THE FINANCE COMMITTEE WILL MEET ON WEDNESDAY, DECEMBER 5, 2018 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 November 20, 2018 Minutes and Closed Session Minutes
Additions to the Agenda
Limited Public Comment


2. Prosecuting Attorney – Resolution to Authorize the Continued Acceptance of Grant Funds for a Detective Currently Employed by Ingham County for the Sexual Assault Kit Initiative

3. Treasurer’s Office – Resolution to Aid Transfer of Unsold Tax Reverted Properties Rejected by Local Units to the Ingham County Land Bank Fast Track Authority

4. Circuit Court
   a. Resolution Authorizing Imagesoft Project Change Request #19532 for UAT Extension, Enhancements, Hardware and Software
   b. Resolution to Accept the FY 2019 Mental Health Court Operational Grant and Amend Subcontract Amounts Cited in Resolution #18-392
   c. Resolution to Accept the FY 2019 Swift and Sure Sanctions Probation Program Grant and Amend Subcontract Amounts Cited in Resolution #18-396

5. Community Corrections – Resolution to Authorize a Contract with Alcohol Drug Administrative Monitoring, Inc. for Drug Testing and Breathalyzer Services

6. 9-1-1 Dispatch Center
   a. Resolution to Authorize a Contract with Motorola Solutions, Inc. for Replacement of the Ingham County Public Safety Radio System
   b. Resolution to Authorize a Contract with Televate for Project Management Services for Ingham County 9-1-1’s Public Safety Radio System
   c. Resolution to Authorize an Equipment Lease-Purchase Agreement with Motorola Solutions, Inc.
7. **Health Services Millage** – Resolution Authorizing a Health Services Millage Contract with the Ingham Health Plan Corporation (IHPC)

8. **Fair**
   a. Resolution to Authorize an Extension to a Contract with Jared A. Beduhn Excavating and Landscaping for *Excavation Services* at the Ingham County Fairgrounds
   b. Resolution to Authorize an Extension to a Contract with Iverson Electric, Inc. for as Needed *Electrical Maintenance* at the Ingham County Fairgrounds

9. **Parks Department**
   b. Resolution Authorizing Funding for *Signage* for Trails and Parks Millage Projects from the Trails and Parks Millage Fund

10. **Health Department**
    a. Resolution to Enter into a Michigan Agriculture Environmental Assurance Program (MAEAP) Clean Sweep Program Agreement with the Michigan Department of Agriculture and Rural Development (MDARD)
    b. Resolution to Authorize an Agreement with *Curis Consulting*
    c. Resolution to Accept Grant Funding from *Mid-State Health Network*
    d. Resolution to Amend Agreement with *MSU College of Nursing*
    e. Resolution to Function as Medicaid Match Partner with *Pediatric Foundation of Michigan*

11. **Innovation and Technology**
    a. Resolution to Approve the Renewal of the *Imagesoft and Onbase* Annual Support
    b. Resolution to Approve the Purchase of *Bomgar Software* from CDW-G

12. **Road Department** – Resolution to Retain As-Needed *Signal Modeling and Timing Permit Preparation Services*

13. **Human Resources**
    a. Resolution to Approve the Amendment of the *CCLP Letter of Understanding Regarding Academy Sponsorship*
    b. Resolution Approving the Collective Bargaining Agreement Wage Reopener with the Michigan Nurses Association, Nurse Practitioners/Clinic *Nurses Unit*
    c. Resolution Approving the Collective Bargaining Agreement Wage Reopener with the *UAW TOPS Unit*
    d. Resolution Approving the Collective Bargaining Agreement Wage Reopener with the Command Officers Association of Michigan *911 Supervisors Unit*
    e. Resolution Approving the Collective Bargaining Agreement Wage Reopener with the Ingham County Employees Association *Assistant Prosecuting Attorneys Division*
    f. Resolution Approving Modifications to the 2019 *Managerial and Confidential Employee Personnel Manual*
14. **Board of Commissioners**
   a. Resolution Authorizing **Commissioner Compensation** for 2019 and 2020
   b. Resolution Approving Annual 2019 Compensation for Non-Judicial County-Wide Elected Officials

15. **Controller/Administrator’s Office**
   a. Resolution Authorizing **Adjustments** to the 2018 Ingham County Budget
   b. Resolution to Approve an Agreement with the **City of Lansing** for the Reimbursement of Transition Costs Under the County’s Michigan Indigent Defense Commission (MIDC) Compliance Plan
   c. Resolution to Approve an Agreement with the **City of East Lansing** for the Reimbursement of Transition Costs under the County’s Michigan Indigent Defense Commission (MIDC) Compliance Plan
   d. Resolution to Authorize an Amendment to the Contract for **Legal Services**

**Announcements**

**Public Comment**

**Adjournment**

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**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](http://www.ingham.org).
FINANCE COMMITTEE
November 20, 2018
Draft Minutes

Members Present: Grebner, Crenshaw, Slaughter, Tennis, Triplett and Schafer

Members Absent: Morgan

Others Present: Commissioner Ryan Sebolt, Clerk Barb Byrum, Treasurer Eric Schertzing, Register of Deeds Derrick Quinney, Ryan Buck, Trisha Gerring, Rhonda Swayne, Eric Helzer, Chris Buck, Pat Wisse, Tim Morgan, Tim Dolehanty, Matt Nordfjord, Courtney Gabbara, Michael Townsend, Lindsey LaForte, and others.

The meeting was called to order by Chairperson Grebner at 7:15 p.m. in Conference Room D & E of the Human Services Building, 5303 South Cedar Street, Lansing, Michigan.

Approval of the November 7, 2018 Meeting Minutes

WITHOUT OBJECTION, CHAIRPERSON GREBNER STATED THE NOVEMBER 7, 2018 MEETING MINUTES WERE APPROVED AS PRESENTED. Absent: Commissioner Morgan.

Additions to the Agenda

9. Controller/Administrator’s Office
   e. Resolution to Negotiate an Employment Agreement for Equalization Director

11. Parks Department – Resolution Amending Resolution #18-009 Approving a Collective Bargaining Agreement with Ingham County Employee’s Association – Park Rangers

   Substitute –
1. Clerk’s Office – Resolution to Create Executive Assistant – County Clerk Position

Limited Public Comment

None.

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

2. Register of Deeds Office – Resolution to Authorize an Agreement to Film and Digitize Large Format Plat/Condominium Plans

3. Treasurer’s Office
a. Resolution Receiving Advice from the County Treasurer as to a Surplus which can be Transferred from the Delinquent Tax Revolving Fund to the Ingham County General Fund

4. Equalization/Tax Mapping – Resolution to Amend the 2018 Apportionment Report

5. Animal Control
   a. Resolution to Accept a Two Seven Oh! Grant for Reimbursement of Diagnostic Testing
   b. Resolution Recommending Acceptance of a Donation from the Ingham County Animal Shelter Fund to Purchase Medical Equipment for the New Animal Shelter
   c. Resolution to Authorize the Cardinal Group II to Conduct Organization Wide Training with the Staff of the Ingham County Animal Control and Shelter

6. Health Department
   a. Resolution to Amend the Infectious Disease Physician Services Agreement with Michigan State University’s College of Osteopathic Medicine – Tuberculosis Program
   b. Resolution to Authorize an Administrative Service Agreement with Blue Cross Blue Shield of Michigan at the Ingham County Jail
   c. Resolution to Authorize Renewal of a Collaborative, Services and Referral Agreement with Community Mental Health of Clinton, Eaton and Ingham Counties

7. Potter Park Zoo
   a. Resolution to Amend Potter Park Zoo Membership Benefits
   b. Resolution to Award a Contract to FD Hayes

8. Facilities Department – Resolution to Authorize Purchase Orders with DBI, FD Hayes and Vidcom for the Pretrial Office Expansion and Reconfiguration at the Grady Porter Building

9. Controller/Administrator’s Office
   a. Resolution Approving Various Contracts for the 2019 Budget Year
   e. Resolution to Negotiate an Employment Agreement for Equalization Director

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Morgan.

THE MOTION TO APPROVE THE ITEMS ON THE CONSENT AGENDA CARRIED UNANIMOUSLY. Absent: Commissioner Morgan.

1. Clerk’s Office – Resolution to Create Executive Assistant – County Clerk Position

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. TENNIS, TO APPROVE THE RESOLUTION.
Chairperson Grebner stated that this resolution was amended in County Services. He further stated that the Board of Commissioners did not budget one year expenditures and revenue but their job was to budget for continuing revenues and expenditures.

Chairperson Grebner stated that the Board of Commissioners did not ever need to approve of step increases year-to-year and they were not concerned with changes with postage rates and other things as that were handled seamlessly. He further stated that they assumed the continuous activities were taken care of.

Chairperson Grebner stated that the Board of Commissioners should be asking how much this position will cost long-term. He further stated the equivalent for a household was not looking long-term and only budgeting paycheck-to-paycheck.

Chairperson Grebner stated that Ingham County did not have to concern themselves with liquidity. He further stated that the Board of Commissioners did not generally concern themselves with the cost of this position this year, but with the position cost overall.

Chairperson Grebner asked what happened if a position was created January 1 and the Department Head asked to not start it until June or September to avoid costing the entire amount, would they then only look at the cost for the remainder of the year. He further stated that staff needed to remember to brush this aside and not show Step One.

Chairperson Grebner stated that in the past Department Heads have used various tactics to attempt to manipulate the budget to allow for more staff. He further stated that he did not want members of the Board of Commissioners to be able to be manipulated in that way.

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. TENNIS. TO AMEND THE RESOLUTION TO MATCH THE AMENDMENT IN COUNTY SERVICES.

THIS WAS CONSIDERED A FRIENDLY AMENDMENT.

Commissioner Tennis stated that for the benefit of the new members of the Board of Commissioners, the principle described by Chairperson Grebner was often referred to as the Grebner Method. He further stated that it helped to ensure that every cost was considered.

Discussion.

Barb Byrum, County Clerk, stated that she looked forward to the Committee’s support.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Morgan.

3. Treasurer’s Office
   b. Resolution to Provide Funding for Low Income Tax Preparation

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. SCHAFER, TO APPROVE THIS RESOLUTION.
Commissioner Schafer asked if Clinton and Eaton Counties and the City of Lansing were providing funding for this program also.

Eric Schertzing, Treasurer, stated that the City of Lansing provides support by providing space. He further stated that Eaton County gave financial support, but Clinton County did not.

Commissioner Schafer asked if the program was providing services to Clinton County residents then.

Treasurer Schertzing stated that they were not.

Discussion.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Morgan.

9. Controller/Administrator’s Office
   b. Resolution to Authorize Positions, Contracts and Other Expenses to Increase Treatment Programming as Authorized by the Justice Millage

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

Commissioner Schafer stated that he would like to give a directive for staff to provide updates on this funding.

MOVED BY COMM. SCHAFER, SUPPORTED BY COMM. TENNIS TO AMEND THE RESOLUTION AS FOLLOWS:

BE IT FURTHER RESOLVED, that funds for this contract with CMH will come from the Justice Millage.

BE IT FURTHER RESOLVED, that staff will provide reports in July providing information about achievements and effectiveness.

THIS WAS CONSIDERED A FRIENDLY AMENDMENT.

THE RESOLUTION, AS AMENDED, WAS APPROVED UNANIMOUSLY. Absent: Commissioner Morgan.

9. Controller/Administrator’s Office
   c. Resolution to Negotiate a Tax Sharing Agreement with Meridian Charter Township Downtown Development Authority
MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. TENNIS, TO SUPPORT THE RESOLUTION.

Commissioner Schafer asked for an update concerning what was done with this at the County Services meeting.

Chairperson Grebner stated that there was motion to table this resolution in County Services which was defeated. He further stated that the resolution was approved unanimously.

Discussion.

Commissioner Schafer stated that he appreciated having his questions answered. He further stated that this corner needed this redevelopment a lot.

Chairperson Grebner stated that there was substantial contamination at the site and even buildings were uninhabitable. He further stated that the taxable value was about $19 mills.

Chairperson Grebner stated that the plan included a 2.14 percent inflationary increase. He further stated that the total development should result in about $150 million in taxable value, unless they have a new way to dodge taxes at that point.

Commissioner Slaughter asked about the source of contamination.

Eric Helzer, Advanced Redevelopment Solutions, stated that page four of the presentation showed the contamination over the three principle blocks. He further stated that there were five blocks in need of redevelopment but the focus was on these three.

Mr. Helzer stated that there was a building which was former dry cleaner site and it was worse than most dry cleaner sites he had seen. He further stated that the land surrounding it was contaminated as was the building which was no longer habitable.

Mr. Helzer stated that stated that the plumb for that site’s contamination went toward the Douglas J Salon and the Red Cedar River. He further stated that there would need to be a barrier in place after the clean-up.

Mr. Helzer stated that the chemicals have damaged the pipes underground also so special pipes were needed in that area with special seals. He further stated that the problem will never be completely gone but it would be greatly improved.

Mr. Helzer stated that there were also two gas station sites that need to be cleaned up. He further stated that they had worked with the State of Michigan to attempt to identify liable parties to hold responsible for the clean-up, but that was not successful.

Commissioner Schafer asked about the buildings where the hardware store had been located.
Chris Buck, Meridian Township Economic Development Director, stated that all those buildings would be demolished.

Commissioner Schafer asked if the former owner would be paid any additional money.

Mr. Helzer stated that the former owner had sold the property, but not the business. He further stated that there would not be any additional payments to him.

Mr. Helzer stated that the estimate was that the environmental clean-up would cost over $1.7 million.

Commissioner Slaughter asked if the developer had a history of working on this type of projects.

Mr. Helzer stated that the developer was a national/international developer from California. He further stated that the developer specialized in this type of development.

Chairperson Grebner asked if there were any renderings of this development. He further stated that he wanted to know how tall these buildings would be.

Mr. Helzer stated that they were still working at the site plan level so they did not have the renderings of the completed buildings at this point.

Mr. Buck stated that they were planning on working on bocks one and two now and block three would follow. He further stated that these building would be under Meridian Township’s building height limit and would likely be about six stories.

Commissioner Crenshaw asked about demolition of third block. He asked if everything would be completely demolished.

Mr. Buck stated that block three may not be redone completely, as it depended if the Mason would sell their building or not.

Chairperson Grebner stated that this would make a huge difference to downtown Okemos. He further stated that the roads would be redone, so people may want to avoid that area.

Mr. Buck stated that traffic studies had been done even with the increase in traffic due to the development, the traffic flow would be better than now.

Commissioner Slaughter asked about the discussion of public engagement in January.

Mr. Buck stated that they were working on that now. He further stated that there was a Four Corners Alliance of Okemos that they were working with.

Mr. Buck stated that Meridian Township, the Four Corners Alliance, Douglas J, and Four Corners had recently made a Facebook announcement about this project. He further stated that they had 125 residents showed up for an update meeting.
Mr. Buck stated that the first public hearing was happening at the Meridian Township Board of Trustees was meeting tonight. He further stated that the developer asked the Four Corners Alliance to work with them to meet frequently and share status updates.

Mr. Buck stated that they were attempting to be a transparent as they could.

Discussion.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Morgan.

9. **Controller/Administrator’s Office**
   d. Purchase of Real Property Pursuant to MCL 15.268(d) *(Closed Session)*

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. TENNIS AT 7:48 P.M., TO MOVE THE MEETING INTO CLOSED SESSION FOR THE PURPOSE OF DISCUSSING THE PURCHASE OF REAL PROPERTY PURSUANT TO MCL 15.268(D)

THE MOTION CARRIED UNANIMOUSLY BY ROLL CALL VOTE. Absent: Commissioner Morgan.

MOVED BY COMM. SCHAFER, SUPPORTED BY COMM. TENNIS, TO RETURN TO OPEN SESSION AT APPROXIMATELY 8:03 P.M.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Morgan.

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. SCHAFER, TO GIVE STAFF AND LEGAL COUNCIL APPROVAL TO PROCEED AS DISCUSSED IN CLOSED SESSION.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Morgan.

Announcements

None.

Public Comment

None.

Adjournment

The meeting was adjourned at 8:05 p.m.
RESOLUTION ACTION ITEMS:

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

1. **Homeland Security and Emergency Management** – Resolution to Authorize a Contract with the State of Michigan, Making Ingham County the Fiduciary Agent for Michigan Homeland Security Region 1 and Accept the FY 2018 Homeland Security Grant Program Funds

   This resolution will authorize entering into a contract with the State of Michigan, FY2018 Department of Homeland Security, Homeland Security Grant Program, and the acceptance $971,511 for the time period of September 1, 2018 to August 31, 2021. It will also authorize Ingham County to act as the fiduciary agent for the grant.

   The purpose of these grant funds is to purchase equipment and to provide training in the Homeland Security & Emergency Management field. The total amount of grant funds available to Ingham County agencies is $32,115.49 from the State Homeland Security Program (SHSP) and $37,994.46 from the Law Enforcement Terrorism Prevention Program (LETPP) for a total of $70,109.95

   See memo for details.

2. **Prosecuting Attorney** – Resolution to Authorize the Continued Acceptance of Grant Funds for a Detective Currently Employed by Ingham County for the Sexual Assault Kit Initiative

   This resolution would approve a continuation and an increase of $81,109 for the Memorandum of Understanding with the Michigan State Police to address the 122 untested shelved criminal sexual conduct kits in Ingham County that have been sent to the Crime Lab for testing (SAKI project). The original grant was approved by Resolution #18-210 in May, authorizing a new Detective/Investigator position to review these investigations and determine any investigative measures and work with the Special Assistant Attorney General to determine the viability of the prosecutions of these untested sexual assault kits. This grant award of $151,925 will cover salary, fringe benefits, and all necessary expenses to perform the position through December 31, 2019. This resolution will also approve a transfer from the 2019 contingency account of up to $40,000 to cover non-SAKI cases that may be worked on by the Detective/Investigator assigned to the grant.

   See memo for details.

3. **Treasurer’s Office** – Resolution to Aid Transfer of Unsold Tax Reverted Properties Rejected by Local Units to the Ingham County Land Bank Fast Track Authority

   The County Treasurer asks for approval of a resolution to transfer all unsold tax reverted properties to the Ingham County Land Bank Fast Track Authority. State and local units of government were offered an opportunity to purchase these properties and subsequently declined to exercise that right. The General Property Tax Act requires that a foreclosing governmental unit retain possession of such unsold properties (MCL 211.78m (7)). The Ingham County Land Bank Fast Track Authority was established to assist in the strategic disposition of tax-reverted property.
4a. **Circuit Court – General Trial Division** – Resolution Authorizing Imagesoft Project Change Request #19532 for UAT Extension, Enhancements, Hardware and Software

This resolution would authorize entering into a Project Change Request with Imagesoft not to exceed $46,088.24 for a six-week extension of User Acceptance Testing (UAT), development of enhancements, and the addition of sixteen (16) TrueSign licenses and a scanner. In May 2016, the Circuit Court entered into a Statement of Work with ImageSoft for development and implementation of a document management system Project Change Request #17275 entered into in April 2018, extended the UAT from four weeks to eight weeks. As the end of the eight weeks of UAT approached, the Court determined that another two to six weeks would be needed.

Funds totaling $43,045.24 are available in the Court’s attorney fees line item and $3,043 will be funded from the 2018 capital budget.

See memo for details.

4b. **Circuit Court – General Trial Division** – Resolution to Accept the FY 2019 Mental Health Court Operational Grant and Amend Subcontract Amounts Cited in Resolution #18-392

This resolution would amend Resolution #18-392 by citing the amount granted in the award and adjusting amounts allocated to vendors who will provide participant treatment and services. The requested amount for the grant was $376,893, and the actual award amount was $327,000.

4c. **Circuit Court – General Trial Division** – Resolution to Accept the FY 2019 Swift and Sure Sanctions Probation Program Grant and Amend Subcontract Amounts Cited in Resolution #18-396

This resolution would amend Resolution 18-396 by citing the amount granted in the award and adjusting amounts allocated to vendors who will provide participant treatment and services. The requested amount for the grant was $256,452, and the actual award amount was $256,000.

5. **Community Corrections** – Resolution to Authorize a Contract with Alcohol Drug Administrative Monitoring, Inc. for Drug Testing and Breathalyzer Services

This resolution would authorize entering a contract with Alcohol Drug Administrative Monitoring, Inc. (ADAM) for drug and breathalyzer testing services for the period of January 1, 2018 through December 31, 2018 with a one year automatic renewal thereafter not to extend beyond the 31st day of December, 2019.

Request for Proposals (RFP) for Drug Testing and Breathalyzer services were sought and, after receiving and evaluating the three responses, the Evaluation Committee has determined that this vendor is willing and able to provide testing services in compliance with testing needs and protocols defined by Ingham County.

Testing services to be billed directly to and reimbursed by the Circuit Court with funds authorized in the 2018 budget will be billed pursuant to the attached fee schedule that is agreeable to the Circuit Court. Client pay services will be provided by ADAM at no cost to Ingham County and without a minimum guaranteed number of referrals pursuant to the attached fee schedule that is agreeable the 30th Judicial Circuit Court through Pretrial Services, Circuit Court Adult Probation, Swift and Sure Sanctions Probation Program, Mental Health Court and Family Division, including Friend of the Court and Juvenile Division.
6a. **9-1-1 Dispatch Center** – Resolution to Authorize a Contract with Motorola Solutions, Inc. for Replacement of the Ingham County Public Safety Radio System

This resolution would authorize the expenditure of up to $25 million for the purchase of a new Ingham County Public Safety Radio System Infrastructure and end user equipment to be paid for by 9-1-1 telephone surcharge fees through a contract with Motorola Solutions, Inc.

Resolution #18-260 accepted the 9-1-1 Advisory Board’s recommendation to join the MPSCS/Motorola system. At its November 15, 2018 meeting, the 9-1-1 Advisory Board made an additional recommendation to purchase the necessary end user radio equipment from Motorola. As system needs were identified by members of the 9-1-1 Advisory Board, a significant feature desired is GPS functionality in each radio so that dispatch or other offices can see the location of each radio/office. This feature is proprietary to Motorola with their systems. As a result to meet this requirement the only vendor that can provide this equipment is Motorola.

The pricing for the system infrastructure and replacement of end user equipment presented by Motorola is $23,993,460.00, and a project contingency amount of approximately 5% ($1,006,40.00) is also being requested to address system costs that are not included within the pricing. The citizens of Ingham County have approved an increase in the telephone surcharge of up to $1.80 per month per device to pay for the cost of this new public safety radio system.

The resolution would also authorize the 9-1-1 Director to sign change orders with Motorola as necessary in refining the proposed system, provided that the change orders do not increase the total cost of the system as approved by this resolution.

See memo for details.

6b. **9-1-1 Dispatch Center** – Resolution to Authorize a Contract with Televate for Project Management Services for Ingham County 9-1-1’s Public Safety Radio System

This resolution would authorize a contract with Televate for project management services for the implementation of Ingham County’s new public safety radio system. The contract would be for up to $475,000 over the next three years, with funding to be provided by 9-1-1 fund revenues.

Ingham County implemented a Public Safety Radio System in 2006 installing new infrastructure and end user equipment for 9-1-1 responders across the county. This system has reached end of life with support through 2021. Earlier this year, the Board of Commissioners approved the 9-1-1 Advisory Board’s recommendation to move to the State of Michigan public safety radio system (MPSCS).

As was done in 2006, a project manager is needed to oversee the project. A Request for Proposal (RFP) was released and 9 companies responded. The responses were evaluated by the 9-1-1 Director, Radio System Administrator, Systems Manager, and 9-1-1 Advisory Board Chair.

By consensus, Televate was the vendor chosen. Televate was the second most expensive of the proposals. However, their experience with MPSCS and positive references, specifically Kent County’s experience, and the overall quality of their proposal make this the preferred choice.

See memo for details.
6c. **9-1-1 Dispatch Center** – Resolution to Authorize an Equipment Lease-Purchase Agreement with Motorola Solutions, Inc.

This resolution is being considered concurrently with the resolution to authorize a contract with Motorola Solutions, Inc. for replacement of the Ingham County Public Safety Radio System. This resolution will authorize a lease-purchase agreement to finance the purchase over ten years. The lease-purchase would be for $23,993,460 over ten years at an interest rate of 3.79%, which will result in annual lease payments of $2,927,641. The first payment will be due in December 2019. Proceeds from the increased phone surcharge will be used to fund this lease-purchase.

See memo for details.

7. **Health Services Millage** – Resolution Authorizing a Health Services Millage Contract with the Ingham Health Plan Corporation (IHPC)

This resolution authorizes a 2019 contract with Ingham Health Plan Corporation (IHPC) to utilize Health Services Millage funds for millage eligible services, including medical, pharmacy, dental, and detox services. The contract will not exceed $1,000,000 from the Health Services Millage, and funds are included in the 2019 budget.

8a. **Fair**- Resolution to Authorize an Extension to a Contract with Jared A. Beduhn Excavating and Landscaping for Excavation Services at the Ingham County Fairgrounds

This resolution authorizes a two year extension to the Jared A. Beduhn Excavating and Landscaping contract for excavation services at the Ingham County Fairgrounds at a cost not to exceed $43,500. Funds for this contract are included in the 2019 budget.

8b. **Fair**- Resolution to Authorize an Extension to a Contract with Iverson Electric, Inc. for as Needed Electrical Maintenance at the Ingham County Fairgrounds

This resolution authorizes a two year extension to the Iverson Electric, Inc contract for as-needed electrical services at the Ingham County Fairgrounds at a cost not to exceed $6,050. Funds for this contract are included in the 2019 budget.

9a. **Parks Department** - Resolution to Authorize a Contract with Marine Automated Dock Systems, Inc.

This resolution authorizes a contract with Marine Automated Dock Systems, Inc. for the purpose of designing, building and delivering two (2) T-shaped floating fishing docks to Hawk Island County Park at a total not to exceed cost of $40,356.16, funds for this project are available from the insurance fund as these docks are replacing existing docks that were damaged by severe weather conditions.

9b. **Parks Department** - Resolution Authorizing Funding for Signage for Trails and Parks Millage Projects from the Trails and Parks Millage Fund

This resolution approves funding for signage in the amount not to exceed $10,000 from the Trails and Parks Millage fund to provide for the design and printing of signage that will be provided by the Ingham County Parks to be posted on the project location from the time of the award until the work has been completed.
10a. **Health Department** - Resolution to Enter into a Michigan Agriculture Environmental Assurance Program (MAEAP) Clean Sweep Program Agreement with the Michigan Department of Agriculture and Rural Development (MDARD)

This resolution authorizes an agreement with the Michigan Department of Agriculture and Rural Development (MDARD) in the amount of $24,000 for the period of October 1, 2018 through September 30, 2019 to provide ICHD with funding for FY 2019 to be used for the disposal of pesticides and herbicides.

