THE COUNTY SERVICES COMMITTEE WILL MEET ON TUESDAY, MARCH 1, 2016 AT 6:00 P.M., IN THE PERSONNEL CONFERENCE ROOM (D & E), HUMAN SERVICES BUILDING, 5303 S. CEDAR, LANSING.

Agenda

Call to Order
Approval of the February 16, 2016 Minutes
Additions to the Agenda
Limited Public Comment

1. Parks Department
   a. **Discussion:** Continuing an Agreement with the City of Lansing for the Maintenance and Operation of Soldan Dog Park and the Non-Motorized Pathway through Scott Woods Park
   b. **Discussion:** Authorizing a License Agreement for the Property Owned by the City of Lansing and Located in the City of Lansing

2. Parks Department & Ingham County Fair - Resolution Authorizing an Amendment to Exercise the Contract Renewal Option with Supreme Sanitation Services, LLC to Provide Sanitation Services at the Ingham County Fair and at Various Ingham County Parks

3. Innovation & Technology Department - Resolution to Authorize Ingham County Web Application Modernization and Security Services

4. Road Department
   a. Resolution Authorizing a Contract Amendment with Rieth-Riley Construction Co., Inc. for Item I of the 2015 Local Road Program Bid Packet 75-15 Hot In Place Recycling, Asphalt Resurfacing & Miscellaneous Repairs of Various Meridian Township Local Roads
   b. Resolution to Amend a 2015 Local Road Agreement with Stockbridge Township for the Ingham County Road Department
   c. Resolution to Approve the Special and Routine Permits for the Ingham County Road Department

5. Facilities Department
   a. Resolution Authorizing an Agreement with Boynton Fire Safety Service, LLC for the Replacement of the Fire Panel at the Human Services Building (HSB)
   b. Resolution Authorizing a Purchase Order to Mudman Drywall to Replace Damaged Drywall at Forest Community Health Center
   c. Resolution Amending the Contract Amount with Dietz Janitorial Service to Include Cleaning Services at Forest Community Health Center
6. **Controller**
   a. Resolution to Approve Amendment No. 2 to the February 19, 1997 Design, Construction, Lease Agreement between Ingham County and the Community Mental Health Authority of Clinton, Eaton and Ingham Counties and the Amendment of September 15, 2008
   b. *Discussion: Women’s Commission Resolution* Requesting Verification of Accurate Identification and Resource Allocation of Potential Victims of Human Trafficking through the Department of Health and Human Services

7. **Board of Commissioners** - Resolution Congratulating General Motors and the Lansing Grand River Assembly Plant on the Production of *Motor Trend’s 2016 Car of the Year*

8. **Human Resources** - Collective Bargaining Updates & Discussion (*Closed Session – Materials to be Distributed at the Meeting*)

**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 online at [www.ingham.org](http://www.ingham.org).
Members Present: Celentino, Hope, Koenig (Departed at 6:13 and Returned at 6:18), Maiville, Nolan, and Tsernoglou

Members Absent: Bahar-Cook

Others Present: Tim Dolehanty, Travis Parsons, Becky Bennett, Sandra Dargatz, Vince Foess, Rick Terrill, Bill Conklin, Dan Durkee, Chris Schmidt, Steve Branstner, Henry Rojas, and others.

The meeting was called to order by Chairperson Nolan at 6:00 p.m. in Personnel Conference Room “D & E” of the Human Services Building, 5303 S. Cedar Street, Lansing, Michigan.

Approval of the February 2, 2016 Minutes

MOVED BY COMM. CELENTINO, SUPPORTED BY COMM. KOENIG, TO APPROVE THE MINUTES OF THE FEBRUARY 2, 2016 MEETING.

The minutes were amended as follows:

Ms. Mr. Parsons answered that obtaining driving records and the maintenance of those records were handled on a department-by-department basis. He stated that in a few weeks, the committee would see a policy that would centralize the process so that HR could handle it.

THE MOTION, AS AMENDED, CARRIED UNANIMOUSLY. Absent: Commissioner Bahar-Cook.

Additions to the Agenda

None.

Limited Public Comment

None.

MOVED BY COMM. MAIVILLE TO APPROVE A CONSENT AGENDA FOR THE FOLLOWING ACTION ITEMS:

1. Treasurer
   a. Resolution Accepting 2015 Community Development Block Grant Funding from the Michigan State Housing Development Authority in the Amount of $354,000
   b. Resolution to Provide Funding for Low Income Tax Preparation
2. **Drain Commissioner** - Resolution to Approve Agreement for Work in County Road Right of Way by Webberville Consolidated Drain Drainage District

3. **Facilities Department** - Resolution Authorizing a Contract with Lansing Tile & Mosaic, Inc. to Install New Carpet in the Mason Courthouse

5. **Road Department**
   a. Resolution to Approve Entering into a Construction Contract with Grand River Construction, Hudsonville, Michigan in Relation to the Southbound Okemos Road Bridge Emergency Repair Project
   b. Resolution to Approve the Special and Routine Permits for the Ingham County Road Department

8. **Controller’s Office** - Authorization to Start a Managerial Employee Above Step 2

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Bahar-Cook.

THE MOTION FOR A CONSENT AGENDA CARRIED UNANIMOUSLY. Absent: Commissioner Bahar-Cook.

4. **Innovation & Technology Department** - Resolution to Authorize Ingham County Web Application Modernization and Security Services

Commissioner Celentino asked if the vendor was used before.

Vince Foess, Interim IT Director, answered yes.

Chairperson Nolan asked if it was a very urgent matter and why.

Mr. Foess answered that it was very urgent. He stated that there was no in-house resource to do web development.

Becky Bennett, Board Coordinator, stated that she did web development. She further stated that Julie Buckmaster, Purchasing Assistant, and her put the ethics policy on the website.

Chairperson Nolan stated that there had been problems with the website for a long time, and that there used to be a website that staff enjoyed.

Mr. Foess stated that there was zero security on the back end. He further stated that personal information and social security numbers were exposed through PARSAR to anyone in the world.

Commissioner Koenig asked how important the issue was. She stated that she was not opposed to waiting for a new IT director unless there was some urgency between now and the next meeting.

Mr. Foess answered that the only thing he could say was security.
Commissioner Celentino asked Tim Dolehanty, Controller/Administrator, what the timeline was to get the new IT director on board.

Mr. Dolehanty answered that it was as little as two weeks. He stated that the candidate had not been narrowed down. He asked Mr. Foess if the resolution would alleviate the workload of IT being down two staff members.

Mr. Foess answered that there was nobody on board to address the issues.

Commissioner Celentino stated that if a new director was going to be hired soon, that individual could take a look at the issue and then refer it to the committee.

Mr. Dolehanty answered that it could be as soon as the next meeting depending on how quickly the new IT director was hired.

Commissioner Celentino stated that if a new director was hired soon, the issue might be able to wait.

Ms. Bennett asked if the security issues were through the ingham.org webpage.

Mr. Foess answered that the security issues were through applications that were built, such as the PARSAR process.

Ms. Bennett clarified that it was not through the ingham.org webpage.

There was a discussion regarding the PARSAR system.

Travis Parsons, Human Resources Director, clarified that PARSAR tracked any employee action.

Mr. Foess stated that it tracked employee action such as: new hires, getting them into the network, security, and access to what they need.

Chairperson Nolan asked how long it was unsecure.

Mr. Foess answered that ever since he was hired during August 2014. He stated that once it was identified, DewPoint had addressed it.

Commissioner Koenig asked why it could be accessed.

Mr. Foess answered that it was all web-based and that it was not coded with security.

There was a discussion regarding a movement to table.

MOVED BY COMM. MAIVILLE, SUPPORTED BY COMM. KOENIG, TO TABLE THE RESOLUTION TO AUTHORIZE INGHAM COUNTY WEB APPLICATION
MODERNIZATION AND SECURITY SERVICES AND TO PUT IT ON THE AGENDA FOR THE NEXT MEETING.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Bahar-Cook.

7. Human Resources Department - Resolution to Adopt a Special Part-Time, Temporary or Seasonal Employee Sick Leave Policy

MOVED BY COMM. CELENTINO, SUPPORTED BY COMM. HOPE, TO APPROVE THE RESOLUTION TO ADOPT A SPECIAL PART-TIME, TEMPORARY OR SEASONAL EMPLOYEE SICK LEAVE POLICY.

Commissioner Koenig departed at 6:13 p.m.

Commissioner Maiville asked if Commissioner Bahar-Cook’s concerns had been addressed.

Mr. Parsons stated that the change under section six was extended from 1 day to 2 days.

Commissioner Tsernoglou asked if the policy needed to be run by the unions.

Mr. Parsons answered that it did not apply to union employees. He further stated that he spoke with United Auto Workers (UAW) and they did not think it concerned them.

Chairperson Nolan asked if “excluded employees,” such as seasonal, part-time, or temporary employees who had a union contract, would start asking for the benefits.

Mr. Parsons answered that the unioned employees all have better benefits.

Chairperson Nolan asked for the total estimated cost of the benefit.

Mr. Parsons answered that based on the 2015 numbers, if all 153 temps working the average number of hours used every hour allocated to them, it would be $17,918.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioners Bahar-Cook and Koenig.

6. Ingham County Fair Presentation - New Expo Design Overview and Construction Costs

Dan Durkee, Chris Schmidt, and Steve Branstner of Fishbeck, Thompson, Carr and Huber, presented an overview of the new expo design and construction costs.

Commissioner Koenig returned at 6:18 p.m.

Chairperson Nolan asked if the concept had been presented or discussed with County Services previously.
Sandra Dargatz, Executive Director of the Ingham County Fair, answered that the presentation was a culmination of a request for services for FTCH from 2015 and the economic impact study from two weeks ago. She stated that surveys were done to try and receive as accurate an estimate as possible.

There was a discussion regarding the lack of a loading dock.

Ms. Dargatz stated that there would be a staging area connected to the dock where people could unload their inventory and then move for the next person.

Chairperson Nolan asked if the floor was earth.

Ms. Dargatz answered that it would polished concrete in the expo center.

Commissioner Maiville asked location of detention pens would allow the midway to be extended.

Ms. Dargatz answered that it was on the infield.

Commissioner Maiville asked what would happen to the infield rings used for horses.

Ms. Dargatz answered that they would be reconstructed on the south end.

There was a discussion regarding the placement of the rings and detention pen.

Commissioner Celentino asked how the project would impact other projects such as the jail.

Mr. Dolehanty answered that there were four major projects in the works. He stated that, as per his discussion with Chairperson Hope,

Ms. Dargatz stated that she was working on partnerships to bring the cost down.

