

CHAIRPERSON
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VICE-CHAIRPERSON
VICTOR CELENTINO

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FINANCE COMMITTEE
MARK GREBNER, CHAIR
TODD TENNIS
BRYAN CRENSHAW
MARK POLSDOFER
EMILY STIVERS
ROBERT PEÑA
RANDY SCHAFER

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

THE FINANCE COMMITTEE WILL MEET ON WEDNESDAY, MARCH 2, 2022 AT 6:00 P.M., IN CONFERENCE ROOM A, HUMAN SERVICES BUILDING, 5303 S. CEDAR, LANSING AND VIRTUALLY AT <https://ingham.zoom.us/j/89160266022>.

Agenda

Call to Order

Approval of the [February 16, 2022](#) Minutes and Closed Session Minutes

Additions to the Agenda

Limited Public Comment

1. Drain Commissioner
 - a. Resolution to Allocate \$392,000 in American Rescue Plan Funds to Fund the Maintenance and Improvement of the [Smith and Oesterle Drain](#)
 - b. Resolution to Amend the Drain Commissioner's [Fee Schedule](#) to Address Aerial Drain Crossing Permit and Inspection Fees
2. Sheriff's Office – Resolution to Purchase Rapid Response Disturbance [Control Suits](#)
3. Resolution Services Center of Central Michigan – Resolution to Authorize a Contingency Appropriation to Resolution Services Center of Central Michigan to Support [Small Claims Work](#)
4. Circuit Court – Resolution to Transfer Funds Budgeted for [Transcripts](#) from the Probate Court Budget to the Circuit Court General Trial Division Budget
5. Probate Court
 - a. Resolution to Authorize the Continued Use of Probate Court's Outstanding [Capital Improvement Project Funds](#) Awarded Prior to 2018
 - b. Resolution to Authorize Statement of Work No. 22112 with [ImageSoft Corporation](#) for Imaging Project
6. Animal Control and Shelter – Resolution to Purchase Computer Aided Dispatch (CAD) Licenses from [Central Square](#) for the Ingham County Animal Control and Shelter
7. Capital Area Housing Partnership – Resolution to Authorize an Agreement with Capital Area Housing Partnership for a [Community Transition Plan](#) for Housing

8. Health Department
 - a. Resolution to Authorize an Agreement with Safe Passages dba [Advance Peace](#) for a Licensing Agreement for the LifeMAP Management App™ Data Collection Tool
 - b. Resolution to [Amend Resolution #21-589](#) with Michigan Primary Care Association for Vaccine Clinics`
 - c. Resolution to Authorize an Agreement with [Centering Healthcare Institute](#)
 - d. Resolution to [Amend Resolution #21-525](#) with the Michigan Department of Labor and Economic Opportunity
 - e. Resolution to [Amend Resolution #21-038](#) for Dental Service Agreements
9. Potter Park Zoo
 - a. Resolution to Authorize a Purchase Order to [Myers Plumbing & Heating](#)
 - b. Resolution to Authorize an Agreement with [Trane U.S. Inc.](#)
10. Parks Department
 - a. Resolution to Authorize Contracts with Various [Food Concession](#) Vendors for the Parks Department
 - b. Resolution to Authorize an Application for a Michigan Natural Resources Trust Fund Grant for [Burchfield](#) – Riverbend Natural Area
 - c. Resolution to Authorize an Application for a Land and Water Conservation Fund Grant for Accessibility Improvements to [Hawk Island](#) County Park
 - d. Resolution to Authorize an Application for a Michigan Natural Resources Trust Fund Grant for Accessibility Improvements to [Hawk Island](#) County Park
 - e. Resolution to Authorize an Application for a Land and Water Conservation Fund Grant for Accessibility Improvements to [Lake Lansing Park North](#)
 - f. Resolution to Authorize an Application for a Michigan Natural Resources Trust Fund Grant for Playground Equipment at [Lake Lansing Park North](#)
 - g. Resolution to Authorize the Application for a Michigan Natural Resources Trust Fund Grant for [Lake Lansing Park North](#)
 - h. Resolution to Authorize a Contract with [James Clark Tree Service](#) for Tree Felling and Tree Trimming Services at Lake Lansing County Park South and Lake Lansing County Park North
 - i. Resolution to Authorize an Amendment to the [City of Lansing](#) Trails and Parks Millage Agreements
 - j. Resolution to Authorize Contracts for Trails and Parks Millage [Applications](#)
 - k. Resolution to Authorize a Contract with [Spicer Group, Inc.](#) for Prime Professional Services for Various Projects
11. Farmland and Open Space Preservation Board – Resolution to Authorize a Three-Year Extension to the Contract with Michigan State University Remote Sensing and Geospatial Information Systems to Conduct [Mapping Services](#) for the Farmland and Open Space Selection Criteria of the Farmland and Open Space Preservation Board
12. Facilities Department – Resolution to Authorize an Agreement with [Laux Construction](#) for the Remodel of the Circuit Court Clerk’s Office on the Third Floor of the Historical Mason Courthouse

13. Innovation & Technology Department
 - a. Resolution to Approve the Lease of [Dark Fiber](#) from Zayo Group
 - b. Resolution to Approve the Uninterruptable Power Supply Support Contract from [CDWG](#)
14. Road Department
 - a. Resolution to Amend an Engineering Services Agreement for the [Okemos Road](#) Project with Fishbeck
 - b. Resolution to Authorize an Agreement with the Lansing [Board of Water & Light](#) for Emergency Traffic Signal Maintenance
 - c. Resolution to Authorize the Purchase of 2022 Seasonal Requirement of [Emulsified Asphalt](#)
 - d. Resolution to Authorize the Purchase of 2022 Seasonal Requirement of Hot Mix [Asphalt Mixtures](#)
15. Controller/Administrator – Resolution Establishing the [Budget Calendar](#) for 2023

Announcements
Public Comment
Adjournment

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

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

FINANCE COMMITTEE

February 16, 2022

Draft Minutes

Members Present: Peña, Polsdofer, Schafer, Grebner, Crenshaw, Tennis, and Stivers.