10b. **Health Department** - Resolution to Authorize an Agreement with Curis Consulting

This resolution authorizes an agreement with CURIS Consultants for quality improvement consultation services, assessment, training, solution development for meeting value-based care objectives, and consultant training and travel costs effective January 1, 2019 through December 31, 2019 for a total amount not to exceed $67,000. Costs of this contract and associated consultant travel and expense costs shall be paid for through the 2018 Health Center Quality Improvement funds awarded to ICHD’s CHCs through the Health Resources and Services Administration (HRSA), which was accepted by Ingham County through Resolution #18-382.

10c. **Health Department** - Resolution to Accept Grant Funding from Mid-State Health Network

This resolution authorizes an agreement with Mid-State Health Network to accept a Mid-State Health grant totaling $82,993 to be used to continue the 1.0 FTE Program Specialist position as well as supporting additional opioid abuse prevention efforts.

10d. **Health Department** - Resolution to Amend Agreement with MSU College of Nursing

This resolution amends the existing terms of the services Agreement with Michigan State University College of Nursing through June 30, 2019, with the addition of an allowance for services to be performed at Ingham Community Health Center locations should the requirement for nurse practitioner services at Jail Medical be otherwise determined prior to this amendment’s expiration. The total cost of the six month extension is already within the existing FY 19 budget for Jail Medical. The cost of any portion of the contractual service hours performed through health center locations shall be paid through the revenue generated through billable services performed at those locations.

10e. **Health Department** - Resolution to Function as Medicaid Match Partner with Pediatric Foundation of Michigan

This resolution authorizes the acceptance of funds from PFM in the amount of $62,584 where ICHD will function as their Medicaid Outreach partner. This agreement will be effective October 1, 2018 through September 30, 2019.

10f. **Health Department** - Resolution to Authorize an Agreement with Roger L. Donaldson, AIA P.L.C. for Architectural Services

This resolution agreement with Roger L. Donaldson, AIA P.L.C. for architectural services at Forest Community Health Center totaling $5,840 and will be effective upon execution through one year. Funds are available through revenue generated through billable services and through 340B Pharmacy savings.
11a. **Innovation and Technology Department** – *Resolution to Approve the Renewal of the Imagesoft and Onbase Annual Support*

OnBase is a comprehensive document imaging and workflow platform heavily utilized by our courts and a few other departments. The current support contract will expire on December 31. The Innovation and Technology Department recommends approval of a resolution to authorize a contract with Hyland and Imagesoft for support renewals in an amount not to exceed $185,000.

11b. **Innovation and Technology Department** – *Resolution to Approve the Purchase of Bomgar Software from CDW-G*

The Innovation and Technology Department (IT) seeks approval of a resolution to purchase enhanced security software. IT staff searched for a software solution to enable remote access to the County computer network in a more efficient manner while maintaining an enhanced level of security. The results of that search and recommendations from peer groups lead to Bomgar. The software purchase was budgeted for 2018 and will alleviate the inefficiencies caused by elevated security practices. The Chief Information Officer recommends approval of a resolution to purchase Bomgar software from CDW-G at a cost not to exceed $45,000.

12. **Road Department** – *Resolution to Retain As-Needed Signal Modeling and Timing Permit Preparation Services*

The Road Department relies on engineering consultants to perform required signal modeling and timing permit preparation as needed. Signal modeling and consulting services include signal optimization and preparation of signal timing permits for projects within the public road rights-of-way. The signal modeling and consulting services requested involve the following intersections:

1. College Road and Jolly Road
2. Holt Road and Waverly Road
3. Marsh Road and Franklin Street / Nemoke Trail
4. Old Lansing Road and Waverly Road

Additional intersection locations may need signal modeling and timing permit preparation services during the period of this agreement. The resolution proposed by the Road Department will allow for additional signal modeling and optimizing work using labor rates and equipment costs.

13a. **Human Resources Department** – *Resolution to Approve the Amendment of the CCLP Letter of Understanding Regarding Academy Sponsorship*

The CCLP Corrections Unit agreement includes a Letter of Understanding to provide for payment of tuition, wages and benefits to employees sponsored and approved by the Sheriff to attend the Mid-Michigan Police Academy or Corrections Academy. The parties mutually desire to amend this Letter of Understanding to 1) include the CCLP Law Enforcement Unit as a party and 2) to provide an alternative whereby an employee may be granted an unpaid leave of absence to attend the Mid-Michigan Police Academy or Corrections Academy with continuation of the Employer’s portion of the premium for the employee’s health insurance and payment of tuition. The Human Resources Department recommends approval of this Letter of Understanding.
13b. **Human Resources Department** – Resolution to Approve Collective Bargaining Agreement Wage Reopener with the Michigan Nurses Association, Nurse Practitioners/Clinic Nurses Unit

The Human Resources Department recommends approval of a resolution to ratify a collective bargaining agreement wage reopener between Ingham County and Michigan Nurses Association, Nurse Practitioners/Clinic Nurses Unit for the period January 1, 2019 through December 31, 2019.

13c. **Human Resources Department** – Resolution to Approve Collective Bargaining Agreement Wage Reopener with the UAW TOPS Unit

The Human Resources Department recommends approval of a resolution to ratify a collective bargaining agreement wage reopener between Ingham County and UAW TOPS Unit for the period January 1, 2019 through December 31, 2019.

13d. **Human Resources Department** – Resolution to Approve Collective Bargaining Agreement Wage Reopener with the Command Officers Association of Michigan 911 Supervisors Unit

The Human Resources Department recommends approval of a resolution to ratify a collective bargaining agreement wage reopener between Ingham County and Command Officers Association of Michigan 911 Supervisors Unit for the period January 1, 2019 through December 31, 2019.

13e. **Human Resources Department** – Resolution to Approve Collective Bargaining Agreement Wage Reopener with the Ingham County Employees Association Assistant Prosecuting Attorneys Division

The Human Resources Department recommends approval of a resolution to ratify a collective bargaining agreement wage reopener between Ingham County and Ingham County Employees Association Assistant Prosecuting Attorneys Division for the period January 1, 2019 through December 31, 2019.

13f. **Human Resources Department** – Resolution regarding Managerial and Confidential Employee Personnel Manual January 1, 2019 – December 31, 2019

The Human Resources Department recommends approval of a resolution to amend the Managerial and Confidential Employee Personnel Manual, effective January 1, 2019 through December 31, 2019. Changes include modification to vacation accrual, sick time donations and recognition of a 2% increase in wages.

14a. **Board of Commissioners** – Resolution Authorizing Commissioner Compensation for 2019 and 2020

The proposed resolution would establish Commissioners’ compensation rates for the term beginning on January 1, 2019.

14b. **Board of Commissioners** – Resolution Approving Annual 2019 Compensation for Non-Judicial County-Wide Elected Officials

Compensation schedules included in the Managerial/Confidential Personnel Manual were increased by a rate of one percent for 2019. The proposed resolution would provide a similar increase in wages paid to the County Clerk, Drain Commissioner, Prosecuting Attorney, Register of Deeds, Sheriff, and Treasurer.


15a. **Controller’s Office** – *Resolution Authorizing the Controller to Make Year End Budget Adjustments*

This resolution authorizes the County Controller, as part of the year end budgeting process, to make any necessary transfers among all budgeted funds, activities, and line items in order to comply with Public Act 621 (Uniform Budgeting & Accounting Act), and to balance the 2018 Budget. The General Fund budget will be adjusted to the amount of $86,532,857 for the fourth quarter of 2018.

The quarterly budget amendment process as authorized by the Board of Commissioners is necessary to make adjustments to the adopted budget. Usually, adjustments are made as a result of updated revenue and expenditure projections, grant revenues, re-appropriations, accounting and contractual changes, and general housekeeping issues.

Detail of the recommended adjustments to the Ingham County budget for the fourth quarter of fiscal year 2018 are attached. The total decrease to the General Fund is $145,000.

See memo for details.

15b. **Controller’s Office** – *Resolution to Approve an Agreement with the City of Lansing for the Reimbursement of Transition Costs Under the County’s Michigan Indigent Defense Commission (MIDC) Compliance Plan*

15c. **Controller’s Office** – *Resolution to Approve an Agreement with the City of East Lansing for the Reimbursement of Transition Costs under the County’s Michigan Indigent Defense Commission (MIDC) Compliance Plan*

These two resolutions would approve agreements with the Cities of East Lansing and Lansing for the reimbursement of transition costs under the County’s Michigan Indigent Defense Commission (MIDC) Compliance Plan. Transition costs were approved in the State of Michigan Grant.

The agreement with the City of East Lansing would be for an amount of up to $13,906. This is equal to $30,000 less the City’s local share of $16,094. The agreement with the City of Lansing would be for an amount of up to $50,487. This is equal to $72,000 less the City’s local share of $21,513. Both agreements would be effective for the time period October 1, 2018 through the implementation of the Ingham County Compliance Plan, but no later than September 30, 2019.

See memo for details.

15d. **Controller’s Office** – *Resolution to Authorize an Amendment to the Contract for Legal Services*

For many years Ingham County has retained the services of Cohl, Stoker & Toskey P.C. for legal services including general county law matters, labor law matters and workers compensation defense work. Previous agreements specifically exclude litigation covered by County insurance policies or risk groups, but the firm is often assigned to defend the County in such cases by Michigan Municipal Risk Management Authority in recognition of their extensive knowledge of Ingham County matters. The only other exclusion is for bond legal work, a specialty area of law contracted to another firm. Cohl, Stoker & Toskey P.C. seeks a 2% rate increase for 2019. The agreement includes a separate fee of up to $12,000 for costs and expenses incurred in association with legal matters. A resolution is offered to amend the Legal Services contract to reflect this increase.
TO: Law & Courts Committee
Finance Committee

FROM: Sergeant Jeff Weiss, Ingham County Office of Homeland Security and Emergency Management

DATE: 11-19-18

RE: RESOLUTION AUTHORITY A CONTRACT WITH THE STATE OF MICHIGAN, MAKING INGHAM COUNTY THE FIDUCIARY AGENT FOR MICHIGAN HOMELAND SECURITY REGION 1 AND ACCEPT THE FY2018 HOMELAND SECURITY GRANT PROGRAM FUNDS.

The FY 2018 Homeland Security Grant Program (HSGP) is a primary funding mechanism that plays an important role in the implementation of the National Preparedness System by supporting the building, sustainment, and delivery of core capabilities essential to achieving the National Preparedness Goal of a secure and resilient Nation.

The purpose of this contract is to provide federal pass-through funds to the Region 1 Homeland Security Planning Board through the County of Ingham. The amount of funding being awarded to Region 1 is $971,511. The FY2018 HSGP covers eligible costs from September 1, 2018 to August 31, 2021. At least $242,878 of award funds must be dedicated toward Law Enforcement Terrorism Prevention Activities (LETPA). A Maximum of $485,755 of award funds may be used for personnel and personnel-related activities. A maximum of up to 5% of State Homeland Security Program (SHSP) funds awarded may be retained and used solely for management and administration (M&A) purposes associated with the SHSP Award. This 5% will be retained by the County of Ingham for M&A purposes.

The County of Ingham may only fund projects which directly support one of the FY2018 HSGP grant investments. The State of Michigan shall make final determination on how funds awarded under the grant agreement are allocated and/or spent, from projects reviewed and approved by the Region 1 Planning Board and submitted to the State of Michigan by the County of Ingham.
Agenda Item 1

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZE A CONTRACT WITH THE STATE OF MICHIGAN, MAKING INGHAM COUNTY THE FIDUCIARY AGENT FOR MICHIGAN HOMELAND SECURITY REGION 1 AND ACCEPT THE FY2018 HOMELAND SECURITY GRANT PROGRAM FUNDS

WHEREAS, the Ingham County Office of Homeland Security & Emergency Management has applied for and has been approved to receive pass through grant funds from the FY2018 Homeland Security Grant Program (HSGP); and

WHEREAS, the purpose of these grant funds is to purchase equipment and to provide training in the Homeland Security & Emergency Management field; and

WHEREAS, the total amount of grant funds available to Ingham County agencies is $32,115.49 from the State Homeland Security Program (SHSP), $37,994.46 from the Law Enforcement Terrorism Prevention Program (LETPP) for a total of $70,109.95; and

WHEREAS, the SHSP is a core assistance program that provides funds to build capabilities at the state, local, tribal, and territorial levels, to enhance national resilience to absorb disruptions and rapidly recover from natural disasters and terrorist incidents; and

WHEREAS, there are a number of projects benefiting Ingham County agencies, presently approved or pending approval by the State of Michigan; and

WHEREAS, the total Grant Award for Michigan Homeland Security Region 1 for FY2018 is $971,511; and

WHEREAS, Ingham County will be the fiduciary agent for these grant funds for Michigan Homeland Security Region 1.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a contract with the State of Michigan, to be the fiduciary agent for the FY2018 Department of Homeland Security, Homeland Security Grant Program, and the acceptance $971,511 for the time period of September 1, 2018 to August 31, 2021.

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

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Board Chairperson to sign any necessary contract documents or purchase documents that are consistent with this resolution and approved as to form by the County Attorney.
TO: Law & Courts, County Services, and Finance Committees
FROM: Michael Cheltenham, Chief Assistant Prosecuting Attorney
RE: Memorandum and Resolution to Accept Grand Funds for a Detective Currently Employed by Ingham County for the Sexual Assault Kit
DATE: November 19, 2018
CC: Sheriff Scott Wriggelsworth

The Ingham County Prosecutor’s Office and the Ingham County Sheriff’s office are jointly requesting authorization to enter into a Memorandum of Understanding with the Michigan State Police to address the 122 untested shelved CSC kits in Ingham County that have been sent to the Crime Lab for testing (SAKI project). This grant award of $151,925.00 will cover salary, fringe benefits, and all necessary expenses to perform the job position through December 31, 2019. This grant award is a continuation and an increase of $81,109 from the previous year. These cases are currently under review by a Detective/Investigator who is familiar with the sophisticated nature of criminal sexual conduct investigations.

The Ingham County Prosecutor’s office has previously received approval for funds for a Special Assistant Attorney General to prosecute any cases that are deemed viable. This prosecutor is assigned to the Ingham County Prosecutor’s Office. The approval of this resolution will cover all expenses for an Ingham County Sheriff Detective during the project. This resolution is for expenses through December 2019. We believe it will be necessary to continue the project through 2020 and will be applying for additional funds to cover the 2020 Budget cycle.

We have received support from all local police agencies to have one Detective review and investigate all the cases regardless of the originating agency. This Sheriff’s Department Detective is SAKI trained and will only handle SAKI cases. Any pending investigations assigned to this Detective will remain with her to ensure consistency for the crime victims. There will be short period of time where some cases will not be able to be billed to the SAKI project and we are requesting contingency funds not to exceed $40,000 to cover non-SAKI cases, these contingency funds which will cover her salary and fringe benefits.
Agenda Item 2

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE THE CONTINUED ACCEPTANCE OF GRANT FUNDS FOR A DETECTIVE CURRENTLY EMPLOYED BY INGHAM COUNTY FOR THE SEXUAL ASSAULT KIT INITIATIVE

WHEREAS, there are 122 untested sexual assault kits in Ingham County that have been sent to the Michigan State Crime Lab for testing; and

WHEREAS, the Michigan State Police have indicated that they have funds through the federal government to assist local prosecutors with investigations and prosecutions of viable cases arising from the testing of previously untested sexual assault kits; and

WHEREAS, grant funds in the amount of $151,925 are available to cover salary, fringe benefits, and expenses for a Detective from the Ingham County Sheriff’s Office; and

WHEREAS, the Ingham County Sheriff’s Office has designated a detective to review these investigations and determine any investigative measures and work with the Special Assistant Attorney General to determine the viability of the prosecutions of these untested sexual assault kits; and

WHEREAS, the Detective will be working out of the Ingham County Prosecutor’s Office; and

WHEREAS, the Detective will be paid by funds from the Michigan State Police, including but not limited to salary, computers, phones, training, and mileage and any other funds approved by the Michigan State Police. All expenses including salary will be processed by Ingham County but will be paid for by the Michigan State Police; and

WHEREAS, these funds are a continuation and increase of $81,109 from the previous year, and there remain untested sexual assault kits in Ingham County.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes the Ingham County Prosecutor’s Office to enter into a Memorandum of Understanding with the Michigan State Police to accept grant funds in the amount of $151,925 to cover salary, fringe benefits, and expenses for a Detective from the Ingham County Sheriff’s Office.

BE IT FURTHER RESOLVED, that a transfer of up to $40,000 from the 2019 Contingency Fund to the Ingham County Sheriff’s Office personnel budget is authorized to cover the cost of non-SAKI cases handled by the grant funded position and to cover the overlap in positions to allow for cross training.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary budgetary adjustments to the 2019 budget and position allocation list.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Board Chair to sign any necessary contract documents that are consistent with this resolution and approved as to form by the County Attorney.
TO: Finance and County Services Liaison Committees
FROM: Eric A. Schertzing
RE: Resolution to Transfer Unsold Tax Reverted Properties Rejected by Local Units to the Ingham County Land Bank Fast Track Authority

Attached for your consideration is a proposed resolution to request Ingham County transfer unsold tax reverted properties which have been rejected by local units of government to the Ingham County Land Bank Fast Track Authority.

Under Public Act 123 of 1999, MCL 211.78m (7), “If property not previously sold is not transferred to the city, village, or township in which the property is located under subsection (6), the foreclosing governmental unit shall retain possession of that property.”

In 2005, Treasurer Schertzing, with the approval of the Ingham County Board of Commissioners established the Ingham County Land Bank Fast Track Authority to assist in the strategic disposition of tax reverted property.

Thank you for your consideration of this resolution. Please contact me if you have any questions.
RESOLUTION TO AID TRANSFER OF UNSOLD TAX REVERTED PROPERTIES REJECTED BY LOCAL UNITS TO THE INGHAM COUNTY LAND BANK FAST TRACK AUTHORITY

WHEREAS, the Land Bank Fast Track Act, 2003 PA 258, being MCL 124.751 et seq., (“the Act”) establishes the State Land Bank Fast Track Authority; and

WHEREAS, the Ingham County Treasurer, with the Ingham County Board of Commissioners’ approval, has entered into an intergovernmental agreement with the State Land Bank Fast Track Authority under the Act to form an Ingham County Land Bank Fast Track Authority; and

WHEREAS, tax reverted property not previously sold by the Ingham County Treasurer, acting as the foreclosing governmental unit (FGU), shall be transferred to the city, village, or township in which the property is located, except those parcels of property to which the city, village or township has objected to in accordance with 1999 PA 123, MCL 211.78m(6); and

WHEREAS, parcels rejected by a city, village or township become the property of Ingham County Treasurer; and

WHEREAS, the Land Bank was established to assist in the strategic disposition of tax reverted property.

THEREFORE BE IT RESOLVED, that the County Board of Commissioners authorizes the Controller/Administrator to take appropriate action to transfer rejected property to the Land Bank.

BE IT FURTHER RESOLVED, that this Resolution shall be renewed annually.

BE IT FURTHER RESOLVED, that 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.
2018 Tax Foreclosures
Subject to Local Unit Rejection

33-01-01-03-352-171
LOT 24 SPENCERS SUB
Property Address: 804 RANDALL ST LANSING MI

33-01-01-04-205-121
LOT 25 HEATHER HILL REC L 24 P 12
Property Address: 3215 SCHULTZ ST LANSING MI

33-01-01-06-177-001
LOT 126 WESTMONT SUB
Property Address: 3116 WESTMONT AVE LANSING MI

33-01-01-08-127-482
W 160 FT OF S 38 FT OF N 76 FT LOT 28 ASSESSORS PLAT NO 12
Property Address: NO STREET FRONTAGE LANSING MI

33-01-01-08-229-181
E 33 FT OF W 66 FT LOTS 77, 78 & 79 KNOLLWOOD PARK
Property Address: 810 CYPRESS ST LANSING MI

33-01-01-08-278-091
S 1/2 LOT 142 KNOLLWOOD PARK
Property Address: ROOSEVELT AVE LANSING MI

33-01-01-08-282-131
LOT 121 KNOLLWOOD PARK
Property Address: ROOSEVELT AVE LANSING MI

33-01-01-09-306-021
E 1/2 LOT 4 BLOCK 1 MOORES SUB ON BLOCK 27
Property Address: 712 BROOK ST LANSING MI

33-01-01-09-307-171
S 1/4 LOT 4 & N 24.75 FT LOT 5 BLOCK C SUB OF BLOCKS 26 & 27 ORIG PLAT
Property Address: 1011 N CHESTNUT ST LANSING MI

33-01-01-10-177-035
N 22 FT LOT 130 HIGHLAND PARK
Property Address: NEW YORK AVE LANSING MI
2018 Tax Foreclosures
Subject to Local Unit Rejection

33-01-01-10-205-061
LOTS 116, 117 & S 23 FT LOT 115 FRANKLIN HEIGHTS SUB
Property Address: 1700 ILLINOIS AVE LANSING MI

33-01-01-10-328-051
LOT 32 FARRANDS ADD
Property Address: 1130 FARRAND ST LANSING MI

33-01-01-10-329-231
LOT 12 BLOCK 2 NARMORES ADD
Property Address: 1025 E OAKLAND AVE LANSING MI

33-01-01-14-137-111
LOT 416 FOSTER FARM
Property Address: 330 N FRANCIS AVE LANSING MI

33-01-01-14-363-011
W 99 FT OF S 1/2 LOT 156 & W 99 FT LOT 157 LANSING ADDITION COMPANY'S SUB REC L 5 P 20
Property Address: 601 S HAYFORD AVE LANSING MI

33-01-01-15-311-061
S 1/2 LOT 8 BLOCK 15 GREEN OAK ADD
Property Address: 325 S EIGHTH ST LANSING MI

33-01-01-15-426-131
S 1/2 LOT 15 BLOCK 2 HALLS ADD
Property Address: 209 LATHROP ST LANSING MI

33-01-01-15-451-161
LOT 27 EXC COM SE COR LOT 27, TH W 33 FT TO SW COR SAID LOT, N 10 FT, SE'LY TO BEG; BREITEN PARK SUB REC L 5 P 48
Property Address: FULLER ST LANSING MI

33-01-01-15-451-241
LOT 17 BREITEN PARK SUB REC L 5 P 48
Property Address: 1416 ELIZABETH ST LANSING MI

33-01-01-16-107-001
N 27 FT OF W 4 R LOT 12 BLOCK 73 ORIG PLAT
Property Address: 534 N PINE ST LANSING MI

33-01-01-17-401-291
LOT 43 ASSESSORS PLAT NO 8
Property Address: 1106 W ALLEGAN ST LANSING MI

33-01-01-17-401-381
LOT 5 ASSESSORS PLAT NO 8
Property Address: 1125 W MICHIGAN AVE LANSING MI

33-01-01-20-131-080
LOT 15 RIVERVIEW HEIGHTS SUB
Property Address: WILLIAM ST LANSING MI

33-01-01-20-488-151
LOT 15 FLORAL SUB
Property Address: 800 W MT HOPE AVE LANSING MI

33-01-01-21-427-129
LOT 37 ROLLIN H PERSON ADD
Property Address: 530 CHRISTIANITY ST LANSING MI

33-01-01-23-104-161
LOT 133 LANSING ADDITION COMPANYS SUB REC L 5 P 20
Property Address: 706 S HAYFORD AVE LANSING MI

33-01-01-27-110-031
LOT 61 & S 40 FT OF N 80 FT LOT 66 MORNINGSIDE SUB
Property Address: 2115 LYONS AVE LANSING MI

33-01-01-28-106-011
LOT 17 BLOCK 30 ELMHURST SUB
Property Address: 2109 S RUNDLE AVE LANSING MI

33-01-01-30-403-091
E 75 FT LOT 576 PLEASANT GROVE SUB NO 2
Property Address: FAUNA AVE LANSING MI

33-01-01-31-328-251
2018 Tax Foreclosures
Subject to Local Unit Rejection

LOT 262 CHURCHILL DOWNS NO 1 SUB
Property Address: 4501 WAINWRIGHT AVE LANSING MI

33-01-01-34-402-051
COMM 520 FT S & 262 FT E OF NW COR OF NE 1/4 OF NW 1/4 OF SE 1/4, TH E 50 FT, N
188 FT, W 50 FT, S 188 FT TO BEG; SEC 34 T4N R2W
Property Address: E CAVANAUGH RD LANSING MI

33-02-02-10-206-032
PART OF NW 1/4 OF SEC 10 T4N R1W DESC AS: BEG AT SW COR OF LOT 222 OAK GROVE
PARK - S 14.57 FT - W 40 FT - NE'LY 185.5 FT TO S LN OF LAKE LANSING RD - E
ALNG SD S LINE 15.97 FT TO NW COR OF LOT 156 OAK GROVE PARK - S 170 FT TO POB
.08 A M/L
Property Address: LAKE LANSING EAST LANSING MI

33-13-13-29-251-001
O 29-19 COM. AT INT. OF W LINE OF CHURCH ST. & S LINE OF RAILROAD ST-NW'LY
ALONG RAILROAD ST. 165 FT SELY 239 FT. TO W. LINE OF CHURCH ST. AT FT. 173 FT.
SW'LY OF BEG-NE'LY ON CHURCH ST. 173 FT. TO BEG., SEC. 29, T1N R2W .39 A.
Property Address: 5673 BELLEVUE RD ONONDAGA MI

33-21-01-18-207-006
LOT 282 MICHIGAN HEIGHTS.
Property Address: 408 N CATHERINE ST LANSING MI
To: Law & Courts and Finance Committees

From: Rhonda K. Swayze  
Deputy Court Administrator, Circuit Court

Date: November 19, 2018

Re: Resolution Authorizing ImageSoft Project Change Request 19532 for UAT Extension, Enhancements, Hardware and Software to the Imaging Project

BACKGROUND
In May, 2016, the Circuit Court entered into a Statement of Work with ImageSoft for development and implementation of a document management system (Resolution 16-276). Project Change Request #17275 entered into in April, 2018, extended the User Acceptance Testing (UAT) from four weeks to eight weeks. As we approached the end of the eight weeks of UAT, we determined that another two to six weeks would be needed for UAT. Project Change Request #19532 extends UAT by up to six weeks, includes professional services to develop two enhancements identified by the Court, and adds sixteen (16) TrueSign licenses and one (1) scanner.

ALTERNATIVES
There are no alternatives for this project.

FINANCIAL IMPACT
Funds for the extension of UAT and enhancements are available through a transfer of $43,045.24 from excess funds available in the Court’s attorney fees line item (101-13001-814000) to the Imaging Capital Improvement Fund line item (664-13099-979000). Funds in the amount of $3,043 for the additional TrueSign licenses and the scanner were previously secured through the 2018 CIP budget process (664-13099-979000).

OTHER CONSIDERATIONS
There are no other considerations for this project.