Mr. Dolehanty stated that the final draft of the facilities study highlighted some upcoming storage needs and that all the upcoming projects would need a comprehensive look in the upcoming weeks.

Commissioner Celentino asked if the total cost could be even lower.

Ms. Dargatz answered yes and that the County would not have to pay for the bond. She stated that it was her last strategic plan she had wanted to implement.

Commissioner Koenig stated that there was a huge amount of bonding capacity. She stated that it came down to if the Fair could meet the obligation and that Ms. Dargatz had put a lot of work into it.
Ms. Dargatz stated that the bond payment outline was a very strategic and middle-low look at what would be gained during the first year.

Commissioner Maiville asked if anything was being done to look at the north end.

Ms. Dargatz stated that since the drains were placed so poorly, they would have to be trenched up. She further stated that it needed a long term solution.

Commissioner Koenig stated there was almost a catastrophe a few years ago where the fairgrounds were flooded. She asked if the building would be impacted by how water travels through the land.

Mr. Branstner answered that it would not be because it would be raised.

Ms. Dargatz stated that the flooding issue was because underneath the building was the stopping point for several drains from Rainer Pond, Kipp Road, and the airport.

Chairperson Nolan stated that current and new County projects included: a new 55th District Court building, a new Animal Control facility, a new jail, the facilities study, and the Grosbeck Drain project, which there was some uncertainty as to whether Lansing Township would be able to pay their share of the bond.

Commissioner Koenig stated that it was the tax payers that would pay the bond.

There was a discussion regarding the paying of the Grosbeck Drain bond.

Commissioner Koenig stated that when the Drain Commissioner addressed the committee, he assured that the bond would be paid by thousands of people, not the township itself.

Commissioner Nolan stated that the new 9-1-1 radio would cost millions of dollars. She further stated that the Board of Commissioners had not sat down, prioritized, and discussed the projects yet and that it seemed like something that needed to be done.

Ms. Dargatz asked to make a point that the new fairgrounds expo was not the same as the other projects as no money would come out of the general fund and that the Fair would be paying the bond.

Guillermo Lopez, Fair Board member, stated that he was glad that the first steps were being taken towards getting the new expo built. He thanked those who voted for him to continue serving on the Fair Board to see the fruition of the project.

Announcements

Commissioner Hope stated that the Women’s Commission sent a resolution about human trafficking to the County and had not received a response yet.
Commissioner Celentino stated that it was referred to the Controller at the December 8, 2015 Board of Commissioners meeting.

Mr. Dolehanty stated that a resolution was not drafted because they did not want to duplicate things already in place.

Public Comment

None.

Adjournment

The meeting was adjourned at 7:16 p.m.
ACTION ITEMS:
The Controller/Administrator recommends approval of the following resolutions:

1a. **Parks Department** - Discussion: Continuing an Agreement with the City of Lansing for the Maintenance and Operation of Soldan Dog Park and the Non-Motorized Pathway through Scott Woods Park

   In 2005 and 2011, the Board of Commissioners approved Resolutions #05-154 and #11-037, respectively, which authorized the Ingham County Parks Department to assume responsibility for the maintenance and operation of a non-motorized pathway on behalf of the City of Lansing. The pathway runs through Scott Woods Park and is directly adjacent to and continuation of the Hawk Island Loop Trail. Parks Department representatives will be in attendance to discuss continuation of this practice.

1b. **Parks Department** - Discussion: Authorizing a License Agreement for the Property Owned by the City of Lansing and Located in the City of Lansing

   The Parks Department operates a snow tubing hill at Hawk Island County Park. The park offers snow tubing runs and rope tows pull riders to the top of the hill to travel down "chutes" made of sculpted snow. The snow tubing hill has varying levels of runs, including smaller kids’ runs and some for guests seeking a bit more of a thrill. It was determined that for user safety and enjoyment, additional area outside of County property is needed at the end of the tubing runs. The City of Lansing is willing to provide a License Agreement for a small section of Scott Woods Park for extending the area for tubing hill runs. Parks Department representatives will be in attendance to discuss this licensing proposal.

2. **Parks Department and Ingham County Fair** - Resolution to Approve Agreement for Work in County Road Right of Way by Webberville Consolidated Drain Drainage District

   On June 27, 2011 the Board of Commissioners approved Resolution #11-062 which authorized a contract with Supreme Sanitation Services, LLC to provide portable restrooms at various locations throughout the County. The term of this agreement was five years with a two year renewal/extension option. The initial contract expires on March 31, 2016.

   The owner of Supreme Sanitation Services, LLC has agreed to maintain the current pricing structure during a proposed two-year contract renewal period (April 1, 2016 – March 31, 2018). The Ingham County Fair Board and Ingham County Parks Commission recommended approval of the proposed renewal and amendment. A resolution is offered to accomplish that goal.
3. **Innovation and Technology Department - Resolution to Authorize Ingham County Web Application Modernization and Security Services**

The Innovation and Technology (IT) Department seeks approval of a resolution to continue engagement with vendor Dewpoint to provide the current critical web application service and support at a total cost of $30,000. Dewpoint, a local vendor and participant under the State of Michigan MiDeal program, completed their previous term of service as specified without issue. **Note that this service would be provided through a cooperative purchase agreement with the State of Michigan.**

4a. **Road Department - Resolution Authorizing a Contract Amendment with Rieth-Riley Construction Co., Inc. for Item I of the 2015 Local Road Program Bid Packet 75-15 Hot In Place Recycling, Asphalt Resurfacing & Miscellaneous Repairs of Various Meridian Township Local Roads**

Unanticipated costs associated with road base repairs and Americans with Disability Act (ADA) requirements require allocation of an additional $54,968.52 for various local road projects in Meridian Township. Meridian Township has agreed to fund the additional cost as provided in the Local Road Agreement (see Resolution 15-216). The Road Department recommends approval of a resolution amending the contract with Rieth-Riley Construction to accomplish these added tasks.

4b. **Road Department - Resolution to Amend a 2015 Local Road Agreement with Stockbridge Township for the Ingham County Road Department**

Stockbridge Township recently petitioned the Road Department to amend a list of improvement projects on local roads throughout the Township as part of the 2015 local road program. The Road Department recommends approval of a resolution to apply $258,930.48 from remaining Enbridge permit funds toward these new projects, and to carry over $44,400 in 2015 Road Department local road matching funds for use on future Stockbridge Township local road projects.

4c. **Road Department - Resolution to Approve the Special and Routine Permits for the Ingham County Road Department**

The Ingham County Board of Commissioners periodically approves special and routine permits submitted by the Road Department.

5a. **Facilities Department - Resolution Authorizing an Agreement with Boynton Fire Safety Service, LLC for the Replacement of the Fire Panel at the Human Services Building (HSB)**

The Purchasing and Facilities Departments recommend approval of a resolution to authorize an agreement with Boynton Fire Safety Service, LLC to replace the fire panel at the Human Service Building at a total cost not to exceed $34,920. Proposals for fire panel replacement were received from four vendors, and Boynton was determined to have submitted the most responsive proposal.
5b. **Facilities Department** - Resolution Authorizing a Purchase Order to Mudman Drywall to Replace Damaged Drywall at Forest Community Health Center

The Facilities Department recommends approval of a resolution to authorize issuance of a purchase order to Mudman Drywall for drywall replacement. Some drywall damage occurred because of a roof leak at the Forest Community Health Center. The Facilities Department solicited three bids and recommends approval of the lowest bid amount of $7,800 submitted by Mudman Drywall. Funds for these services are available within the Community Health Center Fund. Upon completion, Financial Services will submit an insurance claim to recover the costs.

5c. **Facilities Department** - Resolution Amending the Contract Amount with Dietz Janitorial Service to Include Cleaning Services at Forest Community Health Center

The Facilities Department seeks approval of a resolution to amend a contract with Dietz Janitorial Service to add necessary cleaning services at Forest Community Health Center. An additional total monthly cost of $19,681 will be incurred for the period of January 1, 2016 through July 31, 2016. Funds are available in the Community Health Center Fund for this purpose.

6a. **Controller** - Resolution to Approve Amendment No. 2 to the February 19, 1997 Design, Construction, Lease Agreement between Ingham County and the Community Mental Health Authority of Clinton, Eaton and Ingham Counties and the Amendment of September 15, 2008

The Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA) seeks to amend the lease agreement for 812 East Jolly Road to allow for early pay-off of a construction bond and to allow CMHA to purchase the building from Ingham County.

6b. **Controller** – Discussion: Women’s Commission Resolution Requesting Verification of Accurate Identification and Resource Allocation of Potential Victims of Human Trafficking though the Department of Health and Human Services

House Bill 5012, designed to protect and assist potential victims of human trafficking, went into effect on January 14, 2015. The Women’s Commission seeks to create a plan to facilitate implementation of House Bill 5012 (now MLC 750.451) and to appoint a committee to work in conjunction with the Department of Health and Human Services to fulfill its requirements. The committee would then provide recommendations to the Ingham County Board of Commissioners to support allocation of resources to the Department of Health and Human Services to accommodate implementation of this statute.

7. **Board of Commissioners** - Resolution Congratulating General Motors and the Lansing Grand River Assembly Plant on the Production of Motor Trend’s 2016 Car of the Year

This proposed resolution recognizes the accomplishments of General Motors and the Lansing Grand River Assembly Plant.

8. **Human Resources** - Collective Bargaining Updates and Discussion (Closed Session – Materials to be distributed at the Meeting)
Date: February 12, 2016
To: County Services & Finance Committees
From: Tim Morgan, Parks Director
Re: Continuing an Agreement with the City of Lansing for the Maintenance and Operation of Soldan Dog Park and the Non-Motorized Pathway through Scott Woods Park

In 2005 and 2011, the Board of Commissioners passed Resolution #05-154 and #11-037 which authorized an agreement with the City of Lansing for the Ingham County Parks Department to assume responsibility for the maintenance and operation of a non-motorized pathway through Scott Woods Park that is directly adjacent to and continuation of the Hawk Island Loop Trail.

This resolution would authorize a new agreement between the City of Lansing and Ingham County.

The Parks Department maintains three miles of the River Trail from Jolly Road, Maguire Park, through Hawk Island County Park through Scott Woods north to Mount Hope Road. Each time we perform maintenance, it takes two passes on the trail, totaling six miles. Daily general maintenance tasks include snow removal, leaf blowing, etc. Expenses include fuel, use of equipment (tractor blower, brush, leaf blower, and snow thrower), as well as full time and seasonal personnel expenses.