Members Absent: None.

Others Present: Bonnie Toskey, Barb Davidson, Alan Fox, Teri Morton, Gregg Todd, Michael Townsend, Kylie Rhoades, and others.

The meeting was called to order by Chairperson Grebner at 6:00 p.m. in Conference Room A of the Human Services Building, 5303 S. Cedar Street, Lansing, Michigan. Virtual Public participation was offered via Zoom at <https://ingham.zoom.us/j/89160266022>.

Approval of the February 7, 2022 Minutes

Commissioner Peña asked for it to be noted in the Announcements of the minutes that the Michigan Disabilities Organization provided funding for the Dollar Tree gift cards.

Commissioner Stivers stated this would be a friendly amendment.

CHAIRPERSON GREBNER STATED, WITHOUT OBJECTION, MINUTES OF THE FEBRUARY 7, 2022 FINANCE COMMITTEE MEETING WERE APPROVED AS AMENDED.

Additions to the Agenda

9. Environmental Affairs Commission – Resolution to Authorize a Contract with Bureau Veritas TechnicalAssessments LLC for an Energy Audit of County Facilities
10. Fairgrounds – Resolution to Authorize a Contract with Jared A. Beduhn Excavating & Landscaping
13. Controller/Administrator's Office – Resolution to Authorize an Agreement with People Ready Activating Youth (P.R.A.Y) for Agency Assessment and Street Outreach/Gun Violence Interruption Deployment Training and Capacity Building with Advance Peace dba Safe Passages to Implement and Operate the Lansing/Ingham Peacemaker Fellowship®
14. Controller's Office – Collective Bargaining Pursuant to MCL 15.268(c) (Closed Session)

Limited Public Comment

None.

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

2. Sheriff's Office – Resolution to Authorize a Contract Renewal with LeadsOnline
3. Probate Court – Resolution to Authorize Statement of Work No. 21771 with ImageSoft Corporation for the Probate Court Imaging Project
4. Homeland Security and Emergency Management – Resolution to Authorize an Equipment Purchase Agreement with Motorola Solutions, Inc. for the Purchase of Two APX NEXT All-Band Smart Radios
5. Facilities Department
 - a. Resolution to Authorize a Purchase Order to FD Hayes Electric Co. for the Electrical Work for the New Modular Furniture Cubicles in the Health Department Admin Area
 - b. Resolution to Authorize a Purchase Order to Knight Watch Inc. for a New Door Access Swipe and Upgrading Intercom System as Part of the 9-1-1 Center's Remodel Project
6. 9-1-1 Dispatch Center – Resolution to Authorize Renewal of Software Support Agreement with Central Square Technologies for the Computer Aided Dispatch (CAD) System
7. Community Agencies – Resolution to Authorize an Amendment to Resolution #21- 579 to Revise the Scope of Services for the 2022 Community Agency Agreement with Stockbridge Community Outreach
8. Elder Persons Millage – Resolution to Authorize a Contract with Tri-County Office on Aging for Elder Services Millage Eligible Services
9. Environmental Affairs Commission – Resolution to Authorize a Contract with Bureau Veritas Technical Assessments LLC for an Energy Audit of County Facilities
10. Fairgrounds – Resolution to Authorize a Contract with Jared A. Beduhn Excavating & Landscaping
11. Health Department
 - a. Resolution to Authorize an Agreement with the Michigan Department of Environment, Great Lakes, and Energy for FY 2021-2022
 - b. Resolution to Convert Position #601398 (Disease Control Nurse) from .5 FTE to .75 FTE
12. Human Resources Department – Resolution to Authorize Enrollment in Davenport University's Certificate of Management Program (Cohort Three)

THE MOTION CARRIED UNANIMOUSLY.

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

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

Alan Fox, Chief Deputy Treasurer, stated that interest rates have gone up since the report had been completed. He further stated the next quarterly report would reflect the higher interest rates.

Mr. Fox stated as of December 31, 2021, the interest rates had not increased.

13. Controller/Administrator's Office – Resolution to Authorize an Agreement with People Ready Activating Youth (P.R.A.Y) for Agency Assessment and Street Outreach/Gun Violence Interruption Deployment Training and Capacity Building with Advance Peace dba Safe Passages to Implement and Operate the Lansing/Ingham Peacemaker Fellowship®

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

Chairperson Grebner asked for clarification on the outcome.

Teri Morton, Deputy Controller, stated Peckham decided not to participate in the contract after the resolution had initially passed. She further stated the resolution had been revisited to determine if the agreement should move forward with just People Ready Activating Youth (P.R.A.Y.).

Ms. Morton stated the contract was awarded to P.R.A.Y. after a vote was conducted to decide between P.R.A.Y. and The Village Lansing.

THE MOTION CARRIED UNANIMOUSLY.

14. Controller's Office - Collective Bargaining Pursuant to MCL 15.268(c) (Closed Session)

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. SCHAFER, AT APPROXIMATELY 6:07 P.M., TO ENTER CLOSED SESSION TO DISCUSS COLLECTIVE BARGAINING AS PERMITTED BY MCL 15.268 (C).

THE MOTION CARRIED UNANIMOUSLY BY ROLL CALL VOTE.