RECOMMENDATION
Based on the information presented, the Circuit Court respectfully recommends that Project Change Request #19532 be approved by the Ingham County Board of Commissions and necessary budget adjustments be made.

cc: Hon. Laura Baird  
Hon. Joyce Draganchuk  
Shauna Dunnings  
Hon. Richard J. Garcia  
George Strander
WHEREAS, the Ingham County Circuit Court entered into a contract with ImageSoft to implement an imaging system for the Ingham County Circuit Court as approved through Resolution 16-276; and

WHEREAS, Project Change Request #17275, entered into in April, 2018 through Resolution 18-190, extended the User Acceptance Testing (UAT) from four weeks to eight weeks; and

WHEREAS, the Circuit Court imaging team, which includes representatives from the Ingham County IT Department, determined that another six weeks of UAT, system enhancements, one (1) additional scanner, and sixteen (16) additional TrueSign licenses were needed; and

WHEREAS, funds for the extension of UAT and enhancements are available through a transfer of $43,045.24 from excess funds available in the Court’s attorney fees line item (101-13001-814000) to the Imaging Capital Improvement Fund line item (664-13099-979000); and

WHEREAS, funds in the amount of $3,043 for the sixteen (16) additional TrueSign licenses and one (1) scanner were previously secured through the 2018 CIP budget process (664-13099-979000).

THEREFORE BE IT RESOLVED, that Ingham County Board of Commissioners authorizes entering into PCR #19532 dated November 13, 2018 not to exceed $46,088.24 for a six-week extension of UAT, development of enhancements, and the addition of sixteen (16) TrueSign licenses and a scanner by signing.

BE IT FURTHER RESOLVED, that $43,045.24 will be transferred from the Court’s attorney fees line item to the Imaging Capital Improvement Fund line item and $3,043 will be funded from the 2018 CIP request for additional TrueSign licenses and a scanner.

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

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign any contract/purchase documents consistent with this Resolution and approved as to form by the County Attorney.
To: Law & Courts, County Services, and Finance Committees

From: Rhonda K. Swayze

Date: November 19, 2018

Re: Michigan Mental Health Court Grant Program
2018-2019 Operational Grant Award

Resolution #18-392, adopted on September 25, 2018, was based on the amount requested for the grant ($376,893). The Court was later notified of the actual award amount of $327,000.

This resolution amends the previous resolution by citing the amount granted in the award and adjusting amounts allocated to vendors who will provide participant treatment and services.

cc: Hon. Laura Baird
    Michael Cheltenham
    Hon. Joyce Draganchuk
    Shauna Dunnings
    Hon. Richard J. Garcia
    Hon. James S. Jamo
    Carol Siemon
    George Strander
AGENDA ITEM 4b

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ACCEPT THE FY 2019 MENTAL HEALTH COURT OPERATIONAL GRANT
AND AMEND SUBCONTRACT AMOUNTS CITED IN RESOLUTION #18-392

WHEREAS, the 30th Circuit Court had submitted a grant request in the amount of $376,893 to the State Court Administrative Office (SCAO) for continuation of the Michigan Mental Health Court Operational Grant for the fiscal year of October 1, 2018 through September 30, 2019; and

WHEREAS, the Board of Commissioners adopted Resolution 18-392 based on the Court’s request for grant funds; and

WHEREAS, the SCAO awarded $327,000 which requires a downward adjustment in the amount allocated to grant operational services and participant treatment and service vendors; and

WHEREAS, this adjustment is as follows: mental health treatment services to be provided by CMHA/CEI (not to exceed $76,584.34); and drug testing services to be provided by A.D.A.M.; electronic monitoring services to be provided by Sentinel and/or Michigan Department of Corrections; representation by a defense attorney; ancillary services to be provided by Northwest Initiative – ARRO; substance abuse assessments to be provided by Wellness, Inx; mental health services to be provided by Prevention and Training Services (PATS), Par Rehab Services, and Professional Psychological Services; and transitional housing to be provided by RISE Recovery Community or Pinnacle (collectively not to exceed $70,272); and

WHEREAS, all other elements of Resolution 18-392 are unchanged.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes acceptance of the award of $327,000 for the Michigan Mental Health Grant Program – Operational Grant which begins on October 1, 2018 and ends on September 30, 2019, and authorizes entering into subcontracts for the same grant with mental health treatment services to be provided by CMHA/CEI (not to exceed $76,584.34); and drug testing services to be provided by A.D.A.M.; electronic monitoring services to be provided by Sentinel and/or Michigan Department of Corrections; representation by a defense attorney; ancillary services to be provided by Northwest Initiative – ARRO; substance abuse assessments to be provided by Wellness, Inx; mental health services to be provided by Prevention and Training Services (PATS), Par Rehab Services, and Professional Psychological Services; and transitional housing to be provided by RISE Recovery Community or Pinnacle (collectively not to exceed $70,272).

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary adjustments to the 2018-2019 budget and position allocation lists consistent with this resolution.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign any necessary contracts/subcontracts consistent with this resolution subject to approval as to form by the County Attorney.
To: Law & Courts and Finance Committees

From: Rhonda K. Swayze

Date: November 19, 2018

Re: Swift and Sure Sanctions Probation Program
2018 - 2019 Operational Grant Award

Resolution #18-396, adopted on September 25, 2018, was based on the amount requested for the grant ($256,452). The Court was later notified of the actual award amount of $256,000.

This resolution amends the previous resolution by citing the amount granted in the award and adjusting amounts allocated to vendors who will provide participant treatment and services.

cc: Hon. Laura Baird
    Michael Cheltenham
    Hon. Joyce Draganchuk
    Shauna Dunnings
    Hon. Richard J. Garcia
    Hon. James S. Jamo
    Carol Siemon
    George Strander
Introduced by the Law & Courts and Finance Committees of the:

INDERHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ACCEPT THE FY 2019 SWIFT AND SURE SANCTIONS PROBATION PROGRAM GRANT AND AMEND SUBCONTRACT AMOUNTS CITED IN RESOLUTION #18-396

WHEREAS, the 30th Circuit Court had submitted a grant request in the amount of $256,452 from the State Court Administrative Office (SCAO) for the fiscal year of October 1, 2018 through September 30, 2019 to continue the Swift and Sure Sanctions Probation Program (SSSPP) Grant; and

WHEREAS, the Board of Commissioners adopted Resolution 18-396 based on the Court’s request for grant funds; and

WHEREAS, the SCAO awarded $256,000 which requires a downward adjustment in the amount allocated to participant treatment and service vendors; and

WHEREAS, this adjustment is as follows: representation by a defense attorney; substance abuse evaluations to be provided by Wellness, Inx.; day reporting services to be provided by NorthWest Initiative – ARRO; drug treatment, mental health treatment, anger management, domestic violence counseling services and transitional housing to be provided by Cristo-Rey, CEI-CMH, Freedom Through Counseling, and RISE Recovery Community; drug testing services to be provided by A.D.A.M.; and electronic monitoring services to be provided by Sentinel, (collectively not to exceed $131,179.50); and

WHEREAS, all other elements of Resolution 18-396 are unchanged.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes acceptance of the award of $256,000 for the Swift and Sure Sanctions Probation Program Grant which begins on October 1, 2018 and ends on September 30, 2019, and, authorizes entering into subcontracts for the same grant with defense attorneys; Wellness, Inx; NorthWest Initiative – ARRO; Cristo-Rey; CEI-CMH; Freedom Through Counseling; RISE Recovery Community; A.D.A.M.; and Sentinel, (collectively not to exceed $131,179.50).

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary adjustments to the 2018 and 2019 budget consistent with this resolution.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign any necessary contracts/subcontracts consistent with this resolution subject to approval as to form by the County Attorney.
TO: Mary Sabaj, Community Corrections
FROM: James Hudgins, Director of Purchasing
DATE: October 26, 2018
RE: Memorandum of performance for RFP No. 211-18 Drug and Breathalyzer Testing Services.

Per your request, the Purchasing Department sought proposals for Drug and Breathalyzer Testing. These services will be provided for Ingham County Courts and agencies, as well as for Courts and agencies outside Ingham County in cases where the referred clients live or work in Ingham County.

The Purchasing Department can confirm the following:

<table>
<thead>
<tr>
<th>Function</th>
<th>Overall Number of Vendors</th>
<th>Number of Local Vendors</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vendors invited to propose</td>
<td>33</td>
<td>7</td>
</tr>
<tr>
<td>Vendors responding</td>
<td>3</td>
<td>0</td>
</tr>
</tbody>
</table>

A summary of the vendors’ costs is attached.

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

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

If I can be of further assistance, please do not hesitate to contact me by e-mail at jhudgins@ingham.org or by phone at 676-7309.
## ATTACHMENT B - PRICING FORM

**Ingham Co. Packet #211-18**

### Specimen Validity Test fee included

<table>
<thead>
<tr>
<th>Available Testing Options</th>
<th>Test Category</th>
<th>Client Fee</th>
<th>Billed Fee</th>
<th>Non-Client Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Intake Fee includes 6 Panel + PBT</td>
<td></td>
<td>n/a</td>
<td>n/a</td>
<td>n/a</td>
</tr>
<tr>
<td>PBT / EBT</td>
<td>Evidential Breath Test</td>
<td>$2.00</td>
<td>$2.00</td>
<td>$5.00</td>
</tr>
<tr>
<td>Collection Fee</td>
<td></td>
<td>$10.00</td>
<td>n/a</td>
<td>$10.00</td>
</tr>
<tr>
<td>6-panel + Specimen Validity Test</td>
<td>Instant</td>
<td>$12.00</td>
<td>$13.00</td>
<td>n/a</td>
</tr>
<tr>
<td>6-panel + PBT + Specimen Validity Test</td>
<td>Instant</td>
<td>$12.00</td>
<td>$13.00</td>
<td>n/a</td>
</tr>
<tr>
<td>One Time Test 6-panel + PBT + Specimen Validity Test</td>
<td>Instant</td>
<td>$21.00</td>
<td>$21.00</td>
<td>$21.00</td>
</tr>
<tr>
<td>10-panel + Specimen Validity Test</td>
<td>Instant</td>
<td>$22.00</td>
<td>$22.00</td>
<td>n/a</td>
</tr>
<tr>
<td>10-panel + PBT + Specimen Validity Test</td>
<td>Instant</td>
<td>$22.00</td>
<td>$22.00</td>
<td>n/a</td>
</tr>
<tr>
<td>One Time Test 10-panel + PBT Validity Test</td>
<td>Instant</td>
<td>$22.00</td>
<td>$22.00</td>
<td>$32.00</td>
</tr>
<tr>
<td>11 Panel + PBT + Specimen Validity Test</td>
<td>Instant</td>
<td>$24.00</td>
<td>$24.00</td>
<td>$34.00</td>
</tr>
<tr>
<td>Tramadol</td>
<td>Add-on</td>
<td></td>
<td></td>
<td>n/a</td>
</tr>
<tr>
<td>Buprenorphine/Suboxone</td>
<td>Add-on</td>
<td></td>
<td></td>
<td>n/a</td>
</tr>
<tr>
<td>Fentanyl</td>
<td>Add-on</td>
<td></td>
<td></td>
<td>n/a</td>
</tr>
<tr>
<td>Methadone</td>
<td>Add-on</td>
<td></td>
<td></td>
<td>n/a</td>
</tr>
<tr>
<td>Amphetamine</td>
<td>Add-on</td>
<td></td>
<td></td>
<td>n/a</td>
</tr>
<tr>
<td>Lab 12 Panel w/ EtG 500</td>
<td>*Confirms Positives</td>
<td>Lab $26.00</td>
<td>$26.00</td>
<td>$35.00</td>
</tr>
<tr>
<td>Lab 13 Panel</td>
<td>*Confirms Positives</td>
<td>Lab $35.00</td>
<td>$35.00</td>
<td>$45.00</td>
</tr>
<tr>
<td>Comprehensive 600 Panel</td>
<td>*Confirms Positives</td>
<td>Lab $110.00</td>
<td>$110.00</td>
<td>$110.00</td>
</tr>
<tr>
<td>Hair Test By Appt. Select Locations</td>
<td>Lab</td>
<td>$125.00</td>
<td>$125.00</td>
<td>$125.00</td>
</tr>
<tr>
<td>Employment 10 Panel Lab/MRO</td>
<td>Lab</td>
<td>$50.00</td>
<td>n/a</td>
<td>$50.00</td>
</tr>
<tr>
<td>Lab Confirmations (GC/MS, LC-MS/MS)</td>
<td>Lab</td>
<td>$26.00</td>
<td>$26.00</td>
<td>$26.00</td>
</tr>
<tr>
<td>Anabolic Steroids</td>
<td>Lab</td>
<td>$75.00</td>
<td>$75.00</td>
<td>$85.00</td>
</tr>
<tr>
<td>Bath Salt</td>
<td>Lab</td>
<td>$40.00</td>
<td>$40.00</td>
<td>$50.00</td>
</tr>
<tr>
<td>Dextromethorphan (DXM)</td>
<td>Lab</td>
<td>$25.00</td>
<td>$25.00</td>
<td>$35.00</td>
</tr>
<tr>
<td>EtG/Ets 100</td>
<td>Lab</td>
<td>$26.00</td>
<td>$26.00</td>
<td>$35.00</td>
</tr>
<tr>
<td>Gabapentin/Neurontin</td>
<td>Lab</td>
<td>$100.00</td>
<td>$100.00</td>
<td>$110.00</td>
</tr>
<tr>
<td>Ketamine</td>
<td>Lab</td>
<td>$40.00</td>
<td>$40.00</td>
<td>$50.00</td>
</tr>
<tr>
<td>Kratom</td>
<td>Lab</td>
<td>$40.00</td>
<td>$40.00</td>
<td>$50.00</td>
</tr>
<tr>
<td>K2-SYNTHETIC CANNABINOID</td>
<td>Lab</td>
<td>$45.00</td>
<td>$45.00</td>
<td>$55.00</td>
</tr>
<tr>
<td>LSD</td>
<td>Lab</td>
<td>$25.00</td>
<td>$25.00</td>
<td>$25.00</td>
</tr>
<tr>
<td>Nicotine</td>
<td>Lab</td>
<td>$25.00</td>
<td>$25.00</td>
<td>$35.00</td>
</tr>
<tr>
<td>Oral Lab</td>
<td>Lab</td>
<td>$37.00</td>
<td>$37.00</td>
<td>$47.00</td>
</tr>
<tr>
<td>Rohypnol / GHB</td>
<td>Lab</td>
<td>$60.00</td>
<td>$60.00</td>
<td>$70.00</td>
</tr>
<tr>
<td>SODA</td>
<td>Lab</td>
<td>$25.00</td>
<td>$25.00</td>
<td>$35.00</td>
</tr>
<tr>
<td>Tramadol Lab</td>
<td>Lab</td>
<td>$25.00</td>
<td>$25.00</td>
<td>$35.00</td>
</tr>
</tbody>
</table>

*Confirms Positives - Automatically Confirms Detected Positives at No Additional Cost
## TAB VII

### PROPOSED COSTS

<table>
<thead>
<tr>
<th>TESTING CATEGORIES</th>
<th>CLIENT PAY (Paid by client directly to vendor)</th>
<th>CLIENT FEE (Reimbursed by Ingham COUNTY)</th>
<th>*NON-CLIENT FEE (Not Enrolled - generally 1X only)</th>
</tr>
</thead>
<tbody>
<tr>
<td>CLIENT INTAKE FEE</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
</tr>
<tr>
<td>PBT</td>
<td>$25.00</td>
<td>$25.00</td>
<td>$25.00</td>
</tr>
<tr>
<td>5 PANEL ONSITE INSTANT</td>
<td>$35.00</td>
<td>$35.00</td>
<td>$35.00</td>
</tr>
<tr>
<td>**5 PANEL/PBT INCLUDED</td>
<td>$45.00</td>
<td>$45.00</td>
<td>$45.00</td>
</tr>
<tr>
<td>10 PANEL ONSITE INSTANT</td>
<td>$37.00</td>
<td>$37.00</td>
<td>$37.00</td>
</tr>
<tr>
<td>10 PANEL/PBT INCLUDED</td>
<td>$47.00</td>
<td>$47.00</td>
<td>$47.00</td>
</tr>
<tr>
<td>1 X ONLY 5 PANEL ONSITE INSTANT</td>
<td>$35.00</td>
<td>$35.00</td>
<td>$35.00</td>
</tr>
<tr>
<td>1 X ONLY 10 PANEL ONSITE INSTANT</td>
<td>$37.00</td>
<td>$37.00</td>
<td>$37.00</td>
</tr>
<tr>
<td>***LAB CONFIRMATION</td>
<td>$11.00</td>
<td>$11.00</td>
<td>$11.00</td>
</tr>
<tr>
<td>DXM</td>
<td>$11.00</td>
<td>$11.00</td>
<td>$11.00</td>
</tr>
<tr>
<td>ETG</td>
<td>$11.00</td>
<td>$11.00</td>
<td>$11.00</td>
</tr>
<tr>
<td>8 PANEL LAB</td>
<td>$45.00</td>
<td>$45.00</td>
<td>$45.00</td>
</tr>
<tr>
<td>10 PANEL LAB</td>
<td>$47.00</td>
<td>$47.00</td>
<td>$47.00</td>
</tr>
<tr>
<td>ANABOLIC STEROIDS</td>
<td>$50.00</td>
<td>$50.00</td>
<td>$50.00</td>
</tr>
<tr>
<td>SYNTHETIC CANNABINOID (K2, SPICE)</td>
<td>$15.00</td>
<td>$15.00</td>
<td>$15.00</td>
</tr>
<tr>
<td>SYNTHETIC STIMULANT (BATH SALT)</td>
<td>$25.00</td>
<td>$25.00</td>
<td>$25.00</td>
</tr>
<tr>
<td>ORAL LAB</td>
<td>$45.00</td>
<td>$45.00</td>
<td>$45.00</td>
</tr>
<tr>
<td>HAIR FOLLCILLE</td>
<td>$55.00</td>
<td>$55.00</td>
<td>$55.00</td>
</tr>
<tr>
<td>NICOTINE</td>
<td>$11.00</td>
<td>$11.00</td>
<td>$11.00</td>
</tr>
</tbody>
</table>

** Majority of tests ordered 
*** Lab Confirmation is not automatic and would only be required if ordered by the referral source or the client.

Standard 5 PANEL to identify the following drugs/drug classes: Amphetamines, Benzoylcegonine (Cocaine metabolite), Marijuana, Nitrates, Opiates and Creatinine levels.

5-Panel Instant (most commonly used): Alcohol, Benzodiazepine, Cocaine, Methamphetamine, Opiate, Marijuana; 10-Panel Instant: Alcohol Opiate, Benzodiazepine, Marijuana, Cocaine, Methamphetamine, Oxycodone, Buprenorphine, Methadone, Barbiturate; 8 Panel Lab: Alcohol, AMP, BAR, BZO, COC, MTD, OPI, THC; 10 Panel Lab: Alcohol Opiate, Benzodiazepine, Marijuana, Cocaine, Methamphetamine, Oxycodone, Buprenorphine, Methadone, Barbiturate; Oral Lab (rarely used): Determined on a case-by-case basis

No administrative fee will be reimbursed in cases where a client is unable to provide (UTP) a sample.
Ingham County
RFP 211-18 - Tab VII

Proposed Costs

averhealth recommends the use of a 6-Panel comprised of a Breath Alcohol Test plus any five (5) standard drugs (see below table) and ETG or any one (1) specialty drug (see below table).

<table>
<thead>
<tr>
<th>Standard Drugs</th>
<th>Specialty Drugs</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Amphetamines (amphetamine, ecstasy, methamphetamines)</td>
<td>• Buprenorphine (Suboxone)</td>
</tr>
<tr>
<td>• Barbiturates</td>
<td>• Carisoprodol</td>
</tr>
<tr>
<td>• Benzodiazepines</td>
<td>• ETG</td>
</tr>
<tr>
<td>• Cannabinoids (THC)</td>
<td>• Fentanyl</td>
</tr>
<tr>
<td>• Cocaine</td>
<td>• Gabapentin</td>
</tr>
<tr>
<td>• Ecstasy</td>
<td>• Heroin</td>
</tr>
<tr>
<td>• Methadone</td>
<td>• Ketamine</td>
</tr>
<tr>
<td>• Methamphetamine</td>
<td>• LSD</td>
</tr>
<tr>
<td>• Opiates (morphine, heroin, hydromorphone, hydrocodone, oxycodone, oxymorphone)</td>
<td>• Meperidine</td>
</tr>
<tr>
<td>• PCP</td>
<td>• Meperidine</td>
</tr>
<tr>
<td>• Propoxyphene</td>
<td>• Tramadol</td>
</tr>
<tr>
<td></td>
<td>• Zolpidem</td>
</tr>
</tbody>
</table>

Key benefits of the 6-Panel include:
✓ Breath Alcohol Test allows for immediate intervention and enhances public safety (BAT and standard urine alcohol have similar window of detection periods).
✓ ETG or other Specialty Drug included on every panel.
✓ Ability to monitor prescription opiates.
✓ Ability to automatically rotate among both standard and specialty drugs.
✓ Swap out less used drugs (e.g., Barbiturates & PCP) for more popular drugs (e.g., Benzodiazepines & Methadone).
✓ More for less, broader panel for less cost compared to current pricing.

The following table provides 6-Panel pricing based on the location of the collection facility as decided by the Courts.

<table>
<thead>
<tr>
<th>6-Panel Pricing</th>
</tr>
</thead>
<tbody>
<tr>
<td>Testing Schedule</td>
</tr>
<tr>
<td>Random Test Schedule</td>
</tr>
<tr>
<td>10-Hour Weekdays</td>
</tr>
</tbody>
</table>

*The above pricing includes 3-hour weekends/holidays.
*The above pricing is based on estimated volume of 771 samples per month. If the actual number of samples is less, the above pricing may be increased.
*The above pricing applies to the initial year of service. Each subsequent year of service subject to annual price increase not to exceed 3%.
<table>
<thead>
<tr>
<th>Service</th>
<th>Price per Unit of Service</th>
</tr>
</thead>
<tbody>
<tr>
<td>Standard Panel comprised of Breath Alcohol Test, any of five (5) of the following drugs plus optional ETG or another Specialty Drug: Amphetamines (amphetamine, ecstasy, methamphetamine), Barbiturates, Benzodiazepines, Cannabinoids (THC), Cocaine, Ecstasy, Methadone, Methamphetamine, Opiates (morphine, heroin, hydrocodone, hydromorphone, oxycodone, oxymorphone), PCP, and Propoxyphene</td>
<td>Please see Pricing Analysis Tables on Page 13</td>
</tr>
<tr>
<td></td>
<td>*The above pricing is based on a 10-hour weekday and 3-hour weekend/holiday.</td>
</tr>
<tr>
<td></td>
<td>*The above pricing is based on estimated volume of 77% samples per month. If the actual number of samples is less, the above pricing may be increased.</td>
</tr>
<tr>
<td></td>
<td>*The above pricing applies to the initial year of service. Each subsequent year of service subject to annual price increase not to exceed 3%.</td>
</tr>
<tr>
<td>Specialty Drug List: Buprenorphine, Carisoprodol, ETG, Fentanyl, Gabapentin, Heroin, Ketamine, LSD, Meperidine, Tramadol, or Zolpidem</td>
<td>1 Specialty Drug included with 6-Panel, then $2.50/test</td>
</tr>
<tr>
<td>Standard Drug Add-on List: Amphetamines (amphetamine, ecstasy, methamphetamine), barbiturates, benzodiazepines, cannabinoids (THC), cocaine, ecstasy, methadone, methamphetamine, opiates (morphine, heroin, hydrocodone, hydromorphone, oxycodone, oxymorphone), PCP, and propoxyphene</td>
<td>$0.50/test</td>
</tr>
<tr>
<td>Standard Confirmation Test</td>
<td>$19.95/test</td>
</tr>
<tr>
<td>Synthetic Cannabinoids Urine Analysis</td>
<td>$25.00/test</td>
</tr>
<tr>
<td>Synthetic Stimulants Urine Analysis (Bath Salts)</td>
<td>$35.00/test</td>
</tr>
<tr>
<td>Standard Oral Fluid Panel (Bent, Coc, Meth, Opiates, &amp; THC)</td>
<td>$19.50/panel</td>
</tr>
<tr>
<td>Oral Fluid Add-ons (buprenorphine, methadone, oxycodone, and tramadol)</td>
<td>$1.00/test</td>
</tr>
<tr>
<td>Hair Test</td>
<td>$145.00/panel</td>
</tr>
<tr>
<td>Transdermal (sweat patch)</td>
<td>$75.00/panel</td>
</tr>
<tr>
<td>In-Person Expert Witness Testimony</td>
<td>$750.00 per (2) day period</td>
</tr>
<tr>
<td>Litigation Packet</td>
<td>$150.00/packet</td>
</tr>
<tr>
<td>Information Management System</td>
<td>Included, No Charge</td>
</tr>
<tr>
<td>Random Selection</td>
<td>Included, No Charge</td>
</tr>
<tr>
<td>Client Notification System</td>
<td>Included, No Charge</td>
</tr>
<tr>
<td>Video Testimony</td>
<td>Included, No Charge</td>
</tr>
<tr>
<td>Training &amp; Consultation Sessions</td>
<td>Included, No Charge</td>
</tr>
<tr>
<td>Participation in Court Staffing Sessions</td>
<td>Included, No Charge</td>
</tr>
<tr>
<td>Additional Invoice Customization</td>
<td>TBD</td>
</tr>
</tbody>
</table>
INTRODUCED BY THE LAW & COURTS AND FINANCE COMMITTEES OF THE:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A CONTRACT WITH ALCOHOL DRUG ADMINISTRATIVE MONITORING, INC. FOR DRUG TESTING AND BREATHTEST SERVICES

WHEREAS, a contract was entered between Ingham County and Alcohol Drug Administrative Monitoring, Inc. (ADAM) on January 1, 2017 to provide drug and breathalyzer testing services to ensure that County testing and collection requirements are complied with; and

WHEREAS, the current contract with ADAM will expire December 31, 2018; and

WHEREAS, the 30th Judicial Circuit Court through Pretrial Services, Circuit Court Adult Probation, Swift and Sure Sanctions Probation Program, Mental Health Court and Family Division, including Friend of the Court and Juvenile Division (hereafter referred to as “referral sources”) clients require ongoing testing services that are administered in compliance with all County requirements including laboratory testing at predetermined frequencies in conjunction with instant testing and approved chain of custody protocols; and

WHEREAS, in the absence of any monetary subsidy provided by Ingham County, it is critical that client pay testing services be available at a cost that is not overly burdensome to clients referred from the above County referral sources; and

WHEREAS, after distributing a Request for Proposals (RFP) for Drug Testing and Breathalyzer services; and, after receiving and evaluating the three responses, the Evaluation Committee has determined that this vendor is willing and able to provide testing services in compliance with testing needs and protocols defined by Ingham County; and

WHEREAS, testing services to be billed directly to and reimbursed by the Circuit Court with funds authorized in the FY 2018 budget, will be billed pursuant to the attached fee schedule that is agreeable to the Circuit Court; and

WHEREAS, client pay services will be provided by ADAM at no cost to Ingham County and without a minimum guaranteed number of referrals pursuant to the attached fee schedule that is agreeable to the above referral sources.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering a contract with Alcohol Drug Administrative Monitoring, Inc. for drug and breathalyzer testing services for the period of January 1, 2018 through December 31, 2018 with a one year automatic renewal thereafter not to extend beyond the 31st day of December, 2019.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign any necessary contracts/subcontracts consistent with this resolution subject to approval as to form by the County Attorney.
Agenda Item 6a

TO: Board of Commissioners Law & Courts and Finance Committees
FROM: Lance Langdon, Director 9-1-1
DATE: November 19, 2018
SUBJECT: Approval for Radio System Purchase from Motorola

For the meeting agenda of November 29th and December 6th, 2018

BACKGROUND
Ingham County implemented a Public Safety Radio System in 2006 installing new infrastructure and end user equipment for 9-1-1 responders across the county. This system has reached end of life in 2017 with support now running through 2021. The 9-1-1 Advisory Board made a recommendation that you approved to move to the State of Michigan public safety radio system known as the MPSCS. The original recommendation was for the system infrastructure, with a future RFP process to determine which vendor might supply the end user equipment (radios).

