

CHAIRPERSON
DEB NOLAN

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REBECCA BAHAR-COOK

VICE-CHAIRPERSON PRO-TEM
RANDY MAIVILLE

FINANCE COMMITTEE
BRIAN McGRAIN, CHAIR
SARAH ANTHONY
REBECCA BAHAR-COOK
TODD TENNIS
CAROL KOENIG
DON VICKERS
RANDY SCHAFFER

INGHAM COUNTY BOARD OF COMMISSIONERS

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

THE FINANCE COMMITTEE WILL MEET ON WEDNESDAY, JUNE 19, 2013 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 [June 5, 2013 Minutes](#)

Additions to the Agenda

Limited Public Comment

1. Treasurer - Resolution Making Limited [Tax Pledge](#) for Ingham County Land Bank Fast Track Authority Series 2007A Note and Series 2009A Note
2. Community Corrections Advisory Board - Resolution Authorizing Entering into a Contract Amendment with the Michigan Department of Corrections to Reduce the 2012-2013 Ingham County/City of Lansing [Community Corrections Budget](#) and Related Subcontracts Due to State Imposed Mid-Year Budget Reductions
3. Prosecutor's Office - Resolution to Authorize a [Juvenile Accountability Grant](#) from the Capital Region Community Foundation and Subcontract with the Resolution Services Center of Central Michigan
4. Health Department
 - a. Resolution to Authorize a 2013-2014 Agreement with the [City of Lansing](#)
 - b. Resolution to Authorize an Agreement with the National Association of County and City Health Officials ([NACCHO](#)) to Coordinate "Building Networks" Initiative in Michigan
 - c. Resolution to Authorize an Amendment to the Memorandum of Understanding Between [St. Vincent Catholic Charities](#), Microenterprise Childcare Program of Michigan
5. Facilities - Resolution Authorizing Entering into a Contract with [Perfitt Excavating, Inc.](#) for the Replacement of the Asphalt Parking Lot at the Human Services Building
6. Human Resources
 - a. UAW Local 2256 - Technical, Office, Para-Professional and Service Employees Letter of Understanding – [Parking Allowance](#)
 - b. Resolution Authorizing a [Re-Organization](#) in the Facilities Department
7. Fair Office
 - a. Resolution Authorizing Entering into a Contract with [Straub Pettitt Yaste](#) to Provide Architectural and Engineering Services for the Tension Fabric Horse Practice Arena at the Ingham County Fairgrounds
 - b. Resolution Authorizing Entering into a Contract with [Superior Electric of Lansing, Inc.](#) for Improvement of Fairground Camping Electrical Service
8. Financial Services - Resolution to Authorize a [Retiree Health Care](#) Actuarial Study

9. Management Information Services
 - a. Resolution to Approve Entering into an Agreement with the [FD Hayes Electric Company](#) for Data and Voice Wiring Services
 - b. Resolution to Authorize Entering into Contract with [Gravityworks](#) Design + Development
 - c. Resolution to Approve the Renewal of the [MUNIS](#) Software Annual Support Agreement from Tyler Technologies

10. Farmland and Open Space Preservation Board - Resolution Authorizing a Contract with Michigan State University Remote Sensing and Geospatial Information Systems to Conduct [Mapping](#) Services for the Farmland and Open Space Preservation Board

11. Department of Transportation and Roads
 - a. Resolution Authorizing the Purchase of Three Propane Tanks & One Year of [Propane](#) Service for the Department of Transportation & Roads
 - b. Resolution Authorizing the Extension of a Contract for [Gravel Road Dust Control](#) Service for the Department of Transportation & Roads
 - c. Resolution to Approve Local Road Agreement with [Stockbridge Township](#) for the Ingham County Department of Transportation and Roads
 - d. Resolution to Approve Local Road Agreement with [Bunker Hill Township](#) for the Ingham County Department of Transportation and Roads
 - e. Resolution to Approve Local Road Agreement with [Leslie Township](#) for the Ingham County Department of Transportation and Roads
 - f. Resolution to Approve Local Road Agreement with [Williamstown Township](#) for the Ingham County Department of Transportation and Roads
 - g. Resolution to Approve Local Road Agreement with [Ingham Township](#) for the Ingham County Department of Transportation and Roads
 - h. Resolution to Approve Local Road Agreement with [Leroy Township](#) for the Ingham County Department of Transportation and Roads
 - i. Resolution to Approve Local Road Agreement with [Alaiedon Township](#) for the Ingham County Department of Transportation And Roads
 - j. Resolution to Approve Local Road Agreement with [Lansing Township](#) for the Ingham County Department of Transportation and Roads
 - k. Resolution to Approve Waterborne Pavement Marking Agreement with City of [Williamston](#) for the Ingham County Department of Transportation and Roads
 - l. Resolution to Approve Waterborne Pavement Marking Agreement with [City of Leslie](#) for the Ingham County Department of Transportation and Roads
 - m. Resolution to Approve Waterborne Pavement Marking Agreement with [City of Mason](#) for the Ingham County Department of Transportation and Roads
 - n. Resolution to Approve Waterborne Pavement Marking Agreement with [Stockbridge](#) Township for the Ingham County Department of Transportation and Roads
 - o. Resolution to Approve Waterborne Pavement Marking Agreement with Village of [Webberville](#) for the Ingham County Department of Transportation and Roads
 - p. Resolution to Approve Local Road Agreement with Wheatfield Township for the Ingham County Department of Transportation and Roads (*Resolution to be Distributed at Meeting*)
 - q. Resolution to Approve Local Road Agreement with Vevay Township for the Ingham County Department of Transportation and Roads (*Resolution to be Distributed at Meeting*)
 - r. Resolution to Approve Local Road Agreement with Aurelius Township for the Ingham County Department of Transportation and Roads (*Resolution to be Distributed at 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 on line at www.ingham.org.

FINANCE COMMITTEE
June 5, 2013
Minutes

Members Present: Brian McGrain, Sarah Anthony, Rebecca Bahar-Cook, Todd Tennis, Carol Koenig, Don Vickers, and Randy Schafer

Members Absent: None

Others Present: Teri Morton, Sandy Gower, Chuck Gray, John Jacobs, Pat Lindemann, Renée Branch Canady, and others.

The meeting was called to order by Chairperson McGrain at 6:01 p.m. in the Personnel Conference Room “D & E” of the Human Services Building, 5303 S. Cedar Street, Lansing.

Approval of the May 22, 2013 Minutes

The May 22, 2013 Minutes were approved as submitted.

Additions to the Agenda

2. Additional Information - Treasurer - Resolution to Utilize the County’s Option to Acquire Tax Foreclosed Property. **A supplemental list of 2013 tax foreclosures is attached.**
3. Substitute - Drain Office - Resolution Pledging Full Faith and Credit to Ember Oaks Drain Drainage District 2013 Bonds. **The County Services Committee amended the resolution as follows:**

WHEREAS, the Project is necessary for the protection of the public health, and in order to provide funds to pay the costs of the Project, the Drain Commissioner intends to issue the Drainage District’s bonds (the “Bonds”) in an amount **of \$895,000** ~~not to exceed \$1,000,000~~ pursuant to the Act; and

Chairperson McGrain informed the Committee that in the “Now, Therefore, It Is Resolved” Item 1, “not to exceed \$1,000,000” should be “of \$895,000”.

- 4a. Substitute - Health Department - Resolution to Authorize an Agreement with the Michigan Public Health Institute (MPHI) to Implement the Michigan Pathways to Better Health Grant. **A substitute resolution is attached.**
6. Pulled - Human Resources - Resolution Authorizing a Reorganization in the Facilities and Parks Departments. **This item was pulled from the County Services agenda.**

Limited Public Comment

None.

MOVED BY COMM. VICKERS, SUPPORTED BY COMM. SCHAFER, TO APPROVE A CONSENT AGENDA FOR THE FOLLOWING ITEMS:

1. Sheriff's Office
 - a. Resolution to Approve an Extended Police Services Agreement with the Village of Webberville Covering the Period of July 1, 2013 through June 30, 2016
 - b. Resolution to Contract with EZ Card & Kiosk

4. Health Department
 - a. Resolution to Authorize an Agreement with the Michigan Public Health Institute (MPHI) to Implement the Michigan Pathways to Better Health Grant
 - b. Resolution to Authorize an Agreement with Michigan State University's College of Human Medicine to Provide a Part-Time Family Medicine Physician for the Provision of Primary Medical Care Services
 - c. Resolution to Authorize an Agreement with the Michigan Department of Environmental Quality for 2012-2013

MOTION CARRIED UNANIMOUSLY.

MOVED BY COMM. VICKERS, SUPPORTED BY COMM. SCHAFER, TO APPROVE THE ITEMS ON THE CONSENT AGENDA.

MOTION CARRIED UNANIMOUSLY.

2. Treasurer - Resolution to Utilize the County's Option to Acquire Tax Foreclosed Property

MOVED BY COMM. BAHAR-COOK, SUPPORTED BY COMM. TENNIS, TO APPROVE THE RESOLUTION TO UTILIZE THE COUNTY'S OPTION TO ACQUIRE TAX FORECLOSED PROPERTY.

Comm. Vickers stated he read an article last weekend that mentioned federal dollars going away from the Land Bank. He asked if anyone knew how much or could provide more details. Chairperson McGrain explained that there were a number of federal funds such as the Neighborhood Stabilization Program (NSP) that were limited funds which were received and spent, projects are being wrapped up and temporary staff is exiting employment. Comm. Bahar-Cook stated she did not have the amount; however, it is significant. Comm. Bahar-Cook stated although this is happening Ingham County spent the NSP₁ and NSP₂ dollars quickly and well resulting in receiving more funding.

Chairperson McGrain reminded the Committee this resolution includes the supplemental list of 2013 tax foreclosures.

MOTION CARRIED UNANIMOUSLY.

3. Drain Office - Resolution Pledging Full Faith and Credit to Ember Oaks Drain Drainage District 2013 Bonds

MOVED BY COMM. TENNIS, SUPPORTED BY COMM. KOENIG, TO APPROVE THE RESOLUTION PLEDGING FULL FAITH AND CREDIT TO EMBER OAKS DRAIN DRAINAGE DISTRICT 2013 BONDS.

Chairperson McGrain informed the Committee that in the “Now, Therefore, It Is Resolved” Item 1, “not to exceed \$1,000,000” should be “of \$895,000”.

Comm. Vickers asked what percentage is the County’s portion of the drain. Mr. Lindemann answered 6% at this time; however, the day of review is Friday and that number could change. Comm. Vickers asked that Mr. Lindemann inform the Committee of any changes to the County’s portion after Friday’s hearing. Mr. Lindemann agreed stating if there is no change the Committee will not hear from him.

MOTION TO APPROVE THE RESOLUTION, AS AMENDED, CARRIED UNANIMOUSLY.

5. Economic Development - Resolution Authorizing Submission of a Community Development Block Grant Application for \$3,000,000 for Public Infrastructure Improvements for the Jackson National Life Insurance Company Expansion Project

MOVED BY COMM. SCHAFER, SUPPORTED BY COMM. KOENIG, TO APPROVE THE RESOLUTION AUTHORIZING SUBMISSION OF A COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION FOR \$3,000,000 FOR PUBLIC INFRASTRUCTURE IMPROVEMENTS FOR THE JACKSON NATIONAL LIFE INSURANCE COMPANY EXPANSION PROJECT.

Ms. Gower presented the Committee with site plans and explained grant funding, matching funds, infrastructure costs and road improvements. She informed the Committee it is anticipated this project will create 278 permanent new jobs and close to 1,000 over the next ten years. In addition, 400 temporary construction jobs will be created. The Committee discussed landownership, easements and the Residential Antidisplacement and Relocation Plan.

MOTION CARRIED UNANIMOUSLY.

7. Controller/Administrator’s Office - Resolution Authorizing Equipment Purchases for the Ingham County 9-1-1 Central Dispatch Center

MOVED BY COMM. SCHAFER, SUPPORTED BY COMM. VICKERS, TO APPROVE THE RESOLUTION AUTHORIZING EQUIPMENT PURCHASES FOR THE INGHAM COUNTY 9-1-1 CENTRAL DISPATCH CENTER.

Comm. Vickers asked if there have been any recent problems or issues at the 911 Center. Comm. Bahar-Cook stated things are going much better. She further stated that Mr. Langdon provides a written update to the Law and Courts Committee if any Commissioner would like a copy. She then provided a brief summary of recent concerns specifically filling dispatch vacancies and the stress of the dispatch position. Comm. Bahar-Cook stated that Mr. Langdon has been very efficient notifying the Committee of any concerns large or small along with a suggestion to resolve the issue.

The Committee discussed the security of the 911 Center.

Comm. McGrain informed the Committee of a recent incident that he needed to call 911 and the dispatcher was very professional.

MOTION CARRIED UNANIMOUSLY.

Announcements

Comm. Koenig announced Hawk Island will be closed this Friday for maintenance/work day. She invited the Commissioners to come help paint.

Comm. McGrain disclosed Peggy Vaughn-Payne is on the Board of Directors where he is employed

Comm. McGrain informed the Committee that Ms. Lannoye's last day will be tomorrow.

Public Comment

None.

The meeting adjourned at approximately 6:23 p.m.

Respectfully submitted,

Julie Buckmaster

JUNE 18, 2013 FINANCE AGENDA STAFF REVIEW SUMMARY

RESOLUTION ACTION ITEMS:

The Controller's Office is recommending approval of the following resolutions:

1. *Treasurer - Resolution Making Limited Tax Pledge for Ingham County Land Bank Fast Track Authority Series 2007A Note and Series 2009A Note*

This resolution authorizes amendments to the Series 2007A Note and the Series 2009A Note to extend the maturity date of the Notes to July 1, 2016. The Board of Commissioners may make a limited tax pledge to support the Notes pursuant to section 24(2) of Public Act 258 of 2003. On June 3, 2013, the Ingham County Land Bank Authority adopted a resolution authorizing these amendments.