Potter Park Zoo staff maintains the trail from Mount Hope Road through the Zoo to Pennsylvania Avenue. Additional documents will be forthcoming and submitted no later than February 29 by Potter Park Zoo staff.

In regards to the Scott Woods Trail, there is no revenue specifically associated with this activity, with the exception of the vehicle entrance fee to Hawk Island County Park. These entrance fees are not able to be differentiated between revenues collected at the gate for parking fees. In addition, walk in and ride in users of the trail are not charged a vehicle entrance fee.

The Parks Department operates Soldan Dog Park and collects revenue for the electronic Key FOBs for entrance to the facility. Vehicle entrance fees to Hawk Island County Park are not able to be differentiated between revenues collected at the gate for parking fees for other park visitors. Administrative tasks include selling and documenting dog licenses and Key FOB sales. Within the Soldan Dog Park we perform daily general maintenance tasks including mowing, fence repairs, etc. Expenses include portable restrooms, trash bags, dog waste bags, and signage as well as full time and seasonal personnel expenses.
Connecting communities via the Lansing River Trail to the north and the Sycamore Trail to the south has a positive impact on park visitation and interest and provided citizens alternative accessible routes to enjoy Hawk Island County Park’s nature and splendor. Providing an avenue for dog owners to exercise their dogs in a safe park setting had a positive influence and ownership of Hawk Island Park by the users.

Attached is a map showing the trail maintenance zones. The City of Lansing and Ingham County have identified a joint interest in maintaining a non-motorized pathway connecting the River Trail to Hawk Island Park. The Scott Woods portion of the pathway is directly adjacent to and a continuation of the Hawk Island Loop Trail. Due to the proximity of the trail section to Hawk Island Park, this would allow the Parks Department to maintain that section of the trail in the most cost efficient manner by partnering. Also, the close proximity of Potter Park Zoo to portions of the River Trail passing through the Zoo and Potter Park property to Potter Park Zoo maintenance personnel and equipment resources would allow the Zoo’s maintenance personnel to maintain the portion of the River Trail passing through Potter Park Zoo and Potter Park in the most cost efficient manner.

Please do not hesitate to contact me if you have questions regarding this issue.
Agenda Item 1a

TRAIL MAINTENANCE ZONES THAT ARE INCLUDED IN THE CITY OF LANSING/INGHAM COUNTY MAINTENANCE AGREEMENT

1 = ZOO Responsibility: Western border (Pennsylvania Avenue) of Zoo Trail Section to Aurelius Road.

2 = ZOO Responsibility: Eastern border of Zoo Trail Section. Red Cedar and Aurelius Road south to Mount Hope Road.

3 = INGHAM COUNTY PARK Responsibility: Mount Hope Road south Trail Section to Northern border of Hawk Island Trail Section.

4 = INGHAM COUNTY PARK Responsibility: Southern border of Hawk Island Trail Section to Jolly Road.
Date: February 12, 2016

To: County Services & Finance Committees

From: Tim Morgan

Re: Authorizing a License Agreement for the Property Owned by the City of Lansing and Located In the City Of Lansing

The Ingham County Parks Department operates the snow tubing hill at Hawk Island County Park. The park offers snow tubing runs and rope tows pull riders to the top of the hill to travel down "chutes" made of sculpted snow. The snow tubing hill has varying levels of runs, including smaller kids’ runs and some for guests seeking a bit more of a thrill.

It was determined that for user safety and enjoyment, additional area is needed at the end of the tubing runs. This area is outside of County property. The City of Lansing is willing to provide a License Agreement for a small section of Scott Woods Park for extending the area for tubing hill runs.

In 2014, Resolution #14-426 authorized entering into an Easement Agreement with the City of Lansing to utilize a portion of Scott Woods Park for the purpose of extending the Hawk Island County Park tubing hill run. Resolution #14-426 should be rescinded, as it erroneously states that the City of Lansing was willing to grant an easement. Rather, at that time, the City’s Parks Board had recommended granting an easement, but the City Planning Board recommended a license only. The City Council Committee on Development and Planning concurred with that recommendation. Scott Woods Park is dedicated as park land. Upon discussion with Brett Kaschinske, City of Lansing Park’s Director, he explained that an easement would be a permanent transfer of interest in park land, which would require a vote of the public. A license does not require this. The fee associated with the license is one dollar in addition to $50 for Act 33 review for a total of $51.

Please do not hesitate to contact me if you have questions regarding this matter.
To: Ingham County Purchasing Office  
   Ingham County Controller’s Office  
   Ingham County Board of Commissioners - County Service Committee, Chair  
   Ingham County Board of Commissioners - County Finance Committee, Chair  
   Ingham County Board of Commissioners, Chair  

From: Sandra Dargatz, Executive Director, Ingham County Fair  

Date: February 12, 2016  

RE: Ingham County Fair Exposition and Ingham County Parks Department Contract Extension with Supreme Sanitation, LLC for Sanitary Services  

Pursuant to an executed contract dated June 27, 2011, the Ingham County Board of Commissioners, upon the recommendation of the Fair Board and Parks Department, authorized per Resolution #11-062, entering into a contract with Supreme Sanitation Services, LLC for a five year term with a two year renewal/extension option; the initial contract expires on March 31, 2016.

The owner of Supreme Sanitation Services, LLC agrees to maintain the current pricing structure as per contract during the proposed two year contract renewal period (April 1, 2016 – March 31, 2018). The Ingham County Fair Board and Ingham County Parks Commission (with changes to the Parks frequency and location as outlined in the attachment) are recommending that the proposed renewal and amendment to the contract be approved.

Fees as outlined in the original contract documents shall remain unchanged during the two year contract renewal period and shall end on March 31, 2018. All other terms and conditions of the lease agreement shall remain unchanged.

Sincerely,

Sandra Dargatz  
Director, Ingham County Fair  
(517) 676-2857

Attachment: Pricing Form with Parks Department proposed changes
Agenda Item 2

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING AN AMENDMENT TO EXERCISE THE CONTRACT RENEWAL OPTION WITH SUPREME SANITATION SERVICES, LLC TO PROVIDE SANITATION SERVICES AT THE INGHAM COUNTY FAIR AND AT VARIOUS INGHAM COUNTY PARKS

WHEREAS, pursuant to an executed contract dated June 27, 2011, the Ingham County Board of Commissioners, upon the recommendation of the Fair Board and Parks Department, authorized per resolution number 11-062, entering into a contract with Supreme Sanitation Services, LLC for a five year term with a two year renewal/extension option; and

WHEREAS, the initial contract expires on March 31, 2016; and

WHEREAS, the owner of Supreme Sanitation Services, LLC agrees to maintain the current pricing structure as per contract during the proposed two year contract renewal period (April 1, 2016 – March 31, 2018); and

WHEREAS, the Ingham County Fair Board and Ingham County Parks Commission are recommending that the proposed renewal and amendment to the contract be approved.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes the renewal and amendment to the contract with Supreme Sanitation, LLC to extend the term of the contract through March 31, 2018.

BE IT FURTHER RESOLVED, that unit fees as outlined in Exhibit A – Pricing Form (attached) of the original contract documents are approved for the two year contract renewal period and shall end on March 31, 2018.

BE IT FURTHER RESOLVED, that all other terms and conditions of the agreement shall remain unchanged.

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners authorizes the Board Chairperson to sign the amendment to the contract renewal as approved as to form by the County Attorney.
EXHIBIT A

PORTABLE RESTROOM PRICING FORM
### PRICING FORM

(Please type or print clearly in ink only)
Packet No. 3-11 Portable Restrooms

<table>
<thead>
<tr>
<th>Location</th>
<th>Quantity</th>
<th>Type of Unit</th>
<th>Dates</th>
<th>Annual Cost</th>
<th>Cost for 3 Years</th>
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<td>Bunker Road</td>
<td>1</td>
<td>Regular Unit</td>
<td>April 1 to October 30</td>
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<td>Handicapped Unit</td>
<td>May 1 to October 30</td>
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<td>$1800.00</td>
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<td>Flushing Unit With Sink/Soap/Urinal</td>
<td>May 1 to October 30</td>
<td>$720.00</td>
<td>$2160.00</td>
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<td></td>
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<td>Extra Services</td>
<td>June 1 to September 30</td>
<td>$640.00</td>
<td>$1920.00</td>
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<tr>
<td>Lake Lansing</td>
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<td>Handicapped Unit</td>
<td>October 30 to April 30</td>
<td>$600.00</td>
<td>$1800.00</td>
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<td>– North</td>
<td></td>
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<td></td>
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</tr>
<tr>
<td>McNamara Landing</td>
<td>1</td>
<td>Regular Unit</td>
<td>Year Around</td>
<td>$900.00</td>
<td>$2700.00</td>
</tr>
<tr>
<td>Golden Dog Park</td>
<td>1</td>
<td>Regular Unit With Urinal</td>
<td>Year Around</td>
<td>$900.00</td>
<td>$2700.00</td>
</tr>
<tr>
<td>Riverbend</td>
<td>1</td>
<td>Regular Unit</td>
<td>Year Around</td>
<td>$900.00</td>
<td>$2700.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td></td>
<td></td>
<td><strong>$5,785.00</strong></td>
<td><strong>$17,355.00</strong></td>
</tr>
</tbody>
</table>

* Contractor has agreed to lower this annual cost to $5,385.00
How many years are you willing to hold these costs beyond the initial 3-year term? **4**