CHAIRPERSON GREBNER DECLARED THE COMMITTEE RETURNED TO OPEN SESSION AT APPROXIMATELY 6:23 P.M.

MOVED BY COMM. STIVERS, SUPPORTED BY COMM. SCHAFER, TO SUPPORT AND CONCUR WITH THE RECOMMENDATIONS OF LEGAL COUNSEL.

THE MOTION CARRIED UNANIMOUSLY.

Announcements

None.

Public Comment

None.

Adjournment

The meeting was adjourned at 6:25 p.m.

MARCH 2, 2022 FINANCE AGENDA STAFF REVIEW SUMMARY

RESOLUTION ACTION ITEMS:

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

- 1a. Drain Commissioner** – *Resolution to Allocate \$392,000 in American Rescue Plan Funds to Fund the Maintenance and Improvement of the Smith and Oesterle Drain*

This resolution authorizes the allocation of \$392,000 from ARP funds to fund 40% of the cost of the \$980K Smith and Oesterle Drain project. The project is in Leroy Township and, among other things, would replace +/- 600 linear foot of collapsed drain that causes flooding over Frost Road. By utilizing ARP funds, the total project allocation would be:

- 40% ARP – \$392,000
- 35% County – \$343,000
- 15% Leroy Township – \$147,000
- 10% Landowners – \$98,000

The 35% County allocation would be paid through annual bond contributions.

Although the Board of Commissioners has not concluded on the allocation of second tranche ARP funds, there is currently \$8.75 million allocated to sewer/water/broadband, infrastructure, and stormwater projects such as this that are eligible for ARP funding.

See memo for details.

- 1b. Drain Commissioner** – *Resolution to Amend the Drain Commissioner's Fee Schedule to Address Aerial Drain Crossing Permit and Inspection Fees*

This resolution amends the Drain Commissioner's Fee Schedule to address the concern of charging communication providers a fee for aerial installations of cables/wires above drain easements.

See memo for details.

- 2. Sheriff's Office** – *Resolution to Purchase Rapid Response Disturbance Control Suits*

This resolution will authorize the Sheriff's Office to purchase ten Rapid Response Disturbance Control Suits from Clawa Enterprise Inc./Alternate Force using \$8,307 in 2022 Capital Improvement Funds. The Sheriff's Office is required to respond to acts of violence and destruction of property within the Ingham County Correctional Facility and must protect the lives of community members incarcerated within the Facility. The Sheriff's Office must also protect against the destruction of the Ingham County infrastructure. This equipment will provide responding staff members optimal protective measures when responding to such incidents. It provides essential protection to the vital body areas of responding staff, allows for quick donning of equipment, and allows staff the ability to utilize the minimum amount of force necessary to quell incidents. Clawa Enterprise Inc./Alternate Force is a single source company for this equipment.

See memo for details.

3. Resolution Services Center of Central Michigan – Resolution Authorizing a Contingency Appropriation to Resolution Services Center of Central Michigan to Support Small Claims Work

This resolution will authorize a contract with Resolution Services Center of Central Michigan (RSCCM) for small claims case assistance in the amount of \$13,000 for the time period of January 1, 2022 through December 31, 2022. RSCCM is a Community Dispute Resolution Program through the State Court Administrators Office providing programs including mediation, facilitated dialogues, restorative practices, juvenile diversion, and mediation/restorative training.

In April 2020, RSCCM responded to requests from the courts in the county to assist with the backlog of small claim cases as a result of COVID-19 stay-at-home orders and this work continues today. Small claims cases have increased by 54% (compared to 2019, pre-COVID-19 numbers). The courts and affected parties recognize the benefit of this model which is more accessible than spending time at the courthouse waiting for their cases to be heard.

This work is valued and needed, but not adequately funded. RSCCM receives no funding directly from the courts. They do receive an allocation from SCAO, but it is based on a statewide formula and only partially funds provided services.

RSCCM is requesting \$13,000 from Ingham County to support this small claims work in 2022. RSCCM currently in conversations with the City of East Lansing and the City of Lansing to also provide financial support for their work in those courts. The request for \$13,000 is recommended to be funded from the 2022 contingency account.

RSCCM gave a presentation regarding this request at the November 18, 2021 Law & Courts Committee meeting.

See memo for details.

4. Circuit Court – Resolution to Transfer Funds Budgeted for Transcripts from the Probate Court Budget to the Circuit Court General Trial Division Budget

This resolution will approve a transfer from the Probate Court transcripts budget to the Circuit Court General Trial Division transcripts budget. The Circuit Court General Trial Division Budget pays for certain mandated transcripts of proceedings, including transcripts of some Family Division proceedings held by Circuit Court Family Division Judges. Probate Court Judges also hear Circuit Court Family Division matters and the Probate Court Budget has, for several years, had the funds for and paid for these when it is the court's responsibility. It would be more efficient if all court-funded transcripts from Circuit Court Family Division matters were processed and paid by the same budget and the Probate Court estimates that \$11,000 of its transcripts line item is allocated for Circuit Court Family Division matters. This budget transfer will allow for that change in procedure.

See memo for details.

5a. Probate Court – Resolution to Authorize the Continued Use of Probate Court's Outstanding Capital Improvement Project Funds Awarded Prior to 2018

This resolution will approve carrying over Probate Court's capital project funds approved prior to 2018 in the amount of \$121,268. The 2022 appropriations resolution (R21-519) established a new policy allowing only the most recent three years of Capital Improvement Projects fund balance to be carried over as part of the annual

first quarter budget adjustment resolution. The Probate Court's Fund balance for a scanning/imaging project approved in 2014 is \$121,268. The Probate Court has initiated scanning/imaging projects including scanning enhancement for auto-redaction; interface payment systems into scanned/electronic files; image corrector enhancement to check for missed imaging or errors in imaging to ensure record retention quality and accuracy; interface for automatic index imaging; as well as electronic attorney updates from the State Bar of Michigan. It is expected that substantial costs for these projects will be incurred in the near future, so the continued funding for these projects is recommended.