2. *Community Corrections Advisory Board - Resolution Authorizing Entering into a Contract Amendment with the Michigan Department of Corrections to Reduce the 2012-2013 Ingham County/City of Lansing Community Corrections Budget and Related Subcontracts Due to State Imposed Mid-Year Budget Reductions*

This Resolution authorizes a Contract Amendment with the Michigan Department of Corrections reducing Ingham County/City of Lansing Community Corrections Plans and Services and Administration funding for FY 2012-2013 reducing the amount from \$285,437 to \$212,295 for the time period of October 1, 2012 through September 30, 2013.

As you will recall from several CCAB informational meetings at the Law & Courts Committee on how we were to deal with this mid-year State budget reduction, immediate action was required to reduce total annual expenditures as follows:

- 1.) Termination of the Pathways Employment Program provided by Peckham, Inc.
- 2.) Termination of Holistic OUIL III Program Enhancements (HOPE) provided by CEI Community Mental Health
- 3.) Termination of the Day Reporting Program provided by Northwest Initiative - ARRO
- 4.) Reduction of the Plans and Services subcontract total compensation amount for Cognitive Change Groups provided by National Council on Alcoholism from \$34,650 to \$20,089
- 5) Entering into a subcontract amendment with the National Council on Alcoholism to reduce the total compensation amount for Cognitive Group services from \$34,650 to \$20,089 for the period of October 1, 2013 through September 30, 2014. (See attached memo.)

3. *Prosecutor's Office - Resolution to Authorize a Juvenile Accountability Grant from the Capital Region Community Foundation and Subcontract with the Resolution Services Center of Central Michigan*

This Resolution authorizes a grant award contract in the amount of \$4,000 with a county match of \$2,185 for a total program cost of \$6,185 for the Juvenile Accountability and Restorative Justice Project. It also authorizes a subcontract between the Ingham County Prosecutor and the Resolution Services Corporation, in the amount of \$6,185, for Juvenile Accountability and Restorative Justice programming for the time period of June 13, 2013 through June 12, 2014.

Funds are anticipated in the budget. (See attached memo.)

4a. Health Department - Resolution to Authorize a 2013-2014 Agreement with the City of Lansing

This resolution authorizes an agreement in the amount of \$80,000 to provide financial support for various services provided by or through the Ingham County Health Department that benefit Lansing residents.

4b. Health Department - Resolution to Authorize an Agreement with the National Association of County and City Health Officials (NACCHO) to Coordinate “Building Networks” Initiative in Michigan

This resolution authorizes an agreement with NACCHO in the amount of \$10,000 to serve as the State Network Coordinator for its “Building Networks” initiative. The purpose of this initiative is to build a state network of local health departments and community organizers in Michigan.

4c. Health Department - Resolution to Authorize an Amendment to the Memorandum of Understanding Between St. Vincent Catholic Charities, Microenterprise Childcare Program of Michigan

This resolution authorizes an agreement with St. Vincent Catholic Charities (STVCC) for the Office for Young Children (OYC) to provide child care orientation training components, business training and licensing support services for the Refugee Microenterprise Childcare Program of Michigan. This will enable some refugee families to access reimbursement for their childcare services and other refugee families the ability to seek employment, confident that their children will be cared for in a culturally appropriate manner. STVCC is providing \$20,080 to support these services, which are provided by an existing staff person at the Health Department.

5. Facilities – Resolution Authorizing Entering into a Contract with Perfitt Excavating, Inc. for the Replacement of the Asphalt Parking Lot at the Human Services Building

The resolution before you authorizes awarding a contract to Perfitt Excavating, Inc. for the replacement of the asphalt parking lot at the Human Services Building, for an amount not to exceed \$184,656.68 which includes a base bid of \$151,417.68, an alternate of \$11,239.30 as well as a \$22,000.00 contingency. Funds for this project are available in the CIP budget.

6a. Human Resources – UAW Local 2256 - Technical, Office, Para-Professional and Service Employees Letter of Understanding – Parking Allowance

This letter of understanding allows for new hires in the UAW to be eligible for a parking allowance, or a parking allowance waiver. This will make the agreement with the UAW consistent with agreements the County has in place with other bargaining units.

6b. Human Resources – Resolution Authorizing a Re-Organization in the Facilities Department

This resolution approves the transfer of all responsibilities for buildings and grounds at Potter Park Zoo from the Parks Department to the Facilities Department. The Facilities Director pay grade is increased from a MCF 12 to a MCF 13 as a result.

7a. Fair Office – Resolution Authorizing Entering into a Contract with Straub Pettitt Yaste to Provide Architectural and Engineering Services for the Tension Fabric Horse Practice Arena at the Ingham County Fairgrounds

This resolution authorizes a contract with Straub Pettitt Yaste to provide Architectural and Engineering services for a tension fabric horse practice arena at the Ingham County Fairgrounds. The amount of the agreement will not exceed \$22,500 and funds are available in the Fair budget.

7b. Fair Office – Resolution Authorizing Entering into a Contract with Superior Electric of Lansing, Inc. for Improvement of Fairground Camping Electrical Service

This resolution authorizes a contract with Superior Electric to upgrade to 50 amp electrical campground services for the designated campsites at the Ingham County Fairgrounds. The total cost will not exceed \$35,500, including a contingency of \$2,500. Funds are available in the Fair CIP budget.

8. Financial Services – Resolution to Authorize a Retiree Health Care Actuarial Study

This resolution authorizes a contract with Gabriel Roeder Smith & Company to conduct a retiree health care actuarial valuation. Funds are available in the Employee Benefit Fund to cover the cost of the \$19,000 contract. Generally accepted accounting principles require a municipality of our size to have a valuation of the cost of its retiree health care actuarially calculated on at least a bi-annual basis. The last valuation was conducted for the year ended December 31, 2010. A report for the year ended December 31, 2012 is now required.

9a. Management Information Services – Resolution to Approve Entering into an Agreement with the FD Hayes Electric Company for Data and Voice Wiring Services

This resolution renews an existing contract for 2-years with the FD Hayes Electric Company for the purpose of on-gong Telecommunications Data and Voice wiring.

9b. Management Information Services – Resolution to Authorize Entering into Contract with Gravityworks Design + Development

This resolution authorizes a contract with Gravity works for all County Web development. The hourly Rate will be \$120 per hour. The MIS Budget has \$10,000 available for website maintenance. This contract would allow MIS to also use Gravity works to design county department webpages and integration as needed not to exceed \$20,000 per Fiscal Year without additional Board Approval. Funds would be paid for out of the MIS Network budget and department budgets for webpage development. All work will be approved by the County Chief Information Officer prior to work being completed.

9c. Management Information Services – Resolution to Approve the Renewal of the MUNIS Software Annual Support Agreement from Tyler Technologies

This resolution renews Ingham County's annual maintenance agreement with Tyler Technologies for our MUNIS software. The cost of \$137,000.46 will be paid from the Equipment/Maintenance Fund.

10. Farmland and Open Space Preservation Board – Resolution Authorizing a Contract with Michigan State University Remote Sensing and Geospatial Information Systems to Conduct Mapping Services for the Farmland and Open Space Preservation Board

This resolution authorizes a three year contract with MSU RS&GIS, not to exceed \$20,000.00 for the purpose of data collection and preparation, geospatial modeling and the development of land use cover maps.

11a. Department of Transportation and Roads – Resolution Authorizing the Purchase of Three Propane Tanks & One Year of Propane Service for the Department of Transportation & Roads

This resolution authorizes a contract with Avery Oil & Propane for the purchase of three 1,000 gallon propane tanks and to provide propane service at a rate of \$1.399/gallon to the Eastern garage for a period of one year.

11b. Department of Transportation and Roads – Resolution Authorizing the Extension of a Contract for Gravel Road Dust Control Service for the Department of Transportation & Roads

This resolution will extend the current contract with Michigan Mineral Resources, LLC to add services for another year at unit prices quoted in their 2012 response to proposal #1635, at 13 cents/gallon. Michigan Mineral Resources, LLC has agreed in writing to hold its prices for another year with no increase in costs.

11c-j, p-r. Department of Transportation and Roads – Resolutions to Approve Local Road Agreements with Various Townships for the Ingham County Department of Transportation and Roads

The above resolutions authorize entering into local road improvement project (LRP) agreements with respective townships.

11k-o. Department of Transportation and Roads – Resolutions to Approve Waterborne Pavement Marking Agreements with Various Cities, Townships and Villages for the Ingham County Department of Transportation and Roads

The above resolutions authorize entering into pavement marking agreements with respective cities, townships and villages.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION MAKING LIMITED TAX PLEDGE FOR
INGHAM COUNTY LAND BANK FAST TRACK
AUTHORITY SERIES 2007A NOTE AND SERIES 2009A NOTE**

At a regular meeting of the Board of Commissioners of the County of Ingham, State of Michigan (the "Board of Commissioners"), held on the 25th day of June, 2013.

PRESENT: _____

ABSENT: _____

The following resolution was offered by _____ and seconded by _____
_____:

WHEREAS, on July 13, 2007, the Ingham County Land Bank Fast Track Authority (the "Authority") delivered its Series 2007A Note (the "2007A Note") in the principal amount of \$3,000,000 to National City Bank (now known as PNC Bank, N.A.) (the "Bank") for the purpose of paying the cost of acquiring, developing, improving, using, assembling and disposing of tax-foreclosed and other distressed property, including necessary administrative and operational costs related thereto in accordance with the Land Bank Fast Track Act, Act 258, Public Acts of Michigan, 2003 ("Act 258"); and

WHEREAS, on October 22, 2009, the Authority delivered its Series 2009A Note (the "2009A Note") in the principal amount of \$2,000,000 to the Bank for the purpose of paying the cost of acquiring, developing, improving, using, assembling and disposing of tax-foreclosed and other distressed property, including necessary administrative and operational costs related thereto in accordance with Act 258; and

WHEREAS, the Board of Commissioners by resolutions adopted on June 26, 2007, and October 13, 2009, made a full faith and credit limited tax pledge to support the Series 2007A Note and the Series 2009A Note, respectively; and

WHEREAS, on May 3, 2010, the Board of Directors of the Authority adopted a resolution (the “2010 Authority Resolution”) authorizing amendments to the Series 2007A Note and the Series 2009A Note to extend the maturity date thereof to July 1, 2013, and to provide for an increase of .35% per annum in the variable rate thereon; and

WHEREAS, the Board of Commissioners, by resolution adopted June 8, 2010, made a full faith and credit limited tax pledge to support the Series 2007A Note and the Series 2009A Note as so amended; and

WHEREAS, on June 3, 2013, the Board of Directors of the Authority adopted a resolution (together with the 2010 Authority Resolution, the “Amending Resolutions”) authorizing further amendments to the Series 2007A Note and the Series 2009A Note (the Series 2007A Note as so amended and the Series 2009A Note as so amended are referred to herein as the “Notes”) to extend the maturity date of the Notes to July 1, 2016; and

WHEREAS, the Board of Commissioners, by a majority vote, may make a limited tax pledge to support the Notes pursuant to section 24(2) of Act 258.

BE IT RESOLVED, by the Board of Commissioners of the County of Ingham, State of Michigan, as follows:

1. The Board of Commissioners hereby makes its full faith and credit limited tax pledge to support the Notes in accordance with the terms of the Authority's resolutions authorizing the issuance of the Series 2007A Note and the Series 2009A Note as amended by the Amending Resolutions. In the event and to the extent that the net revenues of the Authority are not sufficient to pay the principal of and interest on the Notes, such principal and interest are payable as a first budget obligation of the County of Ingham (the "County") from its general funds. The ability of the County to raise such funds is subject to applicable constitutional and statutory limitations on the taxing power of the County.

2. The Chairperson of the Board of Commissioners, the County Treasurer and the County Clerk are hereby authorized to do all things necessary to effectuate the pledge made by this resolution. The County Clerk is hereby directed to deliver a certified copy of this resolution to the Authority.

3. All resolutions and parts of resolutions insofar as they may be in conflict herewith are hereby rescinded.

YEAS: _____

NAYS: _____

ABSENT: _____

A majority of the members of the Board of Commissioners of the County of Ingham having voted therefore, the resolution of the Board of Commissioners was adopted.

STATE OF MICHIGAN)
)ss
COUNTY OF INGHAM)

I hereby certify that the foregoing is a true and complete copy of a resolution adopted at a regular meeting of the Board of Commissioners of the County of Ingham, State of Michigan held on the 25th day of June, 2013, the original of which resolution is on file in my office. Public notice of said meeting was given pursuant to and in compliance with Act No. 267, Public Acts of Michigan, 1976, as amended.

Clerk
County of Ingham

Agenda Item 2

TO: Law & Courts and Finance Committee
FROM: Mary Sabaj
Community Corrections Manager
DATE: June 6, 2013
RE: Resolution Authorizing Entering into Contract and Subcontract Amendments
Resulting from MDOC Mid-Year Budget Reductions

This Resolution authorizes action required to make adjustments resulting from mid-year budget reductions to Community Corrections Plans and Services implemented by the MDOC.

The Resolution authorizes:

A. Entering into a contract amendment with the MDOC that reduces the Community Corrections Plans and Services budget from \$285,437 to \$212,295 for the period of October 1, 2012 through September 30, 2013.

The following immediate action was required to reduce total annual expenditures:

- 1.) Termination of the Pathways Employment Program provided by Peckham, Inc.
- 2.) Termination of Holistic OUIL III Program Enhancements (HOPE) provided by CEI Community Mental Health
- 3.) Termination of the Day Reporting Program provided by Northwest Initiative - ARRO
- 4.) Reduction of the Plans and Services subcontract total compensation amount for Cognitive Change Groups provided by National Council on Alcoholism from \$34,650 to \$20,089.