### Fairgrounds

<table>
<thead>
<tr>
<th>Location</th>
<th>Quantity</th>
<th>Type of Unit</th>
<th>Dates</th>
<th>Annual Cost</th>
<th>Cost for 3 Years</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rabbit Barns</td>
<td>2</td>
<td>Regular Unit</td>
<td>August 2 to August 7</td>
<td>$160.00</td>
<td>$480.00</td>
</tr>
<tr>
<td>In Field</td>
<td>4</td>
<td>Regular Unit</td>
<td>August 2 to August 7</td>
<td>$320.00</td>
<td>$960.00</td>
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<tr>
<td>Campground</td>
<td>2</td>
<td>Regular Unit</td>
<td>August 2 to August 7</td>
<td>$160.00</td>
<td>$480.00</td>
</tr>
<tr>
<td>Near Gate by Office</td>
<td>6</td>
<td>Portable Sink Station (self)</td>
<td>August 2 to August 7</td>
<td>$180.00</td>
<td>$540.00</td>
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<tr>
<td>Location</td>
<td>Quantity</td>
<td>Description</td>
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<td>Cost 1</td>
<td>Cost 2</td>
</tr>
<tr>
<td>-------------------</td>
<td>----------</td>
<td>------------------------------------------------------------------------------</td>
<td>------------------</td>
<td>---------</td>
<td>---------</td>
</tr>
<tr>
<td>Near Petting Zoo</td>
<td>12</td>
<td>Portable Sink Station (self contained with water/soap/towels)</td>
<td>August 2 to August 7</td>
<td>$360.00</td>
<td>$1080.00</td>
</tr>
<tr>
<td>Near Camel Ride</td>
<td>6</td>
<td>Portable Sink Station (self contained with water/soap/towels)</td>
<td>August 2 to August 7</td>
<td>$180.00</td>
<td>$540.00</td>
</tr>
<tr>
<td>Near Arena</td>
<td>6</td>
<td>Portable Sink Station (self contained with water/soap/towels)</td>
<td>August 2 to August 7</td>
<td>$180.00</td>
<td>$540.00</td>
</tr>
<tr>
<td>Near Rabbit Barn</td>
<td>12</td>
<td>Portable Sink Station (self contained with water/soap/towels)</td>
<td>August 2 to August 7</td>
<td>$360.00</td>
<td>$1080.00</td>
</tr>
<tr>
<td>Weekday Rate</td>
<td>8</td>
<td>Additional Cleaning</td>
<td>August 2</td>
<td>$160.00</td>
<td>$480.00</td>
</tr>
<tr>
<td>(2 sinks by Barn)</td>
<td></td>
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<tr>
<td>Weekday Rate</td>
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<td>$120.00</td>
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<tr>
<td>(2 sinks by Barn)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Weekday Rate</td>
<td>15</td>
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<td>August 3</td>
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<td>$900.00</td>
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<tr>
<td>Weekday Rate</td>
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<td>Additional Cleaning</td>
<td>August 4</td>
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<td>$900.00</td>
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<tr>
<td>Weekday Rate</td>
<td>15</td>
<td>Additional Cleaning</td>
<td>August 5</td>
<td>$300.00</td>
<td>$900.00</td>
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<tr>
<td>Weekday Rate</td>
<td>15</td>
<td>Additional Cleaning</td>
<td>August 6</td>
<td>$300.00</td>
<td>$900.00</td>
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<tr>
<td>Weekday Rate</td>
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<td>Additional Cleaning</td>
<td>August 7</td>
<td>$300.00</td>
<td>$900.00</td>
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<td><strong>Total</strong></td>
<td></td>
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<td></td>
<td>$3600.00</td>
<td>$10800.00</td>
</tr>
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</table>

How many years are you willing to hold these costs beyond the initial 3-year term? (4)
### CHANGE TO QUANTITIES REQUESTED BY THE PARKS DEPARTMENT:

**Pricing Form**  
(Please type or print clearly in ink only)  
Packet No. 3-11 Portable Restrooms

<table>
<thead>
<tr>
<th>Location</th>
<th>Quantity</th>
<th>Type of Unit</th>
<th>Dates</th>
<th>Annual Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bunker Road</td>
<td>1</td>
<td>Regular Unit</td>
<td>April 1 to October 30</td>
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<td>Burchfield Park</td>
<td>1</td>
<td>Handicapped Unit</td>
<td>May 1 to October 30</td>
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<tr>
<td></td>
<td>2</td>
<td></td>
<td></td>
<td><strong>$1,200.00</strong></td>
</tr>
<tr>
<td></td>
<td>1</td>
<td>Housing Unit</td>
<td>May 1 to October 30</td>
<td><strong>$720.00</strong></td>
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<tr>
<td></td>
<td>2</td>
<td>Extra Service on M/Th or Tue/Fri</td>
<td>June 1 to September 30</td>
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<tr>
<td>Lake Lansing</td>
<td>1</td>
<td>Handicapped Unit</td>
<td>October 30 to April 30</td>
<td>$600.00</td>
</tr>
<tr>
<td>South/North</td>
<td></td>
<td></td>
<td></td>
<td><strong>$1,200.00</strong></td>
</tr>
<tr>
<td>McNamara Landing</td>
<td>1</td>
<td>Regular Unit</td>
<td>Year Round</td>
<td>$900.00</td>
</tr>
<tr>
<td></td>
<td>1</td>
<td>Extra Service on M/Th or Tue/Fri</td>
<td>June 1 to September 30</td>
<td><strong>$320.00</strong></td>
</tr>
<tr>
<td>Soldan Dog Park</td>
<td>1</td>
<td>Regular Unit with Urinal</td>
<td>Year Round</td>
<td>$900.00</td>
</tr>
<tr>
<td>Riverbend</td>
<td>1</td>
<td>Regular Unit</td>
<td>Year Round</td>
<td>$900.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td></td>
<td></td>
<td><strong>$5,785.00</strong></td>
</tr>
</tbody>
</table>

*Contractor has agreed to lower this annual cost to $5,385.00

How many years are you willing to hold these costs beyond the initial 3-year term? **(4)**

### Fairgrounds

<table>
<thead>
<tr>
<th>Location</th>
<th>Quantity</th>
<th>Type of Unit</th>
<th>Dates</th>
<th>Annual Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rabbit Barns</td>
<td>2</td>
<td>Regular Unit</td>
<td>August 2 to August 7</td>
<td>$160.00</td>
</tr>
<tr>
<td>In Field</td>
<td>4</td>
<td>Regular Unit</td>
<td>August 2 to August 7</td>
<td>$320.00</td>
</tr>
<tr>
<td>Campground</td>
<td>2</td>
<td>Regular Unit</td>
<td>August 2 to August 7</td>
<td>$160.00</td>
</tr>
<tr>
<td>Near Gate by Office</td>
<td>6</td>
<td>Portable Sink Station (self contained with water/soap/towels)</td>
<td>August 2 to August 7</td>
<td>$180.00</td>
</tr>
<tr>
<td>Location</td>
<td>Quantity</td>
<td>Type</td>
<td>Dates</td>
<td>Cost</td>
</tr>
<tr>
<td>------------------------</td>
<td>----------</td>
<td>--------------------------------------------</td>
<td>---------------------</td>
<td>--------</td>
</tr>
<tr>
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<td>Near Rabbit Barn</td>
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<td>Portable Sink Station (self contained with water/soap/towels)</td>
<td>August 2 to August 7</td>
<td>$360.00</td>
</tr>
<tr>
<td>Weekday Rate (just toilets)</td>
<td>8</td>
<td>Additional Cleaning</td>
<td>August 2</td>
<td>$160.00</td>
</tr>
<tr>
<td>Weekday Rate (2 sinks by Rabbit Barn)</td>
<td>2</td>
<td>Additional Cleaning</td>
<td>August 2</td>
<td>$40.00</td>
</tr>
<tr>
<td>Weekday Rate</td>
<td>15</td>
<td>Additional Cleaning</td>
<td>August 3</td>
<td>$300.00</td>
</tr>
<tr>
<td>Weekday Rate</td>
<td>15</td>
<td>Additional Cleaning</td>
<td>August 4</td>
<td>$300.00</td>
</tr>
<tr>
<td>Weekday Rate</td>
<td>15</td>
<td>Additional Cleaning</td>
<td>August 5</td>
<td>$300.00</td>
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<tr>
<td>Weekday Rate</td>
<td>15</td>
<td>Additional Cleaning</td>
<td>August 6</td>
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<tr>
<td>Weekday Rate</td>
<td>15</td>
<td>Additional Cleaning</td>
<td>August 7</td>
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</tr>
<tr>
<td><strong>Total</strong></td>
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<td></td>
<td><strong>$3,600.00</strong></td>
</tr>
</tbody>
</table>

How many years are you willing to hold these costs beyond the initial 3-year term? **(4)**
Agenda Item 3

To: County Services and Finance Committees
From: Vince Foess, CIO (interim)
Date: January 24, 2016
Re: Ingham County Web Application Modernization and Security Services

Dear Commissioners,

In November 2014 Resolution #14-464 was approved by the Ingham County Board of Commissioners (BOC) to utilize Dewpoint to re-write in house developed web applications that were identified to have critical development, functionality and security risks. Additional web applications beyond the applications previously identified in Resolution #14-464 have been identified to also have critical development, functionality and security risks.

The Innovation and Technology Department (ITD) does not have an internal staff resource on board with the knowledge and or expertise to provide support of the County’s web applications since 2013 and have been utilizing contractual support services from GravityWorks and Dewpoint. The service/support GravityWorks previously provided was below expectations and their contract was not renewed. Dewpoint is a local vendor and participant under the State of Michigan’s (SOM) MiDeal program and completed their previous term of service as specified without issue.

ITD requested the attached Statement of Work (SOW)/Quote from Dewpoint to provide the current critical web application service and support being requested.

Please note the following points when considering approval of this request:

- The urgency of addressing and resolving the critical development, functionality and security risks of the County’s web applications
- The excellent service Dewpoint previously provided
- Dewpoint is a local vendor and participant under the SOM MiDeal program, Contract #071B3200057
- The knowledge Dewpoint obtained from previously re-writing and securing the County’s in house web applications will provide avoiding any learning curve of the environment if a new or alternate vendor was to be selected for this request
- Normal pricing for this service is not to exceed $185.00 per hour, Dewpoint is offering the service at a rate of $100.00 per hour

ITD is respectfully requesting the Ingham County’s BOC approval to circumvent obtaining three quotes for this requested service due to the bulleted points/items listed above. ITD is recommending and requesting the Ingham County BOC approval to implement this SOW with Dewpoint to address/resolve the critical development, functionality and security risks of the County web applications at total cost of $30,000.00 ($100.00 per hour for 300 hours of support/service).

The funding will come from the County’s Innovation and Technology Departments Network Maintenance – Consultants Fund #636-25810-802000.

Thank you.
ADOPTED - NOVEMBER 12, 2014
AGENDA ITEM NO. 9

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE UTILIZING DEWPOINT TO RE-WRITE IN HOUSE WRITTEN WEB APPLICATIONS

RESOLUTION # 14 - 464

WHEREAS, while continuing to review past applications it was discovered that several applications written for the county in house are in great need of revision due to issues that include security concerns, old programing, and their ability to be used in current technology web browsers and operating systems; and

WHEREAS, DewPoint has a Dot Net programmer available to re-write the in house applications; and

WHEREAS, DewPoint reviewed the problems and put together a solution/scope; and

WHEREAS, DewPoint is available via the State of Michigan contract at a rate of $90 per hour for programing; and

WHEREAS, the project is expected to be a 6 week project for DewPoint and the cost to Ingham County would be $34,800; and

WHEREAS, due to the nature of work involved the Innovation and Technology Department is requesting a $5,200 contingency authorization for this project for a total cost not to exceed $40,000; and

WHEREAS, it is the recommendation of the Chief Information Officer that the County utilize DewPoint to re-write several in house written applications; and

WHEREAS, funds for this service will be paid out of the Innovation and Technology Network Consulting fund.