See memo for details.

5b. Probate Court – Resolution to Authorize Probate Court to Enter into Statement of Work No. 22112 with ImageSoft Corporation for Imaging Project

This resolution will authorize entering into an agreement with ImageSoft Corporation for Statement of Work No. 22112 for the automated redaction enhancement as part of the Probate Court's imaging project in an amount of up to \$16,000. This is a priority given the upcoming April 1, 2022 deadline set forth by State Court Administrative Office's (SCAO) directing courts to comply with protecting Personally Identifying Information (PII). SCAO's PII directive requires staff to redact certain information from Court record files – which are now electronic. Funding for this project is available from the Probate Court's capital budget for imaging.

See memo for details.

6. Animal Control – Resolution to Purchase Computer Aided Dispatch (CAD) Licenses from Central Square for the Ingham County Animal Control and Shelter

This resolution will authorize a contract with Central Square to purchase mobile licensing software at a cost not to exceed \$7,320.46 to be funded by Ingham County Animal Control and Shelter millage funds. Ingham County Animal Control and Shelter (ICACS) is responsible for responding to and investigating criminal and non-criminal complaints involving animal welfare and public safety. Currently, Animal Control Officers do not have access to historical dispatch information when responding to these complaints. Additionally, there is no way to track the locations of officers when they are in the field. The lack of access to this information is a detriment to officer safety. The purchase of these software licenses will eliminate these issues. This software would allow Animal Control Officers to access all historical person and location data that is logged by the Ingham County Central Dispatch Center and responding law enforcement agencies. This information will allow our officers to request assistance when responding to locations where known officer safety issues are present.

See memo for details.

7. Capital Area Housing Partnership – Resolution to Authorize an Agreement with Capital Area Housing Partnership for a Community Transition Plan for Housing

The 2022 budget originally included \$30,000 in American Rescue Plan (ARP) funds to support capacity building at Holy Cross Services' New Hope Day Shelter. Since then, Holy Cross initiated a major transition by relinquishing responsibility for administering most of its housing programs. This included:

- the work of the HUD designated Housing Assessment Resource Agency (HARA) for Ingham County;
 - The HARA is tasked with coordinating housing resources for those that are at risk of homelessness or those experiencing homelessness in Ingham County
- two permanent supportive housing programs;
- a rapid rehousing program for families;

- a transitional housing/rapid rehousing program for people experiencing substance use disorders; and
- the Ability Benefits Clinic, which assists people with applying for Social Security Benefits

Capital Area Housing Partnership and the Lansing Housing Commission absorbed about 27 staff and 6 programs, for a period of 90-days, to allow some time to appropriately plan for these changes.

This resolution authorizes \$30,000 of ARP funds to support a short-term transition plan.

8a. Health Department – Resolution to Authorize an Agreement with Safe Passages DBA Advance Peace for a Licensing Agreement for the LifeMAP Management App™ Data Collection Tool

This resolution will authorize entering into a Licensing Agreement for the LifeMAP Management App, an Advance Peace Violence Interruption Data Collection Tool, effective June 1, 2022 through May 31, 2025 in an amount not to exceed \$75,000. Resolution #22-045 authorized the agreement with Advance Peace effective January 25, 2022 through January 24, 2024 as a two-year term agreement. Since the authorization of Resolution #22-045, Advance Peace has requested an additional year be added for a three-year term agreement. Funding for this is available within the Advance Peace project budget.

See memo for details.

8b. Health Department - Resolution to Amend Resolution #21-589 with Michigan Primary Care Association for Vaccine Clinics

This resolution authorizes amending Resolution #21-589, by extending the terms of the agreement effective September 1, 2021 through March 31, 2022, in an amount not to exceed \$106,405.15. The purpose of this funding is to plan, develop, and maintain a public health workforce that helps to assure high immunization coverage levels, low incidence of vaccine-preventable diseases, and maintain or improve the ability to respond to public health threats. These vaccines will be provided to the public at no cost.

8c. Health Department - Resolution to Authorize an Agreement with Centering Healthcare Institute

This resolution authorizes an agreement with Centering Healthcare Institute in an amount not to exceed \$60,000 for services and products, effective April 1, 2022 through March 31, 2024. This agreement will allow up to 15 staff from the Ingham Community Health Center (CHC) Women's Health Center, ICHD Strong Start Healthy Start program (SSHS), and other perinatal care providers in Clinton, Eaton, and Ingham counties to participate in Centering Pregnancy training and technical assistance.

8d. Health Department - Resolution to Amend Resolution #21-525 with the Michigan Department of Labor and Economic Opportunity

This resolution authorizes amending Resolution #21-525 with the Michigan Department of Labor and Economic Opportunity (MDLEO), by increasing the agreement for the AmeriCorps grant award to an amount not to exceed \$173,382, effective October 1, 2021 through September 30, 2022.

8e. Health Department - Resolution to Amend Resolution #21-038 for Dental Service Agreements

This resolution authorizes extending the agreement for dental service contracts authorized by Resolution #21-038, effective January 1, 2022 through December 31, 2022, at a rate of \$83.75 per hour. Costs will be covered by billable services.