B. Entering into a subcontract amendment with the National Council on Alcoholism to reduce the total compensation amount for Cognitive Group services from \$34,650 to \$20,089 for the period of October 1, 2013 through September 30, 2014.

Introduced by Law & Courts and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING ENTERING INTO A CONTRACT AMENDMENT WITH THE MICHIGAN DEPARTMENT OF CORRECTIONS TO REDUCE THE 2012-2013 INGHAM COUNTY/CITY OF LANSING COMMUNITY CORRECTIONS BUDGET AND RELATED SUBCONTRACTS DUE TO STATE IMPOSED MID-YEAR BUDGET REDUCTIONS

WHEREAS, the State Community Corrections Advisory Board, the Ingham County Board of Commissioners, and the City of Lansing approved the Ingham County/City of Lansing Community Corrections Comprehensive Plan; and

WHEREAS, the State Community Corrections Advisory Board, the Ingham County Board of Commissioners, and the City of Lansing approved the Application for State of Michigan Community Corrections Act Funds for FY 2012-2013; and

WHEREAS, the FY 2012-2013 Application provided for the continuation of the following CCAB Plans and Services (CPS) and Drunk Driver Jail Reduction –Community Treatment Programs (DDJR-CTP) programming: Relapse Prevention and Recovery (\$47,200) to be provided by CEI Community Mental Health; Pathways Employment Program (\$70,737) to be provided by Peckham, Inc.; Gatekeeper services (\$12,500) to be provided by CCAB staff; Cognitive Change Groups (\$34,650) to be provided by National Council on Alcoholism, and for Day Reporting services (\$43,350) to be provided by Northwest Initiative – ARRO, and for Holistic OUIL III Program Enhancements (HOPE) (\$15,000 CPS and \$21,169 DDJR-CTP) at the House of Commons to be provided by CEI-Community Mental Health; and

WHEREAS, pursuant to the FY2012-2013 grant award, the County entered into a subcontracts for the purpose of implementing Plans and Services and DDJR/CTP programs and services identified in the Community Corrections Plan and Application; and

WHEREAS, mid-year, MDOC budget reductions were implemented that reduced the total FY 2012 – 2013 Plans and Services budget from \$285,437 to \$212,295; and

WHEREAS, immediate action was necessary to reduce total annual expenditures including termination of the Pathways Employment Program provided by Peckham, Inc., Holistic OUIL III Program Enhancements (HOPE) provided by CEI Community Mental Health, and Day Reporting provided by Northwest Initiative - ARRO; and

WHEREAS, it was also necessary to reduce the Plans and Services subcontract total compensation amount for Cognitive Change Groups provided by National Council on Alcoholism from \$34,650 to \$20,089; and

WHEREAS, the Ingham County Board of Commissioners approved in Resolution 13-218 adopted May 14, 2013, transitional funding to restore and continue Day Reporting Program Services provided by Northwest Initiative – ARRO in an amount not to exceed \$20,000 from May 15, 2013 through September 30, 2013.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a Contract Amendment with the Michigan Department of Corrections reducing Ingham County/City of Lansing Community Corrections Plans and Services and Administration funding for FY 2012-2013 reducing the amount from \$285,437 to \$212,295 for the time period of October 1, 2012 through September 30, 2013.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a subcontract amendment with the National Council on Alcoholism to reduce the total FY 2012-2013 subcontract amount for the actual cost of Cognitive Change Groups not to exceed \$20,089.

BE IT FURTHER RESOLVED, that the Board of Commissioners terminates the State CCAB funded subcontracts for the HOPE Program provided by CEI – Community Mental Health effective March 20, 2013 and the Pathways Employment Program provided by Peckham, Inc. and the Day Reporting Program provided by Northwest Initiative – ARRO effective April 26, 2013.

BE IT FURTHER RESOLVED, that the subcontracts and subcontract amendments are contingent throughout the subcontract period on the availability of grant funds from the State of Michigan for these purposes.

BE IT FURTHER RESOLVED, that the Board Chairperson and County Clerk are authorized to sign any necessary contract and subcontract amendments consistent with this resolution subject to approval as to form by the County Attorney.

Agenda Item 3

TO: Law Enforcement and Finance Committees

FROM: Scott Hughes, Prosecutor's Office

DATE: June 7, 2013

The Ingham County Prosecutor's Office has been awarded a \$4,000 grant by the Capital Region Community Foundation, for the purpose of continuing its "Juvenile Accountability and Restorative Justice Project".

The Project diverts low-level juvenile offenders (those charged with certain ticket offenses and school disciplinary violations) into a program that uses restorative justice interventions, as well as a weekend skill-building seminar, to assist youthful offenders in the Lansing schools as well as the city.

This approach is similar to that undertaken during the previous "Juvenile Accountability Incentive Block Grant" (JAIBG) program that the county operated from 1998-2012. The county fell "out of formula" to be an eligible applicant, and as such this alternative funding approach has kept the project operational. The county's match (16% of the program's operating cost) is from the line item that was used to provide matching funds under the previous JAIBG program.

The program's budget and service plan are the same as that approved by the Board in 2012.

Introduced by Law & Courts and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A JUVENILE ACCOUNTABILITY GRANT FROM THE
CAPITAL REGION COMMUNITY FOUNDATION AND SUBCONTRACT WITH THE
RESOLUTION SERVICES CENTER OF CENTRAL MICHIGAN**

WHEREAS, the Ingham County Prosecutor's Office applied for and has been approved funding for the continuation of the "Juvenile Accountability and Restorative Justice Project" from the Capital Region Community Foundation; and

WHEREAS, the grant is for \$4,000, with a county match of \$2,185, a Resolution Services Center match of \$1,815 and a City of Lansing match of \$6,000; and

WHEREAS, this is a continuation of a program that was originally authorized by Resolution #12-294; and

WHEREAS, the Resolution Services Center (formerly Dispute Resolution Center) of Central Michigan has provided quality services to Ingham County youth through the Juvenile Accountability Block Grant, providing early intervention for low-level juvenile offenders with ticket offenses; and

WHEREAS, the services provided by the Resolution Services Center through the Juvenile Accountability Block Grant, and this subsequent continuation program, titled "Ingham County Juvenile Accountability and Restorative Justice Project", save court resources, by managing juvenile ticket offenses that would otherwise be submitted to the Circuit Court-Family Division; and

WHEREAS, the City of Lansing's financial involvement in this project will consist of a separate sub-contract between the City of Lansing and the Resolution Services Center; and

WHEREAS, the Resolution Services Center financial involvement as a funder of the program will be handled internally by the Center.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves a grant award contract in the amount of \$4,000 with a county match of \$2,185 already budgeted for 2013 for a total program cost of \$6,185 for the "Juvenile Accountability and Restorative Justice Project.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners approves a subcontract between the Ingham County Prosecutor and the Resolution Services Center, in the amount of \$6,185, for Juvenile Accountability and Restorative Justice programming for the time period of June 13, 2013 through June 12, 2014.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary budgetary adjustments in the 2013 and 2014 Prosecuting Attorney's Office budget.

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

Memorandum

TO: Human Services Committee
Finance Committee

FROM: Renée B. Canady, PhD, MPA, Health Officer

DATE: June 6, 2013

RE: 2013-2014 Agreement with the City of Lansing

As in previous years, the City of Lansing is proposing to provide financial support for various services provided by or through the Ingham County Health Department that benefit Lansing residents. For this year's agreement the City is offering \$80,000. The supported services include:

1. The City of Lansing will provide \$11,000 to support the position of a nurse in the Adult Health Center, and will provide \$1,000 for pharmaceuticals for low-income un- or under-insured people.
2. The City of Lansing will support a Day Care Scholarship Program with a total of \$47,000 in funding. They will provide \$40,000 in scholarship monies and \$7,000 for an Account Clerk in the Office for Young Children which will administer the scholarships. Approximately 80 low-income families will benefit from this program.
3. The City of Lansing will support counseling and psychological treatment for youth in families affected by the sexual abuse of children with \$21,000 in total funds. The youth are identified by the Health Department, the Department of Social Services, Probate Court, and other community agencies. If there is no other source of assistance, the youth are referred to the Lead Counselor at the High Risk Adolescent Program at Willow Plaza Services who makes referrals to psychologists or counselors who provide treatment at a discounted rate. The City has allocated \$10,000 for psychological services for 25 youth and \$11,000 to support part of the salary of the Lead Counselor.

This support from the City of Lansing helps maintain services the Department could not otherwise provide. The City of Lansing and Ingham County have had a good working relationship for many years. I urge the Board to authorize the continuation of that relationship by adopting the attached resolution.

c: John Jacobs w/attachment

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A
2013-2014 AGREEMENT WITH THE CITY OF LANSING**

WHEREAS, the City of Lansing has for many years provided funding to Ingham County to help support public health services for City of Lansing residents; and

WHEREAS, the City of Lansing is proposing to provide such support for the 2013-2014 fiscal year; and

WHEREAS, these revenues are anticipated in the Health Department's 2014 budget request; and

WHEREAS, the Health Officer has recommended that the Board of Commissioners authorize the agreement with the City of Lansing.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with the City of Lansing to provide financial support to certain services provided by or through the Ingham County Health Department.

BE IT FURTHER RESOLVED, that the period of the agreement shall be July 1, 2013 through June 30, 2014.

BE IT FURTHER RESOLVED, that the City of Lansing shall provide \$80,000 to support the following services:

1. Adult Health/STI Clinic - \$11,000
2. Health Care Access - \$1,000
3. Child Care Scholarship Program - \$47,000
4. High Risk Adolescent Program - \$21,000

BE IT FURTHER RESOLVED, that the Board Chairperson be authorized to sign the agreement after review by the County Attorney.

MEMORANDUM

TO: Human Services Committee
Finance Committee

FROM: Dr. Renée B. Canady, PhD, MPA, Health Officer

DATE: June 6, 2013

RE: Resolution to Authorize an Agreement with NACCHO

The Health Department's Social Justice Initiative has developed significant expertise in health equity and social justice. This expertise has received broad recognition at the state and national level. In 2011, representatives from the Health Department began conversations with the National Association of County and City Health Officials (NACCHO) about serving as the State Network Coordinator for its "Building Networks" initiative. The purpose of this initiative is to build a state network of local health departments and community organizers in Michigan.

The Health Department has received a one year contract agreement in the amount of \$10,000 to serve as the State Network Coordinator for Michigan. NACCHO is not requiring a line-item budget with this contract until after the agreement is completed. It is understood that funds may be used to support the convening of Health Department personnel and organizers (including meeting costs and some travel expenses for both ICHD personnel and partnering organizations), tracking progress in the development of the network, progress reports, and staff time associated with carrying out the department's social justice efforts.

The attached resolution authorizes and agreement in the amount of \$10,000 to support this work for the period of May 1, 2013 through April 30, 2014.

I recommend that the Board adopt this resolution to authorize the agreement.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH THE NATIONAL ASSOCIATION OF
COUNTY AND CITY HEALTH OFFICIALS (NACCHO)
TO COORDINATE “BUILDING NETWORKS” INITIATIVE IN MICHIGAN**

WHEREAS, health equity – which is the elimination of the root causes of health disparity is one of the core values for the Ingham County Health Department; and

WHEREAS, since 2011, representatives of the Health Department have been building relationships with local, state, and national organizations about promising ways to align the objectives of public health practitioners with community organizers; and

WHEREAS, the National Association of County and City Health Officials (NACCHO) has proposed to enter into an agreement with the Ingham County Health Department to coordinate “Building Networks” activity in Michigan; and

WHEREAS, NACCHO will contract with Ingham County Health Department to act as the lead entity for this initiative in Michigan to build a state network of local health departments and community organizers in Michigan; and

WHEREAS, these responsibilities are consistent with Health Department’s plans to continue and broaden the work of the Social Justice Initiative it has been leading since 2005; and

WHEREAS, the Health Officer recommends that the Health Department enter into an agreement with NACCHO in the amount of \$10,000, to coordinate “Building Networks” activity in Michigan for the period of May 1, 2013 through April 30, 2014.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes an agreement with NACCHO in the amount of \$10,000 to coordinate “Building Networks” activity in Michigan for the period of May 1, 2013 through April 30, 2014.

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 Board Chairperson is authorized to sign the agreement after review by the County Attorney.

MEMORANDUM

TO: Human Services Committee
Finance Committee

FROM: Renée Branch Canady, PhD, MPA, Health Officer

DATE: June 13, 2013

RE: Resolution to Authorize an Amendment to the MOU with St. Vincent Catholic Charities,
Microenterprise Childcare Program

This is a recommendation to authorize an agreement with St. Vincent Catholic Charities (STVCC) for the Office for Young Children (OYC) to provide child care orientation training components, business training and licensing support services for the Refugee Microenterprise Childcare Program of Michigan. This will enable some refugee families to access reimbursement for their childcare services and other refugee families the ability to seek employment, confident that their children will be cared for in a culturally appropriate manner.

STVCC has developed programming to increase overall family self-sufficiency and life quality for refugees and in partnership with OYC will enhance the ability to provide microenterprise opportunities for refugee women as well as access to childcare services to members of this population still receiving cash assistance.

STVCC is providing \$20,080 to support these services, which are provided by an existing staff person at the Health Department. The term of the proposed agreement is April 1, 2013 through September 30, 2013.

I recommend that the Board of Commissioners adopt the attached resolution and authorize the agreement with STVCC.

