	2	\$ 13.50	1300	\$ 18,893	\$ 13.50	1300	\$ 18,893	\$ 13.50	1300	\$ 18,893	\$ 14.00	1300	\$ 19,592	\$ 15.00	1300	\$ 20,992					
Lifeguard	25	\$ 12.50	9000	\$ 121,106	\$ 12.50	9000	\$ 121,106	\$ 13.00	9000	\$ 125,951	\$ 14.00	9000	\$ 135,639	\$ 15.00	9000	\$ 145,328					
Snow Making Technician	1	\$ 12.50	450	\$ 6,055	\$ 12.50	450	\$ 6,055	\$ 13.00	450	\$ 6,298	\$ 14.00	450	\$ 6,782	\$ 15.00	450	\$ 7,266					
Ranger	50	\$ 11.50	22250	\$ 275,449	\$ 12.00	22250	\$ 287,426	\$ 13.00	22250	\$ 311,378	\$ 14.00	22250	\$ 335,330	\$ 15.00	22250	\$ 359,282					
	88			\$ 564,517			\$ 576,493			\$ 609,299			\$ 653,005			\$ 699,187					

Additional Budget Impact
FY2022 \$ 11,976
FY2023 (includes FY22 increase) \$ 44,782
FY2024 (includes FY22, FY23) \$ 88,488
FY2025 (includes FY22-FY24)** \$ 134,670

*Includes FICA at 7.65%

**Budget Impact applies to all subsequent years

1 Year	2022
Zoo	\$ 249,296
Parks	<u>\$ 134,670</u>
	\$ 383,966

2 Year	2022	2023
Zoo	\$ 148,535	\$ 249,296
Parks	<u>\$ 44,083</u>	<u>\$ 134,670</u>
	\$ 192,618	\$ 383,966

3 Year	2022	2023	2024
Zoo	\$ 148,535	\$ 198,916	\$ 249,296
Parks	<u>\$ 44,083</u>	<u>\$ 88,488</u>	<u>\$ 134,670</u>
	\$ 192,618	\$ 287,404	\$ 383,966

4 Year	2022	2023	2024	2025
Zoo	\$ 98,155	\$ 148,535	\$ 198,916	\$ 249,296
Parks	<u>\$ 11,976</u>	<u>\$ 44,782</u>	<u>\$ 88,488</u>	<u>\$ 134,670</u>
	\$ 110,131	\$ 193,318	\$ 287,404	\$ 383,966

Plan Option	Yearly Budget Impact			
	FY2022	FY2023	FY2024	FY2025
One Year Plan	\$ 383,966	\$ 383,966	\$ 383,966	\$ 383,966
Two Year Plan	\$ 192,618	\$ 383,966	\$ 383,966	\$ 383,966
Three Year Plan	\$ 192,618	\$ 287,404	\$ 383,966	\$ 383,966
Four Year Plan	\$ 110,131	\$ 193,318	\$ 287,404	\$ 383,966

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO INCREASE THE MINIMUM WAGE RATE
FOR INGHAM COUNTY EMPLOYEES**

WHEREAS, President Biden has made a national minimum wage of \$15 per hour a priority of his administration and the Ingham County Board of Commissioners supports this increase; and

WHEREAS, the Ingham County Board of Commissioners recognizes the financial struggles of Ingham County employees that make less than \$15 per hour; and

WHEREAS, the Michigan minimum wage law mandates yearly increases in the minimum wage above the current federal minimum wage (\$9.65 per hour in 2021) provided the state's unemployment rate is below a certain threshold, resulting in uncertainty that the minimum wage will increase; and

WHEREAS, the Ingham County Board of Commissioners desires to be proactive and not subject Ingham County employees to the uncertainty of national politics and therefore do not want to rely solely on the prospect of a proposed national \$15 per hour minimum wage; and

WHEREAS, the Ingham County Board of Commissioners proposes to address the circumstance of Ingham County employees making less than \$15 per hour by developing a plan to increase their hourly wages.

THEREFORE IT BE RESOLVED, that the Ingham County Board of Commissioners proposes to establish minimum wages in the following manner:

[PLAN]

BE IT FURTHER RESOLVED, that the proposed increases will be subject to yearly approval of the Ingham County Board of Commissioners following budgetary reviews and revenue forecasts and will take effect only in the event that Ingham County collective bargaining units receive compensation increases for the budget year the minimum wage increase is proposed.