9a. Potter Park Zoo - Resolution to Authorize a Purchase Order to Myers Plumbing & Heating

This resolution authorizes a purchase order to Myers Plumbing & Heating for the installation of a water heater at the Zoo otter building in an amount not to exceed \$6,150. Funds are available in the Zoo's 2022 budget.

9b. Potter Park Zoo - Resolution to Authorize an Agreement with Trane U.S. Inc.

This resolution authorizes an agreement with Trane U.S. Inc. for the installation of HVAC controls in the Zoo Discovery Center in an amount not to exceed \$66,140. To cover the cost of this project, a transfer of \$31,640 from the Zoo fund balance to cover the shortfall is necessary. The Zoo fund balance is currently at \$984,064.

10a. Parks Department - Resolution to Authorize Contracts with Various Food Concession Vendors for the Parks Department

This resolution authorizes the Ingham County Parks Department to enter into contracts with private food concession vendors which will assist the Parks with facility improvements, programs, and events as well as provide extended services to Park visitors. Rent will be based on 10% of gross sales.

10b. Parks Department - Resolution to Authorize an Application for a Michigan Natural Resources Trust Fund Grant for Burchfield – Riverbend Natural Area

This resolution authorizes submission of a Trust Fund grant application for \$233,300 for park and accessibility improvements at Burchfield – Riverbend Natural Area, further resolves to make available its financial obligation amount of \$110,000 approved previously by Resolution #20-562 from the Trails and Parks Millage Fund Balance for a total of \$343,300.

10c. Parks Department - Resolution to Authorize an Application for a Land and Water Conservation Fund Grant for Accessibility Improvements to Hawk Island County Park

This resolution authorizes submission of a Land and Water Conservation Fund Application for \$331,300 for park and accessibility improvements at Hawk Island, and further resolves to make available its financial obligation amount of \$327,700 from the Trails and Parks Millage and \$3,600 from the Parks 208 fund balance for a total of \$662,600.

10d. Parks Department - Resolution to Authorize an Application for a Michigan Natural Resources Trust Fund Grant for Accessibility Improvements to Hawk Island County Park

This resolution authorizes submission of a Trust Fund Application for \$300,000 for park and accessibility improvements at Hawk Island, and further resolves to make available its financial obligation amount of \$362,600 from ARP funds for a total of \$662,600.

10e. Parks Department - Resolution to Authorize an Application for a Land and Water Conservation Fund Grant for Accessibility Improvements to Lake Lansing Park North

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

10f. Parks Department - Resolution to Authorize an Application for a Michigan Natural Resources Trust Fund Grant for Playground Equipment at Lake Lansing Park North

This resolution authorizes submission of a Trust Fund Grant Application for \$245,000 for playground equipment at Lake Lansing Park North, further resolves to make available its financial obligation contingent on receiving in the amount of \$105,000 from the Parks 208 fund balance or ARP funding for a total of \$350,000.

10g. Parks Department - Resolution to Authorize the Application for a Michigan Natural Resources Trust Fund Grant for Lake Lansing Park North

This resolution authorizes submission of a Michigan Department of Natural Resources Trust Fund Grant for \$300,000 for park and accessibility improvements at Lake Lansing Park North, and further resolves to make available its financial obligation contingent on receiving the amount of \$315,000 (which includes \$15,000 for topographic survey) from the Trails and Parks Millage Fund Balance or \$315,000 from ARP funding for a total of \$615,000.

10h. Parks Department - Resolution to Authorize a Contract with James Clark Tree Service for Tree Felling and Tree Trimming Services at Lake Lansing County Park South and Lake Lansing County Park North

This resolution authorizes a contract with James Clark Tree Service in an amount not to exceed \$9,600 for tree felling and tree trimming services for numerous trees and dead branches at Lake Lansing County Park South and Lake Lansing County Park North. Funding for this agreement is available in the Parks budget.

10i. Parks Department - Resolution to Authorize an Amendment to the City of Lansing Trails and Parks Millage Agreements

This resolution amends agreements TR056, TR062, and TR065 to increase the budget by \$1,000,000 and reallocate funds as outlined in the below table:

Contract Title	Project #	Current Contract Amount	Amount to Reallocate/Additional Amount Authorized	Total Revised Contract Amount
Bridge CL-13	TR065	\$259,660.12	-\$29,217.27 reallocate to TR056	\$230,442.85
Bridge CL-31	TR056	\$665,916.97	\$111,165.00 additional and reallocate \$29,217.27 from TR065 to TR056	\$806,299.24
Trail Connector-Cambridge to Frances Park	TR062	\$400,030.00	\$888,835.00 additional	\$1,288,865.00

10j. Parks Department - Resolution to Authorize Contracts for Trails and Parks Millage Applications

This resolution authorizes \$2,499,346 in funding for round seven applications. Please see the cover memorandum included with the resolution for more details.

10k. Parks Department - Resolution to Authorize a Contract with Spicer Group, Inc. for Prime Professional Services for Various Projects

This resolution approves entering into a contract with Spicer Group, Inc. for the base bid in the amount of \$89,900 to provide prime professional services for various projects at Lake Lansing Park South, Bunker Road Landing, and Lake Lansing Park North and authorizes a contingency for the overall all work not to exceed 15% of their base bid or \$13,485 for a total amount not to exceed \$103,385. Funding for this agreement is available in the Parks budget.

11. Farmland and Open Space Preservation Board– Resolution to Authorize a Three-Year Extension to the Contract with Michigan State University Remote Sensing and Geospatial Information Systems to Conduct Mapping Services for the Farmland and Open Space Selection Criteria of the Farmland and Open Space Preservation Board

This resolution authorizes a three-year contract with Michigan State University Remote Sensing and Geospatial Information Systems to conduct mapping services for the Farmland and Open Space selection criteria.