I have worked with representatives of the Advisory Board, MPSCS Staff and Motorola Staff in a project design committee to determine the needs of the system and have received a proposal from Motorola to meet these needs/requirements. A significant feature that is wanted is GPS functionality in each radio so that dispatch or other offices can see in their CAD mapping the location of each radio/officer.

This feature is not a P25 feature and is proprietary to Motorola with their systems. As a result to meet this requirement the only vendor that can provide this equipment is Motorola. The Advisory Board at their meeting last week on the 15th, made the recommendation to use Motorola for system infrastructure and end user equipment.

Motorola has provided pricing through MI Deal, state pricing with additional incentives for the larger system purchase.

ALTERNATIVES
We must replace this system as it is end of life. A review of features and work with the design committee has driven the costs of the new system. The only alternatives would be to change the requirements of the system and develop a system that does not meet the needs identified by our public safety agencies.

FINANCIAL IMPACT
The newly passed increase in surcharge fees (1.80) on telephone lines is designed to pay for the new system. It is expected that the cost of this system will be paid for using these funds over the next 10 years.

OTHER CONSIDERATIONS
There will be additional purchases needed for this project that would include over 400 radio pagers for fire agencies, CAD interfaces to allow access and use of the new GPS data. Unlike our current system, the new system will be part of the MPSCS and they will upgrade as needed system equipment to maintain the safety and wellbeing of our responders and the public.
Many changes or refinements of the system are normal and are processed through change orders with Motorola. The director has requested permission to sign these change orders to keep the project moving forward. This authority is only requested for changes within the project that do not increase the cost of the project above the total authorized by the Commissioners for this project.

**RECOMMENDATION**

Based on the information presented, I respectfully recommend approval of the attached resolution to purchase system and end user equipment from Motorola as we move the MPSCS radio system.
WHEREAS, the Ingham County Board of Commissioners with Resolution #18-260 accepted the 9-1-1 Advisory Board’s Recommendation to move to the MPSCS/Motorola system; and

WHEREAS, the 9-1-1 Director working with public safety representatives in the project design committee, representatives from MPSCS and Motorola, identified features that are required by the public safety patterns within Ingham County to improve the safety of our first responders, that require the use of Motorola radios; and

WHEREAS, the end user equipment for the radio system is available on the State MI Deal program; and

WHEREAS, Motorola has submitted year end pricing for the infrastructure and end user equipment for a new 700/800 MHz radio system for Ingham County; and

WHEREAS, the Citizens of Ingham County have approved an increase in the telephone surcharge of up to $1.80 per month per device, to pay for the cost of this new radio system; and

WHEREAS, the 9-1-1 Director is recommending that the Ingham County Board of Commissioners accept the recommendation of the 9-1-1 Advisory Board for the purchase of both infrastructure and end user equipment from Motorola for use on the MPSCS; and

WHEREAS, Motorola has submitted pricing for the system infrastructure and replacement of end user equipment in the amount of $23,993,460.00; and

WHEREAS, the 9-1-1 Director is requesting a project contingency fund be approved of approximately 5% ($1,006,540.00) to address system costs that are not included within the pricing provided by Motorola.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the expenditure not to exceed $25,000,000.00 for the purchase of a new Ingham County Public Safety Radio System Infrastructure and end user equipment to be paid for by 9-1-1 telephone surcharge fees.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary budgetary transfers that are consistent with this resolution.
BE IT FURTHER RESOLVED, that the 9-1-1 Director is authorized to sign change orders with Motorola as necessary in refining the proposed system, provided that the change orders do not increase the total cost of the system as approved by this resolution.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign any necessary contract/purchase order documents consistent with this resolution and approved as to form by the County Attorney.
TO: Board of Commissioners Law & Courts and Finance Committees
FROM: Lance Langdon, Director 9-1-1
DATE: November 19, 2018
SUBJECT: Approval for Radio System Project Manager

For the meeting agenda of November 29th and December 6th, 2018

BACKGROUND

Ingham County implemented a Public Safety Radio System in 2006 installing new infrastructure and end user equipment for 9-1-1 responders across the county. This system has reached end of life in 2017 with support now running through 2021. The 9-1-1 Advisory Board made a recommendation that you approved to move to the State of Michigan public safety radio system known as the MPSCS.

As we move forward with this project and as we did with the implementation in 2006, a project manager is needed to oversee the project and insure that it is done to our specifications. An RFP was released and 9 companies did respond. These after being vetted by Purchasing, these responses were evaluated by our Radio System Admin, Systems Manager, 9-1-1 Advisory Board Chair and I.

With individual scoring and in our consensus scores, Televate was the vendor chosen. They have worked with the MPSCS and Motorola in the past and received great responses when I contacted references in Grand Rapids, District of Columbia and San Antonio.

The RFP responses received, addressed work that was expected to be completed by the Manager. Since releasing the RFP; we, working with MPSCS and Motorola, have completed a great deal of work that the project manager would have done initially.

The costs in their responses were extremely different. One company proposed 7500 hours of work for over 1.4 million dollars, while the low bid was for 990 hours at a cost of $113,000 over the next three years.

In choosing Televate for this service, they were the second most expensive of the proposals. Their experience with MPSCS and specifically Kent County’s experience with them was desirable as they found issue with the design of MPSCS and Motorola which resulted in a significant improvement in the system design and redundancy. We already have used the information from their work with Kent in our system design.

ALTERNATIVES

We could chose to use a project manager with less experience and at a lesser cost. With the importance of this project and the size and scope of the project, I believe it is important that we get a company that is able to properly evaluate and manage the system implementation over the next 3 years.

FINANCIAL IMPACT

The cost for the project manager can currently be covered from the 9-1-1 fund balance. The radio project is paid for by the surcharge, but we will not see any funding from this increase until July next year. The proposed cost of the project management is about 1% of the system costs. The price given of $475,653.00 is expected to be high as changes to the project have eliminated work and time from the project that they would be required to perform. It is expected that these changes and updated costs can be done with the contracting process.
OTHER CONSIDERATIONS
There could be some areas of savings as Televate has indicated that the team for our project would be the same team as Kent Co. This could result in our also having less costs for our project with reduced travel and time costs, with the projects being in close proximity.

RECOMMENDATION
Based on the information presented, I respectfully recommend approval of the attached resolution to contract with Televate for Project Management Services as we move to our new MPSCS/Motorola radio system.
Having received the nine responses to our RFP, our evaluation team has met and unanimously recommended that we move forward with Televate.

The review team consisted of Bryce Alford-Radio System Admin, Bruce Gaukel-Systems Manager, Brian Ball-Chief Delhi Twp. Fire and 9-1-1 Advisory Board Chair. We did meet Thursday and Friday of last week coming up with the recommendation. Each member did score the responses and then they were combined for an average score for the team.

We found that three vendors have experience working with the MPSCS, which was not a requirement of the RFP, but it does come into play as we evaluated their responses.

I have reference information from Kent County 911 Director Matt Groesser, District of Columbia CIO Teddy Kavalari and San Antonio IT Manager/Radio Services Richard Morales. Each of these gentlemen spoke highly of Televate and are pleased with the service they have received or are receiving.

Most of the proposals as with Televate, accounted for additional time to bring our project to its current state. Since the release of the RFP, a great deal of work has been completed and as a result there will be less work than the RFP has originally outlined. This should result in the cost of this as in many of the other responses being lower than stated. These differences can be addressed in the contract for services with them.

Thank you for your teams work on this RFP. I have included a resolution to be sent to the board entering into a contract with Televate.
### EVALUATION FOR REQUEST FOR PROPOSAL, PACKET #120-18

**Description:** Ingham County Public Safety Radio System Project Manager

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<tr>
<th>Vendor / Local Preference</th>
<th>Proposal Completeness &amp; Quality</th>
<th>Qualifications &amp; PM/Consulting Team</th>
<th>Experience</th>
<th>Project Approach</th>
<th>Project Schedule</th>
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**Proposal completeness and quality – 5%**  
**Experience with RFP development, project management, and radio system performance evaluation – 20%**  
**Project schedule – 5%**  

**Qualifications of company and Project Management/consulting team – 20%**  
**Project approach – 10%**  
**Cost – 46%**

### Comments:

- **Bedford Goff & Associates**: Working with MPSCS on remediation project. (conflict of interest?) Note need for strong performance guarantees. Did not respond to the RFP scope, or completely misunderstood it. Cost extremely greater than others. One of three vendors that have worked on MPSCS Systems.
- **AICOM**: Good response/proposal. We have worked with them in past with building project. Robo #3 in scoring. No prior experience with MPSCS, Concerns with Litigation in Wayne County Jail Project.
- **Blue Wing Services Inc.**: Proposal break down costs per hour high. Additional costs listed outside project response. No experience with MPSCS.
- **Televate LLC**: Proposal not as qualified as others. No timeline, Project plan hours not meet expected needs in comparison to others. Overall cost good, No experience with MPSCS.
- **mazzilano Professional Services**: Team not as qualified as others. No timeline, Project plan hours not meet expected needs in comparison to others. Overall cost good, No experience with MPSCS.
- **Tusa Consulting Services LLC**: Project approach appears good. Project schedule/time seems off base.
- **ACD Telcom LLC**: Has worked with MPSCS in past. Currently working Allegan Co System, asked for reference info not heard back. Gave a range of hours, scored #5 overall.
- **Pyramid Consulting**: Lacked details/information in their proposal. Business partnership with Motorola in a program for mobiles?
- **Federal Engineering Inc.**: Proposal and qualifications look good. Cost per hour estimated at the highest of those submitted, No prior experience with MPSCS.
INTRODUCED BY THE LAW & COURTS AND FINANCE COMMITTEES OF THE:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A CONTRACT WITH TELEVATE FOR
PROJECT MANAGEMENT SERVICES FOR INGHAM COUNTY 9-1-1’S
PUBLIC SAFETY RADIO SYSTEM

WHEREAS, the Ingham County Board of Commissioners operates the Ingham County Public Safety Radio System through the Ingham County 9-1-1 Central Dispatch Center; and

WHEREAS, the Ingham County Board of Commissioners with Resolution #18-260 accepted the 9-1-1 Advisory Board’s Recommendation to move to the MPSCS/Motorola system; and

WHEREAS, the 9-1-1 Director has sought proposals for project management services to assist in the implementation of our radio system; and

WHEREAS, the 9-1-1 Director has included within the Requests for Proposal, the ability for Clinton County to use our contract with Televate, on a time and materials basis, to assist them with their move to a new radio system for their community; and

WHEREAS, the 9-1-1 Director’s search committee has selected Televate, LLC as the project Management company from the 9 responses received for these services; and

WHEREAS, the 9-1-1 Director is recommending that the Ingham County Board of Commissioners fund this request from the 9-1-1 Emergency Telephone Dispatch Services 9-1-1 fund balance.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the expenditure not to exceed $475,000.00 over the next 3 years, from the 911 Emergency Telephone Dispatch Services 9-1-1 fund balance for the costs associated with the project management services contract with Televate, LLC.

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

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign any necessary contract/purchase order documents consistent with this resolution and approved as to form by the County Attorney.
TO: Law & Courts and Finance Committees
FROM: Teri Morton, Deputy Controller
DATE: November 20, 2018
SUBJECT: Resolution to Authorize an Equipment Lease-Purchase Agreement with Motorola Solutions, Inc.

For the meeting agendas of November 29 and December 6

BACKGROUND
This resolution is being considered concurrently with the resolution to authorize a contract with Motorola Solutions, Inc. for replacement of the Ingham County Public Safety Radio System. This resolution will authorize a lease-purchase agreement to finance the purchase over nine years.

ALTERNATIVES
Financing the radio system replacement was anticipated when planning this project. The 9-1-1 fund does not have sufficient funds to provide for the up-front costs of developing and implementing the new radio system. The County could seek a bond for financing, but this proposal is more cost effective.

FINANCIAL IMPACT
The lease-purchase would be for $23,993,460 over ten years at an interest rate of 3.79%, which will result in annual lease payments of $2,927,641. The first payment will be due in December 2019.

OTHER CONSIDERATIONS
As noted with the previous resolution, there will be additional purchases needed for this project, so although this purchase is far below the $30 million budget anticipated when asking voters to increase the phone surcharge, the budget for the total project has not yet been finalized.

RECOMMENDATION
Based on the information presented, I respectfully recommend approval of the attached resolution.
Introduced by the Law & Courts and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN EQUIPMENT LEASE-PURCHASE AGREEMENT WITH MOTOROLA SOLUTIONS, INC.

WHEREAS, the citizens of Ingham County approved an increase in the telephone surcharge of up to $1.80 per month per device to fund the cost of a new public radio system; and

WHEREAS, the Ingham County Board of Commissioners has approved a contract with Motorola Solutions, Inc., for the system infrastructure and replacement of end user equipment in the amount of $23,993,460.00; and

WHEREAS, a lease-purchase over ten years is recommended for financing this purchase; and

WHEREAS, the Ingham County Board of Commissioners has determined that a true and very real need exists for the acquisition of the Equipment or other personal property described in the Lease Schedule A#24493 dated as of November 20, 2018, between Ingham County and Motorola Solutions Inc. (Lessor).

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners has determined that the Lease Agreement, substantially in the form presented to this meeting, is in the best interests of Ingham County for the acquisition of such Equipment or other personal property.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners hereby approves the entering into of the Lease Agreement by Ingham County and hereby designates and authorizes the Board Chairperson to execute and deliver the Lease Agreement on Ingham County’s behalf with such changes thereto as such person deems appropriate, and any related documents, including any escrow agreement, necessary to the consummation of the transactions contemplated by the Lease Agreement.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign any necessary contract/lease documents on behalf of the County after approval as to form by the County Attorney.
TO: Board of Commissioners Human Services and Finance Committees
FROM: Jared Cypher, Deputy Controller
DATE: November 14, 2018
SUBJECT: Resolution Authorizing a Health Services Millage Contract with IHPC
For the meeting agendas of December 3 and December 5

BACKGROUND
This resolution authorizes a 2019 contract with Ingham Health Plan Corporation (IHPC) to utilize Health Services Millage funds for millage eligible services, including medical, pharmacy, dental, and detox services as set forth in Attachments A and B. The county will also reimburse IHPC for administrative expenses (further details in financial impact section below) including third party administration, pharmacy benefits management, enrollment and outreach, marketing, case management and disease management, member management services, program indirect costs, and general bills including legal, accounting, consulting, liability insurance, printing, copying, mailing, etc.

ALTERNATIVES
The Ingham Health Plan Corporation requested $1,639,915 for FY 2019, which would cover all IHPC membership. The Board of Commissioners could opt to fully fund the IHPC request. A year-end analysis would be necessary to determine if there are sufficient funds in the fund balance of the millage fund to cover all members in the short term (one year).

FINANCIAL IMPACT
The contract will not exceed $1,000,000 from the Health Services Millage, and funds are included in the 2019 budget. The administrative rate remains 20% in 2019. If at the end of the contract period the total amount paid by the County is less than $1,000,000 IHPC may request payment from the County on the December invoice of additional expensed funds. In 2018 millage expenditures on the IHPC contract are projected to exceed $1 million.

OTHER CONSIDERATIONS
Prior to implementation of the Affordable Care Act (ACA), IHPC had roughly 12,000 members in Ingham County. Since that time, millage eligible membership has run roughly between 1,000 and 1,100 members. However, the uncertain future of the ACA may bring about unforeseen changes to the number of millage eligible Ingham County residents needing IHPC services.

STRATEGIC PLANNING IMPACT
This resolution supports the overarching long-term objective of ‘promoting accessible healthcare’ and the specific task in the action plan of ‘expand access to health care for County residents, with an emphasis on the uninsured and under-insured’.

RECOMMENDATION
Based on the information presented, I respectfully recommend approval of the attached resolution to support a Health Services Millage contract with IHPC.
WHEREAS, Ingham County has an objective to assure access to appropriate levels of health care for Ingham County residents, with a goal of having all residents participating in an organized system of health care; and

WHEREAS, in November 2012, the electorate approved a countywide health services millage level of 52/100 (.52) of one mill for a period of three years (2012-2014) to be used for the purpose of providing basic health care services to Ingham County residents who are not eligible for Medicaid under the Federal Affordable Care Act, and whose individual income is less than $28,000 and who do not have medical insurance; and

WHEREAS, in November 2014, the electorate approved a renewal of the millage to ensure that the current level of service can still be provided; and

WHEREAS, IHPC provides an organized system of medical benefits utilized by county residents who are not eligible for Medicaid and do not have medical insurance.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes a contract with IHPC which authorizes the County to pay IHPC an amount not to exceed $1,000,000 annually for the expenses incurred for providing a defined system of medical benefits consistent with the ballot language of the Health Services Millage.

BE IT FURTHER RESOLVED, that for the time period January 1, 2019 through December 31, 2019 the County shall reimburse IHPC by monthly invoice for medical, pharmacy, dental, and detox services as set forth in Attachments A and B.

BE IT FURTHER RESOLVED, the annual not to exceed amount of $1,000,000 includes administrative costs, which will be capped at 20% of medical expenses paid to IHPC, with the administrative costs requested to be reimbursed by the County listed clearly on each monthly invoice.

BE IT FURTHER RESOLVED, that administrative costs include, but are not limited to: third party administration, pharmacy benefits management, enrollment and outreach, marketing, case management and disease management, member management services, program indirect costs, and general bills including legal, accounting, consulting, liability insurance, printing, copying, mailing, etc.

BE IT FURTHER RESOLVED, that IHPC invoices will be submitted in a consistent format that is agreed upon by both the IHPC and the Ingham County Controller/Administrator.

BE IT FURTHER RESOLVED, that Health Services Millage funds will not be used to provide benefits to IHPC members who are eligible for insurance coverage under the ACA unless those individuals have been granted an income-related or hardship exemption.
BE IT FURTHER RESOLVED, that any additional services that IHPC wishes to be reimbursed for beyond what is in the attached scope of services must be approved by the Ingham County Board of Commissioners as an amendment to the contract.

BE IT FURTHER RESOLVED, the Ingham Health Plan Corporation shall appoint a representative put forth by the Ingham County Board of Commissioners to its Board of Directors.

BE IT FURTHER RESOLVED, that Ingham County reserves the right to make requests of IHPC for data that includes enrollment figures, financial reports, and other information and IHPC is obligated to provide the requested data in a timely manner.

BE IT FURTHER RESOLVED, the Ingham Health Plan Corporation shall be subject to regular review of member eligibility and expenses relative to this contract to ensure compliance with the contract and with the Health Services Millage ballot language.

BE IT FURTHER RESOLVED, that if expenses under this agreement exceed the $1 million cap, the Ingham County Board of Commissioners will consider a request from IHPC for an amendment to the agreement to cover the additional millage eligible expenses.

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

PLAN B MEDICAL COVERAGE

Physician, Physician Assistant, and Nurse Practitioner Services
Office visit Copay: $5.00
Covered when provided by the member’s Primary Care Physician or provided by a Specialty Care Physician. Services must be provided in an office or outpatient setting.

- Office visits
- Annual physical exams, including breast exams, pap smears, and screening tests
- Administration of immunizations (vaccine sera not covered)
- Administration of injections
- Allergy testing and serums
- Administration of allergy extract
- Anesthesia services
- Injectable antibiotic serums (all other injectable drugs not covered)
- Diagnostic and treatment services
- Immunizations
- Oral Surgery
- Ophthalmology services provided by an Ophthalmologist or Optometrist (must be related acute or chronic medical condition)
- Podiatry services
- Physical Therapy visits (6 per year)
- Radiation therapy
- Surgery
- Observation and Inpatient hospital daily visits (CPT 99221-99239 only)

Outpatient Hospital Services
Copay: $0.00
Covered when ordered by the member’s PCP or specialist physician to whom the enrollee is appropriately referred and medically necessary

- Anesthesia
- Diabetes education
- Radiation therapy
- Practitioner charges related to diagnostic testing and treatment services/no facility fee
- Practitioner charges related to outpatient surgeries/no facility fee
- Physical Therapy (6 visits per year)
Urgent Care Services
Copay: $5.00
Covered for after-hours, non-emergency medical conditions that need to be treated before a PCP appointment can be scheduled.

- Urgent care visits (facility charge not covered)
- Administration of immunizations (some not covered - exception flu vaccine)
- Administration of injections (some not covered - exception antibiotics)

Laboratory Services
Copay: $0.00
Covered when ordered and/or authorized in advance by the enrollee’s PCP or a specialist physician to whom the enrollee is appropriately referred and medically necessary.

Radiology Services
Copay: $0.00
Covered for diagnosis and treatment purposes when ordered and/or authorized in advance by the enrollee’s PCP or a specialist physician to whom the enrollee is appropriately referred and medically necessary.

- Diagnostic x-rays
- CT scans
- Mammograms
- MRI scans
- PET scans

Medical Supplies
Copay: $0.00
Covered with a valid prescription when ordered by the member’s PCP or specialist physician and medically necessary.

- Glucose monitors
- Medical supplies other than gradient surgical garments, formulas and feeding supplies, oxygen and related supplies, and supplies related to any non covered durable medical equipment item
- Syringes, test strips, and lancets Available through member’s Pharmacy Benefit.
- Limited wrist and knee orthotics

Pharmacy
Copay: $5.00 (Generic)/$10.00 (Brand)

- IHP formulary medications filled at a IHP participating pharmacy
- Diabetic supplies (insulin syringes, lancets, and test strips)
# PLAN B DENTAL COVERAGE

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* For a list of your covered dental services and copay, see the EPO Member Copayment Schedule and certificate.
TO: Board of Commissioners, County Services and Budget Committees
FROM: Mark McCorkle, Executive Director – Ingham County Fair
DATE: November 21, 2018
SUBJECT: Excavation Services for the Ingham County Fairgrounds – Off Season and Fair
For the meeting agenda of December 3, and December 5, 2018

BACKGROUND
Over two-thirds of the off season revenue is generated by the breed and youth horse shows on the Ingham County Fairgrounds, which requires a safe and professional horse arena to host the over 30 shows annually. The Main Arena hosts the majority of those horse shows and requires the “footing” to be built in such a manner as to accommodate the desired foundation to ensure the health of the horses as they move about on the “footing”. The arena “footing” has a specific composition and grade; all requiring a specialized knowledge of construction needed to ensure a successful season.

Likewise, the annual grandstand events, such as tractor pulls, motocross, rodeos, demolition derbies, and monster truck shows all require a safe, professionally constructed course to be completed the morning before that day’s performance.

ALTERNATIVES
The breed shows can and will relocate if their horses come up lame or develop injuries due to poorly constructed “footing” in the arena; thus having a domino effect and the potential loss of important revenue for the Ingham County Fairgrounds in excess of over $100,000 annually.

The grandstand performances are carried out by professional companies that are paid to engage local athletes or performers who can and will no longer contract with the Ingham County Fairgrounds should the courses not be constructed correctly. The inability to secure a diverse offering at the grandstand could lead to the potential loss of revenue during the annual fair in amount of over $30,000 annually.

FINANCIAL IMPACT
The Ingham County Fair has budgeted for the excavation services in the 2016 operational budget under line item 56176013 – 957540, 56176014 – 957540, and 56176014 -0805000 in the combined amount of $43,500.00.

OTHER CONSIDERATIONS
None.

STRATEGIC PLANNING IMPACT
This resolution supports Goal C, Strategy seven, section c. of the strategic planning action plan - Support regional and local convention and tourism activities.

RECOMMENDATION
Based on the information presented, I respectfully recommend approval of the attached resolution to support the awarding of a contract for Excavation Services at the Ingham County Fairgrounds for the off season and six day fair to Jared A. Beduhn Excavating and Landscaping.
Resolutions:

RESOLUTION TO AUTHORIZE AN EXTENSION TO A CONTRACT WITH JARED A. BEDUHN EXCAVATING AND LANDSCAPING FOR EXCAVATION SERVICES AT THE INGHAM COUNTY FAIRGROUNDS

WHEREAS, the Ingham County Fair hosts over thirty horse shows and hosts six days of grandstands events annually; and

WHEREAS, the excavation services required to execute the preparation of the facilities to host said events in a safe and professional manner is one of a highly skilled nature; and

WHEREAS, in 2016, after careful review of bids, the Purchasing Director and Fair Board both concur that a contract be awarded to Jared A. Beduhn Excavation and Landscaping who submitted the most qualified bid in the amount of $38,100.00 in year one, $43,500.00 in year two and year three for excavation services on the fairgrounds for both off season and during the six days of the annual fair and $150.00 per hour for additional excavation work; and

WHEREAS, Resolution #16-255 authorized entering into a contract for three years with an additional two year option with Jared A. Beduhn Excavating and Landscaping for excavation services at the Ingham County Fairgrounds at a cost not to exceed $43,500; and

WHEREAS, the current contract with Jared A. Beduhn Excavating and Landscaping expires on June 30, 2019; and

WHEREAS, the Ingham County Fairgrounds, per the Fair Board meeting held on November 13, 2018, wishes to utilize the two year extension option with Jared A. Beduhn Excavating and Landscaping.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby authorizes an additional two year extension to the Jared A. Beduhn Excavating and Landscaping contract for excavation services at the Ingham County Fairgrounds at a cost not to exceed $43,500.00.