Attachment

c: Karen Jennings w/attachment
John Jacobs w/attachment
Jane Noice w/attachment

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AMENDMENT TO THE
MEMORANDUM OF UNDERSTANDING BETWEEN ST. VINCENT CATHOLIC CHARITIES,
MICROENTERPRISE CHILDCARE PROGRAM OF MICHIGAN**

WHEREAS, the Ingham County Health Department provides services to refugee women; and

WHEREAS, St. Vincent Catholic Charities (STVCC), a Michigan non-profit corporation, operates the Microenterprise Childcare Program of Michigan (MCPM) to enable refugee women to enter the child care workforce and to increase access to child care within the refugee communities; and

WHEREAS, In Resolution 13-11, a Memorandum of Understanding (MOU) was authorized between STVCC and the Health Department's Office for Young Children (OYC) to provide services on behalf of the MCPM including child care training, business training and licensing support services; and

WHEREAS, OYC provides these services using an existing staff member; and

WHEREAS, the MOU in the amount of \$16,370 for these services was for the period of October 1, 2012 through March 31, 2013; and

WHEREAS, STVCC has proposed an amendment to the MOU and provide an additional amount of \$20,080 for the period of April 1, 2013 through September 30, 2013; and

WHEREAS, the Health Officer has recommended that the Board of Commissioners authorize an amendment to the MOU with St. Vincent Catholic Charities.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an amendment to the Memorandum of Understanding with St. Vincent Catholic Charities in the amount of \$20,080, where the Office for Young Children will provide child care training, business training and licensing support services for the Refugee Microenterprise Childcare Program of Michigan.

BE IT FURTHER RESOLVED, that the term of the amendment shall be April 1, 2013 through September 30, 2013.

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 Board Chairperson is authorized to sign the MOU after review by the County Attorney.

MEMORANDUM

TO: County Services and Finance Committees

FROM: Rick Terrill, Facilities Director

DATE: June 5, 2013

SUBJECT: Resolution Authorizing Entering Into a Contract with Perfitt Excavating Inc. for the Replacement of the Asphalt Parking Lot at the Human Services Building

The resolution before you authorizes awarding a contract to Perfitt Excavating, Inc. for the replacement of the asphalt parking lot at the Human Services Building, for an amount not to exceed \$184,656.68 which includes a base bid of \$151,417.68, an alternate of \$11,239.30 as well as a \$22,000.00 contingency. The parking lot has deteriorated to the extent that it is beyond repair, and needs to be replaced.

Perfitt Excavating, Inc. submitted the lowest responsive and responsible bid and is a local company that comes highly recommended. They were chosen, after going through a competitive bidding process, and have the recommendation of both the Purchasing and Facilities Departments. Their bid did not exceed \$100,000.00 in direct labor costs therefore a Project Labor Agreement (PLA) is not required. We are confident that Perfitt Excavating, Inc. will provide us with the quality of service we need to complete this project successfully.

The funds for this project are available in the approved CIP line Item 631-23304-931000-2FC16 which has a balance of \$232,700.00.

I recommend approval of this resolution.

MEMORANDUM

TO: County Service and Finance Committees
 FROM: Jim Hudgins, Director of Purchasing
 DATE: June 6, 2013
 SUBJECT: Proposal Summary for the HSB Asphalt Parking Lot Replacement

Project Description:

Bids were sought from experienced and qualified asphalt contractors for the purpose of replacing the asphalt parking lot at the Human Services Building located at 5303 S. Cedar St., Lansing, Michigan.

Bid Summary:

Vendors contacted: 16 Local: 8
 Vendors responding: 4 Local: 2

<u>Company Name</u>	<u>Base Bid</u>	<u>Alt 1</u>	<u>Local</u>
Perfitt Excavating, Inc	\$151,417.68	\$11,239.30	Yes - Dansville
Rieth-Riley Construction Co., Inc	\$153,619.74	\$12,780.00	Yes - Mason
Superior Asphalt, Inc (Lansing Asphalt)	\$165,000.00	\$11,715.00	No - Grand Rapids
Mike & Son Asphalt Inc	\$182,028.00	\$17,040.00	No - Bath

A total of 7 vendors attended the mandatory pre-proposal meeting.

Local vendor not responding:

Hayhoe Asphalt Paving LLC, Mason – No bid submitted due to insurance requirements.

Recommendation:

The Evaluation Committee recommends awarding a contract to Perfitt Excavating, Inc in an amount not to exceed \$184,656.98 which is reflective of the payment of prevailing wages and a \$22,000 contingency for any unforeseen issues that may arise during the project. In addition to submitting the lowest responsive and responsible proposal, Perfitt Excavating, Inc is a registered local vendor, bonded, insured, and has previous experience working with the County.

Advertisement:

The RFP was advertised in the City Pulse, El Central, various construction plan houses, and posted on the Purchasing Department Web Page.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING ENTERING INTO A CONTRACT WITH
PERFITT EXCAVATING, INC. FOR THE REPLACEMENT OF THE ASPHALT PARKING LOT
AT THE HUMAN SERVICES BUILDING**

WHEREAS, the parking lot at the Human Services Building has deteriorated over time to the extent that it is beyond repair and is need of replacement; and

WHEREAS, after careful review of the bids, the Purchasing and Facilities Departments both agree that a contract be awarded to Perfitt Excavating, Inc. who submitted the lowest responsive and responsible bid for the replacement of the asphalt parking lot at the Human Services Building; and

WHEREAS, the bid submitted by Perfitt Excavating, Inc. did not exceed \$100,000.00 in direct labor costs therefore a Project Labor Agreement (PLA) is not required; and

WHEREAS, the cost for this project will be \$151,417.68 plus an alternate of \$11,239.30; and

WHEREAS, the Facilities Department is asking for a \$22,000 contingency for any unforeseen circumstances that may arise bringing the total to a not to exceed cost of \$184,656.68; and

WHEREAS, funds for this project are available in the approved CIP Line Item 631-23304-931000-2FC16 which has a balance of \$232,700.00.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby authorizes awarding a contract to Perfitt Excavating, Inc., 1957 Seven Gables Road, Dansville, MI 48819 for the replacement of the asphalt parking lot at the Human Services Building for a total not to exceed cost of \$184,656.68.

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

Agenda Item 6a

June 10, 2013

To: County Services and Finance Committees

From: Travis Parsons

Subject: UAW Local 2256 - Technical, Office, Para-Professional and Service Employees
Letter of Understanding – Parking Allowance

On Tuesday, February 26, 2013, the Board of Commissioners approved the collective bargaining agreement with the UAW Local 2256 – TOPS unit. Contained in the contract that expired on December 31, 2011 and moving into the current successor agreement is the language regarding the eligibility for parking allowance or parking allowance waiver payments for new hires after 12/31/2011. The current language in Article 29, Section 1, subsection D states new hires are not eligible for the parking allowance on 12/31/2011 or upon implementation by the ICEA County and Court Professional bargaining units and the OPEIU Circuit Court/Family Division Professional Employees. Subsequently successor agreements were reached with the other units that did not include the parking allowance provision for new hires.

This provision was discussed with the Controller/Administrator and Ms. Lannoye was in favor of proposing the change and seeking resolution through a Letter of Understanding with the UAW – TOPS unit.

Recognizing the inconsistency in the application of this provision, the employer offers the attached Letter of Understanding, which provides a hiatus for the new hires for the duration of the contract and allows the parties to revisit the issue during the next collective bargaining process.

The UAW has reviewed the proposal and it is acceptable to the unit.

6/10/2013

LETTER OF UNDERSTANDING

Parking Allowance

WHEREAS, the County of Ingham (hereinafter the "Employer") and the United Automobile Workers (hereinafter the "Union") are parties to a collective bargaining agreement; and

WHEREAS, the parties agree to change the language concerning parking allowance.

NOW, THEREFORE, IT IS HEREBY AGREED by the parties as follows:

1. Article 29, Travel Allowance, Section 1, Parking Allowance, subsection D shall be amended to read:

D. Newly hired employees shall not be eligible for parking allowance or the parking allowance waiver payments. This Subsection shall apply to employees hired on or after 12/31/2011 or upon implementation by the ICEA County and Court Professional bargaining units, the OPEIU Family and Probate bargaining units, and the non-union managerial and confidential employees, whichever occurs first. However, this shall not go into effect for such persons until 12/31/2014. Such employees shall receive effective within 30 days after execution of this Letter of Understanding, prospectively only, the parking allowance.

2. This Letter of Understanding shall modify the parties' labor contract only to the extent expressly provided herein.

3. All other terms of the parties' labor contract not in conflict with this Agreement shall continue in full force and effect.

COUNTY OF INGHAM

UNITED AUTO WORKERS

Deb Nolan, Chairperson
Chairperson
Board of Commissioners

Charles L. Gray, Bargaining

Barb Byrum, County Clerk

Scott Dedic, International Representative

Honorable R. George Economy
Chief Probate Judge

Honorable Janelle A. Lawless
Chief Circuit Judge

Honorable Thomas P. Boyd
Chief District Judge, 55th District

Stuart J. Dunnings, III, Prosecutor

Curtis Hertel Jr., Register of Deeds

Eric Schertzing, Treasurer

Patrick E. Lindemann, Drain Commissioner

Gene L. Wriggelsworth, Sheriff

MEMORANDUM

DATE: 6/12/2013
TO: County Services and Finance Committee
FROM: Travis Parsons
SUBJECT: Facilities Department Re-Organization
(Residual from Potter Park Zoo 2011 and 2012 Re-Organizations)

Background

Over the past year and a half, Potter Park Zoo has been reorganized via resolutions 11-346, 12-004 and 12-304. These resolutions resulted in temporary changes to the responsibilities and reporting structures of both the Facilities and Parks Departments. The temporary changes have been successful and it is desired to make them permanent. As such, this proposal is considered a residual reorganization as a result of restructuring at Potter Park Zoo.

Recommendation

Responsibility for the maintenance of all Zoo buildings and grounds has been permanently transferred from the Parks Department to the Facilities Department. These duties are similar in nature to the duties already reflected in the Facilities Director job description. However, the newly transferred duties do increase the Facilities Director's supervisory and financial responsibilities sufficiently enough to increase the pay grade from an MCF 12 to an MCF 13. No changes are necessary to the Facilities Director job description.

Due to this residual reorganization, Facilities Manager position #233003 has absorbed more staff. The position's Job Points Evaluation score for supervisory responsibility should be increased. While this results in an increase to the position's total score, it is not sufficient to reach the next salary level. The position should remain at an MCF 10. No changes are necessary to the job description for Facility Manager position #233033.

Introduced by the County Services and Finance Committees:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING A RE-ORGANIZATION IN THE FACILITIES DEPARTMENT

WHEREAS, the Board of Commissioners authorized a reorganization in the reporting relationships at the Potter Park Zoo and the Parks Department via resolutions 11-346, 12-004, and 12-304; and

WHEREAS, the aforementioned resolutions resulted in temporary and permanent changes to the responsibilities and reporting structures of the Facilities Department; and

WHEREAS, responsibility for the maintenance of all Zoo buildings and grounds has been permanently transferred to the Facilities Director; and

WHEREAS, the Human Resources Department has evaluated the position and has determined that the Facilities Director pay grade should be increased from a MCF 12 to a MCF 13.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the reorganization and approves the transfer of all responsibilities for buildings and grounds from the Parks Department to the Facilities Department.

BE IT FURTHER RESOLVED, that Facilities Director pay grade shall be increased from a MCF 12 to a MCF 13.

BE IT FURTHER RESOLVED, the effective date of change will be the pay period beginning June 15, 2013.

Memorandum

To: County Services & Finance Committees

From: Sandra Dargatz, Manager, Ingham County Fair

Date: June 6, 2013

RE: Authorization to Enter into a Contract with Straub Pettitt Yaste to provide Architectural and Engineering services for a tension fabric horse practice arena at the Ingham County Fairgrounds.

The Ingham County Fairgrounds hosts over 30 horse shows annually, which is 1/3 of the annual revenue base. Currently, covered practice/warm up space does not exist on the Fairgrounds and for over the past 5 or more years, the horse show organizations and organizers have requested formal covered practice/warm up space on the Fairgrounds.

The constructions of a covered practice/warm up arena on the Fairgrounds would in turn expand the revenue stream associated with increased show bookings, and would in fact attract larger, more regional/national horse clubs and shows to choose the Ingham County Fairgrounds to host their shows and championships.

The funds for this project have been budgeted and approved in the 2013 Capital Budget for \$120,000.00, account 561-76900-974000.

After careful review of sealed bids, the Purchasing and Facilities Departments both concur that a contract be awarded to Straub Pettitt Yaste, who submitted a bid demonstrating compliance with the prevailing wage policy and have tremendous experience with designing tension fabric structures and horse arenas. Bid total not to exceed \$22,500.

In order to ensure the completion of construction prior to the startup of the 2014 horse show season in April 2014, the construction phase would be October 2013 through November 2013.

Sincerely,

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

MEMORANDUM

TO: County Services and Finance Committees

FROM: Jim Hudgins, Director, Purchasing Department

DATE: June 6, 2013

SUBJECT: Proposal Summary for Architectural & Engineering Services for a Tension Fabric Building for the Ingham County Fairgrounds

Project Description:

Proposals were sought from qualified and experienced professional architectural and engineering firms to secure design services for a tension fabric style building for the Ingham County Fairgrounds. The awarded proposer shall provide architectural & engineering services to complete the construction of a tension fabric style building estimated to be 75’W x 144’L. The building will be used primarily as a horse practice arena and animal facility. Included in the building would be lighting, ventilation, doors and end walls, adequate foundation, electrical service as well appropriate grading/storm water run-off requirements.

Requested services include, but are not limited to, design services, cost estimating, bidding and contracting services, construction administration, project inspection services including periodic progress reviews, review and recommendation of contractor pay requests, review and recommendation of change order requests, ensuring contract compliance, and other associated services.