See memo for details.

12. Facilities Department – Resolution to Authorize an Agreement with Laux Construction for the Remodel of the Circuit Court Clerk’s Office on the Third Floor of the Historical Mason Courthouse

This resolution authorizes an agreement with Laux Construction for remodeling of the Mason Courthouse Circuit Court Clerk’s third floor office for safety and security of staff. The \$103,077 funding is through ARP First Tranche remaining funds.

See memo for details.

13a. Innovation & Technology Department – Resolution to Approve the Lease of Dark Fiber from Zayo Group

This resolution authorizes a dark fiber lease with Zayo Group to provide dedicated bandwidth to the Allen Neighborhood Clinic. The lease of dark fiber, installation, and 10 years of service in the amount not to exceed \$2,100 monthly for a total of \$252,000 over the 10-year period will be funded through the Health Center Fund.

See memo for details.

13b. Innovation & Technology Department – Resolution to Approve the Uninterruptable Power Supply Support Contract from CDWG

This resolution authorizes a contract through CDWG for Nationwide Power to provide batteries, capacitors, and filters on the uninterruptible power supply (UPS) in both the Mason facility datacenter and the 9-1-1 datacenter.

The funding for the \$28,492.59 quote for three years of support will come from the County’s Innovation and Technology Department’s Network Maintenance Fund.

See memo for details.

14a. Road Department– Resolution to Amend an Engineering Services Agreement for the Okemos Road Project with Fishbeck

This resolution approves an amendment to the engineering services agreement with Fishbeck for engineering design services for the replacement of two bridges on Okemos Road. The original design contract included a budget of \$194,189 with a 20% contingency for a total authorized budget of \$234,000. This budget amendment is requesting \$59,900 in additional services, adjusting the project budget to \$293,900. The total cost for the design services equates to 3.3% of the construction budget for this project.

The additional cost for these design services are included in the 2022 Road Fund Budget.

See memo for details.

14b. Road Department– Resolution to Authorize an Agreement with the Lansing Board of Water & Light for Emergency Traffic Signal Maintenance

This resolution authorizes an agreement with Lansing Board of Water & Light (LBWL) for emergency traffic signal maintenance for 69 signalized intersections and numerous red/yellow flashers. LBWL has been providing this service to the County since May 2002.

The annual expense for this emergency contract has consistently been less than \$10,000 per year, but is based on actual needs. The anticipated costs for the LBWL contract are included in the 2022 Road Fund Budget.

See memo for details

14c. Road Department– Resolution to Authorize the Purchase of 2022 Seasonal Requirement of Emulsified Asphalt

This resolution authorizes the purchase of seasonal emulsified asphalt products based on the per bid price and availability. The following bids were received and recommended:

Bit-Mat of Michigan	Delivered per gallon	Plant pickup per Gallon	Plant pickup per gallon
CRS-2M	\$2.25		
Low Track Bond		\$2.30	
AE-90			\$2.15

Michigan Paving and Materials	Plant pickup per gallon	Plant pickup per gallon
SS-1H per gallon	\$2.40	

	CRS-2M per gallon	HFRS-2M per gallon	Low Track Tac. per gallon	AE-90 per gallon
Michigan Paving and Materials	\$2.28 Delivered	N/A	\$2.60 Plant Pickup	\$2.20 Plant Pickup

Asphalt Materials	\$2.37 Delivered	\$2.37 Delivered	N/A	N/A
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See memo for details

14d. Road Department– Resolution to Authorize the Purchase of 2022 Seasonal Requirement of Hot Mix Asphalt Mixtures

This resolution authorizes the purchase of 2022 seasonal hot mix from the following vendors based on availability of required material, trucks and location, with preference based on lowest qualifying bid unit price per ton and a quantity not to exceed \$3,390,000.

Reith Riley Construction 4150 S. Creyts Road Lansing, MI. 48917 and 2325 Kipp Road Mason, Mi. 48854

- 13A @ \$52.00 per ton
- 13A Top @ \$62.50 per ton
- 1100T @ \$58.00 per ton
- 36A @ \$58.50 per ton
- Flowboy trucking rate, \$185.00 per hour
- Quad-axle trucking rate, \$155.00 per hour

Michigan Paving & Materials 16777 Wood St. Lansing, Michigan 48906 and 1600 N. Elm Road Jackson, Michigan 49202

- 13A @ \$55.50 per ton
- 13A Top @ \$59.50 per ton
- 1100T @ \$56.50 per ton
- 36A @ \$ 56.50 per ton
- Flowboy trucking rate, \$165.00 per hour
- Quad-axle trucking rate, \$120.00 per hour

Capital Asphalt 3888 S. Canal Road, Lansing Michigan 48917

- 13A @ \$49.75 per ton
- 13A Top @ \$54.00 per ton
- 1100T @ \$49.75 per ton
- 36A @ \$50.00 per ton
- Winter grade 36A asphalt @ \$137.00 per ton
- Flowboy trucking rate, \$165.00 per hour
- Quad-axle trucking rate, \$135.00 per hour

See memo for details

15. Controller's Office– Resolution Establishing the Budget Calendar for 2023

This resolution approves that the attached budget calendar for the 2023 budget process be adopted.

Agenda Item 1a

From: Patrick E. Lindemann, Ingham County Drain Commissioner

Re: Resolution for American Rescue Plan Funds for Smith and Oesterle Drain

Date: February 15, 2022

I am requesting that the Ingham County Board of Commissioners approve the allocation of \$392,000 of American Rescue Plan (ARP) funds to the Smith and Oesterle Drain Drainage District (the “Drainage District”) for the purposes of maintenance and improvement of the Smith and Oesterle Drain (the “Drain”), located in Leroy Township.