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners authorizes the Board Chairperson to sign any necessary documents that are consistent with this resolution and approved as to form by the County Attorney.
TO: Board of Commissioners, County Services and Finance Committees
FROM: Mark McCorkle – Executive Director – Ingham County Fair
DATE: November 21, 2018
SUBJECT: As-Needed Electrical Maintenance for the Ingham County Fairgrounds

For the meeting agenda of December 3, and 5, 2018

BACKGROUND
In 2019, The Ingham County Fair will mark 165 years of creating memories and supporting the recreational offerings in Ingham County and the surrounding communities. The fairgrounds host over 131 events annually, which include the annual fair. This brings over 85,000 people to Ingham County throughout the year.

Throughout the past twenty plus years, the fairground has had many phases of construction, demolition, and upgrades to infrastructure; all of which have presented challenges to the electrical systems supporting the multiple venues on the grounds. The electrical services on the fairgrounds is balanced to ensure that during the over 131 events annually there is a safe, useable electrical supply to cover the demand. As with all facilities, the Ingham County Fairgrounds can experience immediate support demands during one of the numerous events. Those on-call or as-needed services are not something that is always readily available through conventional electrical service companies or within the County structure.

The electrical demands are at greatest risk during the six days of fair when there are hundreds of vendors, rides, and patrons utilize the complex supply system. The need to have an as-needed electrician on-site during the vendor set up and tear down process save countless dollars due to vendors inappropriately connecting to the systems. It also equips the fair to deal with any loss of electrical service by immediately addressing the issue to ensure a seamless experience for the 41,000 plus patrons of the fair.

ALTERNATIVES
The loss of electrical supply, or having an electrical malfunction during one of the events on the Fairgrounds, or during the annual fair could potentially lead to the loss of the recurring business with the renter and/or a request for a refund from the renter due to lack of electrical supply that adversely affects their event. When calling a conventional electrical supply company for a small repair many times the call goes unaddressed or the response time is too large to save the event from failing and potentially losing the renter’s loyalty and future revenue.

During the six day annual fair the lack of immediate response to electrical malfunctions could adversely affect the fair patrons, hundreds of commercial vendors, and a revenue stream that accounts for over $700,000 annually.

FINANCIAL IMPACT
The Ingham County Fair has budgeted for as-needed electrical maintenance in both the hotel/motel line item 56176900 -0931000 and the operational budget line item 56176013 – 931000 and 56176014 – 818000 for a combined total of $10,000.00.

OTHER CONSIDERATIONS
None.
STRATEGIC PLANNING IMPACT
This resolution supports Goal C, Strategy seven, section c. of the strategic planning action plan - Support regional and local convention and tourism activities.

RECOMMENDATION
Based on the information presented, I respectfully recommend approval of the attached resolution to support the awarding of a contract for as-needed electrical maintenance on the Ingham County Fairgrounds to Iverson Electric, Inc.
Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN EXTENSION TO A CONTRACT WITH
IVERSON ELECTRIC, INC. FOR AS NEEDED ELECTRICAL MAINTENANCE
AT THE INGHAM COUNTY FAIRGROUNDS

WHEREAS, the Ingham County Fair hosts over 131 events annually, which includes the six days of fair; and

WHEREAS, the Ingham County Fairgrounds can experience immediate electrical support demands during one of the numerous events; and

WHEREAS, on-call or as-needed services are not always readily available through conventional electrical service companies or within the County structure; and

WHEREAS, the electrical demands are at greatest risk during the six days of fair when there are thousands of vendors, rides, and patrons utilizing the complex supply system the need to have an as-needed electrician on-site will save countless dollars and allow an immediate response to ensure that the annual fair goers have a seamless experience; and

WHEREAS, in 2016, after careful review of bids, the Purchasing Director and Fair Board both concur that a contract be awarded to Iverson Electric who submitted the most qualified bid in the amount of $5,750.00 in year one, $5,850.00 in year two and $6,050.00 in year three for as-needed electrical repairs on the fairgrounds for both off season and during the six days of the annual fair and $55.00 per hour for additional electrical work; and

WHEREAS, the funds for this contract have been budgeted and approved in the 2016 operational budget account numbers account 56176013 – 931000 and 56176014 – 818000.

WHEREAS, Resolution #16-254 authorized entering into a contract for three years with an additional two year extension option with Iverson Electric for as-needed electrical services at the Ingham County Fairgrounds at a cost not to exceed $6,050; and

WHEREAS, the current contract with Iverson Electric expires on June 30, 2019; and

WHEREAS, the Ingham County Fairgrounds, per the Fair meeting held on November 13, 2018, wishes to utilize the two year extension option with Iverson Electric.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby authorizes an additional two year extension to the Iverson Electric, Inc contract for as-needed electrical services at the Ingham County Fairgrounds at a cost not to exceed $6,050.

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners authorizes the Board Chairperson to sign any necessary documents that are consistent with this resolution and approved as to form by the County Attorney.
TO:                  Board of Commissioners Human Services & Finance Committees
FROM:               Tim Morgan, Parks Director
DATE:               November 19, 2018
SUBJECT:            Contract with Marine Automated Dock Systems, Inc.

For the meeting agenda of 12/3/18 Human Services and 12/5/18 Finance

BACKGROUND
The two fishing docks and the boardwalk along the south end of the lake at Hawk Island experienced extensive damage due to the winter/spring severe flooding coupled with ice damage that occurred. Board of Commissioners Resolution #18-305 authorized a contract for the demolition and legal disposal of a boardwalk and two fishing docks at Hawk Island County Park.

The Purchasing Department solicited proposals from qualified and experienced contractors to enter into a contract for the purpose of designing, building and delivering two (2) T-shaped floating fishing docks to Hawk Island County Park. Staff will install these two docks by Memorial Day 2019. This replaces a portion of the docks destroyed by flooding.

ALTERNATIVES
Extensive damage has made it necessary to remove the boardwalk and fishing docks to ensure visitor safety. This resolution authorizes the replacement of a portion of the damaged docks using insurance money. The alternative would be to not replace the docks.

FINANCIAL IMPACT
The Evaluation Committee recommends that a contract be awarded to the low quote Marine Automated Dock Systems, Inc. per the quoted proposal in the amount of $32,716.16 plus the Azek Decking in the amount of $7,640 for a total not to exceed cost of $40,356.16, which still makes it the lowest quote. The Azek Vinyl decking will last significantly longer than the wood. The County can pay for this from the insurance fund as instructed by the Director of Financial Services.

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

OTHER CONSIDERATIONS
The Ingham County Park Commission supported this resolution at their November 13, 2018 meeting.

RECOMMENDATION
Based on the information presented, I respectfully recommend approval of the attached resolution authorizing Ingham County enter into a contract with Marine Automated Dock Systems, Inc.
TO: Tim Morgan, Parks Director  
FROM: James Hudgins, Director of Purchasing  
DATE: October 31, 2018  
RE: Memorandum of performance for RFP No. 206-18 Two Fishing Docks

Per your request, the Purchasing Department sought proposals from qualified and experienced vendors to enter into a contract for the purpose of designing, building and delivering two (2) T-shaped floating fishing docks to Hawk Island County Park. The Parks Department will install the docks.

The Purchasing Department can confirm the following:

<table>
<thead>
<tr>
<th>Function</th>
<th>Overall Number of Vendors</th>
<th>Number of Local Vendors</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vendors invited to propose</td>
<td>22</td>
<td>0</td>
</tr>
<tr>
<td>Vendors responding</td>
<td>5</td>
<td>1</td>
</tr>
</tbody>
</table>

The following grid is a summary of the vendors’ costs:

<table>
<thead>
<tr>
<th>Vendor Name</th>
<th>Local Preference</th>
<th>Total Bid</th>
<th>Substitution</th>
<th>Substitution</th>
</tr>
</thead>
<tbody>
<tr>
<td>Marine Automated Dock Systems, Inc. (MADS)</td>
<td>No, Harrison MI</td>
<td>$32,716.16</td>
<td>Add $6,140.00 for Surestep Decking</td>
<td>Add $7,640.00 for Azek Decking</td>
</tr>
<tr>
<td>American Muscle Docks &amp; Fabrication</td>
<td>No, West Virginia</td>
<td>$44,425.00</td>
<td>American Muscle Docks</td>
<td>NA</td>
</tr>
<tr>
<td>Great Lakes Marine</td>
<td>No Grand Rapids MI</td>
<td>$66,046.20</td>
<td>MAX DOCKS</td>
<td>NA</td>
</tr>
<tr>
<td>Moore Trosper Construction Company</td>
<td>Yes, Holt</td>
<td>$52,974.00</td>
<td>Feigher Co., Aqua-Dek: Floating Aluminum Dock System</td>
<td>NA</td>
</tr>
<tr>
<td>The Eagle Group LTD, The Blacksmith Shop LLC</td>
<td>No, Greenville MI</td>
<td>$84,000.00</td>
<td>Pressure Treated Yellow Southern Pine, Powder coated pipe railing (1 1/4&quot;)</td>
<td>NA</td>
</tr>
</tbody>
</table>

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

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

If I can be of further assistance, please do not hesitate to contact me by e-mail at jhudgins@ingham.org or by phone at 676-7309.
WHEREAS, the two fishing docks and the boardwalk along the south end of the lake at Hawk Island experienced extensive damage due to the winter/spring severe flooding coupled with ice damage; and

WHEREAS, after inspecting the damage, it was determined that removal of the structures was necessary; and

WHEREAS, Board of Commissioners Resolution #18-305 authorized a contract for the demolition and legal disposal of a boardwalk and two fishing docks at Hawk Island County Park; and

WHEREAS, proposals were solicited from qualified and experienced contractors to enter into a contract for the purpose of designing, building and delivering two (2) new T-shaped floating fishing docks to Hawk Island County Park; and

WHEREAS, staff will install these two docks by Memorial Day 2019. This replaces a portion of the docks destroyed by flooding; and

WHEREAS, after careful review and evaluation of the proposals received, the Evaluation Committee recommends that a contract be awarded to Marine Automated Dock Systems, Inc., the low bidder, for the partial replacement of the dock/boardwalks that were removed due to ice/flooding damage.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves entering into a contract with Marine Automated Dock Systems, Inc. per the quoted proposal in the amount of $32,716.16 plus the Azek Decking in the amount of $7,640 for a total not to exceed cost of $40,356.16 for the purpose of entering into a contract for designing, constructing and delivering two (2) T-Shaped floating fishing docks to Hawk Island County Park.

BE IT FURTHER RESOLVED, the contract shall be effective the date of execution through March 31, 2019.

BE IT FURTHER RESOLVED, costs will be paid from the insurance fund as instructed by the Director of Financial Services.

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

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign any necessary contract documents on behalf of the County after approval as to form by the County Attorney.
TO: Board of Commissioners Human Services & Finance Committees  
FROM: Melissa Buzzard  
DATE: November 14, 2018  
SUBJECT: Signage for Completed Trails and Parks Millage Projects  
For the meeting agenda of 12/3/18 Human Services and 12/5/18 Finance

BACKGROUND
The Park Commission recommends the recognition of projects completed for the Trails and Parks Millage. This resolution requests funding signage in the amount not to exceed $10,000 from the Trails and Parks Millage fund to provide for the design and printing of signage that will be provided by the Ingham County Parks to be posted on the project location from the time of the award until the work has been completed.

Board of Commissioner Resolution 16-258 authorized funding signage in the amount not to exceed $10,000 from the Trails and Parks Millage fund in 2016. The $10,000 was not rolled over. Due to trails and park projects being completed, we are in need of millage plaques to recognize these were funded by the Ingham County Trails and Parks Millage.

ALTERNATIVES
There is no alternative.

FINANCIAL IMPACT
The funds are available in line item the trails and parks millage fund.

STRATEGIC PLANNING IMPACT
This resolution supports the overarching long-term objective of striving to make facilities and services user-friendly, specifically Section A. 1(f) - Maintain and improve existing parkland, facilities and features, 1 (g) - Work to improve accessibility for visitors of all ages and abilities and 1(h)- Enhance existing trails and blueways, and develop new multi-use trails and blueways, that connect parks with recreational, residential, cultural and business centers throughout Ingham County.

OTHER CONSIDERATIONS
The Ingham County Park Commission supported this resolution at their May 23, 2016 meeting.

RECOMMENDATION
Based on the information presented, I respectfully recommend approval of the attached resolution as recommended by the Park Commission at their May 23, 2016 meeting.
INTRODUCED BY THE HUMAN SERVICES AND FINANCE COMMITTEES OF THE:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING FUNDING FOR SIGNAGE FOR TRAILS AND PARKS MILLAGE PROJECTS FROM THE TRAILS AND PARKS MILLAGE FUND

WHEREAS, the Park Commission recommends the recognition of projects completed for the Trails and Parks Millage; and

WHEREAS, it is a requirement that each entity include signage during the construction phase and post completion of the project.

THEREFORE BE IT RESOLVED, the Board of Commissioners authorizes funding signage in the amount not to exceed $10,000 from the Trails and Parks Millage fund to provide for the design and printing of signage that will be provided by the Ingham County Parks to be posted on the project location.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary budget adjustments consistent with this resolution.
TO: Board of Commissioners Human Services and Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: November 19, 2018
SUBJECT: Agreement with Michigan Department of Agriculture and Rural Development
For the meeting agendas of December 3 and December 5, 2018

BACKGROUND
Ingham County Health Department’s (ICHD’s) Environmental Health Division wishes to accept a grant from the Michigan Department of Agriculture and Rural Development (MDARD) in the amount of $24,000 for the period of October 1, 2018 through September 30, 2019. The Environmental Health Division operates a Household Hazardous Waste Program (HHW) that accepts hazardous waste for disposal. This program is open to all Ingham county residents free of charge. Annually, MDARD contracts with ICHD under the Clean Sweep agreement to provide funding to cover costs of the disposal of pesticides and herbicides collected throughout the year. MDARD has proposed to provide ICHD with up to $24,000 in funding for FY 2019 to be used for the disposal of pesticides and herbicides.

ALTERNATIVES
There are no alternatives.

FINANCIAL IMPACT
The MDARD grant funding of up to $24,000 was anticipated and has been included in the proposed FY 2019 budget.

STRATEGIC PLANNING IMPACT
This resolution supports the overarching long-term objective of Promoting service to Residents: Provide easy access to quality, innovative, cost-effective services that promote well-being and quality of life for the residents of Ingham County. Strategy 1. Strive to make facilities and services user-friendly. k. Provide for collection and proper disposal of household hazardous waste through the Health Department Environmental Health Division.

OTHER CONSIDERATIONS
There are no other considerations.

RECOMMENDATION
Based on the information presented, I respectfully recommend approval of the attached resolution to enter into a Clean Sweep agreement with MDARD for up to $24,000 effective October 1, 2018 through September 30, 2019.
RESOLUTION TO ENTER INTO A MICHIGAN AGRICULTURE ENVIRONMENTAL ASSURANCE PROGRAM (MAEAP) CLEAN SWEEP PROGRAM AGREEMENT WITH THE MICHIGAN DEPARTMENT OF AGRICULTURE AND RURAL DEVELOPMENT (MDARD)

WHEREAS, Ingham County Health Department’s (ICHD’s) Environmental Health Division wishes to accept a grant from the Michigan Department of Agriculture and Rural Development (MDARD) in the amount of $24,000 for the period of October 1, 2018 through September 30, 2019; and

WHEREAS, the Environmental Health Division operates a Household Hazardous Waste Program (HHW) that accepts hazardous waste for disposal; and

WHEREAS, this program is open to all Ingham county residents free of charge; and

WHEREAS, annually, MDARD contracts with ICHD under the Clean Sweep agreement to provide funding to cover costs of the disposal of pesticides and herbicides collected throughout the year; and

WHEREAS, MDARD has proposed to provide ICHD with up to $24,000 in funding for FY 2019 to be used for the disposal of pesticides and herbicides; and

WHEREAS, this agreement shall be effective October 1, 2018 through September 30, 2019; and

WHEREAS, the Health Officer has recommended that the Board of Commissioners authorize a MAEAP Clean Sweep Program agreement with MDARD for up to $24,000 effective October 1, 2018 through September 30, 2019.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an MAEAP Clean Sweep Program agreement with MDARD for up to $24,000 effective October 1, 2018 through September 30, 2019.

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

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign the necessary contract documents on behalf of the county after approval as to form by the County Attorney.
TO: Board of Commissioners Human Services and Finance Committees  
FROM: Linda S. Vail, MPA, Health Officer  
DATE: November 16, 2018  
SUBJECT: Authorization to enter an agreement with CURIS Consulting  
For the meeting agendas of December 3 and December 5, 2018

BACKGROUND
Ingham County Health Department (ICHD) wishes to enter into an agreement with CURIS Consulting for assessment, training, consultant travel and solution development for meeting value-based care objectives totaling $67,000 and effective from January 1, 2019 through December 31, 2019. Medicaid, the primary payer of Community Health Center (CHC) patients, is shifting toward a value-based care approach to reimbursement by prioritizing quality patient care and reduced health care costs. ICHD sought bids for consulting services to support operational alignment within Ingham CHCs with value-based care objectives as part of its Quality Improvement strategy. ICHD received two proposals, of which CURIS Consulting was determined to be the best value for the cost. A one-year contract with CURIS Consulting will provide assessment, training, and solutions for meeting clinical quality and cost efficiency goals of value-based care. The scope of work proposed by CURIS Consulting includes: the development and execution of Quality Improvement strategies for data management and utilization; staff engagement and training in optimizing continuous Quality Improvement; identification and remediation of Patient Centered Medical Home (PCMH) practice criteria; standardization of efficient and effective workflows; and developing a sustainability plan for value-based care success. These services will improve the staff and operational readiness of the CHCs and equip them for achieving the objectives of value-based care.

ALTERNATIVES
There are no alternatives.

STRATEGIC PLANNING IMPACT
The proposed contract supports ICHD’s strategic plan goals by enhancing the efficiency and quality of health care service delivery to the community.

FINANCIAL IMPACT
Through the Michigan Primary Care Association, consulting services through CURIS Consulting is available at a discounted rate of 10%. The total cost of the 12 month contract scope of work shall not exceed $57,000. In addition, the County shall also pay the travel and expenses of the consultants for bi-monthly on-site services and training, for an amount not to exceed $10,000. The total costs of this contract and associated consultant travel and expense costs shall be paid for through the 2018 Health Center Quality Improvement funds awarded to ICHD’s CHCs through the Health Resources and Services Administration (HRSA), which was accepted by Ingham County through Resolution #18-382.

STRATEGIC PLANNING IMPACT
This resolution supports the overarching long-term objective of promoting accessible healthcare, specifically section A.1(e) of the Action Plan – Expand access to healthcare for county residents, with an emphasis on the uninsured and underinsured.
OTHER CONSIDERATIONS
There are no other considerations.

RECOMMENDATION
Based on the information presented, I respectfully recommend authorizing an agreement with CURIS Consultants for quality improvement consultation services, assessment, training, solution development for meeting value-based care objectives, and consultant training and travel costs effective January 1, 2019 through December 31, 2019 for a total amount not to exceed $67,000.
Agenda Item 10b

Introduced by the Human Services and Finance Committees of the:

INGLEHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH CURIS CONSULTING

WHEREAS, Ingham County Health Department (ICHD) wishes to enter into an agreement with CURIS Consulting for assessment, training, consultant travel and solution development for meeting value-based care objectives totaling $67,000 and effective from January 1, 2019 through December 31, 2019; and

WHEREAS, Medicaid, the primary payer of Community Health Center (CHC) patients, is shifting toward a value-based care reimbursement model by prioritizing quality patient care and reduced health care costs; and

WHEREAS, ICHD sought bids for consulting services to support operational alignment within the Ingham Community Health Centers with value-based care objectives, as part of its Quality Improvement strategy; and

WHEREAS, ICHD received two proposals, of which CURIS Consulting was determined to be the best value for the cost; and

WHEREAS, a one-year contract with CURIS Consulting will provide assessment, training, and solutions for meeting clinical quality and cost efficiency goals of value-based care; and

WHEREAS, the scope of work proposed by CURIS Consulting includes: the development and execution of Quality Improvement strategies for data management and utilization; staff engagement and training in optimizing Continuous Quality Improvement; identification and remediation of Patient Centered Medical Home (PCMH) practice criteria; standardization of efficient and effective workflows; and developing a sustainability plan for value-based care success; and

WHEREAS, these services will improve staff and operational readiness of the Community Health Centers for achieving the objectives of value-based care; and

WHEREAS, through the Michigan Primary Care Association, consulting services through CURIS Consulting are available at a discounted rate of 10%; and

WHEREAS, the total cost of the 12 month contract shall be $57,000 plus the travel and expenses of the consultants for on-site services and training, not to exceed $10,000; and

WHEREAS, the total costs of this contract and associated consultant travel and expense costs shall be paid for through the 2018 Health Center Quality Improvement funds awarded to the ICHD’s CHCs through the Health Resources and Services Administration (HRSA), which was accepted by Ingham County through Resolution # 18-382; and

WHEREAS, the Ingham Community Health Center Board supports entering a quality improvement consulting services agreement with CURIS Consultants for the purpose of improving staff and operational readiness of the Community Health Centers for achieving the objectives of value-based care; and
WHEREAS, the Health Officer recommends entering into a quality improvement consulting services agreement with CURIS Consultants for the purpose of improving staff and operational readiness of the Community Health Centers for achieving the objectives of value-based care.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering an agreement with CURIS Consultants for quality improvement consultation services to the Ingham Community Health Centers for meeting value-based care objectives, effective January 1, 2019 through December 31, 2019 in an amount not to exceed $67,000.

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

BE IT FURTHER RESOLVED, the Chairperson of the Ingham County Board of Commissioners is authorized to sign any necessary contract documents consistent with this resolution upon approval as to form by the County Attorney.
TO: Board of Commissioners Human Services and Finance Committee
FROM: Linda S. Vail, MPA, Health Officer
DATE: November 16, 2018
SUBJECT: Agreement with Mid-State Health Network
For the meeting agendas of December 3 and December 5, 2018

BACKGROUND
Ingham County Health Department (ICHD) wishes to renew the agreement with Mid-State Health Network (MSHN) for the acceptance of grant funds totaling $82,993 which will enable ICHD to continue the coordination of the Ingham Opioid Abuse and Prevention Initiative (IOAPI), and also continue funding a 1.0 FTE Program Specialist position for the duration of the agreement with MSHN. MSHN works to ensure access to high-quality, locally-delivered, effective and accountable public behavioral health and substance use disorder services. Historically, this collaboration collects data in Ingham County which provides support for combating the opioid epidemic within Ingham County. This funding also supports other prevention related efforts including naloxone training for staff and community members, proper disposal of medication, tobacco surveillance, and connecting community members in need to substance abuse resources. This agreement will be effective October 1, 2018 through September 30, 2019.

ALTERNATIVES
There are no other alternatives.

FINANCIAL IMPACT
The renewal of this agreement will allow ICHD to accept $82,993 in grant funds which will be used to continue funding a 1.0 FTE Program Specialist position for the duration of the agreement with MSHN.

STRATEGIC PLANNING IMPACT
This resolution supports Goal A. Service to Residents: Provide easy access to quality, innovative, cost-effective services that promote well-being and quality of life for the residents of Ingham County. Strategy 1. Strive to make facilities and services user-friendly.
   w. Continue to work to stem the epidemic of Opioid/Heroin related deaths and crime. Strategy 2. Connect and collaborate with local government networks to learn about innovations and new cost effective service delivery models. a. Provide additional resources to the task force focusing on the epidemic of opiate addiction in Ingham County.

OTHER CONSIDERATIONS
There are no other considerations.

RECOMMENDATION
Based on the information presented, I respectfully recommend approval of the attached resolution to accept a Mid-State Health Network Grant totaling $82,993 to be used to continue the 1.0 FTE Program Specialist position as well as supporting additional opioid abuse prevention efforts.
Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ACCEPT GRANT FUNDING FROM MID-STATE HEALTH NETWORK

WHEREAS, Ingham County Health Department (ICHD) wishes to renew its agreement with Mid-State Health Network (MSHN) for the acceptance of grant funds totaling $82,993 which will enable ICHD to continue the coordination of the Ingham Opioid Abuse and Prevention Initiative (IOAPI), and also continue funding a 1.0 FTE Program Specialist position for the duration of the agreement with MSHN; and

WHEREAS, MSHN works to ensure access to high-quality, locally-delivered effective and accountable public behavioral health and substance use disorder services; and

WHEREAS, historically, this collaboration collects data in Ingham County which provides support for combating the opioid epidemic within Ingham County; and

WHEREAS, this funding also supports other prevention related efforts including naloxone training for staff and community members, proper disposal of medication, tobacco surveillance, and connecting community members in need to substance abuse resources; and

WHEREAS, this agreement will be effective October 1, 2018 through September 30, 2019; and

WHEREAS, the Health Officer recommends that the Ingham County Board of Commissioners authorize the acceptance of $82,993 in grant funds to be used for the continued funding of a 1.0 FTE position for a Program Specialist position as well as other prevention related activities.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the acceptance of grant funds from MSHN in the amount of $82,993 for the funding of a 1.0 FTE position for a Program Specialist position as well as supporting additional opioid abuse prevention related activities.

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

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign any necessary contract documents consistent with this resolution upon approval as to form by the County Attorney.
TO: Board of Commissioners Human Services and Finance Committees  
FROM: Linda S. Vail, MPA, Health Officer  
DATE: November 16, 2018  
SUBJECT: Resolution to Amend the Agreement with MSU College of Nursing

For the meeting agenda of December 3, and December 5, 2018

**BACKGROUND**
Ingham County Health Department (ICHD) wishes to amend the terms of the current Agreement with Michigan State University College of Nursing (MSU CON) by extending the effective date through June 30, 2018 and by allowing MSU CON nurse practitioners to provide billable services through the Ingham Community Health Center (ICHC) locations. ICHD maintains an agreement with the MSU CON for nurse practitioner coverage 40 hours a week for the Jail Medical Health Center. The current agreement expires December 31, 2018. ICHD wishes to continue the terms of the existing agreement through June 30, 2018 in order to sustain Jail Medical operations until determinations by the Board of Commissioners are made regarding the overall operations and staffing model of Jail Medical. ICHD and the MSU CON also wish to amend the terms of the agreement to allow for MSU CON nurse practitioners to provide billable services through the ICHC locations, should the County no longer require MSU CON services through Jail Medical prior to the expiration of the terms of the amended agreement.

**ALTERNATIVES**
There are no alternatives.

**FINANCIAL IMPACT**
The total cost of the six month extension is already within the existing FY 19 budget for Jail Medical. The cost of any portion of the contractual service hours performed through health center locations shall be paid through the revenue generated through billable services performed at the those locations.

**STRATEGIC PLANNING IMPACT**
This supports Goal A. Service to Residents: Provide easy access to quality, innovative, cost-effective services that promote well-being and quality of life for the residents of Ingham County. Strategy 1. Strive to make facilities and services user-friendly. Expand access to healthcare for County residents, with an emphasis on the uninsured and the underinsured.