Proposal Summary:

Vendors contacted: 70 Local: 19
 Vendors responding: 2 Local: 1

Company Name	Phase I	Phase II	Total	Local
Straub Pettitt Yaste, PC	\$8,000	\$14,500	\$22,500	No - Clawson
Roger L. Donaldson, AIA P.L.C.	\$6,750	\$6,650	\$13,400	Yes - Holt

Local vendors not responding:

K L Design Group, LLC, East Lansing –No bid submitted due to scheduling conflicts.
 DLZ Michigan, Inc, Lansing – No bid submitted due to their work load.
 Fishbeck Thompson Carr & Huber, Lansing – No bid submitted, no reason provided.

Other vendors not responding:

Wigen Tincknell Meyer & Associates Architects & Planners, Saginaw – No bid submitted as they have not designed any tension fabric buildings and feel they would not qualify for the work.
 Mayotte Group Architects, Lansing (Eaton County) – No bid submitted since in their evaluation they don’t feel like the chances are worth the time and financial investment at this time based on the number of firms contacted.

Recommendation:

The Evaluation Committee recommends awarding a contract to Straub Pettitt Yaste, PC in an amount not to exceed \$22,500. In addition to submitting a responsive bid, Straub Pettitt Yaste, PC has been in business since 1959, is a registered State of Michigan vendor, licensed, and insured. Straub Pettitt Yaste, PC specializes in these types of projects and has previous experience with these types of buildings. The Evaluation Committee is confident Straub Pettitt Yaste, PC will provide the best value on the project.

Advertisement:

The RFP was advertised in the City Pulse, numerous construction plan houses, and posted on the Purchasing Department Web Page.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING ENTERING INTO A CONTRACT WITH STRAUB PETTITT
YASTE TO PROVIDE ARCHITECTURAL AND ENGINEERING SERVICES FOR THE TENSION
FABRIC HORSE PRACTICE ARENA AT THE INGHAM COUNTY FAIRGROUNDS**

WHEREAS, the Ingham County Fairgrounds hosts over 30 horse shows annually, and currently there is not a covered practice arena available on the Fairgrounds; and

WHEREAS, the various horse show organizations and organizers have requested indoor practice/warm up space, and the Fairgrounds will in turn expand the revenue stream associated with increased show bookings as a result of the construction of the tension fabric horse practice arena; and

WHEREAS, the funds for this project have been budgeted and approved in the 2013 Capital Budget for \$120,000.00, account 561-76900-974000; and

WHEREAS, after careful review of sealed bids, the Purchasing and Facilities Departments both concur that a contract be awarded to Straub Pettitt Yaste, who submitted a bid demonstrating compliance with the prevailing wage policy and have tremendous experience with designing tension fabric structures and horse arenas. Bid total not to exceed \$22,500.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes awarding a contract to Straub Pettitt Yaste, 850 North Crooks, Ste. 200, Clawson, Michigan 48017-1311, to provide architectural and engineering services for the tension fabric structure horse practice arena. Bid total not to exceed \$22,500.00.

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

Memorandum

To: County Services & Finance Committees

From: Sandra Dargatz, Manager, Ingham County Fair

Date: June 5, 2013

RE: Authorization to Enter into a Contract with Superior Electrical of Lansing, Inc. for Improvement of Fairground Camping Electrical Service

The current 30 amp electrical services available in campsites 1–14 are substandard for supporting the needs of customers camping on the Fairgrounds, and campsites 15-17 are being added adjacent to the A Barn to increase camping capacity on the north-end of the Fairgrounds, and

Pursuant to Resolution #13-072 to accept \$9,000.00 in matching capital improvement funds from the Michigan Department of Agriculture and Rural Development and budgeted matching funds in the 2013 Capital Budget for \$9,000.00 and additional 2013 Capital funds of \$17,500.00; account number 561-76900-931000.

The Purchasing and Facilities Departments both concur that a contract be awarded to Superior Electric of Lansing, Inc., who submitted a bid for electrical contractor services at a total not to exceed \$35,500, including a contingency of \$2,500.00.

The construction phase would be July 15, 2013, through August 31, 2013, to provide electrical contractor services to upgrade to 50 amp electrical campground services for the designated campsites at the Ingham County Fairgrounds.

Sincerely,

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

MEMORANDUM

TO: County Service and Finance Committees
 FROM: Jim Hudgins, Director, Purchasing Department
 DATE: June 6, 2013
 SUBJECT: Proposal Summary for Ingham County Fairgrounds Campsite Improvements

Project Description:

Proposals were sought from experienced and qualified electrical contractors for the Ingham County Fairgrounds Campsite Improvements Project. The scope of work includes, but is not limited to, upgrading electrical pedestals for existing campsites at the Ingham County Fairgrounds, including new conduit, wire and pedestals to provide improved power at the campsites.

Proposal Summary:

Vendors contacted: 23 Local: 10
 Vendors responding: 4 Local: 0

13 vendors were at the mandatory pre-proposal meeting.

Company Name	Base Bid	Local
Superior Electric of Lansing Inc.	\$33,000	No - Lansing (Clinton County)
Michigan State Electric, LLC	\$40,850	No - Charlotte
Diversified Power, Inc.	\$44,000	No - Port Huron
R. Bruton Electric LLC	\$44,690	No - Parma

Local Vendor Not Responding:

Alternative Electric, Lansing – bid not accepted because past deadline.

Recommendation:

It is the recommendation of the Evaluation Committee to award a contract to Superior Electric of Lansing Inc. in an amount not to exceed \$35,500 which is reflective of the payment of prevailing wages and a \$2,500 contingency for any unforeseen issues that may arise during the project. Superior Electric of Lansing Inc. submitted the lowest responsive and responsible bid, and has the experience and references required for this project.

Advertisement:

The RFP was advertised in the City Pulse, El Central, various construction plan houses, and posted on the Purchasing Department Web Page.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING ENTERING INTO A CONTRACT WITH SUPERIOR ELECTRIC OF LANSING, INC. FOR IMPROVEMENT OF FAIRGROUND CAMPING ELECTRICAL SERVICE

WHEREAS, the current 30 amp electrical services available in campsites 1–14 are substandard for supporting the needs of customers camping on the Fairgrounds, and campsites 15-17 are being added adjacent to the A Barn to increase camping capacity on the north-end of the Fairgrounds; and

WHEREAS, pursuant to Resolution #13-072 to accept \$9,000.00 in matching capital improvement funds from the Michigan Department of Agriculture and Rural Development and budgeted matching funds in the 2013 Capital Budget for \$9,000.00 and additional 2013 Capital funds of \$17,500.00; account number 561-76900-931000; and

WHEREAS, after careful review of sealed bids, the Purchasing and Facilities Departments both concur that a contract be awarded to Superior Electric of Lansing, Inc., who submitted a bid for electrical contractor services at a total not to exceed \$35,500, including a contingency of \$2,500.00.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby authorizes awarding a contract to Superior Electric of Lansing, Inc., 212 West Sheridan Rd., Lansing, MI 48906, in an amount not to exceed \$35,500.00 for the time period of July 15, 2013 through projection completion in August 31, 2013, to provide electrical contractor services to upgrade to 50 amp electrical campground services at the Ingham County Fairgrounds.

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

INGHAM COUNTY
Financial Services Department

Jill Rhode, Director

P.O. Box 319 ● Mason, MI. 48854 ● Phone: (517) 676-7328 ● Fax: (517) 676-7337

TO: Ingham County Board of Commissioners

FROM: Jill Rhode, Director of Financial Services

DATE: May 28, 2013

RE: Gabriel Roeder Smith & Company – Retiree Health Care Actuarial Valuation

Generally accepted accounting principles require a municipality of our size to have a valuation of the cost of its retiree health care actuarially calculated on at least a bi-annual basis. The last valuation was conducted for the year ended December 31, 2010. A report for the year ended December 31, 2012 is now required.

Gabriel Roeder Smith and Company was selected since they have conducted our calculation in the past. They are familiar with our employee groups, our benefit levels and our financial reporting. With the addition of the Road and 911 employees, this year's calculation will be difficult and I do not recommend we make a change at this time.

The cost for the evaluation is \$19,000 which appears very reasonable based upon all the changes which have occurred since 2012. The cost for the report will be charged to the Employee Benefit Fund.

Please let me know if you have any questions.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE RETIREE HEALTH CARE ACTUARIAL STUDY

WHEREAS, Ingham County currently uses Gabriel Roeder Smith and Company to conduct its actuarial reporting; and

WHEREAS, generally accepted accounting principles require that an actuarial valuation of retiree health care be prepared at least bi-annually; and

WHEREAS, the last actuarial report was issued for the year ended December 31, 2010; and

WHEREAS, Gabriel Roeder Smith and Company, One Town Square, Suite 800, Southfield, MI. 48076-3723 has agreed to conduct this valuation for the year ended December 31, 2012 at a cost of \$19,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the contract with Gabriel Roeder Smith and Company to conduct this bi-annual retiree health care valuation.

BE IT FURTHER RESOLVED, the total cost of \$19,000 will be paid from the Employee Benefit Fund.

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 and the County Clerk are authorized to sign any contract documents consistent with this resolution and approved as to form by the County Attorney.

Ingham County Management Information Services
Michael E. Ashton, Chief Information Officer - Email: mashton@ingham.org

To: Board of Commissioners
From: Michael E. Ashton, CIO
Date: June 5th, 2013
Re: Re-new/Extend FD Hayes

Dear Commissioners,

Ingham County has been utilizing FD-Hayes for all county wiring projects since January 2010. The contract approved on the 9th Day of February 2010 under resolution # 09-415 was for three years with an option to renew for two (2) additional years.

We are asking to renew the contract for the additional 2 years, FD Hayes has no changes to the contract and Ingham County MIS has been very pleased with the workmanship completed by FD Hayes. FD has extensive knowledge of Ingham County facilities and has completed several projects as requested during the past three years of the contract.

Thank you for your consideration and feel free to contact me if you have any questions at 676-7371 or Mashton@ingham.org.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE ENTERING INTO AN AGREEMENT WITH THE FD HAYES
ELECTRIC COMPANY FOR DATA AND VOICE WIRING SERVICES**

WHEREAS, Ingham County has a need for on-going Telecommunications Data and Voice wiring; and

WHEREAS, Management Information Services (MIS) in conjunction with Purchasing sought proposals in 2009; and

WHEREAS, the Board of Commissioners approved resolution #09-415 at the December 8, 2009 Board of Commissioners meeting; and

WHEREAS, the length of the contract was for a period of 3-years with the option to renew for an additional 2 years; and

WHEREAS, the pricing is based on a fixed hourly rate for labor and fixed rate for materials; and

WHEREAS, MIS would like to excise the option to renew this contract for an additional 2 years.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes renewing the existing contract for 2-years with the FD Hayes Electric Company for the purpose of on-gong Telecommunications Data and Voice wiring.

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 and the County Clerk are authorized to sign any contract documents necessary to renew the contract.

Ingham County Management Information Services
Michael E. Ashton, Chief Information Officer - Email: mashton@ingham.org

To: Board of Commissioners
From: Michael E. Ashton, CIO
Date: May 21st, 2013
Re: Ingham County Website Design, Development, and Maintenance

Dear Commissioners,

Management Information Systems (MIS) has reached out to various vendors to help with updating the county website with software upgrades, Website design and development. Various vendors have provided pricing on a per hour basis ranging from \$110 - \$150 per hour for web development. In doing research on various vendors and utilizing the %10 local preference MIS has determined GRAVITYWORKS Design + Development is the recommended vendor for website design and development. MIS would prefer to stay with one vendor to perform all of the county website updates to reduce/eliminate multiple vendor conflicts when work on the county wide web site.

GRAVITYWORKS designs various websites such as Lansing Housing Commission, Michigan Association of Municipal Clerks, MIRS, and MHSAA. The Attached resolution is for Ingham County Management Information Systems to enter into a contract with Gravity works for all County Web development. The hourly Rate will be \$120 per hour. MIS Budget has \$10,000 available for website maintenance. This contract would allow MIS to also use Gravity works to design county department webpages and integration as needed to not exceed \$20,000 per Fiscal Year without additional Board Approval. Funds would be paid for out of MIS Network budget and department budgets for webpage development. All work will be approved by the County Chief Information Officer prior to work being completed.

Thank you in advanced for your consideration. If you have any questions please feel free to contact me at 517-676-7371.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE ENTERING INTO CONTRACT WITH GRAVITYWORKS
DESIGN + DEVELOPMENT**

WHEREAS, the Department of Management Information Systems recommends GRAVITYWORKS for all county website development; and

WHEREAS, the Management Information Systems would prefer one vendor to provide website development for the county; and

WHEREAS, GRAVITYWORKS is a local Ingham County vendor; and

WHEREAS, the cost per hour for website development, Design, and System Maintenance is \$120 Per Hour; and

WHEREAS, the yearly expenditures for Website Development, Design, and Maintenance will not exceed \$20,000; and

WHEREAS, fund for website Maintenance will be paid out of the MIS Networking Budget and department/agency webpage development will be paid out of their respective budgets; and

WHEREAS, the Chief Information Officer recommends entering into a contract with GRAVITYWORKS for all website development.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes Management Information Services to enter into a contract with GRAVITYWORKS at an hourly rate of \$120 per hour not to exceed a total of \$20,000.

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 and the County Clerk are authorized to sign any contract documents consistent with this resolution and approved as to form by the County Attorney.

Ingham County Management Information Services
Michael E. Ashton, Chief Information Officer - Email: mashton@ingham.org

To: Board of Commissioners
From: Michael E. Ashton, CIO
Date: June 5th, 2013
Re: Ingham County Enterprise Backup Strategy

Dear Commissioners,

The Munis application has been utilized for years in Ingham County for Finance, Budgeting, Human Resources and Purchasing operations. In order to maintain the application, receive support, and receive needed software updates an annual maintenance agreement is required and has been purchased every year since Ingham County has owned the application. Last year's total maintenance cost was \$135,314.13 and this year's cost proposed by Tyler Technologies is \$137,000.46, or a 1.23% increase.