THEREFORE IT BE RESOLVED, that the Board of Commissioners authorizes the Innovation and Technology Department to utilize DewPoint via the State of Michigan Contract at a rate of $90 per hour to re-write several in house web applications.

BE IT FURTHER RESOLVED, the not to exceed $40,000 cost will be paid out of the Innovation and Technology Department’s 2015 Network Consulting fund 63625810-802000.

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 Ingham County Board of Commissioners authorizes the Board Chairperson to sign any contract/purchase order documents consistent with this resolution and approved as to form by the County Attorney.

COUNTY SERVICES:  Yeas:  Holman, Tsernoglou, Nolan, Koenig, Maiville
  Nays:  None       Absent:  Crenshaw, Celentino       Approved 11/04/14

FINANCE:  Yeas:  Koenig, Anthony, Tennis, McGrain, Bahar-Cook, Schafer, Vickers
  Nays:  None       Absent:  None       Approved 11/05/14
WHEREAS, Resolution #14-464 contracted Dewpoint to re-write numerous in house developed County web applications concerning their functionality and security; and

WHEREAS, additional in house developed County web applications have been identified to have critical development, functionality and security issues; and

WHEREAS, the Innovation and Technology Department (ITD) does not currently have an internal staff resource on board with the knowledge and or expertise to provide support of the County’s web applications; and

WHEREAS, this request for support of the County’s web applications is critical, since 2013 support of the County’s web applications has been provided via vendor support; and

WHEREAS, Dewpoint is a local vendor, a participant under the State of Michigan (SOM) MiDeal (Contract #071B3200057) program and Dewpoint has previously performed the exact work being requested on other web applications and met all contractual agreements to the County’s satisfaction and without issue. Lastly, Dewpoint is offering the requested service at a rate of $100.00 per hour for 300 hours of service/support, not to exceed a total cost of $30,000.00; and

WHEREAS, due to the urgency of acquiring support for the County’s web applications as soon as possible, ITD is respectfully requesting Ingham County Board of Commissioner approval to circumvent obtaining three quotes for this requested service; and

WHEREAS, ITD is recommending and requesting the Ingham County Board of Commissioner approval to implement the attached Statement of Work (SOW) with Dewpoint to address/resolve the critical development, functionality and security risks of the County’s web applications at total cost of $30,000.00 ($100.00 per hour for 300 hours of support/service); and

WHEREAS, the funding for this request will come from the County’s ITD’s Network Maintenance Consultants Fund #636-25810-802000.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners does hereby authorize contracting with Dewpoint using the MiDeal (Contract #071B3200057) for a total cost of $30,000.00 to assist with support for the County’s web applications according to the attached statement of work.

BE IT FURTHER RESOLVED, that the total cost will be paid out of the County’s Innovation and Technology Departments Network Maintenance Consultants Fund #636-25810-802000.

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 necessary contract/purchasing documents consistent with this resolution and approved as to form by the County Attorney.
Ingham County-Web Application Modernization and Security Services

PRESENTED TO:
Vince Foess

PRESENTED BY:
Mike Coyne
Mike.Coyne@dewpoint.com
517.331.0715

January 13, 2016
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Statement of Work .................................................................................................................. 3  
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Signature Page ....................................................................................................................... 5
Statement of Work

The purpose of this Statement of Work (SOW) is to define the work effort associated with Dewpoint’s proposed IT staff augmentation services to assist Ingham County in modernizing, repairing, and securing their web based applications.

Objectives

The SOW objective is as follows:

- Provide one (1) Senior Application Architect on a staff augmentation (time and materials) basis to the Ingham County Department of Innovation and Technology
- Under the direction of the County, Dewpoint’s Senior Application Architect will provide architectural leadership and support of the County’s web based applications such as Padmin, Fochist, Fochisti, Attorney Voucher, and others as needed.

Scope of Work/Skill Set

To assist Ingham County, Dewpoint will provide One (1) Senior Application Architect with the following skill set:

- ASP.NET
- VB.NET
- Microsoft SQL Server
- TFS
- SQL
- SQL Server Reports
- Web Concepts
- Database Concepts
- Configuration management

Tasks may include:

1) Code of applications, interfaces, modules, components and reports

2) Resolve open tickets associated with Web based applications and interfaces (edits, removal of links, etc.)

3) Assist with transferring data/information located on the former Ingham County Web Applications lead (Kathy) PC/laptop to a more organized and accessible development environment

4) Assist with the design, creation, and implementation of development and testing environments

5) Create and follow configuration management processes implemented

6) Create technical system documentation
7) Complete transition and maintenance plans to enable state staff to maintain applications, code, interfaces, modules, components and reports.

8) Perform knowledge transfer to County staff

**Dewpoint Responsibilities**

a. Provide personnel as identified in this document.

b. Present weekly timesheets to the Ingham County CIO for approval. The timesheets will be presented to the Ingham County CIO for approval every Friday or subsequent working day if Friday is a holiday.

c. The Dewpoint resource will perform the requested services using a combination of onsite activity with remote work for this project as required.

**County Responsibilities**

a. Ingham County IT staff will manage and direct the Dewpoint resource.

b. The Ingham County project lead will:

   i. Manage and direct the workload of the assigned to the Dewpoint resources.

   ii. Provide workstations, suitable office space, supplies and a telephone for the vendor resources at no expense to the vendor.

   iii. Provide Dewpoint resource with appropriate access to Ingham County’s development, testing and production infrastructure (software and systems) as required by the project.

   iv. Provide the Dewpoint resource with remote access as needed

   v. Remove Dewpoint’s remote access ability when the project is complete

   vi. Approve all weekly status reports and monthly invoices.

c. The consultants assigned by Dewpoint to perform the services for Ingham County are not to be solicited for permanent employment by the County.

**Deliverables**

Weekly status reports/time sheets - Each Friday, a status report/time sheet will be completed and submitted to the Ingham County project lead. The time sheet will list the week’s Services performed and actual hours worked.

**SOW Completion Criteria**

Dewpoint will have completed its obligations under this SOW when one of the following occurs:

1. The vendor provides the total number of hours of Services specified in the Charges section of this SOW; or

2. The Estimated Project End Date has been reached; or
3. This SOW is terminated in accordance with the provisions of the Contract.

**Estimated Schedule**

The estimated start date is January 13, 2016 and the estimated project end date is June 30, 2016.

**Contracting/Pricing**

The State of Michigan MiDeal contract program is a contracting vehicle set up by the State available to leverage for all other State of Michigan Government entities. Additional information regarding the MiDeal program is located at the following URL: [http://www.michigan.gov/localgov](http://www.michigan.gov/localgov)

Dewpoint is a participant under the State of Michigan’s MiDeal program. The Dewpoint State of Michigan Project Control Office contract (State of Michigan Contract #071B32000057) is included in the State’s MiDeal program. Within this contract is a rate card associated with 20 different IT resource categories. One of these categories is Senior Architectural services. The Dewpoint (competitively awarded) not to exceed hourly rate for these services within this contract is $185 per hour. Dewpoint is offering these services through the MiDeal program to Ingham County at $100 per hour.

The following pricing for this project is based on Dewpoint’s understanding of the scope contained in this proposal. Any extensions or change of service that affect the project in terms of resources, scope, or time will be handled through a change request form. These changes may impact the cost of the project. Overtime (over 40 hours per week) is allowed under this contract, but must be approved by Ingham County. Any overtime will be billed at the standard rate.

Changes will not be effective without written agreement and approval by Dewpoint and Ingham County.

<table>
<thead>
<tr>
<th>Dewpoint Resource</th>
<th>Hourly Rate</th>
<th>Total Hours</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sr. Application Architect</td>
<td>$100.00</td>
<td>300</td>
<td>$30,000.00</td>
</tr>
<tr>
<td><strong>Grand Total</strong></td>
<td></td>
<td></td>
<td><strong>$30,000.00</strong></td>
</tr>
</tbody>
</table>

**Signature Page**

**Accepted by:**

For Dewpoint, Inc.: ____________________________

For Ingham County: ____________________________

Printed Name: ____________________________

Printed Name: ____________________________

Date: ____________________________

Date: ____________________________
To: County Services & Finance Committees

From: William Conklin, Managing Director
Road Department

Date: February 16, 2016

RE: Requested Contract Amendment for Contract 75-15, Item I with Rieth-Riley Construction Co., Inc., for asphalt recycling, resurfacing, repairs, and related work on various local roads in Meridian Township

Per Resolution No. 15-261, approved on July 28, 2015, the Ingham County Board of Commissioners, authorized entering into a contract with Rieth-Riley Construction Co., Inc., of Lansing, MI, for the asphalt recycling, resurfacing, repairs, and related work on various local roads in Meridian Township as specified in the Ingham County Road Department’s Bid Packet No. 75-15, Item I, for the low bid cost of $740,937.71 with an additional 10% contingency of $74,093.77 for a combined not to exceed total of $815,031.48, or as modified per direction to be received from Meridian Township.

Per Resolution No. 15-216, approved on June 9, 2015, the Ingham County Board of Commissioners, authorized entering into an agreement with Meridian Township to fund these repairs under the 2015 Local Road Program.

Additional quantities of contacted items of work were found necessary to fully repair poor road base conditions found during construction and to completely upgrade affected and/or sidewalk ramps intersecting the subject local roads to current Americans with Disability Act (ADA) requirements as desired by Meridian Township which has jurisdiction of the public sidewalks.

The total final cost of the subject contract with the above described additional work is now estimated to not exceed $870,000.00, which exceeds the contingency authorized in Resolution No. 15-261 as indicated above. Meridian Township has agreed to fund the additional cost as provided in the Local Road Agreement per Resolution No. 15-216 as indicated above.