On May 20, 2020, I received a petition requesting the maintenance and improvement of the Drain. The petition submitted is intended to alleviate the persistent and significant flooding of county road, properties and homes. The properties within the Drainage Districts are all located on septic systems and wells. The Drain also serves two county roads including Dietz Road which is a county primary road. On July 8, 2020, the petition was found necessary and conducive to the public health, convenience, or welfare by a statutory Board of Determination. The construction of the Drain is proposed for the Spring/Summer of 2022. The contractor who won the bid is preparing to begin work once the Notice to Proceed is signed.

The issues within the Smith and Oesterle Drainage District are unique in that the existing clay tile originally constructed in 1910 has now failed and is beyond its useful life. The failure of the Smith and Oesterle tile forces flooding across Frost Road and then across private property to Dietz Creek. It is no longer cost effective to continue to repair this failed and undersized system. The Drain is critical infrastructure that needs to be replaced to serve agricultural businesses adversely affected by COVID-19 including the County’s only organic dairy farm; affordable rural homes; and county road assets, including one primary road.

The Smith and Oesterle Drain Project involves the reconstruction of this critical stormwater infrastructure to restore drainage into the Dietz Creek Drain and reduce the incidence of flooding over Frost Road. The Project is designed to meet current stormwater standards and, as such, will reduce the incidence of flooding of a county road protecting the public in general, and protecting private property, homes and sanitary drain fields. The project is a long-term solution and, when complete, can be expected to last another 100 years.

The cost of this capital improvement for replacement of the drain is \$980,000. Since the Drainage District is small (4 farming operations and 20 residences) we are seeking ARP funding for 40% of the cost (\$392,000) to help offset costs to the landowners and public corporations.

Thank you for consideration of my request. I will be in attendance at your County Services meeting March 1, 2022 and Finance Committee meeting March 2, 2022, to answer any questions you might have regarding my request. It is an honor and a privilege to serve the citizens, municipalities, and businesses of Ingham County.

INGHAM COUNTY MICHIGAN ARPA ASSISTANCE REQUEST

ORGANIZATION INFORMATION

Organization: **Smith and Oesterle Drain Drainage District**
Location: **Ingham County**
Primary Contact: **Patrick E. Lindemann, Ingham County Drain Commissioner**
707 Buhl Street, PO Box 220
Mason, MI 48854
(517) 676-8395 Phone
Signatory Contact: **Carla F. Clos, Ingham County Deputy Drain Commissioner**
If any contact information has changed, email us at cclos@ingham.org

NARRATIVE

Project Title: **Smith and Oesterle Drain Project**
Amount Requested: **\$392,000**
Project Start Date: **March, 2022**
Project End Date: **Fall 2022**

1. Executive Summary

Provide a high-level overview of the jurisdiction's proposed use of funding including, but not limited to: the jurisdiction's plan for use of funds to promote a response to the pandemic and economic recovery, with key outcome goals.

In recent years, increased precipitation throughout Michigan has resulted in regional flooding impacting low lying properties and county roads. As Ingham County Drain Commissioner, in the past three to five years, my office has received an unprecedented number of petitions requesting improvements to stormwater infrastructure for drains to address and relieve severe flooding, erosion, water quality and other stormwater related problems throughout Ingham County. One of the adversely impacted areas has been within the Smith and Oesterle Drain Drainage District (“Drainage District”). In May 2020 during the COVID-19 Pandemic, I received a landowners’ Petition to address flooding issues within the Drainage District, specifically flooding across Frost Road. The Petition was found necessary and conducive to the public health, convenience and welfare by an independent board of determination.

The issues within the Smith and Oesterle Drainage District are unique in that the existing clay tile, originally constructed over 100 years ago in 1910, has now failed and is well beyond its useful life. The failure of the Smith and Oesterle tile forces flooding across Frost Road and then across private property to Dietz Creek. It is no longer cost effective to continue to repair this failed and undersized system. The Drain is critical infrastructure that needs to be replaced to serve agricultural businesses adversely affected by COVID-19 including the County’s only organic dairy farm; affordable rural homes; and county road assets, including one primary road. The Chaffee family’s organic dairy farm has approximately 15% of the County’s dairy herd.

In Michigan, county drains are critical infrastructure which support millions of dollars of property values as well as agriculture. Within the Smith and Oesterle Drain District this drain supports about \$3,000,000 of taxable value which generates over \$20,000 annual revenue for the General Fund.

The Smith and Oesterle Drain Project involves the reconstruction of critical stormwater infrastructure to restore drainage into the Dietz Creek Drain and reduce the incidence of flooding over Frost Road. The Project is designed to meet current standards and, as such, will reduce the incidence of flooding of a county road, protecting the public in general, and protecting private property, homes and sanitary drain fields. The project is a long-term solution and, when complete, can be expected to last another 100 years. This is a long-term solution for this critical infrastructure and will evidence low maintenance costs during the 20-year term of the assessment.

While this Project will provide for health, convenience and welfare, it comes at a cost of \$980,000, the cost of which would normally be spread over this drainage district. The American Rescue Plan Act (“ARPA”) funding would directly offset the cost of the Smith and Oesterle Drain Project that will still largely be borne by the impacted landowners and public corporations within the Drainage District who are assessed for the cost of the Project.

Use of these funds for this Project is appropriate under Section 603(c)(1)(D) of ARPA as eligible uses include investment in water, stormwater, sewer and broadband infrastructure.