I recommend Ingham County continue to maintain service on the Munis software and enter into an agreement with Tyler Technologies.

Thank you for your consideration and feel free to contact me if you have any questions at 676-7371 or Mashton@ingham.org

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE THE RENEWAL OF THE MUNIS SOFTWARE ANNUAL SUPPORT AGREEMENT FROM TYLER TECHNOLOGIES

WHEREAS, Ingham County currently utilize Tyler Technologies Munis Software as our county-wide Financial, Budget, Human Resource, and Purchasing application; and

WHEREAS, annual maintenance is required to maintain the system and had been purchased every year since Ingham County purchased the software; and

WHEREAS, the payment totaling \$137,000.46 for annual support is due for the 2013/2014 time period; and

WHEREAS, the annual contract amount proposed by Tyler is a 1.23% increase from the prior year; and

WHEREAS, this annual payment has been planned for and budgeted and will provide the needed application support and upgrades needed to maintain our current applications.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners approves a contract with Tyler Technologies for annual support for the County's Munis Software System.

BE IT FURTHER RESOLVED, the total cost of \$137,000.46 will be paid from the Equipment/Maintenance Fund (636-95800-932020).

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

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

MEMO

To: County Services and Finance Committee
Date: June 6, 2013
From: Stacy Byers, Director FOSP Board
RE: Resolution Authorizing a Contract with Michigan State University Remote Sensing and Geospatial Information Systems to Conduct Mapping Services For the Farmland and Open Space Preservation Board

The Ingham County Farmland Preservation Board wishes to contract with MSU RS&GIS in the Geography Department for mapping services. The FOSP Board and the County Board of Commissioners annually approves the selection criteria for ranking applications received by the FOSP Program. The purpose of the selection criteria is to prioritize properties for protection through the purchase of a conservation easement.

Many variables are used to develop this comprehensive document. The Selection Criteria consists of four categories, Agricultural Characteristics, Development Pressure, Additional Ag Protection Efforts and Other Criteria. These categories each have variables that require data for application to the selection criteria. The end product is a qualitative score that is used to objectively rank and prioritize properties for protection.

These data sets are not easily discovered or user friendly. Although most data sets are available, they are not always in a usable format or there is a significant amount of interpretation that must occur before the information is relevant to the selection criteria, leaving room for error. MSU RS&GIS has access to these required data sets and the expertise and resources to interpret them into a usable format for the FOSP Board use.

MSU RS&GIS will reduce the opportunity for subjectivity to arise in the ranking and streamline the process to allow for better use of available data sets and technology.

MEMORANDUM

TO: County Service and Finance Committees

FROM: Jim Hudgins, Director, Purchasing Department

DATE: June 6, 2013

SUBJECT: Proposal Summary for a GIS Contractor for the Farmland and Open Space Preservation Board

Project Description:

The Farmland and Open Space Preservation Board is charged with Scoring and Ranking landowner applications based on criteria developed by the FOSP Board and approved by the BOC on an annual basis. The scoring criteria is an objective method for prioritizing applications based on specific characteristics such as size, soil, proximity to services etc. Much of the scoring criteria is based on data that must be developed and analyzed. The Ingham County FOSP Board sought a contractor to find/develop data pertinent to the selection criteria and to develop a system for prioritizing applications based on that data using Geospatial data or GIS. The contractor will report back to the FOSP a “score” after analyzing the data and farm characteristics, which the FOSP Board will use to rank the applications. Furthermore, the awarded contractor will create objective, repeatable and accurate GIS methods that will quickly sort through considerable amounts of geospatial data and score parcels according to the approved selection criteria and staff.

Proposal Summary:

Remote Sensing & GIS Research and Outreach Services (East Lansing)	
Data Preparation	\$3,360
Criteria Adjustment	\$1,230
Geospatial Model Development, Adjustment and Implementation	\$8,060
Metadata and Summary Report	\$1,790
Digital Map Creation	\$770
Additional: Land Cover Mapping (Total cost based on area of interest)	\$70/square mile
Total Estimated Cost, minus Land Cover Mapping	\$15,210

The Purchasing Department was unable to locate another firm interested in bidding on this project.

Recommendation:

The Evaluation Committee recommends awarding a contract to Remote Sensing & GIS Research and Outreach Services at unit prices quoted in its November 6, 2012 response.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING A CONTRACT WITH MICHIGAN STATE UNIVERSITY
REMOTE SENSING AND GEOSPATIAL INFORMATION SYSTEMS TO CONDUCT
MAPPING SERVICES FOR THE FARMLAND AND OPEN SPACE PRESERVATION BOARD**

WHEREAS, the Ingham County Board of Commissioners adopted the Ingham County Farmland Purchase of Development Rights Ordinance in July 2004; and

WHEREAS, the Ingham County Farmland Purchase of Development Rights Ordinance authorized the establishment of the Ingham County Farmland and Open Space Preservation Board to oversee the Farmland Preservation Program; and

WHEREAS, the voters of Ingham County approved a millage for Farmland and Open Space Preservation in August 2008; and

WHEREAS, the Selection Criteria approved for ranking applications to the FOSP Program, requires numerous data sets, such as soils, parcel size, geographic location, proximity to other protected properties, to calculate an objective score; and

WHEREAS, the Purchasing Department sought proposals from experienced GIS Contractors, and after review and evaluation, the Evaluation Team is recommending that a contract be awarded to Michigan State University Remote Sensing and Geographical Information Systems (MSU RS&GIS), who were determined to be the most qualified candidates; and

WHEREAS, the cost of this service is estimated at approximately \$20,000.00 and the FOSP Board has funding available to cover this expense.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes a three year contract effective upon approval of this resolution, with MSU RS&GIS, not to exceed \$20,000.00 for the purpose of data collection and preparation, geospatial modeling and the development of land use cover maps.

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

MEMORANDUM

TO: County Services and Finance Committees
 FROM: Jim Hudgins, Director of Purchasing
 DATE: June 6, 2013
 SUBJECT: Proposal Summary for the Purchase of Propane Tanks

Project Description:

Proposals were sought from qualified and experienced firms for the purpose of purchasing 3 propane tanks & related services for the Ingham County Department of Transportation & Roads at the Eastern Garage.

Proposal Summary:

Vendors contacted: 3 Local: 3
 Vendors responding: 3 Local: 3

Bidder	Local	Cost for (3) 1,000 Gallon Propane Tanks	Cost for Equipment & Installation	Total Cost	Propane Cost Per Gallon	Annual Inspection/Repair Costs
Avery Oil & Propane	Yes, Mason	\$4,875 (reconditioned)	\$1,037.90 (includes gas check)	\$5,912.90	\$1.399/gal. until 5/31/14	No charge; \$75/hr. plus parts cost for repairs
Swan Fuel Service, Inc.	Yes, Dansville	\$6,000 (used)	Existing in place.	\$6,000	\$1.399/gal. until 7/31/14	No charge for leak check; silent on repair costs
Lansing Ice & Fuel Co.	Yes, Lansing	\$6,600 (new ASME)	\$1,320	\$7,920	\$1.408/gal.; silent on duration	\$65 per visit; repair costs extra

Recommendation:

The Evaluation Committee recommends entering into a contract with Avery Oil & Propane for the purchase of three 1,000 gallon propane tanks and to provide propane service at a rate of \$1.399/gallon to the Eastern garage for a period of one year.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING THE PURCHASE OF
THREE PROPANE TANKS & ONE YEAR OF PROPANE SERVICE
FOR THE DEPARTMENT OF TRANSPORTATION & ROADS**

WHEREAS, the Department of Transportation and Roads (Road Department) uses propane to heat its Eastern Garage which currently involves one propane vendor owning the three existing propane storage tanks on the Eastern Garage site, and selling propane to the Road Department at prices that vendor determines at time of propane orders; and

WHEREAS, unless the Road Department owns the Eastern Garage propane tanks, it must purchase propane from the one vendor who owns the tanks; and

WHEREAS, the Road and Purchasing Departments have determined that it would be more advantageous for the Road Department to own the necessary three Eastern Garage propane tanks and thus be able to seek multiple competitive quotes for propane service on a periodic (typically one winter season) basis; and

WHEREAS, quotes for purchasing three propane tanks and supplying propane for the next winter season were solicited and evaluated by the Purchasing Department, and it is their recommendation, with the concurrence of Road Department staff, to purchase three 1,000 gallon propane tanks from Avery Oil & Propane of Mason, Michigan (Avery) at a cost of \$5,912.90, including all necessary related equipment and installation, and to award a propane delivery service contract to Avery for its delivered propane unit price of \$1.399/gallon for the next winter season ending 5-31-14.

THEREFORE BE IT RESOLVED, the Board of Commissioners accepts the quote, and authorizes the purchase of three 1,000 gallon propane tanks from Avery Oil & Propane of Mason, Michigan (Avery) at a cost of \$5,912.90, including all necessary related equipment and installation, and to award a propane delivery service contract to Avery for its delivered propane unit price of \$1.399/gallon for the next winter season ending 5-31-14.

BE IT FURTHER RESOLVED, that the Purchasing Department is hereby authorized to execute any necessary purchase documents relating to the above on behalf of the County.

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

MEMORANDUM

TO: County Service and Finance Committees

FROM: Jim Hudgins, Director of Purchasing

DATE: June 6, 2013

SUBJECT: Proposal Summary to Extend the Contract with Michigan Mineral Resources, LLC for Additional Services for the Gravel Road Dust Control Operations for the Ingham County Department of Transportation & Roads

Project Description:

Michigan Mineral Resources, LLC has a contract with the Ingham County Department of Transportation & Roads for 28% Calcium Chloride Solution both delivered and applied for the price of 13 cents/gallon for the gravel road dust control operations that was bid out in 2012 per the below fees and approved by Resolution #042-12 by the Board of Ingham County Road Commissioners.

Bidder	Delivered to Eastern Prices Per Gallon % Calcium Chloride			Applied at Any Location 38% Price Per Gallon		Option		
	28%	32%	38%	6000> Gallon Load	<3000 Gallon Load	Mineral well Brine 28% Delivered Price Per Gallon	Mineral Well Brine 28% Solution Applied Price Per Gallon	Magnesium Chloride Price/Gallon
Michigan Mineral Resources LLC (Albion, MI)	0.130	NB	NB	NB	NB	0.130	0.130	NB
Michigan Chloride Sales (St. Louis, MI)	0.160	NB	NB	NB	NB	0.160	0.180	NB
Great Lakes Chloride (Shelbyville,MI)	0.375	0.420	0.413	0.458	0.529	NB	NB	NB
Liquid Calcium Chloride Sales (Kawkawlin, MI)	NB	0.512	0.595	0.635	0.720	NB	NB	NB
MBH Marketing (Webberville, MI)	NB	NB	NB	NB	NB	0.139	0.169	NB

All Prices in dollar/gallon
NB = No Bid

Recommendation:

It is the recommendation of the Evaluation Committee to extend the current contract with Michigan Mineral Resources, LLC to add services for another year at unit prices quoted in their 2012 response to proposal #1635, at 13 cents/gallon. Michigan Mineral Resources, LLC has agreed in writing to hold its prices for another year with no increase in costs.

Agenda Item 11b

AGENDA ITEM #10E – PROPOSAL #1635 – LIQUID CALCIUM CHLORIDE SOLUTION.

William M. Conklin, Managing Director, reviewed bids received for Proposal #1635 for Liquid Calcium Chloride Solution. This material is used for the Road Commission's gravel road dust control operations during good weather. The Road Commission typically purchases 240,000 gallons applied and has 20,000 gallons delivered to the Eastern District garage. Mr. Conklin recommends award to Michigan Mineral Resources, Albion, Michigan, for its low bid price of 13 cents/gallon for 28% calcium chloride solution, both delivered and applied. Michigan Mineral Resources uses mineral well brine and has done an excellent job for the Road Commission since 2007.

RESOLUTION AUTHORIZING AWARD OF PROPOSAL #1635 FOR LIQUID CALCIUM CHLORIDE SOLUTION TO MICHIGAN MINERAL RESOURCES.

RESOLUTION #042-12

Moved by Commissioner Rodgers and Supported by Commissioner Gear. 3 yes, 1 no.
Resolution carried.

BE IT RESOLVED, that upon recommendation of William M. Conklin, Managing Director, the Board authorizes award of Proposal #1635 for Liquid Calcium Chloride Solution to Michigan Mineral Resources, Albion, Michigan, for its low bid price of 13 cents/gallon for 28% calcium chloride solution, both delivered and applied.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING THE EXTENSION OF
A CONTRACT FOR GRAVEL ROAD DUST CONTROL SERVICE
FOR THE DEPARTMENT OF TRANSPORTATION & ROADS**

WHEREAS, the Department of Transportation and Roads uses a service to provide, deliver and apply approximately 230,000 gallons of calcium chloride solution for dust control each year on the 87 miles of gravel county roads; and

WHEREAS, the Department of Transportation and Roads adopted 2013 budget includes in controllable expenditures funds for this expense; and

WHEREAS, the 2012 low bid vendor, Michigan Mineral Resources of Albion, MI, has offered to extend for 2013 its 2012 unit price of 13 cents per gallon for calcium chloride dust control solution delivered or applied; and

WHEREAS, it is the Purchasing Department's recommendation, with the concurrence of Road Department staff, to extend for 2013 Michigan Mineral Resources's 2012 unit price of 13 cents per gallon for calcium chloride dust control solution delivered or applied.

THEREFORE BE IT RESOLVED, the Board of Commissioners authorizes a one-year extension for 2013 of the contract and unit price of 13 cents per gallon for calcium chloride dust control solution delivered or applied with Michigan Mineral Resources, Albion, MI.