**OTHER CONSIDERATIONS**
There are no other considerations.

**RECOMMENDATION**
Based on the information presented, I respectfully recommend approval to amend the existing terms of the services Agreement with Michigan State University College of Nursing through June 30, 2019, with the addition of an allowance for services to be performed at Ingham Community Health Center locations should the requirement for nurse practitioner services at Jail Medical be otherwise determined prior to this amendment’s expiration.
Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AMEND AGREEMENT WITH MSU COLLEGE OF NURSING

WHEREAS, Ingham County Health Department (ICHD) wishes to amend the terms of the current Agreement with Michigan State University College of Nursing (MSU CON) by extending the effective date through December 31, 2018 and by allowing MSU CON nurse practitioners to provide billable services through the Ingham Community Health Center (ICHC) locations; and

WHEREAS, ICHD maintains an agreement with the MSU CON for nurse practitioner coverage 40 hours a week for the Jail Medical Health Center; and

WHEREAS, the current agreement expires December 31, 2018 and ICHD wishes to continue the terms of the existing agreement through June 30, 2018 in order to sustain Jail Medical operations until determinations by the Board of Commissioners are made regarding the overall operations and staffing model of Jail Medical; and

WHEREAS, ICHD and MSU CON also wish to amend the terms of the agreement to allow for MSU CON nurse practitioners to provide billable services through the ICHC locations, should the County no longer require MSU CON services through Jail Medical prior to the expiration of the terms of the amended agreement; and

WHEREAS, the total cost of the six month extension is already within the existing FY 19 budget for Jail Medical; and

WHEREAS, the cost of any portion of the contractual service hours performed through at health center locations shall be paid through the revenue generated through billable services performed at the those locations; and

WHEREAS, the Health Officer and the Ingham Community Health Center Board support this amendment to the services agreement with the MSU CON.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes extending the existing terms of the services agreement with Michigan State University College of Nursing through June 30, 2019.

BE IT FURTHER RESOLVED, that the amendment includes allowing for services to be performed at Ingham Community Health Center locations should the requirement for nurse practitioner services at Jail Medical be otherwise determined prior to this amendment’s expiration.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign any necessary contract documents consistent with this resolution upon approval as to form by the County Attorney.
TO: Board of Commissioners Human Services & Finance Committee
FROM: Linda S Vail, MPA, Health Officer
DATE: November 19, 2018
SUBJECT: Medicaid Match Partner with the Pediatric Foundation of Michigan
For the meeting agendas of December 3 and December 5, 2018

BACKGROUND
Ingham County Health Department (ICHD) wishes to partner with the Pediatric Foundation of Michigan (PFM) to be Medicaid Match partners. PFM is a 501 (C)(3) charitable arm of the American Academy of Pediatrics, Michigan Chapter. PFM seeks to further educational, charitable, literacy, and scientific activities by supporting and improving pediatric healthcare in the State of Michigan. PFM works with Pediatricians in Michigan to support families who receive Medicaid and helps support outreach services to families with children. PFM sustainability is dependent upon receiving Medicaid Outreach Match funds. This agreement will be effective October 1, 2018 through September 30, 2019.

As the Medicaid Outreach Partner for PFM, ICHD will:

1. Receive funds from PFM in the amount of $62,584
2. Set up a system to provide quarterly reimbursement of costs
3. Process Medicaid Outreach documentation required to draw Medicaid Outreach Match Funds
4. Perform on site monitoring of PFM
5. Forward any required reports as provided by PFM

PFM will:

1. Provide quarterly financial reports of all expenses.
2. Provide quarterly reports for Medicaid Outreach.
3. Keep ICHD up-to-date on any changes in funding.

ALTERNATIVES
There are no alternatives.

FINANCIAL IMPACT
ICHD will retain a 10% administrative fee of the total funds received during the duration of this agreement; including Medicaid Match funds.

STRATEGIC PLANNING IMPACT
This resolution supports Goal A. Service to Residents: Provide easy access to quality, innovative, cost-effective services that promote well-being and quality of life for the residents of Ingham County. Strategy 1. Strive to make facilities and services user-friendly b. Expand Medicaid enrollment activities throughout Ingham County. e. Expand access to health care for County residents, with an emphasis on the uninsured and the underinsured.
OTHER CONSIDERATIONS
There are no other considerations.

RECOMMENDATION
Based on the information presented, I respectfully recommend approval of the attached resolution to authorize the acceptance of funds from PFM in the amount of $62,584 where ICHD will function as their Medicaid Outreach partner. This agreement will be effective October 1, 2018 through September 30, 2019.
Agenda Item 10e

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO FUNCTION AS MEDICAID MATCH PARTNER WITH PEDIATRIC FOUNDATION OF MICHIGAN

WHEREAS, Ingham County Health Department (ICHD) wishes to partner with the Pediatric Foundation of Michigan (PFM) to be Medicaid match partners; and

WHEREAS, PFM is a 501 (C)(3) charitable arm of the American Academy of Pediatrics, Michigan Chapter; and

WHEREAS, PFM seeks to further educational, charitable, literacy, and scientific activities by supporting and improving pediatric healthcare in the State of Michigan; and

WHEREAS, PFM works with Pediatricians in Michigan to support families who receive Medicaid and helps support outreach services to families with children; and

WHEREAS, PFM sustainability is dependent upon receiving Medicaid Outreach Match funds; and

WHEREAS, this agreement will be effective October 1, 2018 through September 30, 2019; and

WHEREAS, as the Medicaid Outreach partner with PFM ICHD will:

1. Receive funds from PFM in the amount of $62,584
2. Set up a system to provide quarterly reimbursement of costs.
3. Process Medicaid Outreach documentation required to draw Medicaid Outreach Match Funds.
4. Perform on site monitoring of PFM.
5. Forward any required reports as provided by PFM; and

WHEREAS, PFM will:

1. Provide quarterly financial reports of all expenses
2. Provide quarterly reports for Medicaid Outreach
3. Keep ICHD up-to-date on any changes in funding; and

WHEREAS, the Health Officer recommends that the Ingham County Board of Commissioners authorize the acceptance of funds up to $62,584, from PFM for ICHD to function as its Medicaid Outreach partner for the period of October 1, 2018 through September 30, 2019.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the acceptance of funds from PFM up to $62,584 and to function as the Medicaid Match Partner for the period of October 1, 2018 through September 30, 2019.
BE IT FURTHER RESOLVED, that ICHD will retain a 10% administrative fee of the total funds received during the duration of this agreement including the Medicaid Match funds.

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

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign the necessary contract documents on behalf of the County after approval as to form by the County Attorney.
TO: Board of Commissioners Human Services and Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: November 16, 2018
For the meeting agendas of December 3 and December 5, 2018

BACKGROUND
Ingham County Health Department (ICHD) wishes to enter into an agreement with Roger L. Donaldson, AIA P.L.C. for architectural services totaling $5,840 effective upon execution through one year. ICHD’s Forest Community Health Center (CHC) requires renovations in order to accommodate increased medical provider and support staff capacity and maximize use of currently underutilized space for billable health care service delivery. These renovations will include closing off a portion of the waiting area to create an additional clinical team room, adding another check-in window, and modifications that will create more office space for supportive services.

ALTERNATIVES
There are no alternatives.

FINANCIAL IMPACT
Three bids were collected for these architectural renovations. Roger L. Donaldson, AIA P.L.C. provided the lowest competitive bid for professional design services to Forest Community Health Center totaling $5,440. Additionally, there will be a Lansing Plan Review Fee cost of $200 and a printing cost of $200 for a combined cost of architectural services and associated fees totaling $5,840. These costs will be covered through surplus revenue generated through billable services and through 340B Pharmacy savings.

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

OTHER CONSIDERATIONS
There are no other considerations.

RECOMMENDATION
Based on the information presented, I respectfully recommend approval to enter into an agreement with Roger L. Donaldson, AIA P.L.C. for architectural services at Forest Community Health Center totaling $5,840 and will be effective upon execution through one year.
Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH ROGER L. DONALDSON, AIA P.L.C.
FOR ARCHITECTURAL SERVICES

WHEREAS, Ingham County Health Department (ICHD) wishes to enter into an agreement with Roger L.
Donaldson, AIA P.L.C. for architectural services totaling $5,840 effective upon execution through one year;
and

WHEREAS, ICHD’s Forest Community Health Center (CHC) requires renovations in order to accommodate
increased medical provider and support staff capacity and maximize use of currently underutilized space for
billable health care service delivery; and

WHEREAS, these renovations will include closing off a portion of the waiting area to create an additional
clinical team room, adding another check-in window, and modifications that will create more office space for
supportive services; and

WHEREAS, of the three bids collected for the architectural services, Roger L. Donaldson, AIA P.L.C.,
provided the lowest competitive bid for professional design services design services to Forest CHC totaling
$5,440; and

WHEREAS, additionally, there will be a Lansing Plan Review Fee cost of $200 and a printing cost of $200 for
a combined cost of architectural services and associated fees totaling $5,840; and

WHEREAS, these costs will be covered through surplus revenue generated through billable services and
through 340B Pharmacy savings; and

WHEREAS, the Health Officer and the Ingham Community Health Center Board recommend entering an
agreement with Roger L. Donaldson, AIA P.L.C. for architectural services at Forest Health Center totaling
$5,840 and effective upon execution through one year.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into
an agreement with Roger L. Donaldson, AIA P.L.C. for architectural services at Forest Health Center totaling
$5,840 effective upon execution through one year.

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

BE IT FURTHER RESOLVED, the Chairperson of the Ingham County Board of Commissioners is authorized
to sign any necessary contract documents consistent with this resolution upon approval as to form by the
County Attorney.
TO: Board of Commissioners, County Services Committee, and Finance Committee
FROM: Deb Fett, CIO
DATE: 11/15/2018
SUBJECT: Renewal of the Imagesoft and OnBase Annual Support

BACKGROUND
OnBase is a comprehensive document imaging and workflow platform heavily utilized by our courts and a few other departments. It is key to our document management and several new projects will increase its streamlining of our processes. Our support contract expires on December 31st, 2018. In 2016 we did a split of our support model to using Hyland under the GSA contract for our licensing support and Imagesoft for our direct support of the application. This resulted in a net savings of $41,342.92. Last year our licensing support cost has increased as we had expected due to the Circuit Court project being implemented – soon to go live.

ALTERNATIVES
By working through Imagesoft and Hyland for our support, we have the following results;
2015 support costs paid               $160,380.66
2016 support costs paid              $168,117.16
2017 support costs proposed 1st      $194,841.60
2017 support costs as negotiated     $153,498.68
2018 support costs paid              $179,904.24 (Circuit Court added)
2019 Expected support costs          $184,221.94
2019 Actual costs                   $182,288.30 (savings of $1,933.64 over expected)

FINANCIAL IMPACT
The funding for the $76,630.75 invoice for Imagesoft and the $105,657.55 invoice from Hyland (total of $182,288.30) will come from the County’s Innovation and Technology Department Network Maintenance – Imaging Fund #636-25870 932050.

OTHER CONSIDERATIONS
None

RECOMMENDATION
Based on the information presented, I respectfully recommend approval of the attached resolution for Hyland and Imagesoft support renewals in the amount not to exceed $185,000.00.
Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE THE RENEWAL OF THE IMAGESOFT AND ONBASE ANNUAL SUPPORT

WHEREAS, OnBase is a comprehensive document imaging and workflow platform heavily utilized by our courts and a few other departments; and

WHEREAS, utilization of the OnBase application by the County is key to our document management and several new projects will increase its streamlining of our processes; and

WHEREAS, the current licensing subscription agreement will expire on December 31st, 2018; and

WHEREAS, the annual contract amount is in the approved 2019 budget.

THEREFORE BE IT RESOLVED, that the Board of Commissioners do hereby authorize the renewal of the OnBase and Imagesoft annual support in the amount not to exceed $185,000.00.

BE IT FURTHER RESOLVED, the total cost will be paid from the Innovation and Technology’s Imaging Fund (636-25870-932050).

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

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign any contract documents consistent with this resolution and approved as to form by the County Attorney.
TO: Board of Commissioners County Services & Finance Committees
FROM: Deb Fett, Chief Information Officer
DATE: November 20, 2018
SUBJECT: Bomgar Software Purchase

BACKGROUND
In 2017, Ingham County experienced a security breach that affected County services for several days. Reflecting industry best practices, changes were made to our remote connectivity which has caused inefficiencies to our staff and cumbersome access processes for our contracted vendors. Affected users/vendors range from County APAs connecting back to our network to our long-term ImageSoft project currently under way for Circuit Court. IT staff began searching for solutions that would enable access in a more efficient manner while maintaining the enhanced level of security that has become standard in our environment. The results of our search and recommendations from peer groups such as Monroe County IT have lead us to Bomgar.

ALTERNATIVES
LogMeIn, GoToMyPC, PCAnywhere, and TeamViewer were considered but did not have the enhanced security features necessary for our environment. NetMotion was also considered as it is very secure, but was not something we could require our vendors to use as well as being very expensive. Bomgar is CJIS certified which will be beneficial in our LEIN access requirements and favorable in our LEIN audit.

FINANCIAL IMPACT
The funding for this support renewal will come from the County’s Innovation and Technology Department’s Network Fund #636-25810-932033.

OTHER CONSIDERATIONS
Pricing from the recommended vendor is off the competitively bid Michigan Master Computing-MiDEAL (071B6600110) contract.

RECOMMENDATION
Based on the information presented, I respectfully recommend approval to purchase Bomgar from CDW-G in the amount of $44,801.46.
WHEREAS, Ingham County has increased security on remote connectivity; and

WHEREAS, the increased security has caused problems with inefficiencies to our staff and cumbersome access processes for our contracted vendors; and

WHEREAS, a search was initiated to identify solutions to the problems caused by tightened security; and

WHEREAS, several prospective solutions were considered with Bomgar being determined to be the most appropriate solution; and

WHEREAS, this expenditure has been planned for and budgeted and will alleviate the inefficiencies caused by elevated security practices.

THEREFORE BE IT RESOLVED, that the Board of Commissioners do hereby authorize the purchase of Bomgar from CDW-G in the amount not to exceed $45,000.00.

BE IT FURTHER RESOLVED, the total cost will be paid from the Innovation and Technology’s Network Fund (#636-25810-932033).

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

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign any contract documents consistent with this resolution and approved as to form by the County Attorney.
TO: Board of Commissioners, County Services Committee and Finance Committee
FROM: Robert Peterson, Director of Engineering, Road Department
DATE: November 16, 2018

For the County Services Committee meeting agenda of December 4, 2018
For the Finance Committee meeting agenda of December 5, 2018
For the BOC meeting agenda of December 11, 2018

Ingham County Road Department (ICRD) staffing is such that there may be times where we don’t have the staff, or the expertise, to perform required signal modeling and timing permit preparation for our road and intersection projects. Therefore, we must rely on engineering consultants to perform the work when needed.

Generally, the needed signal modeling and consulting services include miscellaneous signal modeling, signal optimization, and preparation of signal timing permits for projects within the public road rights-of-way in Ingham County, Michigan.

The signal modeling and consulting services requested involve the following known intersections:

1. College Road and Jolly Road
2. Holt Road and Waverly Road
3. Marsh Road and Franklin Street / Nemoke Trail
4. Old Lansing Road and Waverly Road

Within the proposed two-year contract term, additional intersection locations may need signal modeling and timing permit preparation services. Those additional, presently unforeseen locations, may involve initial/supplemental/calibration data collection, modeling, optimization, coordination with adjacent road agencies, geometric recommendations, and preparation of signal timing permits. The intent of the issued RFP is to allow the additional signal modeling and optimizing work to the contract work using labor rates, equipment costs, and profit provided within the proposal submitted by the retained consultant.

The Purchasing Department solicited proposals from Michigan Department of Transportation prequalified and experienced inspection firms to provide the services for the intersections listed above and on an as-needed basis and received four (4) proposals. ICRD staff reviewed the proposals for adherence to county purchasing requirements, expertise, experience, proposed unit prices, and overall value to the county.

Based on my review of the proposals, I recommend that Hubbell, Roth, & Clark, Inc. (HRC) be retained to provide the requested services. I recommend that the Board of Commissioners adopt the attached resolution and accept HRC’s project specific fees and as-needed unit price proposal.
TO: Robert Peterson, Director of Engineering
FROM: James Hudgins, Director of Purchasing
DATE: November 13, 2018

Per your request, the Purchasing Department sought proposals from Michigan Department of Transportation prequalified and experienced engineering firms (Consultant) for the purpose of entering into a contract to provide professional engineering services for Miscellaneous Signal Modeling, Optimization, and Preparation of Signal Timing Permits.

The professional engineering services requested involve the following known intersections:

1. College Road and Jolly Road  
2. Holt Road and Waverly Road  
3. Marsh Road and Franklin Street / Nemoke Trail  
4. Old Lansing Road and Waverly Road

The RFP was advertised on the following websites: Michigan Infrastructure and Transportation Association (MITA), and Ingham County Purchasing Department’s website.

The Purchasing Department can confirm the following:

<table>
<thead>
<tr>
<th>Function</th>
<th>Overall Number of Vendors</th>
<th>Number of Local Vendors</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vendors invited to propose</td>
<td>32</td>
<td>9</td>
</tr>
<tr>
<td>Vendors responding</td>
<td>4</td>
<td>2</td>
</tr>
</tbody>
</table>

A summary of the vendors’ costs:

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

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

If I can be of further assistance, please do not hesitate to contact me by e-mail at jhudgins@ingham.org or by phone at 676-7309.
## VENDORS’ COSTS

<table>
<thead>
<tr>
<th>Vendor Name</th>
<th>Local Pref</th>
<th>College Rd &amp; Jolly Rd</th>
<th>Holt Rd &amp; Waverly Rd</th>
<th>Marsh Rd &amp; Franklin St/ Nemoke Tr.</th>
<th>Old Lansing Rd., &amp; Waverly Rd.</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hubbell, Roth &amp; Clark Inc.</td>
<td>Yes, Holt MI</td>
<td>$2,163.60</td>
<td>$2,378.40</td>
<td>$2,001.60</td>
<td>$2,463.00</td>
<td>$9,006.60</td>
</tr>
<tr>
<td>Traffic Analysis &amp; Design Inc.</td>
<td>Yes, Lansing MI</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$10,038.00</td>
</tr>
<tr>
<td>Bergmann Architects Engineers Planners</td>
<td>No, Lansing MI (Eaton County)</td>
<td>$2,400.00</td>
<td>$2,400.00</td>
<td>$3,200.00</td>
<td>$2,800.00</td>
<td>$10,800.00</td>
</tr>
<tr>
<td>RS Engineering LLC</td>
<td>No, Lansing MI (Eaton County)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$33,200.00</td>
</tr>
</tbody>
</table>
Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO RETAIN AS-NEEDED SIGNAL MODELING AND TIMING PERMIT PREPARATION SERVICES

WHEREAS, Ingham County Purchasing Department solicited proposals from Michigan Department of Transportation prequalified and experienced signal modeling and timing permit preparation firms to provide services on an as-needed basis; and

WHEREAS, the Purchasing Department advertised for the as-needed signal modeling and timing permit preparation services for fiscal year 2019 and 2020 and received four (4) proposals; and

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

WHEREAS, the Road Department recommends that the Board of Commissioners retain Hubbell, Roth, & Clark, Inc. to provide the as-needed signal modeling and timing permit preparation services at fees not to exceed those stated in their proposal.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes retaining Hubbell, Roth & Clark, Inc., 2101 Aurelius Road, Suite 2, Holt, Michigan to provide the as-needed signal modeling and timing permit preparation services for fiscal year 2019 and 2020.

BE IT FURTHER RESOLVED, Hubbell, Roth & Clark, Inc. shall be compensated for services performed at fee rates not to exceed those set forth in their proposal.

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners authorizes the Board Chairperson to sign any necessary agreements that are consistent with this resolution and approved as to form by the County Attorney.
TO:       Board of Commissioners, County Services and Finance Committees
FROM:    Sue Graham, Human Resources Director
DATE:    November 19, 2018
SUBJECT: Amendment of CCLP Letter of Understanding Regarding Academy Sponsorship
         For the meeting agendas of December 4 and December 5, 2018

BACKGROUND
Ingham County and the Sheriff of Ingham ("Employer"), and the CCLP Law Enforcement Unit and the CCLP Corrections Unit ("Unions") are parties to collective bargaining agreements currently in effect through December 31, 2020. The CCLP Corrections Unit agreement contains an existing Letter of Understanding providing for the payment of tuition, wages and benefits to employees sponsored and approved by the Sheriff to attend the Mid-Michigan Police Academy or Corrections Academy. The parties mutually desire to amend this Letter of Understanding to 1) include the CCLP Law Enforcement Unit as a party and 2) to provide an alternative whereby an employee may be granted an unpaid leave of absence to attend the Mid-Michigan Police Academy or Corrections Academy with continuation of the Employer’s portion of the premium for the employee’s health insurance and payment of tuition.

ALTERNATIVES
The Board of Commissioners may elect not to approve all of or any portion of the proposed amendments to the existing Letter of Understanding with the CCLP and the Sheriff of Ingham.

FINANCIAL IMPACT
The financial impact associated with approval of the proposed amendment of the Letter of Understanding with the CCLP Unions is dependent upon the type (paid or unpaid) and occurrence of employee requests and is limited to requests approved by the Sheriff of Ingham.

STRATEGIC PLAN CONSIDERATIONS
The provisions of the proposed amended CCLP Letter of Understanding are in furtherance of the following strategic goal(s) and task(s) included in the Strategic Plan:

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

OTHER CONSIDERATIONS
A Letter of Understanding providing for certain terms by which CCLP Corrections Unit employees are sponsored for an Academy was originally effective February 11, 2005 and has since operated to the mutual benefit of both the Employer and employees with the approval of the Sheriff of Ingham and the Union. The proposed amendment of the Letter of Understanding is supported by the Sheriff of Ingham and the Unions.

RECOMMENDATION
Based on the information presented, I respectfully recommend approval of the attached resolution to support the amendment of the CCLP Letter of Understanding Regarding Academy Sponsorship.
Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE THE AMENDMENT OF THE CCLP LETTER OF UNDERSTANDING REGARDING ACADEMY SPONSORSHIP

WHEREAS, an agreement has been reached between Ingham County and the Sheriff of Ingham (“Employer”), and the CCLP, Command Unit, and CCLP Corrections Unit (“Unions”) through December 31, 2020; and

WHEREAS, the CCLP Corrections Unit agreement contains an existing Letter of Understanding providing for the payment of tuition, wages and benefits to employees sponsored and approved by the Sheriff to attend the Mid-Michigan Police Academy or Corrections Academy; and

WHEREAS, the parties mutually desire to amend this Letter of Understanding to 1) include the CCLP Law Enforcement Unit as a party and 2) to provide an alternative whereby an employee may be granted an unpaid leave of absence to attend the Mid-Michigan Police Academy or Corrections Academy with continuation of the Employer’s portion of the premium for the employee’s health insurance and payment of tuition; and

WHEREAS, a Letter of Understanding providing for certain terms by which CCLP Corrections Unit employees are sponsored for an Academy was originally effective February 11, 2005 and has since operated to the mutual benefit of both the Employer and employees with the approval of the Sheriff of Ingham and the Union; and

WHEREAS, the proposed amendment of the Letter of Understanding is supported by the Sheriff of Ingham and the Unions; and

WHEREAS, the Human Resources Department has completed a review of and recommends approval of the proposed amended Letter of Understanding with the Unions by the Ingham County Board of Commissioners.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into the amended Letter of Understanding with the Unions Regarding Academy Sponsorship.
Attachment C

LETTER OF UNDERSTANDING

Capitol City Labor Program Inc., Corrections Unit of the Ingham County Sheriff's Office, Capitol City Labor Program, Inc., Law Enforcement Unit, the Ingham County Board of Commissioners and the Ingham County Sheriff (collectively referred to as the "Employer") hereby agree to amend and restate the February 11, 2005, Letter of Understanding as follows:

1. The Employer may agree in its sole discretion to pay the cost of tuition for an employee's voluntary attendance at the Mid-Michigan Police Academy ("Police Academy") and/or the Corrections Academy for otherwise eligible employees subject to the following conditions:

   a. Eligible employees must submit to the Sheriff an application for enrollment at either Academy by the deadline which is posted at the Sheriff's Office.

   b. The selection of which employees (if any) to sponsor for either Academy shall be within the sole discretion of the Sheriff. The Sheriff's decision shall be final and not subject to review or challenge through the Parties' Collective Bargaining Agreement or otherwise.

   c. Employees enrolled at the Academy shall not obtain or maintain any outside employment while attending the Academy. Any employee who violates this provision shall reimburse the Employer for the cost of the employee's training at the Police Academy (currently the sum of Eight Thousand Dollars ($8,000.00) or the cost of the training at the Corrections Academy (currently up to One Thousand Two Hundred Dollars ($1,200.00). Such costs do not include wages paid. Each employee so sponsored shall execute an Agreement confirming acceptance of such terms.
2. The employee sponsored to attend one of the above Academies shall be paid regular wages and receive continuation of benefits as provided under the Parties' labor contract covering the employee's current position while attending either Academy. Such employees will continue to accrue new seniority while attending such Academy. However, no overtime shall be paid for hours attending either Academy.

a. Upon completion of either Academy and upon certification from the Michigan Commission on Law Enforcement Standards ("MCOLES"), the employee agrees to serve in the employ of the Ingham County Sheriff's Office for not less than twenty four (24) consecutive calendar months following MCOLES certification.

b. In the event the employee voluntarily terminates his/her employment with the Ingham County Sheriff's Office or is terminated for just cause prior to the employee's completion of twenty four (24) consecutive months of service with the Ingham County Sheriff's Office following certification, and the employee accepts a position with another law enforcement or criminal justice agency which requires MCOLES or an equivalent certification within the twenty four (24) consecutive months period following certification, the employee shall pay to the Employer for reimbursement of Ingham County's tuition costs for the employee's training at the Police Academy (currently the sum of Eight Thousand Dollars ($8,000.00)) or for reimbursement of Ingham County's tuition costs for the Corrections Academy training (currently to One Thousand Two Hundred Dollars ($1,200.00)). Payment shall be due no later than ninety (90) days from the date of the employee's termination of employment or the date of acceptance of another such position, whichever is later. The Employer reserves the right to withhold the authorized reimbursement from contractual payouts due the
employee in the event of such separation of services and commitment to subsequent employment during the twenty four (24) consecutive months following certification. Each Employee shall execute an Agreement confirming acceptance of such terms and authorizing such withholding.