Therefore approval of the attached, proposed resolution is recommended by the Road Department to authorize amending contract 75-15, Item I, with Rieth-Riley Construction Co., Inc., of Lansing, MI, for the asphalt recycling, resurfacing, repairs, and related work on various local roads in Meridian Township as specified in the Ingham County Road Department’s Bid Packet No. 75-15, Item I, for a final cost now estimated to not exceed $870,000.00, as determined by the final work item quantity measurements with payment as provided in contract 75-15, Item I.
Agenda Item 4a

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING A CONTRACT AMENDMENT WITH RIETH-RILEY CONSTRUCTION CO., INC. FOR ITEM I OF THE 2015 LOCAL ROAD PROGRAM BID PACKET 75-15 HOT IN PLACE RECYCLING, ASPHALT RESURFACING & MISCELLANEOUS REPAIRS OF VARIOUS MERIDIAN TOWNSHIP LOCAL ROADS

WHEREAS, per Resolution No. 15-261, approved on July 28, 2015, the Ingham County Board of Commissioners, authorized entering into a contract with Rieth-Riley Construction Co., Inc., of Lansing, MI, for the asphalt recycling, resurfacing, repairs, and related work on various local roads in Meridian Township as specified in the Ingham County Road Department’s Bid Packet No. 75-15, Item I, for the low bid cost of $740,937.71 with an additional 10% contingency of $74,093.77 for a combined not to exceed total of $815,031.48, or as modified per direction to be received from Meridian Township; and

WHEREAS, per Resolution No. 15-216, approved on June 9, 2015, the Ingham County Board of Commissioners, authorized entering into an agreement with Meridian Township to fund these repairs under the 2015 Local Road Program; and

WHEREAS, additional quantities of contacted items of work were found necessary to fully repair poor road base conditions found during construction and to completely upgrade affected and/or sidewalk ramps intersecting the subject local roads to current Americans with Disability Act (ADA) requirements as desired by Meridian Township which has jurisdiction of the public sidewalks; and

WHEREAS, the total final cost of the subject contract with the above described additional work is now estimated to not exceed $870,000.00, which exceeds the contingency authorized in Resolution No. 15-261 as indicated above; and

WHEREAS, Meridian Township has agreed to fund the additional cost as provided in the Local Road Agreement per Resolution No. 15-216 as indicated above.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves amending contract 75-15, Item I, with Rieth-Riley Construction Co., Inc., of Lansing, Michigan for the asphalt recycling, resurfacing, repairs, and related work on various local roads in Meridian Township as specified in the Ingham County Road Department’s Bid Packet No. 75-15, Item I, for a final cost now estimated to not exceed $870,000.00, as determined by the final work item quantity measurements with payment as provided in contract 75-15, Item I.

BE IT FURTHER RESOLVED, that the Board Chairperson is hereby authorized to sign any necessary documents consistent with this resolution upon approval as to form by the County Attorney.
Agenda Item 4b

TO: County Services and Finance Committees

FROM: William Conklin, Managing Director, Road Department

DATE: February 17, 2016

SUBJECT: Proposed Amendment to a 2015 Local Road Agreement with Stockbridge Township authorized per Resolution 15-237

Per Resolution 15-237 adopted on June 23, 2015, the Ingham County Board of Commissioners authorized a 2015 Local Road Agreement with Stockbridge Township to include skip-paving and asphalt repair of failed areas, leveling asphalt where needed, and single course chip-seal at an estimated cost of $402,000.00 for materials to be applied by Road Department crews without labor charge to the project on the following local roads in Stockbridge Township:

- Milner Road, Dexter Trail to Brogan Road, 3.3 miles;
- Obrien Road, Parman to Chapman Roads, 1.7 miles;
- Chapman Road, Heeney to Obrien Roads, 1 mile;
- Main Street, Village Limit to Dexter Trail, 0.9 mile;

totaling 6.9 miles.

In 2013 the Road Department negotiated a non-refundable permit fee of $900,500 paid by Enbridge Energy Company, Inc., in consideration for Enbridge and/or its contractors building a petroleum pipeline through Stockbridge and other Townships at that time to use certain local, spring weight restricted roads in Stockbridge and other Townships at normal legal loading, with approximately one third, or $300,000, of this fee related to, and thus held for use on, local roads in Stockbridge Township, to be used as agreed upon between Stockbridge Township and the Road Department.

The above mentioned 2015 Local Road Agreement authorized per Resolution 15-237 was based on an estimate that $200,000 of the above-mentioned Enbridge permit fee would be left available from other uses planned for this Enbridge permit fee and thus would be applied to the cost of materials to be used on the above-listed local road projects in Stockbridge Township. In fact at this time, an estimated $288,000 of this Enbridge permit fee remains available for use on Stockbridge Township local roads to be used as agreed upon between Stockbridge Township and the Road Department.
Stockbridge Township’s Board of Trustees passed a motion at their February 15, 2016 regular meeting that they would prefer therefore that the above mentioned available remaining Enbridge permit funds designated for local roads in Stockbridge Township be applied to the cost of materials on the above listed projects completed to date, which is $258,930.48, not including planned chip-sealing and a minor remaining amount of asphalt work which has not yet been completed.

For project accounting simplicity, the Road Department recommends that the remaining work planned on the above listed projects, and/or any other, further local road work desired, be treated as a new, 2016 Local Road Project, as may be agreed upon with Stockbridge Township, which would thus be the subject a future, 2016 local road agreement.

The above mentioned 2015 Local Road Agreement authorized per Resolution 15-237 also envisioned applying $44,400 in available 2015 Road Department local road matching funds allocated to Stockbridge Township’s local roads to the cost of materials on the above listed projects, which amount the Road Department recommends be carried over for use on future Stockbridge Township local road projects if the above mentioned available remaining Enbridge permit funds designated for local roads in Stockbridge Township are used on the above listed projects.

Therefore the Road Department recommends adopting the attached, proposed resolution to amend the above mentioned 2015 Local Road Agreement to have this project consist only of the work completed to date and for the cost of materials applied to these projects to date, $258,930.48, be paid for from the above mentioned available remaining Enbridge permit funds designated for local roads in Stockbridge Township, and to have the $44,400 in available 2015 Road Department local road matching funds allocated to Stockbridge Township’s local roads be carried over for use on future Stockbridge Township local road projects.
INTRODUCED BY THE COUNTY SERVICES AND FINANCE COMMITTEES OF THE:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AMEND A 2015 LOCAL ROAD AGREEMENT WITH STOCKBRIDGE TOWNSHIP FOR THE INGHAM COUNTY ROAD DEPARTMENT

WHEREAS, per Resolution 15-237 adopted on June 23, 2015, the Ingham County Board of Commissioners authorized a 2015 Local Road Agreement with Stockbridge Township to include skip-paving and asphalt repair of failed areas, leveling asphalt where needed, and single course chip-seal at an estimated cost of $402,000.00 for materials to be applied by Road Department crews without labor charge to the project on the following local roads in Stockbridge Township:

- Milner Road, Dexter Trail to Brogan Road, 3.3 miles;
- Obrien Road, Parman to Chapman Roads, 1.7 miles;
- Chapman Road, Heeney to Obrien Roads, 1 mile;
- Main Street, Village Limit to Dexter Trail, 0.9 mile;

totaling 6.9 miles; and

WHEREAS, in 2013 the Road Department negotiated a non-refundable permit fee of $900,500 paid by Enbridge Energy Company, Inc., in consideration for Enbridge and/or its contractors building a petroleum pipeline through Stockbridge and other Townships at that time to use certain local, spring weight restricted roads in Stockbridge and other Townships at normal legal loading, with approximately one third, or $300,000, of this fee related to, and thus held for use on, local roads in Stockbridge Township, to be used as agreed upon between Stockbridge Township and the Road Department; and

WHEREAS, the above mentioned 2015 Local Road Agreement authorized per Resolution 15-237 was based on an estimate that $200,000 of the above-mentioned Enbridge permit fee would be left available from other uses planned for this Enbridge permit fee and thus would be applied to the cost of materials to be used on the above-listed local road projects in Stockbridge Township; and

WHEREAS, in fact at this time, an estimated $288,000 of this Enbridge permit fee remains available for use on Stockbridge Township local roads to be used as agreed upon between Stockbridge Township and the Road Department; and

WHEREAS, Stockbridge Township’s Board of Trustees passed a motion at their February 15, 2016 regular meeting that they would prefer that the above mentioned available remaining Enbridge permit funds designated for local roads in Stockbridge Township be applied to the cost of materials on the above listed projects completed to date; and

WHEREAS, the above mentioned asphalt work has largely been completed on the above listed local roads at a cost to date for materials of $258,930.48, not including planned chip-sealing and a minor remaining amount of asphalt work which has not yet been completed; and
WHEREAS, it is the Road Department’s recommendation that, for project accounting simplicity, the remaining work planned on the above listed projects, and/or any other, further local road work desired, be treated as a new, 2016 Local Road Project, as may be agreed upon with Stockbridge Township, which would thus be the subject of a future, 2016 local road agreement; and

WHEREAS, the above mentioned 2015 Local Road Agreement authorized per Resolution 15-237 also envisioned applying $44,400 in available 2015 Road Department local road matching funds allocated to Stockbridge Township’s local roads to the cost of materials on the above listed projects, which amount the Road Department recommends be carried over for use on future Stockbridge Township local road projects if the above mentioned available remaining Enbridge permit funds designated for local roads in Stockbridge Township are used on the above listed projects.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an amendment to the above mentioned 2015 Local Road Agreement with Stockbridge Township authorized per Resolution 15-237 for the local road work listed above to have this project consist only of the work completed to date and for the cost of materials applied to these projects to date, $258,930.48, be paid for from the above mentioned available remaining Enbridge permit funds designated for local roads in Stockbridge Township.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners also authorizes that the $44,400 in available 2015 Road Department local road matching funds allocated to Stockbridge Township’s local roads be carried over for use on future Stockbridge Township local road projects.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Board Chairperson to sign any necessary agreement that is consistent with this resolution and approved as to form by the County Attorney.
WHEREAS, as of July 23, 2013, the Ingham County Department of Transportation and Roads became the Ingham County Road Department per Resolution #13-289; and

WHEREAS, the Ingham County Road Commission periodically approved Special and Routine permits as part of their roles and responsibilities; and

WHEREAS, this is now the responsibility of the Board of Commissioners to approve these permits as necessary.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the attached list of Special and Routine Permits dated February 16, 2016 as submitted.
## LIST OF CURRENT PERMITS ISSUED