BE IT FURTHER RESOLVED, that the Purchasing Department is hereby authorized to execute any necessary purchase documents relating to the above on behalf of the County.

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

MEMORANDUM

TO: County Services and Finance Committees

FROM: William M. Conklin, Managing Director
Ingham County Department of Transportation & Roads

DATE: June 22, 2012

RE: 2013 Local Road Program Resolutions

Attached for your review and consideration for approval are several proposed resolutions for entering into local road improvement cost sharing agreements with the respective townships having the subject proposed local road projects.

Michigan Public Act 51 of 1951, Section 12, paragraph 15, (MCL 247.662 (15)) requires that any and all construction on local (as opposed to primary) roads be funded such that any Michigan Transportation Funds (MTF, aka Act 51 funds) used be matched by funds from other sources. Typically the match funds are provided by the townships having the respective local roads. This results in our Local Road Program (LRP), in which we do construction and heavy maintenance on our local county roads.

Typically local road projects are suggested by Road Department staff based on pavement condition ratings, traffic volumes and other criteria. The suggested project list in each township is sent annually in the early spring to each township along with an update of the respective townships' annual match allocation and any residual or carryover balance of prior years' unused allocation(s). Staff representatives meet with each township as the township desires to advise and help select that township's local road project(s) for the year. The township ultimately chooses which project the township wishes to pursue. Some townships have local road committees consisting of a varying mix of interested citizens and township board members who participate in this decision.

The total local road program match amount from the Road Department is determined as part of our annual budgeting process. For 2013 and most recent years this amount is (has been) \$534,800.00. The sub-allocation amount for each township is determined by the Act 51 statewide local road funding allocation formula of 65% by local road mileage and 35% by population of each township.

Therefore attached are resolutions for entering into LRP agreements with respective townships for the various 2013 proposed local road improvement projects (see the respective resolutions for details on each project).

Approval of the attached resolutions is recommended.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE LOCAL ROAD AGREEMENT WITH STOCKBRIDGE TOWNSHIP
FOR THE INGHAM COUNTY DEPARTMENT OF TRANSPORTATION AND ROADS**

WHEREAS, Stockbridge Township desires that the following improvements be performed on the following roads:

Moechel Road, South County/Township line to Heeney Road, a total distance of approximately 1.5 miles, to include complete paving of one course asphalt at 2 inch total thickness with gravel shoulders and/or asphalt gutter where necessary at an estimated cost of \$85,000.00 for contracted work;

Morton Road, Chapman to Henney Roads, a total distance of approximately 0.75 miles, to include repair of failed areas, 200 tons of leveling asphalt where needed and single course chip-seal at an estimated cost of \$32,000.00 for materials to be applied by Road Department crews;

Adams Road, Morton Road to Dexter Trail, a total distance of approximately 1 mile, to include repair of failed areas, 250 tons of leveling asphalt where needed and single course chip-seal at an estimated cost of \$40,000.00 for materials to be applied by Road Department crews;

Shepper Road, South County/Township line to M-106, a total distance of approximately 2 miles, to include repair of failed areas, leveling asphalt where needed and single course chip-seal at an estimated cost of \$60,000.00 for materials to be applied by Road Department crews; and

WHEREAS, the Road Department is willing to cause said improvements to be undertaken and to pay for a portion of the cost of said improvements from the County Road Fund and to contribute labor where indicated above without additional charge to the Township; and

WHEREAS, the Township is willing to pay the remaining portion of the cost of said improvements; and

WHEREAS, in the event the final cost of the improvements is greater than the estimated amount set forth above, the excess cost will be paid solely by the Township, provided, however, that the Township excess payment will not exceed five percent (5%) of the Township contribution amount established in this Agreement, unless the Township agrees otherwise.

THEREFORE BE IT RESOLVED, that the Road Department shall cause the improvements identified above and incorporated herein by reference to be performed either by Road Department crews or under contract to be let during the construction season of the 2013 calendar year.

BE IT FURTHER RESOLVED, for 2013, the County on behalf of the Road Department has allocated to Stockbridge Township's local roads, a maximum sum of \$22,200.00 from the County Road Fund, which shall be matched equally by the Township to the extent used.

BE IT FURTHER RESOLVED, that the County on behalf of the Road Department agrees to contribute \$22,200.00 toward the cost of said improvement from the County Road Fund and to contribute labor where indicated above without additional charge to the Township.

BE IT FURTHER RESOLVED, in the event the final cost of the improvements is less than the estimate, the cost savings shall first accrue to the Township for any final cost amounts down to \$44,400.00 (2 times the maximum match available of \$22,200.00), and then be split evenly between the parties for any final costs below \$44,400.00.

BE IT FURTHER RESOLVED, that the Road Department shall invoice the Township for its contribution.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Stockbridge Township to effect the above described local road improvements as provided above.

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.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE LOCAL ROAD AGREEMENT WITH BUNKER HILL TOWNSHIP
FOR THE INGHAM COUNTY DEPARTMENT OF TRANSPORTATION AND ROADS**

WHEREAS, Bunker Hill Township desires that improvements be performed on Lienhart Road, Catholic Church Road to North Township Line, a distance of approximately 1.6 miles, to include approximately 800 tons of asphalt wedging and pads, and chip-sealing at an estimated cost of \$63,200.00 for materials to be applied by Road Department crews; and

WHEREAS, the Road Department is willing to cause said improvements to be undertaken and to pay for a portion of the cost of said improvements from the County Road Fund and to contribute labor where indicated above without additional charge to the Township; and

WHEREAS, the Township is willing to pay the remaining portion of the cost of said improvements; and

WHEREAS, in the event the final cost of the improvements is greater than the estimated amount set forth above, the excess cost will be paid solely by the Township, provided, however, that the Township excess payment will not exceed five percent (5%) of the Township contribution amount established in this Agreement, unless the Township agrees otherwise.

THEREFORE BE IT RESOLVED, that the Road Department shall cause the improvements identified above and incorporated herein by reference to be made by Road Department crews during the construction season of the 2013 calendar year.

BE IT FURTHER RESOLVED, that for 2013, the County on behalf of the Road Department has allocated to Bunker Hill Township's local roads, a maximum sum of \$22,200.00 from the county Road Fund, which shall be matched equally by the Township to the extent used.

BE IT FURTHER RESOLVED, that the County on behalf of the Road Department agrees to contribute \$22,200.00 toward the cost of said improvement from the County Road Fund and to contribute labor where indicated above without additional charge to the Township.

BE IT FURTHER RESOLVED, in the event the final cost of the improvements is less than the estimate, the cost savings shall first accrue to the Township for any final cost amounts down to \$44,400, and then be split evenly between the parties for any final costs below \$44,400.00.

BE IT FURTHER RESOLVED, that the Road Department shall invoice the Township for its contribution.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Bunker Hill Township to effect the above described local road improvement as provided above.

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.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE LOCAL ROAD AGREEMENT WITH LESLIE TOWNSHIP FOR THE
INGHAM COUNTY DEPARTMENT OF TRANSPORTATION AND ROADS**

WHEREAS, Leslie Township desires that improvements to include single course chip-sealing be performed on the following roads:

Churchill Road, Bellevue to Covert Roads,

Hull Road, Olds to Bellevue Roads,

Olds Road, Hull to Jackson Roads,

a total distance of approximately 4.5 miles, at an estimated cost of \$77,400.00; and

WHEREAS, the Road Department is willing to cause said improvements to be undertaken and to pay for a portion of the cost of said improvements from the County Road Fund; and

WHEREAS, the Township is willing to pay the remaining portion of the cost of said improvements; and

WHEREAS, in the event the final cost of the improvements is greater than the estimated amount set forth above, the excess cost will be split between the parties for any final cost up to \$79,111.36 (twice the amount, \$39,555.68, the Road Department has allocated to Leslie Townships local roads for 2013) and shall be paid solely by the Township above that amount, provided, however, that the Township excess payment will not exceed five percent (5%) of the Township contribution amount established in this Agreement, unless the Township agrees otherwise.

THEREFORE BE IT RESOLVED, that the Road Department shall cause the improvements identified above and incorporated herein by reference to be made by Road Department crews during the construction season of the 2013 calendar year.

BE IT FURTHER RESOLVED, that for 2013, the County on behalf of the Road Department has allocated to Leslie Township's local roads, a maximum sum of \$24,000 plus carryover from 2012 of \$15,555.68 for a total available in 2013 of \$39,555.68 from the County Road Fund, which shall be matched equally by the Township to the extent used.

BE IT FURTHER RESOLVED, the County on behalf of the Road Department agrees to contribute up to \$39,555.68 toward the cost of said improvement from the County Road Fund.

BE IT FURTHER RESOLVED, in the event the final cost of the improvements is less than the estimate, the cost savings shall be split evenly between the parties for any final costs below \$79,111.36.

BE IT FURTHER RESOLVED, that the Road Department shall invoice the Township for its contribution.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Locke Township to effect the above described local road improvements as provided above.

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.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE LOCAL ROAD AGREEMENT WITH WILLIAMSTOWN TOWNSHIP
FOR THE INGHAM COUNTY DEPARTMENT OF TRANSPORTATION AND ROADS**

WHEREAS, Williamstown Township desires that improvements be performed on Germany Road, from Meridian Road to one half mile east of Meridian Road, and on Germany Road from 650 feet west of Hart Road to Zimmer Road, a total distance of approximately 1.6 miles, to include Cold In Place Recycling (CIPR) of the existing asphalt pavement and aggregate base in both segments and complete paving of one course asphalt at 2 inch thickness over the CIPR from Meridian Road to one half mile east of Meridian Road, and single course chip-sealing over the CIPR from 650 feet west of Hart Road to Zimmer Road, and to include installation of 8 new driveway culverts and replacement of one cross-culvert at a total estimated cost of \$190,000.00; and

WHEREAS, the Road Department is willing to cause said improvements to be undertaken per a contract to be let and to pay for a portion of the cost of said improvements from the County Road Fund; and

WHEREAS, the Township is willing to pay the remaining portion of the cost of said improvements; and

WHEREAS, in the event the final cost of the improvements is greater than twice the maximum Road Department match amount set forth below, the excess cost will be paid solely by the Township, provided, however, that the Township excess payment will not exceed five percent (5%) of the Township contribution amount established in this Agreement, unless the Township agrees otherwise.

THEREFORE BE IT RESOLVED, that the Road Department shall cause the improvements identified above and incorporated herein by reference to be performed under contract to be let during the construction season of the 2013 calendar year.

BE IT FURTHER RESOLVED, that for 2013, the County on behalf of the Road Department has allocated to Williamstown Township's local roads, a maximum sum of \$30,000.00, plus carryover from 2012 of \$13,977.26 for a total available in 2013 of \$43,977.26, which shall be matched equally by the Township to the extent used.

BE IT FURTHER RESOLVED, that the County on behalf of the Road Department agrees to contribute up to \$\$43,977.26 toward the cost of said improvement from the County Road Fund.

BE IT FURTHER RESOLVED, that in the event the final cost of the improvements is less than the estimate provided above, for any final cost amount greater than twice the maximum Road Department match amount set forth above (\$87,954.52), the savings shall first accrue to the Township, and then, shall be split evenly between the Township and the Road Department for any final cost amount below \$87,954.52.

BE IT FURTHER RESOLVED, that the Road Department shall invoice the Township for its contribution.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Lansing Township to effect the above described local road improvements as provided above.

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.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE LOCAL ROAD AGREEMENT WITH INGHAM TOWNSHIP FOR THE INGHAM COUNTY DEPARTMENT OF TRANSPORTATION AND ROADS

WHEREAS, Ingham Township desires that improvements be performed on Columbia Road from Williamston Road to the east township line (Meech Road), a total distance of approximately 2 miles, to include approximately 340 tons of asphalt wedging and pads, and single course chip-sealing at an estimated total cost of \$60,000.00; and

WHEREAS, the Road Department is willing to cause said improvements to be undertaken and to pay for a portion of the cost of said improvements from the County Road Fund; and

WHEREAS, the Township is willing to pay the remaining portion of the cost of said improvements; and

WHEREAS, in the event the final cost of the improvements is greater than the estimated amount set forth above, the excess cost will be paid solely by the Township, provided, however, that the Township excess payment will not exceed five percent (5%) of the Township contribution amount established in this Agreement, unless the Township agrees otherwise.

THEREFORE BE IT RESOLVED, that the Road Department shall cause the improvements identified above and incorporated herein by reference to be made by Road Department crews during the construction season of the 2013 calendar year.

BE IT FURTHER RESOLVED, that for 2013, the County on behalf of the Road Department has allocated to Ingham Township's local roads, a maximum sum of \$22,200.00, plus carry-over from 2012 of \$3,919.26, for a total available in 2013 of \$26,119.26, which shall be matched equally by the Township to the extent used.

BE IT FURTHER RESOLVED, that the County on behalf of the Road Department agrees to contribute up to \$26,119.26 toward the cost of said improvement from the County Road Fund.

BE IT FURTHER RESOLVED, in the event the final cost of the improvements is less than the estimate, the cost savings shall first accrue to the Township down for any final amount down to \$52,238.52 (twice the match amount) and then be split evenly between the parties for any final cost amount below \$52,238.52.

BE IT FURTHER RESOLVED, that the Road Department shall invoice the Township for its contribution.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Ingham Township to effect the above described local road improvements as provided above.