3. In the alternative, an employee may request a leave of absence without payment of wages by the Employer pursuant to the labor contract covering the employee’s current position to attend a Police or Corrections Academy subject to the approval of the Sheriff.

a. If granted, the employee shall not obtain or maintain any outside employment during the Academy.

b. The Employee shall accrue seniority while on a leave of absence without payment of wages by the Employer under these provisions.

c. The Employer agrees to continue to cover the Employer’s portion of the insurance premium for the Employee pursuant to the provisions of the applicable collective bargaining agreement.

d. Upon completion of the Corrections or Police Academy, the Employee agrees to continue employment with the Ingham County Sheriff’s Office for not less than twenty four (24) consecutive calendar months following certification.

e. In the event the Employee voluntarily terminates employment with the Ingham County Sheriff’s Office or is terminated for just cause prior to the completion of twenty four (24) consecutive calendar months of service with the Ingham County Sheriff’s Office, and the employee accepts a position with another law enforcement or criminal justice agency which requires MCOLES or an equivalent certification within the twenty four (24) consecutive months following certification, the employee shall reimburse the cost of the employer’s portion of
the insurance premium payments made during the employee’s Special Leave. Payment shall be due no later than ninety (90) days from the date of the employee’s termination of employment or the date of acceptance of another such position, whichever is later. The Employer reserves the right to withhold the authorized reimbursement from contractual payouts due the employee in the event of such separation of services and commitment to subsequent law enforcement employment during the twenty four (24) consecutive months following certification. Each employee shall execute an Agreement confirming acceptance of such terms and authorizing payroll withholding of such reimbursement.

THIS AGREEMENT is entered into this _____ day of _____________, 2018, and shall be effective as of the date of execution and may be terminated by either the Ingham County Board of Commissioners, the Ingham County Sheriff or CCLP upon thirty (30) days’ prior written notice to the other party.

INGHAM COUNTY BOARD OF COMMISSIONERS

By: ___________________________  
_________________________, Chairperson

CAPITOL CITY LABOR PROGRAM INC.

By: ___________________________  
Jack Bonner, President, Corrections

By: ___________________________  
Ryan Cramer, President, Law Enforcement
INGHAM COUNTY SHERIFF'S OFFICE

By: 
Scott Wriggelsworth, Sheriff

CAPITOL CITY LABOR PROGRAM INC.

By: 
Thomas Krug, Executive Director
TO:        Board of Commissioners County Services and Finance Committee
FROM:     Sue Graham, Human Resources Director
DATE:     November 26, 2018
SUBJECT:  Resolution Approving the Collective Bargaining Agreement 2019 Wage Reopener for the Michigan Nurses Association, Nurse Practitioners/Clinic Nurses Unit

BACKGROUND
Attached is a resolution regarding the 2019 wage reopener for the above-captioned bargaining unit. We have been engaged in negotiations with this unit. On November 8, 2018, we were advised that the Michigan Nurses Association, Nurse Practitioners/Clinic Nurses Unit voted to ratify the tentative agreement reached between the parties on October 30, 2018. The wage reopener provides for 1) amending the On-Call Bonus in Article 10, Section 10 and for 2) a 2% wage increase effective the first full pay period on or after January 1, 2019 or the effective date of ratification by both parties, whichever occurs later, and for 3) a Sick Leave Donation Policy.

ALTERNATIVES
None

FINANCIAL IMPACT
The approval of the reopener provides a 2% increase to the existing 2018 salary schedule, effective the first full pay period on or following January 1, 2019 or ratification by the parties, whichever comes later. The impact of the On-Call Bonus provision will depend upon the occurrence of employees qualifying for the On-Call Bonus.

OTHER CONSIDERATIONS
None.

RECOMMENDATION
I respectfully recommend approval of the attached resolution.
Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION APPROVING THE COLLECTIVE BARGAINING AGREEMENT
WAGE REOPENER WITH THE MICHIGAN NURSES ASSOCIATION,
NURSE PRACTITIONERS/CLINIC NURSES UNIT

WHEREAS, a collective bargaining agreement had been reached between representatives of Ingham County and Michigan Nurses Association, Nurse Practitioners/Clinic Nurses Unit for the period January 1, 2017 through December 31, 2020; and

WHEREAS, the agreement included a wage reopener for 2019; and

WHEREAS, an agreement regarding the 2019 wage reopener has been reached between representatives of Ingham County and Michigan Nurses Association, Nurse Practitioners/Clinic Nurses Unit; and

WHEREAS, the wage reopener agreement for 1) amending the On-Call Bonus in Article 10, Section 10 and for 2) a 2% wage increase effective the first full pay period on or after January 1, 2019 or the effective date of ratification by both parties, whichever occurs later, and for 3) a Sick Leave Donation Policy has been ratified by the employees within the bargaining unit.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the 2019 wage reopener agreement between Ingham County and Michigan Nurses Association, Nurse Practitioners/Clinic Nurses Unit.

BE IT FURTHER RESOLVED, that the Human Resources Director is authorized to modify the current collective bargaining agreement to include the modifications of the 2019, subject to the approval as to form by the County Attorney.
### Analysis of Proposed New APA Wage Scale

<table>
<thead>
<tr>
<th>Scenario</th>
<th>Total</th>
<th>Increase</th>
<th>% Increase</th>
</tr>
</thead>
<tbody>
<tr>
<td>2019 Projection with Step Increases at Current 2018 Rates</td>
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<td>1.9%</td>
</tr>
</tbody>
</table>

Two Year Total Current: 5,157,706

Two Year Total Current + 2%: 5,260,860

Two Year Total with new wage scales: 5,275,826

### Comparative Analysis: Current & New Top Step

<table>
<thead>
<tr>
<th>Salary</th>
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</tr>
</thead>
<tbody>
<tr>
<td>Current Top Step x31.5 positions</td>
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<td>2,907,391</td>
<td>57,008 2.0%</td>
</tr>
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<td>New Top Step</td>
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<td>3,021,586</td>
<td>171,202</td>
</tr>
<tr>
<td>--------------</td>
<td>---------------------</td>
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<td>---------</td>
</tr>
<tr>
<td>= x31.5 +2%</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
TO: Board of Commissioners County Services and Finance Committee  
FROM: Sue Graham, Human Resources Director  
DATE: November 26, 2018  
SUBJECT: Resolution Approving the Collective Bargaining Agreement 2019 Wage Reopener for the United Auto Workers, Technical, Office, Para-Professional and Service Employees Unit

BACKGROUND
Attached is a resolution regarding the 2019 wage reopener for the above-captioned bargaining unit. We have been engaged in negotiations with this unit. On November 15, 2018, we were advised that the United Auto Workers, Technical, Office, Para-Professional and Service Employees Unit voted to ratify the tentative agreement reached between the parties on October 30, 2018.

The wage reopener provides for 1) a 2% wage increase effective the first full pay period on or after January 1, 2019 or the effective date of ratification by both parties, whichever occurs later, and for 2) a Sick Leave Donation Policy and for 3) adjusting the schedule whereby employees hired on or after October 5, 2012 earn vacation credits.

ALTERNATIVES
None

FINANCIAL IMPACT
The approval of the reopener provides a 2% increase to the existing 2018 salary schedule, effective the first full pay period on or following January 1, 2019 or ratification by the parties, whichever comes later.

OTHER CONSIDERATIONS
None.

RECOMMENDATION
I respectfully recommend approval of the attached resolution.
Introductions by the County Services and Finance Committees of the: INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION APPROVING THE COLLECTIVE BARGAINING AGREEMENT WAGE REOPENER WITH THE UAW TOPS UNIT

WHEREAS, a collective bargaining agreement had been reached between representatives of Ingham County and United Auto Workers, Technical, Office, Para-Professional and Service Employees Unit for the period January 1, 2017 through December 31, 2020; and

WHEREAS, the agreement included a wage reopener for 2019; and

WHEREAS, an agreement regarding the 2019 wage reopener has been reached between representatives of Ingham County and United Auto Workers, Technical, Office, Para-Professional and Service Employees Unit; and

WHEREAS, the wage reopener agreement for 1) a 2% wage increase effective the first full pay period on or after January 1, 2019 or the effective date of ratification by both parties, whichever occurs later, and for 2) a Sick Leave Donation Policy and for 3) adjusting the schedule whereby employees hired on or after October 5, 2012 earn vacation credits has been ratified by the employees within the bargaining unit.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the 2019 wage reopener agreement between Ingham County and United Auto Workers, Technical, Office, Para-Professional and Service Employees Unit.

BE IT FURTHER RESOLVED, that the Human Resources Director is authorized to modify the current collective bargaining agreement to include the modifications of the 2019, subject to the approval as to form by the County Attorney.
TO: Board of Commissioners County Services and Finance Committee
FROM: Sue Graham, Human Resources Director
DATE: November 26, 2018
SUBJECT: Resolution Approving the Collective Bargaining Agreement 2019 Wage Reopener for the Command Officers Association of Michigan 911 Supervisors Unit

BACKGROUND
Attached is a resolution regarding the 2019 wage reopener for the above-captioned bargaining unit. We have been engaged in negotiations with this unit. On November 8, 2018, we were advised that the Command Officers Association of Michigan 911 Supervisors Unit voted to ratify the tentative agreement reached between the parties on October 30, 2018.

The wage reopener provides for 1) a 2% increase, effective the first full pay period on or after January 1, 2019 or the effective date of ratification by both parties, whichever occurs later and for 2) a Sick Leave Donation Policy and for 3) Holiday pay whereby, starting January 1, 2019, employees who volunteer or are forced to work overtime on a holiday will be compensated at two times their regular straight time rate of pay.

ALTERNATIVES
None

FINANCIAL IMPACT
The approval of the reopener provides a 2% increase to the existing 2018 salary schedule, effective the first full pay period on or following January 1, 2019 or ratification by the parties, whichever comes later. The impact of the Holiday pay provision will depend upon the occurrence of employees qualifying for the Holiday pay provision.

OTHER CONSIDERATIONS
None.

RECOMMENDATION
I respectfully recommend approval of the attached resolution.
Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION APPROVING THE COLLECTIVE BARGAINING AGREEMENT
WAGE REOPENER WITH THE COMMAND OFFICERS ASSOCIATION OF MICHIGAN
911 SUPERVISORS UNIT

WHEREAS, a collective bargaining agreement had been reached between representatives of Ingham County and Command Officers Association of Michigan 911 Supervisors Unit for the period January 1, 2017 through December 31, 2020; and

WHEREAS, the agreement included a wage reopener for 2019; and

WHEREAS, an agreement regarding the 2019 wage reopener has been reached between representatives of Ingham County and Command Officers Association of Michigan 911 Supervisors Unit; and

WHEREAS, the wage reopener agreement for 1) a 2% increase, effective the first full pay period on or after January 1, 2019 or the effective date of ratification by both parties, whichever occurs later and for 2) a Sick Leave Donation Policy and for 3) Holiday pay whereby, starting January 1, 2019, employees who volunteer or are forced to work overtime on a holiday will be compensated at two times their regular straight time rate of pay has been ratified by the employees within the bargaining unit.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the 2019 wage reopener agreement between Ingham County and Command Officers Association of Michigan 911 Supervisors Unit.

BE IT FURTHER RESOLVED, that the Human Resources Director is authorized to modify the current collective bargaining agreement to include the modifications of the 2019, subject to the approval as to form by the County Attorney.
TO: Board of Commissioners County Services and Finance Committee
FROM: Sue Graham, Human Resources Director
DATE: November 26, 2018
SUBJECT: Resolution Approving the Collective Bargaining Agreement 2019 Wage Reopener for the Ingham County Employees Association, Assistant Prosecuting Attorneys Division

BACKGROUND
Attached is a resolution regarding the 2019 wage reopener for the above-captioned bargaining unit. We have been engaged in negotiations with this unit. On November 16, 2018, we were advised that the Ingham County Employees Association, Assistant Prosecuting Attorneys Division voted to ratify the tentative agreement reached between the parties on November 14, 2018. The wage reopener provides for 1) reconstructing the Salary Schedule in Article 31, effective the first full pay period on or after January 1, 2019 or the effective date of ratification by both parties, whichever occurs later, freezing step increases during 2019 and for 2) a Sick Leave Donation Policy and for 3) adjusting the schedule whereby employees hired on or after March 26, 2013 earn vacation credits.

ALTERNATIVES
None

FINANCIAL IMPACT
The approval of the reopener provides a reconstructing to the existing 2017 salary schedule, effective the first full pay period on or after January 1, 2019 or ratification by the parties, whichever is later. The financial impact is detailed in Attachment A to this memo.

OTHER CONSIDERATIONS
None.

RECOMMENDATION
I respectfully recommend approval of the attached resolution.
Agenda Item 13e

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION APPROVING THE COLLECTIVE BARGAINING AGREEMENT
WAGE REOPENER WITH THE INGHAM COUNTY EMPLOYEES ASSOCIATION
ASSISTANT PROSECUTING ATTORNEYS DIVISION

WHEREAS, a collective bargaining agreement had been reached between representatives of Ingham County and Ingham County Employees Association Assistant Prosecuting Attorneys Division for the period January 1, 2017 through December 31, 2020; and

WHEREAS, the agreement included a wage reopener for 2019; and

WHEREAS, an agreement regarding the 2019 wage reopener has been reached between representatives of Ingham County and Ingham County Employees Association Assistant Prosecuting Attorneys Division; and

WHEREAS, the wage reopener agreement for 1) reconstructing the Salary Schedule in Article 31, effective the first full pay period on or after January 1, 2019 or the effective date of ratification by both parties, whichever occurs later, freezing step increases during 2019 and for 2) a Sick Leave Donation Policy and for 3) adjusting the schedule whereby employees hired on or after March 26, 2013 earn vacation credits has been ratified by the employees within the bargaining unit.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the 2019 wage reopener agreement between Ingham County and Ingham County Employees Association Assistant Prosecuting Attorneys Division.

BE IT FURTHER RESOLVED, that the Human Resources Director is authorized to modify the current collective bargaining agreement to include the modifications of the 2019, subject to the approval as to form by the County Attorney.
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<td>Two Year Total Current + 2%</td>
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<td>103,154</td>
<td>2.0%</td>
</tr>
<tr>
<td>Two Year Total with new wage scales</td>
<td>5,275,826</td>
<td>118,120</td>
<td>2.3%</td>
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Comparative Analysis: Current & New Top Step

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<td>171,202</td>
</tr>
</tbody>
</table>
TO: Board of Commissioners County Services and Finance Committee  
FROM: Sue Graham, Human Resources Director  
DATE: November 19, 2018  
SUBJECT: Resolution Approving Modifications to the 2019 Managerial and Confidential Employee Personnel Manual

BACKGROUND
Each year the Controller convenes a representative group of managers, professionals, and confidential employees as a Steering Committee to discuss potential changes to the Managerial and Confidential Employee Personnel Manual. In preparation for 2019, the Managerial and Confidential Employee Steering Committee met and discussed proposed changes and updates to the manual. The proposed changes and clarifications are reflected in the attached Resolution.

ALTERNATIVES
None.

FINANCIAL IMPACT
The manual update includes a 2% increase to the 2018 salary schedule.

OTHER CONSIDERATIONS
None

RECOMMENDATION
On behalf of the Managerial and Confidential Employee Steering Committee, I respectfully recommend approval of the attached resolution approving modifications to the 2019 Managerial and Confidential Employee Personnel Manual.
Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION APPROVING MODIFICATIONS TO THE
2019 MANAGERIAL AND CONFIDENTIAL EMPLOYEE PERSONNEL MANUAL

WHEREAS, the Managerial and Confidential Employee Steering Committee met and discussed the 2019 Managerial and Confidential Employee Personnel Manual; and

WHEREAS, the Steering Committee recommended changes for the 2019 Managerial and Confidential Employee Personnel Manual.

THEREFORE BE IT RESOLVED, the Ingham Board of Commissioners approves the following recommendations, as proposed by the Managerial and Confidential Employee Steering Committee, to the 2019 Managerial and Confidential Employee Personnel Manual:

1. Update language under section C. Compensation Levels: Effective the first full pay period on or after January 1, 2019, employees under this manual shall be compensated as outlined in Appendix D – Salary Schedule, reflecting a 2% increase to the 2018 salary schedule.

2. Update language in section E. Health Insurance Program: Subject to annual modification for health plan year 2018.

3. Condense accrual tiers from 3 to 2: Change in language under section J. Leaves of Absence: Under subsection 1. Sick Leave, a. Accumulation, i. each full-time employee hired on or after January 1, 2009 shall earn 4.0 hours per pay period; delete ii; retain/renumber iii to ii; renumber iv to iii and change to Court Officer/Research Clerks, hired on or after January 1, 2015 shall earn 4.0 hours per pay period.


5. Change in language under section J. Leave of Absence: Under subsection 1. Sick Leave, e. Annual Cash Option. Strike last 2 sentences referring to the first year of transition from December pay date to the June pay date.


8. Change in language under section J. Leave of Absence: Under subsection 9. Clarify language for Family & Medical Leave Act (FMLA) Leave that provisions apply to individuals hired or appointed in the capacity of a personal staff member by a judge or elected official will also be provided access to leave of absence in accordance with the FMLA as if they are “eligible employees” for purposes of the FMLA as defined by the FMLA.
9. Change in language under section M. Vacations: employees hired on or after January 1, 2013, shall earn 4 additional hours per year beyond the 2018 schedule according to the following schedule:

<table>
<thead>
<tr>
<th>Years of Continuous Service</th>
<th>Hours Earned Each Fully Compensated Payroll Period (Annualized)</th>
</tr>
</thead>
<tbody>
<tr>
<td>[1 – 8]</td>
<td>[no change]</td>
</tr>
<tr>
<td>9</td>
<td>136 hours</td>
</tr>
<tr>
<td>10 thru14</td>
<td>152</td>
</tr>
<tr>
<td>15 thru 19</td>
<td>168</td>
</tr>
<tr>
<td>20 and over</td>
<td>176</td>
</tr>
</tbody>
</table>

10. Change in language throughout: “MCF” Group is referred to as “MC” Group.

11. (Delete) Appendix A.5. – Positions reporting directly to the Board of Commissioners. Strike telecommuting provision.

12. Change in Appendix D - Compensation Levels: As a result of reclassification requests, the recommended position changes are as follows:

   To Be Determined and Proposed for Adoption at a later date.

13. Change in Appendix E – Clarify that “Benefits for Existing Non-Bargaining Unit Employees” refers to employees hired on or before January 1, 2013 with the exception of the Holiday provisions, which apply to all ICRD employees, regardless of hire date. Clarify that Leave Time provisions apply to employees hired on or before January 1, 2013 in lieu of Section J. Sick Leave and in lieu of Section M. Vacation but that Section O. Vacation Bonus applies to all ICRD employees, regardless of hire date.

14. (NEW) Appendix F – Sick Leave Donation Policy:

   **APPENDIX F**

   **SICK LEAVE DONATION POLICY**

   In an effort to make sick leave donations equitable to all non-probationary employees of Ingham County the following Sick Leave Donation Policy will cover all requests for sick leave donations for employees.

   To be eligible to accept sick leave donations an employee…
   1. Must not be on probation.
   2. Must have an FMLA qualifying event; this would cover the employee or the employee’s FMLA covered family members.
   3. Must have exhausted all forms of compensation, as listed in one’s collective bargaining agreement.
   4. May be on collective bargaining unit or employment manual special leave due to exhaustion of FMLA.
   5. Must make a request for sick leave donations to their immediate supervisor.

   To be eligible to donate sick time an employee…
   1. Must not be on probationary status.
   2. Must have at least 80 hours of sick leave in their accrual bank.
   3. Must respond to request for sick leave donation by the posted deadline.
Sick Leave Donations
1. Employees who are eligible to donate sick leave may donate up to 40 hours of sick leave in a calendar year to a maximum of 3 people.
2. Sick leave donations can be made to any Ingham County employee regardless of department or collective bargaining unit affiliation.
3. Sick leave donations will not affect donating employee’s option to participate in annual sick leave buy out.
4. Employees must respond to requests for sick leave donations by the posted deadline in order to donate.
5. Employees may only make 1 sick leave donation request for each FMLA qualifying event, which will result in an extended absence from work.
6. The employee will not earn any accruals while receiving sick leave donations.

Sick Leave Donation Process
1. An employee with a FMLA qualifying event who has exhausted all forms of compensation, makes a request for sick leave donations to their immediate supervisor.
2. The supervisor contacts Human Resources with the sick leave donation request.
3. Human Resources will verify that the employee is eligible to request sick leave donations.
4. Once verified Human Resources will send out a sick leave donation request to all Ingham County employees. The request will include the following information:
   a. Employee name
   b. Department
   c. Collective bargaining unit (if any)
   d. Deadline to donate
5. All requests for sick leave donations will be for 3 weeks; no sick leave donations will be accepted after the posted deadline.
6. Employees who wish to donate their sick leave must respond to Human Resources by the posted deadline with the name of the employee they wish to donate to and the number of sick leave hours they are donating.
7. Human Resources will verify that employees who have donated are eligible to donate sick leave.
8. Sick leave donations will be utilized on a first come, first donated basis.
9. All sick leave donations received will be placed into the requesting employee’s sick leave accrual bank for their use, if there is a balance upon the employee’s return to work, those hours will be placed in a County-wide sick leave donation bank.

BE IT FURTHER RESOLVED, that the Managerial and Confidential Employee Personnel Manual will be effective January 1, 2019 and shall expire on December 31, 2019.
INTRODUCED BY THE COUNTY SERVICES AND FINANCE COMMITTEES OF THE:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING COMMISSIONER COMPENSATION FOR 2019 AND 2020

WHEREAS, the Board of Commissioners is authorized to establish the compensation for the Board of Commissioners; and

WHEREAS, the Board of Commissioners cannot make changes in compensation which affect the Board during the current term, but can make changes to be effective for the next term; and

WHEREAS, the Board of Commissioners wishes to establish the Commissioners’ Compensation for the period of January 1, 2019 through 2020 with a ____% increase for 2019 and a ____% increase for 2020.

THEREFORE BE IT RESOLVED, that effective on the date indicated, the salaries for the Ingham County Board of Commissioners shall be as follows:

<table>
<thead>
<tr>
<th>Current Compensation</th>
<th>January 1, 2019</th>
<th>January 1, 2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>Board Chair</td>
<td>$17,425</td>
<td></td>
</tr>
<tr>
<td>Vice Chair, Vice Chair Pro Tem and all Standing Committee Chairs</td>
<td>$12,704</td>
<td></td>
</tr>
<tr>
<td>Other Commissioners</td>
<td>$11,647</td>
<td></td>
</tr>
</tbody>
</table>

BE IT FURTHER RESOLVED, that each Commissioner shall continue to be paid a $60.00 per diem for attending each officially called Standing Committee and Board Meeting of which the Commissioner is a member, including Committee of the Whole and Board Leadership to a maximum of eighty (80) per year, provided, however, that a Commissioner shall not be entitled to a payment for more than two (2) meetings per day; and provided further that Commissioners shall not be eligible for payment for a committee meeting which occurs on the same day as a board meeting.

BE IT FURTHER RESOLVED, that the Board of Commissioners’ Chairperson, and Vice-Chairperson as Ex-Officio of all Committees, shall be paid a per diem subject to a maximum of 100 per year.

BE IT FURTHER RESOLVED, that the above-stated salaries for Ingham County Commissioners shall not preclude a Commissioner from receiving a per diem payment when he/she is appointed to a statutory board and/or agency by the County Board of Commissioners. Commissioners shall receive the same per diem as non-Commissioner members appointed by the Board of Commissioners to statutory boards and/or agencies, in addition to the above stated salary, provided that a per diem Commissioner payment is not prohibited by the specific statute in question.
BE IT FURTHER RESOLVED, that the Board Coordinator shall be responsible for periodically preparing appropriate vouchers for the payment of per diem for each Commissioner, based on the approved minutes of each Standing Committee, Committee of the Whole, and Board Leadership meeting, and that said voucher shall be approved and signed by the individual Commissioners prior to its submission for payment.

BE IT FURTHER RESOLVED, that each Commissioner may, at his/her own expense, purchase health insurance, including dental and vision, as now or in the future provided by the County to its Managers.

BE IT FURTHER RESOLVED, that the retirement benefit for Commissioners who began serving prior to January 1, 2013 shall be MERS plan C-2 with B-1 base, 55F with 15 years; V6, FAC5, with Commissioners paying 4.76% of salary; which includes a 1.2% increase in Commissioner contributions, provided, however, that each Commissioner at the beginning of his/her term has the option of choosing to participate in the retirement plan.

BE IT FURTHER RESOLVED, effective January 1, 2013 Commissioners shall be covered under a MERS Hybrid Plan.

BE IT FURTHER RESOLVED, that Commissioners shall receive reimbursement for travel outside Ingham County only for actual miles traveled on county business, at the rate established by the Internal Revenue Service, provided, however, that said mileage reimbursement is not more than that set for State Officers as determined by the State Officers Compensation Commission. In the event that the above stated mileage reimbursement exceeds the mileage rate established by the State Officers Compensation Commission, then under such circumstances that rate established by the State Officers Compensation Commission shall supersede the above stated rates. This paragraph shall apply to out-of-county travel only. Commissioners shall not receive mileage reimbursement for intra-county travel, except when in the process of traveling in the County as stated above and as otherwise provided hereunder.

BE IT FURTHER RESOLVED, that the reimbursement for expenses associated with conferences and conventions shall continue to be provided for Commissioners in the attached Travel Policy and Procedures for Ingham County Commissioners.
TRAVEL POLICY AND PROCEDURES
FOR INGHAM COUNTY COMMISSIONERS

1. Each Commissioner may be reimbursed up to $1,500 annually for costs of transportation, meals and lodging associated with attending conferences or conventions in his/her capacity as a County Commissioner. Expenses for incidental travel and alcoholic beverages while at such conferences and conventions will not be reimbursed. Expenses must be reimbursed in the year in which they are incurred.

2. The cost of registration not exceeding $1,000 per Commissioner for in-state and out-of-state conferences or conventions may be paid from the Board of Commissioners budget and will not be counted as part of the Commissioners annual $1,500 travel reimbursement allowance.

3. In the event that a Commissioner is appointed or elected to an office by a state or national association, the Board may, by resolution, recognize the position and allocate up to an additional $1,500 annually within the County’s fiscal year to cover increased expenses of attending necessary functions associated with the office.

4. Expenses incurred by a Commissioner in excess of the above limits which are billed to the County will be recovered through payroll deduction unless reimbursed by the Commissioner within 10 working days of receipt of the statement by the Board Office.

5. Original receipts or credit card records must be submitted to obtain reimbursement for travel and lodging expenses.

6. Any funds authorized pursuant to this policy, but unexpended within the fiscal year, cannot be carried over for use in succeeding fiscal years.

7. A Commissioner shall not be reimbursed more than $3,000 for travel expenses within the County’s fiscal year, excluding registration fees.
Introducing the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION APPROVING ANNUAL 2019 COMPENSATION FOR NON-JUDICIAL COUNTY-WIDE ELECTED OFFICIALS

WHEREAS, a 2 percent wage increase was recommended as part of the 2019 Managerial/Confidential Personnel Manual; and

WHEREAS, the Board wishes to increase the salary level for non-Judicial County-Wide Elected Officials by 2 percent for 2019 as well; and

WHEREAS, the Board of Commissioners hopes and expects that each of the County-Wide Officials abide by relevant County policies, including ethics, purchasing, diversity, and human resources.