<table>
<thead>
<tr>
<th>R/W PERMIT#</th>
<th>R/W APPLICANT / CONTRACTOR</th>
<th>R/W WORK</th>
<th>R/W LOCATION</th>
<th>R/W CITY/TWP.</th>
<th>R/W SECTION</th>
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<tr>
<td>2016-030</td>
<td>MAXSON MILK TRANSPORT</td>
<td>MILK ROUTE</td>
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<td>2016-032</td>
<td>WILLIAMSTOWN TOWNSHIP</td>
<td>SPECIAL EVENT</td>
<td>VARIOUS</td>
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<td>2016-033</td>
<td>BRADLEY SHARP</td>
<td>LAND DIVISION</td>
<td>WILLIAMSTON RD &amp; WILGUS RD</td>
<td>WILLIAMSTOWN</td>
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<td>ACD.NET</td>
<td>CABLE / UG</td>
<td>NEWMAN RD &amp; MARSH RD</td>
<td>MERIDIAN</td>
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<tr>
<td>2016-038</td>
<td>GREENLEE MILK HAULING</td>
<td>MILK ROUTE</td>
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<td>2016-039</td>
<td>CONSUMERS ENERGY</td>
<td>TREE TRIMMING</td>
<td>MARSH RD &amp; FRANKLIN ST</td>
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<td>2016-040</td>
<td>VICTOR ROSEDALE</td>
<td>LAND DIVISION</td>
<td>LINN RD &amp; CORWIN RD</td>
<td>WHEATFIELD</td>
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<td>DOUG SHERIDAN</td>
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<td>EIFERT RD &amp; HARPER RD</td>
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<td>2016-043</td>
<td>WEST SIDE WATER</td>
<td>WATERMAIN</td>
<td>ANDRUS AVE &amp; MACON AVE</td>
<td>LANSING</td>
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<td>2016-046</td>
<td>MANNIK &amp; SMITH GROUP</td>
<td>MISCELLANEOUS</td>
<td>CEDAT ST &amp; HOWELL RD</td>
<td>ALAIEDON</td>
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<td>HOLT RD &amp; WIGMAN RD</td>
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<td>MARSH RD &amp; FRANKLIN ST</td>
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<td>COMMERCIAL DRIVE</td>
<td>DEXTER TR &amp; MT PLEASANT</td>
<td>STOCKBRIDGE</td>
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</table>

**DATE:** February 16, 2016
TO: County Services and Finance Committees

FROM: Rick Terrill, Facilities Director

DATE: February 16, 2016

SUBJECT: RESOLUTION AUTHORIZING AN AGREEMENT WITH BOYNTON FIRE SAFETY SERVICE, LLC. FOR THE REPLACEMENT OF THE FIRE PANEL AT THE HUMAN SERVICES BUILDING (HSB)

The resolution before you authorizes an agreement with Boynton Fire Safety Service, LLC. for the replacement of the fire panel at the Human Services Building.

It is the recommendation of both the Purchasing and Facilities Departments to enter into an agreement with Boynton Fire Safety Service, LLC a registered local vendor who submitted the lowest responsive and responsible bid of $24,920.00, to replace the fire panel.

The Facilities Department would like to ask for a $10,000.00 contingency for any unforeseen circumstances that may arise with this type of project as well as to be sure that we are up to code, bringing the total project cost to a not to exceed amount of $34,920.00.

Funds for this project are available within the approved CIP Line Item 631-23304-976000-5FC04 which has an available balance of $40,272.50 for a new HSB fire panel.

I recommend approval of this resolution.
TO: County Services and Finance Committees

FROM: Jim Hudgins, Director of Purchasing

DATE: February 18, 2016

SUBJECT: Replacement of the Fire Panel at the Human Services Building

Project Description:
Ingham County sought proposals from experienced and qualified fire alarm contractors for furnishing and installing a new addressable fire alarm control panel with digital voice evacuation to replace the existing Pyrotronics zoned and voice evacuation panels at the Human Services Building in Lansing, Michigan.

Proposal Summary:
Vendors contacted: 39 Local: 8
Pre-Bid attendance 10 Local: 1
Vendors responding: 04 Local: 1

<table>
<thead>
<tr>
<th>Vendor Name</th>
<th>Local Pref</th>
<th>Total Bid</th>
<th>Pull Station</th>
<th>Strobe Rate</th>
<th>Speaker Strobe</th>
<th>Smoke Detector</th>
<th>Hourly Rate</th>
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<tr>
<td>Boynton Fire Safety Services LLC</td>
<td>Yes, Lansing</td>
<td>$24,920.00</td>
<td>$75.00</td>
<td>$50.00</td>
<td>$75.00</td>
<td>$75.00</td>
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<td>Tyco Simplex/SimplexGrinnell</td>
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<td>$27,502.13</td>
<td>$506.00</td>
<td>$462.00</td>
<td>$480.00</td>
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<td>Superior Electric of Lansing Inc</td>
<td>No, Clinton County</td>
<td>$34,000.00</td>
<td>na</td>
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<td>Shouldice Industrial Mfg &amp; Contractors Inc.</td>
<td>No, Battle Creek</td>
<td>$96,580.00</td>
<td>na</td>
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</table>

Recommendation:
Boynton Fire, a local vendor, submitted the lowest responsive proposal.

The Facilities Department recommendation is to award the contract to Boynton Fire in an amount not to exceed $34,920, which is inclusive of the $10,000.00 contingency for any unseen circumstances.

Advertisement:
The RFP was advertised in the Lansing State Journal, the City Pulse, and posted on the Purchasing Department Web Page.
Agenda Item 5a

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING AN AGREEMENT WITH BOYNTON FIRE SAFETY SERVICE, LLC FOR THE REPLACEMENT OF THE FIRE PANEL AT THE HUMAN SERVICES BUILDING (HSB)

WHEREAS, the fire panel at the Human Services Building is in need of replacement; and

WHEREAS, it is the recommendation of both the Purchasing and Facilities Departments to enter into an agreement with Boynton Fire Safety Service, LLC., a registered local vendor who submitted the lowest responsive and responsible bid of $24,920.00, to replace the fire panel; and

WHEREAS, the Facilities Department would like to ask for a $10,000.00 contingency for any unforeseen circumstances that may arise with this type of project as well as to be sure that we are up to code; and

WHEREAS, funds for this project are available within the approved CIP Line Item 631-23304-976000-5FC04 which has an available balance of $40,272.50 for a new HSB fire panel.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Boynton Fire Safety Service, LLC, 1031 Northcrest Road, Lansing, Michigan 48096, for the replacement of the fire panel at the Human Services Building for an amount not to exceed $34,920.00 which includes a $10,000.00 contingency.

BE IT FURTHER RESOLVED, 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.
MEMORANDUM

TO: Human Services, County Services and Finance Committees

FROM: Richard Terrill, Facilities Director

DATE: February 11, 2016

SUBJECT: RESOLUTION AUTHORIZING A PURCHASE ORDER TO MUDMAN DRYWALL TO REPLACE DAMAGED DRYWALL AT FOREST COMMUNITY HEALTH CENTER

In August 2015 there was a substantial rain event that flooded parts of the Forest Community Health Center.

After extracting all the water, drying out the affected areas and mold remediation, the damaged drywall needs to be removed, replaced and the walls finished and ready for paint. The Facilities Department solicited three bids and would like to move forward with the lowest bid of $7,800.00 from Mudman Drywall.

Funds for said services are available within Line Item #511-61580-818000-02013.

Upon completion, Financial Services will be submitting a claim to recover the costs.

I recommend approval of this resolution.
Agenda Item 5b

Introduced by the Human Services, County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING A PURCHASE ORDER TO MUDMAN DRYWALL TO REPLACE DAMAGED DRYWALL AT FOREST COMMUNITY HEALTH CENTER

WHEREAS, in August there was a substantial rain event that flooded parts of the Forest Community Health Center; and

WHEREAS, after extracting all the water, drying out the affected areas and mold remediation, the damaged drywall needs to be removed, replaced and the walls finished and ready for paint; and

WHEREAS, the Facilities Department solicited three bids and would like to move forward with the lowest bid of $7,800.00 from Mudman Drywall; and

WHEREAS, funds for said services are located within Line Item #511-61580-818000-02013.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby authorizes a Purchase Order to Mudman Drywall, 1217 Lamb Road, Mason, Michigan 48854, to remove and replace the damaged drywall and finish the walls so they are ready for paint, at Forest Community Health Center for a not to exceed cost of $7,800.00.

BE IT FURTHER RESOLVED, 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: Human Services, County Services and Finance Committees
FROM: Richard Terrill, Facilities Director
DATE: February 16, 2016

SUBJECT: RESOLUTION AMENDING THE CONTRACT WITH DIETZ JANITORIAL SERVICE TO INCLUDE CLEANING SERVICES AT FOREST COMMUNITY HEALTH CENTER

Resolution #12-176 authorized Dietz Janitorial Service to provide cleaning services in various county buildings.

The Facilities Department added Forest Community Health Center to the list of county buildings that require cleaning services. Adding this building will incur an additional total monthly cost of $19,681.00 for the period of January 2016 through July 2016, at which point the contract comes to an end.

Funds for said services are located within line item #511-61580-931100-02013.

I recommend approval of this resolution.
Introduced by the Human Services, County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AMENDING THE CONTRACT AMOUNT WITH DIETZ JANITORIAL SERVICE TO INCLUDE CLEANING SERVICES AT FOREST COMMUNITY HEALTH CENTER

WHEREAS, Resolution #12-176 authorized Dietz Janitorial Service to provide cleaning services in various county buildings; and

WHEREAS, the Facilities Department added Forest Community Health Center to the list of county buildings that require cleaning services; and

WHEREAS, adding this building will incur an additional total monthly cost of $19,681.00 for the period of January 2016 through July 2016 at which point the contract comes to an end; and

WHEREAS, adding Forest Community Health Center to the contract will incur an additional total monthly cost of $19,681.00; and

WHEREAS, funds for said services are located within line item #511-61580-931100-02013.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby authorizes amending the contract with Dietz Janitorial Service, 6910 Cedar Street, Suite 3, Lansing, Michigan 48911, to provide Forest Community Health Center with cleaning services for the period of January 2016 through July 2016 for a total monthly cost of $19,681.00.

BE IT FURTHER RESOLVED, 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:          County Services Committee and Finance Committee
FROM:       Timothy J. Dolehantry, Controller/Administrator
DATE:       February 23, 2016
SUBJECT:    Design, Construction and Lease Agreement between Ingham County and CMHA for Committee Agendas of March 1 and March 2, 2016

BACKGROUND

The Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA) seeks to amend the lease agreement for 812 East Jolly Road to reflect the following concepts:

1. Allow CMHA to accelerate the remaining lease payments and pay the remaining principal due of $1,362,016.95 on January 1, 2016 and the current interest due at that time of $34,179.75. This interest payment reflects the total interest due for the remainder of the current lease period of $110,362.45 less the reduction in the bond interest, reduced due to the early payoff. If the bond interest is not reduced due to the early payoff, then CMHA will be required to pay the difference of $76,182.70 in interest payments.