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.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE LOCAL ROAD AGREEMENT WITH LEROY TOWNSHIP FOR THE
INGHAM COUNTY DEPARTMENT OF TRANSPORTATION AND ROADS**

WHEREAS, Leroy Township desires that improvements be performed on Sky Way Drive from Grand River Ave (M-43) to Donna Lane, a total distance of approximately 1350 feet, to include approximately 375 tons of asphalt paving at approximately 2 inch, one course thickness, and on Wallace Road, Van Orden Road to M-43, and on Risch Road, from Howell to Dennis Roads, and on Huschke Road from Grammer to Wallace Roads, each to include asphalt leveling and maintenance pads where necessary, which includes approximately 686 tons of asphalt paving total for all three roads, at a total estimated cost for materials on all four projects of \$52,200.00; and

WHEREAS, the Road Department is willing to cause said improvements to be undertaken and to pay for a portion of the cost of said improvements from the County Road Fund and to provide labor on these four projects at no cost to Leroy Township for Road Department labor; and

WHEREAS, the Township is willing to pay the remaining portion of the cost of said improvements; and

WHEREAS, in the event the final cost of the improvements is greater than the estimated amount set forth above, the excess cost will be paid solely by the Township, provided, however, that the Township excess payment will not exceed five percent (5%) of the Township contribution amount established in this Agreement, unless the Township agrees otherwise.

THEREFORE BE IT RESOLVED, that the Road Department shall cause the improvements identified above and incorporated herein by reference to be made by Road Department crews during the construction season of the 2013 calendar year.

BE IT FURTHER RESOLVED, that for 2013, the County on behalf of the Road Department has allocated to Leroy Township's local roads, a maximum sum of \$22,200.00, which shall be matched equally by the Township to the extent used.

BE IT FURTHER RESOLVED, that the County on behalf of the Road Department agrees to contribute up to \$22,200.00 toward the cost of said improvement from the County Road Fund and labor on these four projects at no cost to Leroy Township for Road Department labor.

BE IT FURTHER RESOLVED, that the Road Department shall invoice the Township for its contribution.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Leroy Township to effect the above described local road improvements as provided above.

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.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE LOCAL ROAD AGREEMENT WITH ALAIEDON TOWNSHIP FOR THE INGHAM COUNTY DEPARTMENT OF TRANSPORTATION AND ROADS

WHEREAS, Alaiedon Township desires that improvements be performed on Willoughby Road, Hagadorn to Okemos Roads, a total distance of approximately 1.5 miles, to include complete paving of one course asphalt at 2 inch thickness, at a total estimated cost of \$140,000.00; and

WHEREAS, the Road Department is willing to cause said improvements to be undertaken and to pay for a portion of the cost of said improvements from the County Road Fund; and

WHEREAS, the Township is willing to pay the remaining portion of the cost of said improvements; and

WHEREAS, in the event the final cost of the improvements is greater than twice the maximum Road Department match amount set forth below, the excess cost will be paid solely by the Township, provided, however, that the Township excess payment will not exceed five percent (5%) of the Township contribution amount established in this Agreement, unless the Township agrees otherwise.

THEREFORE BE IT RESOLVED, that the Road Department shall cause the improvements identified above and incorporated herein by reference to be performed under contract to be let during the construction season of the 2013 calendar year.

BE IT FURTHER RESOLVED, that for 2013, the County on behalf of the Road Department has allocated to Alaiedon Township's local roads, a maximum sum of \$30,000.00, which shall be matched equally by the Township to the extent used.

BE IT FURTHER RESOLVED, that the County on behalf of the Road Department agrees to contribute up to \$30,000.00 toward the cost of said improvement from the County Road Fund.

BE IT FURTHER RESOLVED, that in the event the final cost of the improvements is less than the estimate provided above, for any final cost amount greater than twice the maximum Road Department match amount set forth above (\$60,000), the savings shall first accrue to the Township, and then, shall be split evenly between the Township and the Road Department for any final cost amount below \$60,000.

BE IT FURTHER RESOLVED, that the Road Department shall invoice the Township for its contribution.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Lansing Township to effect the above described local road improvements as provided above.

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.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE LOCAL ROAD AGREEMENT WITH LANSING TOWNSHIP FOR THE INGHAM COUNTY DEPARTMENT OF TRANSPORTATION AND ROADS

WHEREAS, Lansing Township desires that improvements be performed on the following streets:

Deerfield St, Michigan Avenue to Saginaw St;
Clement St, Michigan Avenue to Kalamazoo St;

a total distance of approximately 0.75 miles, to include Hot In Place Recycling and complete paving of one course asphalt at 1 inch thickness, with curb and gutter repair and manhole adjustment where necessary at a total estimated cost of \$102,000.00; and

WHEREAS, the Road Department is willing to cause said improvements to be undertaken and to pay for a portion of the cost of said improvements from the County Road Fund; and

WHEREAS, the Township is willing to pay the remaining portion of the cost of said improvements; and

WHEREAS, in the event the final cost of the improvements is greater than twice the maximum Road Department match amount set forth below, the excess cost will be paid solely by the Township, provided, however, that the Township excess payment will not exceed five percent (5%) of the Township contribution amount established in this Agreement, unless the Township agrees otherwise.

THEREFORE BE IT RESOLVED, that the Road Department shall cause the improvements identified above and incorporated herein by reference to be performed under contract to be let during the construction season of the 2013 calendar year.

BE IT FURTHER RESOLVED, that for 2013, the County on behalf of the Road Department has allocated to Lansing Township's local roads, a maximum sum of \$40,000.00, plus carry-over from 2012 in the amount of \$10,349.56, for a total available in 2013 of \$50,349.56, which shall be matched equally by the Township to the extent used.

BE IT FURTHER RESOLVED, that the County on behalf of the Road Department agrees to contribute up to \$50,349.56 toward the cost of said improvement from the County Road Fund.

BE IT FURTHER RESOLVED, that in the event the final cost of the improvements is less than twice the maximum Road Department match amount set forth above (\$100,699.12) the savings shall be split evenly between the Township and the Road Department.

BE IT FURTHER RESOLVED, that the Road Department shall invoice the Township for its contribution.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Lansing Township to effect the above described local road improvements as provided above.

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.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE WATERBORNE PAVEMENT MARKING AGREEMENT WITH CITY OF WILLIAMSTON FOR THE INGHAM COUNTY DEPARTMENT OF TRANSPORTATION AND ROADS

WHEREAS, as of June 1, 2012, the Ingham County Road Commission became the Ingham County Department of Transportation and Roads (Road Department) per Resolution #12-123; and

WHEREAS, the Ingham County Road Commission periodically approved Pavement Marking Agreements with a city or village as provided under Act 51 of 1951, Section 12, paragraph 14, to provide pavement markings for the respective city or village as part of their roles and responsibilities; and

WHEREAS, this will now be the responsibility of the Board of Commissioners to approve these Pavement Marking Agreements as necessary; and

WHEREAS, the Road Department applies pavement markings on roads under its jurisdiction on an annual basis, for which unit costs have already been provided by a pavement marking contractor selected through a competitive bidding process; and

WHEREAS, City of Williamston desires that pavement markings be applied on roads under the jurisdiction of the City, with the approximate length of markings totaling 5.45 miles, to include centerline and edgeline waterborne pavement markings at a cost of \$1,301.42 plus Road Department inspection costs, if any; and

WHEREAS, the Road Department is willing to cause said improvements to be undertaken and invoice the City the entire cost of said pavement markings; and

THEREFORE BE IT RESOLVED, that the Road Department shall cause the improvements identified above and incorporated herein by reference to be performed under contract during the construction season of the 2013 calendar year.

BE IT FURTHER RESOLVED, that the Road Department shall invoice the City for the full amount of their pavement marking costs.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with the City of Williamston to effect the above described pavement markings as provided above.

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.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE WATERBORNE PAVEMENT MARKING AGREEMENT WITH CITY OF LESLIE FOR THE INGHAM COUNTY DEPARTMENT OF TRANSPORTATION AND ROADS

WHEREAS, as of June 1, 2012, the Ingham County Road Commission became the Ingham County Department of Transportation and Roads (Road Department) per Resolution #12-123; and

WHEREAS, the Ingham County Road Commission periodically approved Pavement Marking Agreements with a city or village as provided under Act 51 of 1951, Section 12, paragraph 14, to provide pavement markings for the respective city or village as part of the their roles and responsibilities; and

WHEREAS, this will now be the responsibility of the Board of Commissioners to approve these Pavement Marking Agreements as necessary; and

WHEREAS, the Road Department applies pavement markings on roads under its jurisdiction on an annual basis, for which unit costs have already been provided by a pavement marking contractor selected through a competitive bidding process; and

WHEREAS, City of Leslie desires that pavement markings be applied on roads under the jurisdiction of the City, with the approximate length of markings totaling 6.85 miles, to include centerline and edgeline waterborne pavement markings at a cost of \$1,625.50 plus Road Department inspection costs, if any; and

WHEREAS, the Road Department is willing to cause said improvements to be undertaken and invoice the City the entire cost of said pavement markings; and

THEREFORE BE IT RESOLVED, that the Road Department shall cause the improvements identified above and incorporated herein by reference to be performed under contract during the construction season of the 2013 calendar year.

BE IT FURTHER RESOLVED, that the Road Department shall invoice the City for the full amount of their pavement marking costs.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with the City of Leslie to effect the above described pavement markings as provided above.

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.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE WATERBORNE PAVEMENT MARKING AGREEMENT WITH CITY OF MASON FOR THE INGHAM COUNTY DEPARTMENT OF TRANSPORTATION AND ROADS

WHEREAS, as of June 1, 2012, the Ingham County Road Commission became the Ingham County Department of Transportation and Roads (Road Department) per Resolution #12-123; and

WHEREAS, the Ingham County Road Commission periodically approved Pavement Marking Agreements with a city or village as provided under Act 51 of 1951, Section 12, paragraph 14, to provide pavement markings for the respective city or village as part of the their roles and responsibilities; and

WHEREAS, this will now be the responsibility of the Board of Commissioners to approve these Pavement Marking Agreements as necessary; and

WHEREAS, the Road Department applies pavement markings on roads under its jurisdiction on an annual basis, for which unit costs have already been provided by a pavement marking contractor selected through a competitive bidding process; and

WHEREAS, City of Mason desires that pavement markings be applied on roads under the jurisdiction of the City, with the approximate length of markings totaling 12.69 miles, to include centerline and edgeline waterborne pavement markings at a cost of \$3,206.31 plus Road Department inspection costs, if any; and

WHEREAS, the Road Department is willing to cause said improvements to be undertaken and invoice the City the entire cost of said pavement markings; and

THEREFORE BE IT RESOLVED, that the Road Department shall cause the improvements identified above and incorporated herein by reference to be performed under contract during the construction season of the 2013 calendar year.

BE IT FURTHER RESOLVED, that the Road Department shall invoice the City for the full amount of their pavement marking costs.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with the City of Mason to effect the above described pavement markings as provided above.

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.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE WATERBORNE PAVEMENT MARKING AGREEMENT WITH STOCKBRIDGE TOWNSHIP FOR THE INGHAM COUNTY DEPARTMENT OF TRANSPORTATION AND ROADS

WHEREAS, as of June 1, 2012, the Ingham County Road Commission became the Ingham County Department of Transportation and Roads (Road Department) per Resolution #12-123; and

WHEREAS, the Ingham County Road Commission periodically approved Pavement Marking Agreements with a township as provided under Act 51 of 1951, Section 12, paragraph 14, to provide pavement markings for the respective township as part of the their roles and responsibilities; and

WHEREAS, this will now be the responsibility of the Board of Commissioners to approve these Pavement Marking Agreements as necessary; and

WHEREAS, the Road Department applies pavement markings on roads under its jurisdiction on an annual basis, for which unit costs have already been provided by a pavement marking contractor selected through a competitive bidding process; and

WHEREAS, Stockbridge Township desires that pavement markings be applied on local roads under the jurisdiction of the county, with the approximate length of markings totaling 21.90 miles, to include centerline and edgeline waterborne pavement markings at a cost of \$5,651.08 plus Road Department inspection costs, if any; and

WHEREAS, the Road Department is willing to cause said improvements to be undertaken and invoice the township the entire cost of said pavement markings; and

THEREFORE BE IT RESOLVED, that the Road Department shall cause the improvements identified above and incorporated herein by reference to be performed under contract during the construction season of the 2013 calendar year.

BE IT FURTHER RESOLVED, that the Road Department shall invoice the township for the full amount of their local road pavement marking costs.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Stockbridge Township to effect the above described pavement markings as provided above.

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.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE WATERBORNE PAVEMENT MARKING AGREEMENT WITH
VILLAGE OF WEBBERVILLE FOR THE INGHAM COUNTY DEPARTMENT OF
TRANSPORTATION AND ROADS**

WHEREAS, as of June 1, 2012, the Ingham County Road Commission became the Ingham County Department of Transportation and Roads (Road Department) per Resolution #12-123; and

WHEREAS, the Ingham County Road Commission periodically approved Pavement Marking Agreements with a city or village as provided under Act 51 of 1951, Section 12, paragraph 14, to provide pavement markings for the respective city or village as part of their roles and responsibilities; and

WHEREAS, this will now be the responsibility of the Board of Commissioners to approve these Pavement Marking Agreements as necessary; and

WHEREAS, the Road Department applies pavement markings on roads under its jurisdiction on an annual basis, for which unit costs have already been provided by a pavement marking contractor selected through a competitive bidding process; and

WHEREAS, Village of Webberville desires that pavement markings be applied on roads under the jurisdiction of the Village, with the approximate length of markings totaling 3.02 miles, to include centerline and edgeline waterborne pavement markings at a cost of \$688.91 plus Road Department inspection costs, if any; and

WHEREAS, the Road Department is willing to cause said improvements to be undertaken and invoice the Village the entire cost of said pavement markings; and

THEREFORE BE IT RESOLVED, that the Road Department shall cause the improvements identified above and incorporated herein by reference to be performed under contract during the construction season of the 2013 calendar year.

BE IT FURTHER RESOLVED, that the Road Department shall invoice the Village for the full amount of their pavement marking costs.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with the Village of Webberville to effect the above described pavement markings as provided above.

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.