THEREFORE BE IT RESOLVED, that the following Ingham County Non-Judicial Elected Officials: County Clerk, Drain Commissioner, Prosecuting Attorney, Register of Deeds, Sheriff, and Treasurer shall be provided a 2019 salary as listed below:

<table>
<thead>
<tr>
<th>Elected Official</th>
<th>2018</th>
<th>2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>County Clerk</td>
<td>$92,630</td>
<td>$94,483</td>
</tr>
<tr>
<td>Drain Commissioner</td>
<td>$86,588</td>
<td>$88,320</td>
</tr>
<tr>
<td>Prosecuting Attorney</td>
<td>$133,396</td>
<td>$136,064</td>
</tr>
<tr>
<td>Register of Deeds</td>
<td>$86,588</td>
<td>$88,320</td>
</tr>
<tr>
<td>Sheriff</td>
<td>$124,935</td>
<td>$127,434</td>
</tr>
<tr>
<td>Treasurer</td>
<td>$99,800</td>
<td>$101,796</td>
</tr>
</tbody>
</table>

BE IT FURTHER RESOLVED, that the salary is contingent upon the elected official foregoing any per diem, fees, or payments to which the elected official may otherwise be entitled, including but not limited to Delinquent Tax Administration fees (Treasurer); fees from divorces involving minor children (Prosecutor); per diem for Elections Commission and Plat Board (Clerk, Register of Deeds, Treasurer); housing and clothing/cleaning allowance (Sheriff); Drainage Board meetings (Drain Commissioner).

BE IT FURTHER RESOLVED, non-Judicial County-Wide Elected Officials taking office after January 1, 2013 shall not be eligible for single retiree health insurance coverage until after they reach 60 years of age, subject to the scale based on years of service. Retirees that purchase dental and vision insurance at group rates and subsequently choose to discontinue the coverage, may not re-enroll.

BE IT FURTHER RESOLVED, these salaries are established on the expectation each elected official will perform services comparable to the hours worked by the County managers.

BE IT FURTHER RESOLVED, that the County of Ingham shall pay the annual Michigan Bar Dues for the Prosecuting Attorney.
TO: Finance and Liaison Committees

FROM: Michael A. Townsend, Budget Director

DATE: November 19, 2018

RE: Year End Adjustments, and Contingency Fund Update

Enclosed please find the recommended adjustments to the Ingham County budget for the end of fiscal year 2018. The General Fund total will be reduced by $145,000.

The quarterly budget amendment process as authorized by the Board of Commissioners is necessary to make adjustments to the adopted budget. Usually, adjustments are made as a result of updated revenue and expenditure projections, grant revenues, reappropriations, accounting and contractual changes, and general housekeeping issues.

This resolution authorizes the County Controller, as part of the year end budgeting process, to make any necessary transfers among all budgeted funds, activities, and line items in order to comply with Public Act 621 (Uniform Budgeting & Accounting Act), and to balance the 2018 Budget. The General Fund budget will be adjusted to $86,532,857 for the fourth quarter of 2018.

The Equalization Department prepared the annual tax appeal liability and determined a tax shortage in the General Fund revenue in the amount of $145,000.

There are two internal transfers in the General Fund, $11,094 from Animal Control wages line item to the Sheriff overtime line item to cover overtime incurred while a Sheriff Sergeant served as Interim Animal Control Director. The second one, $29,694 from the transfer to the Friend of Court Fund to the Machine and Equipment Fund transfer to pay for reinforcing the old GPB entrance front doors and installing scanners.

After reviewing the Friend of Court Fund (F215) expenses the transfer budgeted from the General Fund will be reduced by $145,000.

The Road Department’s final 2018 budget adjustment is recognizing additional revenue received from the State under PA 207 of 2018 in the amount of $2,324,173.

The contingency fund is currently at $53,471. The attached document details how the Board allocated the contingency funds throughout the year, beginning with a balance of $350,000.

Should you require any additional information or have questions regarding this process, please don’t hesitate to contact me.
<table>
<thead>
<tr>
<th>2018 CONTINGENCY</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Adopted Contingency Amount</strong></td>
</tr>
<tr>
<td>R17-436: Additional Community Agency Funding</td>
</tr>
<tr>
<td>R18-035: Additional Funding for CATS</td>
</tr>
<tr>
<td>R18-084: Additional Funding for Sheriff Portable Radios</td>
</tr>
<tr>
<td>R18-088: Additional Funding for Jail Based Break Out from Wellness</td>
</tr>
<tr>
<td>R18-114: Additional Funding to Hire Assistant Prosecuting Attorney</td>
</tr>
<tr>
<td>R18-190: Additional Funding to Circuit Court Imagesoft</td>
</tr>
<tr>
<td>R18-210: SAKI Grant Funds</td>
</tr>
<tr>
<td>R18-302: Additional Funding Support Staff for ICYC</td>
</tr>
<tr>
<td>R18-316: Additional Funding Advent House Ministries</td>
</tr>
<tr>
<td>R18-443: Additional Funding CAPCOG</td>
</tr>
<tr>
<td><strong>Current Contingency Amount</strong></td>
</tr>
</tbody>
</table>
INTRODUCED BY THE FINANCE COMMITTEE OF THE:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING ADJUSTMENTS TO THE 2018 INGHAM COUNTY BUDGET

WHEREAS, the Board of Commissioners adopted the 2018 Budget on November 14, 2017 and has authorized certain amendments since that time, and it is now necessary to make some adjustments as a result of updated revenue and expenditure projections, fund transfers, reappropriations, accounting and contractual changes, errors and omissions, and additional appropriation needs; and

WHEREAS, the Liaison Committees and the Finance Committee have reviewed the proposed budget adjustments prepared by the Controller’s staff and have made adjustments where necessary; and

WHEREAS, Public Act 621 of 1978 requires that local units of government maintain a balanced budget and periodically adjust the budget to reflect revised revenue and expenditure levels.

WHEREAS, the Board of Commissioners annually authorizes the Controller to make necessary year end transfers to comply with state statute.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby directs the Controller to make the necessary transfers to adjust revenues and expenditures in the following funds, according to the attached schedules:

<table>
<thead>
<tr>
<th>FUND</th>
<th>DESCRIPTION</th>
<th>2018 BUDGET</th>
<th>PROPOSED CHANGES</th>
<th>PROPOSED BUDGET</th>
</tr>
</thead>
<tbody>
<tr>
<td>101</td>
<td>General Fund</td>
<td>$86,677,857</td>
<td>(145,000)</td>
<td>$86,532,857</td>
</tr>
<tr>
<td>201</td>
<td>Road</td>
<td>28,603,982</td>
<td>2,324,173</td>
<td>30,928,155</td>
</tr>
<tr>
<td>664</td>
<td>Machine and Equipment</td>
<td>1,962,663</td>
<td>29,694</td>
<td>1,992,357</td>
</tr>
</tbody>
</table>

BE IT FURTHER RESOLVED, that the Controller is authorized to make necessary transfers among all budgeted funds, activities, and line items in order to comply with the state statute and to balance the 2018 Ingham County General Fund budget at $86,532,857.
## GENERAL FUND REVENUES

<table>
<thead>
<tr>
<th>Tax Revenues</th>
<th>2018 Budget – 11/19/18</th>
<th>Proposed Changes</th>
<th>2018 Proposed Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>County Property Tax</td>
<td>49,994,805</td>
<td>(145,000)</td>
<td>49,849,805</td>
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<tr>
<td>Property Tax Adjustments</td>
<td>(50,000)</td>
<td>0</td>
<td>(50,000)</td>
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<tr>
<td>Delinquent Real Property Tax</td>
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<tr>
<td>Unpaid Personally Property Tax</td>
<td>15,000</td>
<td>0</td>
<td>15,000</td>
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<tr>
<td>IFT/CFT</td>
<td>275,000</td>
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<td>275,000</td>
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<tr>
<td>Trailer Fee Tax</td>
<td>15,000</td>
<td>0</td>
<td>15,000</td>
</tr>
<tr>
<td><strong>Intergovernmental Transfers</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>State Revenue Sharing</td>
<td>6,209,651</td>
<td>0</td>
<td>6,209,651</td>
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<tr>
<td>Convention/Tourism Tax - Liquor</td>
<td>1,407,051</td>
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<td>1,407,051</td>
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<tr>
<td>Court Equity Funding</td>
<td>1,486,000</td>
<td>0</td>
<td>1,486,000</td>
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<tr>
<td>Personal Property Tax Replacement</td>
<td>750,000</td>
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<td>750,000</td>
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<tr>
<td>Use of Fund Balance - Committed</td>
<td>1,400,000</td>
<td>0</td>
<td>1,400,000</td>
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<tr>
<td>Use of Fund Balance - Uncommitted</td>
<td>2,669,818</td>
<td>0</td>
<td>2,669,818</td>
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<tr>
<td><strong>Department Generated Revenue</strong></td>
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<td></td>
</tr>
<tr>
<td>Animal Control</td>
<td>1,191,930</td>
<td>0</td>
<td>1,191,930</td>
</tr>
<tr>
<td>Circuit Court - Family Division</td>
<td>1,429,133</td>
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<td>1,429,133</td>
</tr>
<tr>
<td>Circuit Court - Friend of the Court</td>
<td>597,000</td>
<td>0</td>
<td>597,000</td>
</tr>
<tr>
<td>Circuit Court - General Trial</td>
<td>2,180,032</td>
<td>0</td>
<td>2,180,032</td>
</tr>
<tr>
<td>Controller</td>
<td>3,170</td>
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<td>3,170</td>
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<tr>
<td>Cooperative Extension</td>
<td>2,500</td>
<td>0</td>
<td>2,500</td>
</tr>
<tr>
<td>County Clerk</td>
<td>622,210</td>
<td>0</td>
<td>622,210</td>
</tr>
<tr>
<td>District Court</td>
<td>2,495,065</td>
<td>0</td>
<td>2,495,065</td>
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<tr>
<td>Drain Commissioner/Drain Tax</td>
<td>445,500</td>
<td>0</td>
<td>445,500</td>
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<tr>
<td>Economic Development</td>
<td>63,037</td>
<td>0</td>
<td>63,037</td>
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<tr>
<td>Elections</td>
<td>75,550</td>
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<td>75,550</td>
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<tr>
<td>Homeland Security/Emergency Ops</td>
<td>60,135</td>
<td>0</td>
<td>60,135</td>
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<tr>
<td>Equalization /Tax Mapping</td>
<td>10,100</td>
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<td>10,100</td>
</tr>
<tr>
<td>Facilities</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Financial Services</td>
<td>39,673</td>
<td>0</td>
<td>39,673</td>
</tr>
<tr>
<td>Health Department</td>
<td>120,000</td>
<td>0</td>
<td>120,000</td>
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<tr>
<td>Human Resources</td>
<td>52,649</td>
<td>0</td>
<td>52,649</td>
</tr>
<tr>
<td>Human Services</td>
<td>200,000</td>
<td>0</td>
<td>200,000</td>
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<tr>
<td>Probate Court</td>
<td>277,178</td>
<td>0</td>
<td>277,178</td>
</tr>
<tr>
<td>Prosecuting Attorney</td>
<td>721,093</td>
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<td>721,093</td>
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<tr>
<td>Purchasing</td>
<td>179,106</td>
<td>0</td>
<td>179,106</td>
</tr>
<tr>
<td>Register of Deeds</td>
<td>2,192,597</td>
<td>0</td>
<td>2,192,597</td>
</tr>
<tr>
<td>Remonumentation Grant</td>
<td>85,000</td>
<td>0</td>
<td>85,000</td>
</tr>
</tbody>
</table>
Sheriff 4,867,892 0 4,867,892  
Treasurer 4,137,133 0 4,137,133  
Tri-County Regional Planning 63,921 0 63,921  
Veteran Affairs 393,928 0 393,928  
**Total General Fund Revenues** 86,677,857 (145,000) 86,532,857  

**GENERAL FUND EXPENDITURES**  

<table>
<thead>
<tr>
<th>Item</th>
<th>2018 Budget – 11/19/18</th>
<th>Proposed Changes</th>
<th>2018 Proposed Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Board of Commissioners</td>
<td>614,930</td>
<td>0</td>
<td>614,930</td>
</tr>
<tr>
<td>Employee Concessions</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Circuit Court - General Trial</td>
<td>8,552,970</td>
<td>0</td>
<td>8,552,970</td>
</tr>
<tr>
<td>District Court</td>
<td>3,315,922</td>
<td>0</td>
<td>3,315,922</td>
</tr>
<tr>
<td>Circuit Court - Friend of the Court</td>
<td>1,775,438</td>
<td>(174,694)</td>
<td>1,600,744</td>
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<tr>
<td>Jury Board</td>
<td>1,192</td>
<td>0</td>
<td>1,192</td>
</tr>
<tr>
<td>Probate Court</td>
<td>1,599,196</td>
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<td>1,599,196</td>
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<tr>
<td>Circuit Court - Family Division</td>
<td>5,690,682</td>
<td>0</td>
<td>5,690,682</td>
</tr>
<tr>
<td>Jury Selection</td>
<td>143,709</td>
<td>0</td>
<td>143,709</td>
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<tr>
<td>Elections</td>
<td>537,532</td>
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<tr>
<td>Financial Services</td>
<td>769,802</td>
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<td>769,802</td>
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<tr>
<td>County Attorney</td>
<td>467,299</td>
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<td>467,299</td>
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<tr>
<td>County Clerk</td>
<td>1,015,672</td>
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<td>1,015,672</td>
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<tr>
<td>Controller</td>
<td>917,802</td>
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<td>917,802</td>
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<tr>
<td>Equalization/Tax Services</td>
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<td>749,902</td>
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<tr>
<td>Human Resources</td>
<td>770,400</td>
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<td>770,400</td>
</tr>
<tr>
<td>Prosecuting Attorney</td>
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<td>6,964,078</td>
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<tr>
<td>Purchasing</td>
<td>230,294</td>
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<td>230,294</td>
</tr>
<tr>
<td>Facilities</td>
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<td>2,121,816</td>
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<tr>
<td>Register of Deeds</td>
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<td>763,882</td>
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<tr>
<td>Remonumentation Grant</td>
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<td>85,000</td>
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<tr>
<td>Treasurer</td>
<td>573,396</td>
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<td>573,396</td>
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<tr>
<td>Drain Commissioner</td>
<td>1,028,544</td>
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<td>1,028,544</td>
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<tr>
<td>Economic Development</td>
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<td>134,487</td>
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<tr>
<td>Community Agencies</td>
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<td>230,650</td>
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<tr>
<td>Ingham Conservation District Court</td>
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<tr>
<td>Equal Opportunity Committee</td>
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<tr>
<td>Women’s Commission</td>
<td>500</td>
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<tr>
<td>Historical Commission</td>
<td>500</td>
<td>0</td>
<td>500</td>
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<tr>
<td>Tri-County Regional Planning</td>
<td>113,053</td>
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<td>113,053</td>
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<tr>
<td>Jail Maintenance</td>
<td>212,600</td>
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<td>212,600</td>
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<tr>
<td>Sheriff</td>
<td>20,412,444</td>
<td>11,094</td>
<td>20,423,538</td>
</tr>
<tr>
<td>Department</td>
<td>Budget 2022</td>
<td>Budget 2023</td>
<td>Budget 2024</td>
</tr>
<tr>
<td>-------------------------------------</td>
<td>-------------</td>
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</tr>
<tr>
<td>Metro Squad</td>
<td>43,570</td>
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<tr>
<td>Community Corrections</td>
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<td>Animal Control</td>
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<td>2,332,694</td>
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<td>Emergency Operations</td>
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<td>Board of Public Works</td>
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<tr>
<td>Drain Tax at Large</td>
<td>520,000</td>
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<td>520,000</td>
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<tr>
<td>Health Department</td>
<td>5,699,042</td>
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<td>CHC</td>
<td>3,600,156</td>
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<td>3,600,156</td>
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<td>Jail Medical</td>
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<td>Medical Examiner</td>
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<tr>
<td>Substance Abuse</td>
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<tr>
<td>Community Mental Health</td>
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<tr>
<td>Department of Human Services</td>
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<td>Tri-County Aging</td>
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<td>83,295</td>
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<tr>
<td>Veterans Affairs</td>
<td>574,096</td>
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<tr>
<td>Cooperative Extension</td>
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<td>407,416</td>
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<tr>
<td>Library Legacy Costs</td>
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<td>0</td>
</tr>
<tr>
<td>Parks and Recreation</td>
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<tr>
<td>Contingency Reserves</td>
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<td>20,000</td>
<td>0</td>
<td>20,000</td>
</tr>
<tr>
<td>2-1-1 Project</td>
<td>45,750</td>
<td>0</td>
<td>45,750</td>
</tr>
<tr>
<td>Community Coalition for Youth</td>
<td>25,000</td>
<td>0</td>
<td>25,000</td>
</tr>
<tr>
<td>Miscellaneous Transfers</td>
<td>200,000</td>
<td>0</td>
<td>200,000</td>
</tr>
<tr>
<td>Capital Improvements</td>
<td>4,214,461</td>
<td>29,694</td>
<td>4,244,155</td>
</tr>
<tr>
<td><strong>Total General Fund Expenditures</strong></td>
<td><strong>86,677,857</strong></td>
<td><strong>(145,000)</strong></td>
<td><strong>86,532,857</strong></td>
</tr>
</tbody>
</table>

**General Fund Revenues**

Treasurer

To adjust budget per Equalization determination that the annual tax will reduce tax revenue (145,000).

**General Fund Expenditures**

Circuit Court- Friend of Court

To reduce the transfer ($145,000) to Friend of Court F215 to reflect expenses incurred. Also to move ($29,694) expense to cover CIP project reinforcing the old GPB entrance front doors and installing scanners.

Sheriff

To move Animal Control wages ($11,094) to Sherriff to cover overtime cost incurred while Sheriff Sergeant serviced as Interim Animal Control Director.
Animal Control  
To move Animal Control wages ($11,904) to Sheriff to cover overtime cost incurred while Sheriff Sergeant serviced as Interim Animal Control Director.

Capital Improvements  
To move ($29,694) expense to cover CIP project reinforcing the old GPB entrance front doors and installing scanners to the Machine and Equipment Fund (F664)

**Non-General Fund Adjustments**

<table>
<thead>
<tr>
<th>Fund</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Road (F201)</td>
<td>To recognize additional revenue ($2,324,173) received from the state under PA 207 of 2018.</td>
</tr>
<tr>
<td>Machine and Equipment (F664)</td>
<td>To set up revenue and expense ($29,694) to pay for reinforcing the old GPB entrance front doors and installing scanners.</td>
</tr>
</tbody>
</table>
TO: Law & Courts and Finance Committees

FROM: Teri Morton, Deputy Controller

DATE: November 20, 2018

SUBJECT: Resolutions to Approve Agreements with the Cities of East Lansing and Lansing for the Reimbursement of Transition Costs under the County’s Michigan Indigent Defense Commission (MIDC) Compliance Plan

For the meeting agendas of November 29 and December 5

BACKGROUND
The Michigan Indigent Defense Commission (MIDC) approved Ingham County’s Compliance Plan and Cost Analysis, which creates a Public Defenders Office administered by Ingham County to provide indigent defense and related services at the 30th Circuit Court, 54A District Court, 54B District Court, and the 55th District Court.

A grant from the State of Michigan was accepted for the approved Compliance Plan by Ingham County for the time period October 1, 2018 through September 30, 2019, and the budget was approved for an amount of up to $5,422,599, including a local share of $902,021. The grant includes transition costs as the County works towards implementation of the Compliance Plan.

FINANCIAL IMPACT
These resolutions would authorize agreements for Ingham County to reimburse the Cities of East Lansing and Lansing for transition costs for the time period October 1, 2018 through the implementation of the Ingham County Compliance Plan, but no later than September 30, 2019. These reimbursements would be funded entirely by the MIDC grant revenue, retroactively to October 1.

The agreement with the City of East Lansing would be for an amount of up to $13,906. This is equal to $30,000 less the City’s local share of $16,094.

The agreement with the City of Lansing would be for an amount of up to $50,487. This is equal to $72,000 less the City’s local share of $21,513.

STRATEGIC PLANNING IMPACT
This resolution supports the overarching long-term objective of assuring fair and efficient judicial processing, specifically section A 2. (c) of the Action Plan – Develop an indigent defense services plan following guidelines issued by the State through the Michigan Indigent Defense Commission (MIDC).

OTHER CONSIDERATIONS
Transition costs are defined as the provision of indigent services to be administered by the 30th Circuit Court, 54A District Court, 54B District Court, and the 55th District Court under each Court’s current method of providing indigent defense services. Per the Compliance Plan, the current method of indigent defense delivery is defined as a contract system administered separately by each court, with the Circuit Court being responsible for all appointments on felony cases at the District Court level.

RECOMMENDATION
Based on the information presented, I respectfully recommend approval of the attached resolution.
INTRODUCED BY THE LAW & COURTS AND FINANCE COMMITTEES OF THE:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE AN AGREEMENT WITH THE CITY OF LANSING
FOR THE REIMBURSEMENT OF TRANSITION COSTS UNDER THE COUNTY’S
MICHIGAN INDIGENT DEFENSE COMMISSION (MIDC) COMPLIANCE PLAN

WHEREAS, the Michigan Indigent Defense Commission (MIDC) approved Ingham County’s Compliance Plan and Cost Analysis, which creates a Public Defenders Office administered by Ingham County to provide indigent defense and related services at the 30th Circuit Court, 54A District Court, 54B District Court, and the 55th District Court; and

WHEREAS, a grant from the State of Michigan was accepted for the approved Compliance Plan by Ingham County for the time period October 1, 2018 through September 30, 2019, and the budget was approved for an amount of up to $5,422,599, including a local share of $902,021; and

WHEREAS, the grant includes transition costs as the County works towards implementation of the Compliance Plan; and

WHEREAS, transition costs are defined as the provision of indigent services to be administered by the 30th Circuit Court, 54A District Court, 54B District Court, and the 55th District Court under each Court’s current method of providing indigent defense services, and to be reimbursed from the State grant less each entity’s local share; and

WHEREAS, per the Compliance Plan, the current method of indigent defense delivery is defined as a contract system administered separately by each court, with the Circuit Court being responsible for all appointments on felony cases at the District Court level.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement whereby Ingham County will reimburse the City of Lansing for transition costs for the time period October 1, 2018 through the implementation of the Ingham County Compliance Plan, but no later than September 30, 2019.

BE IT FURTHER RESOLVED, that the agreement is for an amount of up to $50,487, which is equal to $72,000 less the City of Lansing’s local share of $21,513.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign any necessary contract documents on behalf of the County after approval as to form by the County Attorney.
Agenda Item 15c

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE AN AGREEMENT WITH THE CITY OF EAST LANSING FOR THE REIMBURSEMENT OF TRANSITION COSTS UNDER THE COUNTY’S MICHIGAN INDIGENT DEFENSE COMMISSION (MIDC) COMPLIANCE PLAN

WHEREAS, the Michigan Indigent Defense Commission (MIDC) approved Ingham County’s Compliance Plan and Cost Analysis, which creates a Public Defenders Office administered by Ingham County to provide indigent defense and related services at the 30th Circuit Court, 54A District Court, 54B District Court, and the 55th District Court; and

WHEREAS, a grant from the State of Michigan was accepted for the approved Compliance Plan by Ingham County for the time period October 1, 2018 through September 30, 2019, and the budget was approved for an amount of up to $5,422,599, including a local share of $902,021; and

WHEREAS, the grant includes transition costs as the County works towards implementation of the Compliance Plan; and

WHEREAS, transition costs are defined as the provision of indigent services to be administered by the 30th Circuit Court, 54A District Court, 54B District Court, and the 55th District Court under each Court’s current method of providing indigent defense services, and to be reimbursed from the State grant less each entity’s local share; and

WHEREAS, per the Compliance Plan, the current method of indigent defense delivery is defined as a contract system administered separately by each court, with the Circuit Court being responsible for all appointments on felony cases at the District Court level.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement whereby Ingham County will reimburse the City of East Lansing for transition costs for the time period October 1, 2018 through the implementation of the Ingham County Compliance Plan, but no later than September 30, 2019.

BE IT FURTHER RESOLVED, that the agreement is for an amount of up to $13,906, which is equal to $30,000 less the City of East Lansing’s local share of $16,094.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign any necessary contract documents on behalf of the County after approval as to form by the County Attorney.
WHEREAS, the Board of Commissioners has a contract for legal services with Cohl, Stoker & Toskey, P.C. (hereinafter “Contractor”); and

WHEREAS, that contract requires the Contractor to provide comprehensive legal services to the County under a fixed fee; and

WHEREAS, the Contractor has requested a base fee increase of 2%, consistent with the past practice of the parties, where the Contractor receives the same percentage increase as the annual base wage increase (if any) provided to employees.

THEREFORE BE IT RESOLVED, that the Board of Commissioners hereby authorizes a contract amendment with Cohl, Stoker & Toskey, P.C. to provide for a 2% base fee increase effective January 1, 2019.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make a budget adjustment, as needed, for this contract amendment and the Board Chairperson is authorized to sign this contract amendment after review by the Controller.
AMENDMENT #5 TO
LEGAL SERVICES AGREEMENT

THIS AMENDMENT #5 TO THE LEGAL SERVICES AGREEMENT, made and entered into __________, 2018, by and between the COUNTY OF INGHAM, a municipal corporation and political subdivision of the State of Michigan (hereinafter referred to as the “County”), and COHL, STOKER & TOSKEY, P.C., with offices at 601 North Capitol Avenue, Lansing, Michigan 48933 (hereinafter referred to as “CONTRACTOR”), amends the Legal Services Agreement made and entered into between said parties dated August 9, 2011, as amended.

WITNESS:

1. Paragraph 2, Compensation, shall be revised to include a two percent (2%) increase effective January 1, 2019:

   Effective January 1, 2019, the County agrees that the compensation to be paid CONTRACTOR for all legal services shall be the sum of $489,847.47 per year, unless a change is mutually agreed to between the parties.

2. Paragraph 3, Method of Payment and Statement of Services, shall be revised to include the new monthly payment amount effective January 1, 2019:

   Effective January 1, 2019, the monthly payment shall $40,820.62.

3. All other terms and conditions contained in the above-stated Agreement shall remain in full force and effect except as modified herein.

IN WITNESS WHEREOF, the authorized representatives of the parties hereto have fully signed and entered into this Amendment #5 on the day and year first above written.

COUNTY OF INGHAM

By:  ________________  By:  ______________________
    Victor G. Celentino, Chairperson  David G. Stoker
    County Board of Commissioners

Date:  ___________  Date:  ____________