2. Allow CMHA to purchase the building at 812 East Jolly Road when the final lease payment is made, including the accelerated lease payment noted above, changing the current language contained in the 2008 amendment, which does not allow such a purchase until the “…date at which the bonds used to finance the authority are fully repaid, i.e. on or about July 1, 2018.”

3. The Building Authority shall return the balance of the Building Maintenance Fund that is held by the County upon the sale of the building to CMHA.

4. CMHA will be responsible for costs of bond counsel related to the early pay off of the bond.

5. CMHA will be responsible for costs incurred related to the purchase of the 812 E. Jolly Road building for $1.00 per the lease agreement amendment, including, but not limited to, survey cost, title services, and legal fees.

6. CMHA will work with the Building Authority to grant easements that may be necessary for both parties.

ALTERNATIVES

Absent a mutually-agreeable strategy to accelerate the remaining lease payments, the current lease arrangement will continue through July, 2018.
Financial Impact

See items Background points, above.

Other Considerations

Following consultation with bond counsel, the Building Authority approved the CMHA request at a meeting held on January 21, 2016.

The bond amounts noted above are part of a larger bond package that included improvements to the Human Services Building, Courthouse and the Jail. The Commission might wish to consider paying off the remainder of the bond (approximately $1.1 million) at the same time.

Recommendation

The Controller/Administrator recommends that the County Services Committee and Finance Committee approve the proposed resolution to amend the Design, Construction and Lease Agreement between Ingham County and CMHA.
WHEREAS, the Ingham County Building Authority (“Building Authority”) presently owns the office building located at 812 East Jolly Road, Lansing, Michigan comprising the CMH Authority’s primary headquarters (“the Building”). The Building Authority, pursuant to the February 19, 1997 Agreement, is required to convey the Building located at 812 East Jolly Road, Lansing, Michigan to the County upon the repayment of the bonds issued to finance the construction of the Building; and

WHEREAS, the CMH Authority has proposed to purchase the Building in advance of the anticipated July 1, 2018 payoff date, by accelerating the remaining lease payments, and pay the remaining principal balance due on the bonds on January 1, 2016, plus all interest due on the bonds at that time whether or not the interest is reduced by early payoff of the bonds, with the CMH Authority being responsible for all costs related to the purchase of the Building, including all costs for bond counsel; and

WHEREAS, Ingham County and the Building Authority are agreeable to the CMH Authority’s proposal, and the Parties desire to enter into this Amendment No. 2 in order to effectuate their intentions.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into Amendment No. 2 to the February 19, 1997 Design, Construction, Lease Agreement between Ingham County and the Community Mental Health Authority of Clinton, Eaton and Ingham Counties, as noted below:

1. That bond counsel may be retained by the County and/or the Building Authority to assist in implementing the early payoff of the bonds, the costs of which shall be paid for by the CMH Authority.

2. That the CMH Authority may accelerate the remaining lease payments under the Lease Agreement sufficient to pay off the remaining principal and interest on the bonds on January 1, 2016, or subsequent date in advance of the anticipated July 1, 2018 bond payoff date. The interest payable shall be the total interest due for the remainder of the current lease period, less any reduction due to the early payoff. If the bond interest is not reduced due to the early payoff, the CMH Authority shall pay the entire amount of bond interest due.
3. Upon the CMH Authority’s tender of the final lease payment, including accelerated payment of remaining principal and interest on the bonds, the CMH Authority shall exercise its option to purchase the Building for the sum of One Dollar ($1.00). The CMH Authority shall be responsible for all costs incurred related to the purchase of the Building, including but not limited to, survey cost, title services, and legal fees.

4. That the Lease Agreement shall be modified to permit the CMH Authority to purchase the Building for the sum of $1.00, at any point subsequent to the date on which the bonds used to finance the Authority are fully repaid, with interest. To accomplish these purposes, and in consideration of the mutual and reciprocal promises set forth herein, the parties agree to amend and modify Sec. 31.A. of the Lease Agreement, to read as follows:

SECTION 31 - OPTION TO PURCHASE:

A. Option. The Landlord grants the Tenant an exclusive option to purchase the office building located at 812 East Jolly Road, Lansing Michigan (the “Building”). The option shall remain in effect for the duration of this Lease/Option to Purchase Agreement but may not be exercised by the Lessee until on or after the date on which the bonds financing the purchase of the Building are fully repaid. The purchase price for the premises under this option is ONE DOLLAR ($1.00). The purchase price and all costs shall be paid in full at the closing with certified funds.

5. All other terms and conditions of the Lease Agreement, as amended, including Secs. 31.B through H, shall remain in full force and effect.

6. Upon the CMH Authority’s purchase of the Building, the County shall transfer to the CMH Authority the balance remaining in the Building Maintenance Fund as of the date of closing.

BE IT FURTHER RESOLVED, that any easement issues must be resolved, and shall be discussed with the CMH Authority and the County before the execution of the Amendment.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Board Chairperson to sign Amendment No. 2 to the February 19, 1997 Design, Construction, Lease Agreement consistent with this resolution and approved as to form by the County Attorney.
DRAFT RESOLUTION FOR DISCUSSION ONLY

INGHAM COUNTY BOARD OF COMMISSIONERS

PRESENTED BY THE INGHAM COUNTY WOMENS COMMISSION
RESOLUTION REQUESTING VERIFICATION OF ACCURATE IDENTIFICATION AND
RESOURCE ALLOCATION OF POTENTIAL VICTIMS OF HUMAN TRAFFICKING THROUGH
THE DEPARTMENT OF HEALTH & HUMAN SERVICES

WHEREAS, Senate Bill 5012 was approved and signed by the Governor and went into effect on January 14, 2015; and

WHEREAS, Senate Bill 5012; An ACT to amend 1931 PA 328, entitled “An act to revise, consolidate, codify, and add to the statues relating to crimes; to define crimes and prescribe the penalties and remedies; to provide for restitution under certain circumstances; to provide for the competency of evidence at the trial of persons accused of crime; to provide immunity from prosecution for certain witnesses appearing at criminal trials; to provide for liability for damages; and to repeal certain acts and parts of acts inconsistent with or contravening any of the provisions of this act, “by amending section 451 (MLC 750.451), as amended by 2002 PA 44; and

WHEREAS, Senate Bill 5012, Section 7 states; Excluding any reasonable period of detention for investigation purposes, a law enforcement officer who encounters a person under 18 years of age engaging in any conduct that would be a violation of section 448,449, 450, or 462, or a local ordinance substantially corresponding to section 448,449, 450, or 462, if engaged in by a person 16 years of age or over shall immediately report to the Department of Human Services a suspected violation of human trafficking involving a person under 18 years of age in violation of sections 462a to 462h; and

WHEREAS, Senate Bill 5012, Section 8 states; The Department of Human Services shall begin an investigation of a human trafficking violation reported to the Department of Human Services under subsection (7) within 24 hours after the report is made to the Department of Human Services, as provided in section 8 of the child protection law, 1975 PA 238, MCL 722.628. The investigation shall include a determination as to whether the person under 18 years of age is dependent and in danger of substantial physical or psychological harm under section 2(b)(3) of chapter XIIA of the probate code of 1939, 1939 PA 288, MCL 712A.2; and

WHEREAS, on November 21, 2013 A Polaris Project Report announced that from December 7, 2007 to December 31, 2012, cases of human trafficking were reported in all 50 states and D.C. More than 42% of sex trafficking cases referenced pimp-controlled prostitution, and more than 27% of labor trafficking cases referenced domestic work; and

WHEREAS, on November 21, 2013 A Polaris Project Report showed the analysis of five years of data highlights the most common forms of human trafficking reported to the hotline. More than 42% of sex trafficking cases referenced pimp-controlled prostitution. Most frequently, callers reported that pimps had recruited their victims in social settings by showing romantic interest and later forcing them to provide commercial sex. In a majority of reports, sex acts were advertised or facilitated online. Traffickers were most often U.S. citizen males exploiting young adult and minor females. More than 60% of these cases referenced U.S. citizen victims; and
WHEREAS, the Department of Human Services is now known as the Department of Health & Human Services.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners request the Ingham County Health Director to provide information to the Commissioners and members of the Ingham County Women’s Commission on the County’s plan to facilitate this new law.

BE IT FURTHER RESOLVED, that if such a plan to facilitate House Bill 5012 does not exist, the County will designate a committee of individuals to look into the qualifications that should be considered to facilitate this new law and have such committee work in conjunction with the Department of Health & Human Services to fulfill the requirement outlined. Such committee will then provide recommendations to the Ingham County Board of Commissioners in writing.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners review the committee’s recommendations, allocate the necessary resources to the Department of Health & Human Services that will accommodate this new requirement and then follow up to ensure that they have put a plan in place to identify victims of human trafficking and to follow the new procedures for processing these cases as identified by this bill.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners write a letter to law enforcement agencies in Ingham County making them aware of House Bill 5012 and providing them with a specific number and designated contact person in the Department of Health & Human Services, in the event law enforcement identifies an individual meeting the criteria outlined in this bill that would require them to report to the Department of Health & Human Services.
INTRODUCED BY THE COUNTY SERVICES COMMITTEE OF THE:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION CONGRATULATING GENERAL MOTORS AND THE LANSING GRAND RIVER ASSEMBLY PLANT ON THE PRODUCTION OF MOTOR TREND’S 2016 CAR OF THE YEAR

WHEREAS, the Lansing-built Chevy Camaro has been named Motor Trend’s 2016 Car of the Year; and

WHEREAS, the sixth generation Camaro is built at the General Motors’ Lansing Grand River Assembly Plant, it is the first time the car has been built in the United States since production moved to Canada after the third generation ended in 1992; and

WHEREAS, the Camaro’s production was moved from Oshawa, Ontario to the Lansing Grand River Assembly Plant, General Motors spent $175 million to upgrade the Grand River Assembly Plant’s tooling and equipment to accommodate production and hired 450 employees to handle the work, reinstating a second shift; and

WHEREAS, according to Motor Trend the sixth generation Camaro is based on General Motor’s Alpha platform architecture, the same structure that underpins the Cadillac ATS and CTS, the Cadillac CTS was the 2014 Car of the Year.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby congratulates General Motors, its management and the UAW employees at the Lansing Grand River Assembly Plant on the production the Chevy Camaro, the Motor Trend 2016 vehicle of the year.

BE IT FURTHER RESOLVED, that the Board is extremely proud of each and every employee at the Lansing Grand River Assembly Plant on this outstanding accomplishment and wishes them continued success in the years to come.