More importantly, payment for this Project is through assessments to the citizens in the Drainage District. During a recent public hearing regarding this Project, we confirmed that many of the individuals responsible for assessments are affordable rural residential or agricultural property owners (4 farms, 20 residences). Should the County Commissioners approve this request, the funds will be used to lower assessments to the citizens and the public corporations responsible for these payments. This provides property tax assistance, assisting with the County’s financial stabilization. Keep in mind that some of these citizens have already suffered from the flooding which limited access to their properties or caused property damage.

To assist with the consideration of this request, this Project and this Request, at a minimum, falls within the categories of “Appendix 1: Expenditure Categories” attached hereto. Specifically, this Project fits within the following categories:

- 2.2 Household Assistance: Rent, Mortgage, and Utility Aid**
- 2.11 Aid to Tourism, Travel, or Hospitality**
- 5.6 Clean Water: Stormwater**
- 5.9 Clean Water: Non-point source**

This Project also provides other public health and economic benefits to the community as a whole.

2. Purpose of Grant

Describe in further detail your jurisdiction's intended uses of the funds, such as how your jurisdiction's approach would help support a strong and equitable recovery from the COVID-19 pandemic and economic downturn. Describe any strategies employed to maximize programmatic impact and effective, efficient, and equitable outcomes. Given the broad eligible uses of funds and the specific needs of the jurisdiction, please also explain how the funds would support the communities, populations, or individuals in your jurisdiction. Your description should address how you are promoting each of the following, to the extent they apply:

- a. Public Health (EC 1): As relevant, describe how funds are being used to respond to COVID-19 and the broader health impacts of COVID-19 and the COVID-19 public health emergency.
- b. Negative Economic Impacts (EC 2): As relevant, describe how funds are being used to respond to negative economic impacts of the COVID-19 public health emergency, including to households and small businesses.
- c. Services to Disproportionately Impacted Communities (EC 3): As relevant, describe how funds are being used to provide services to communities disproportionately impacted by the COVID-19 public health emergency.
- d. Premium Pay (EC 4): As relevant, describe the approach, goals, and sectors or occupations served in any premium pay program. Describe how your approach prioritizes low-income workers.
- e. Water, sewer, and broadband infrastructure (EC 5): Describe the approach, goals, and types of projects being pursued, if pursuing.
- f. Revenue Replacement (EC 6): Describe the loss in revenue due to the COVID-19 public health emergency and how funds have been used to provide government services.

The intended use of the ARPA funds falls into categories of (EC-1) Public Health (EC-2) Negative Economic Impacts and (EC-5) Water, sewer, and broadband infrastructure.

(EC-1) There are considerable public health benefits to the Project. Homes within the district rely on septic drain fields to dispose of sewage. Septic drain fields utilize soil to filter waste constituents from sewage effluent before infiltration to the groundwater level. Failed septic drain fields are a public health issue, not only on private property but to downstream public waters.

The flooding in and of itself constitutes a public health issue. Mold and mildew in homes and/or failed septic drain fields is a direct public health threat. At times during the flooding, vehicles, including emergency vehicles, would not have been able to get to certain points in Ingham County due to road flooding. All of these exacerbate issues related to COVID-19. Already overwhelmed systems are further stressed by the combination of local and international health crisis.

(EC-2) We believe that this Project will provide a positive economic impact by protecting properties values and encouraging commerce. Upon completion of the Project, we believe that the Project will provide general economic benefits to the area reducing property damage, reducing the incidence of flooding and insuring access for residents and emergency vehicles.

Additionally, the farming operations with property in the district have experienced supply chain issues due to the COVID-19 pandemic. Supply chain delayed deliveries have directly affected equipment maintenance as well as the farming operations.

The ARPA funds will be used to directly offset the costs of the Smith and Oesterle Drain Project for the landowners and municipal corporations. This will assist those who have already suffered negative economic impacts from the COVID-19 crisis and flooding. If granted, the Drain Commissioner will reduce the apportionment of the costs to the detrimentally impacted landowners to 10% without raising the at-large apportionment to the municipal corporations.

(EC-5) The investment in this critical stormwater infrastructure project will significantly reduce any future costs to the district for long term maintenance and will provide long term continued service for the lands within the district as well as public roads.

3. Community Engagement

Please describe how your jurisdiction's proposed use of funds incorporates written, oral, and other forms of input that capture diverse feedback from constituents, community based organizations, and the communities themselves. Where relevant, this description must include how funds will build the capacity of community organizations to serve people with significant barriers to services, including people of color, people with low incomes, limited English proficient populations, and other traditionally underserved groups.

During the course of Project planning, meetings were held to update those citizens in the community and township officials that needed to understand the Project, the scope of the project and the economic impact of the Project. These outreach programs were of particular benefit to those concerned about future assessments.

We also believe, as stated above, that this Project will encourage commerce and economic growth of agricultural properties. Not addressing the flooding may lead to other additional losses to those already sustained by the COVID-19 shut downs and supply chain issues. This would lead to further loss of business and jobs – some of which do fall within the low-income category.

4. Labor Practices

Describe workforce practices on any infrastructure projects being pursued (EC 5). How are projects using strong labor standards to promote effective and efficient delivery of high-quality infrastructure projects while also supporting the economic recovery through strong

employment opportunities for workers? For example, report whether any of the following practices are being utilized: project labor agreements, community benefits agreements, prevailing wage requirements, and local hiring.

Michigan law requires open bidding for this infrastructure Project. In addition, the Ingham County Drain Commissioner requires that the work be done as a Prevailing Wage project, consistent with Ingham County policy.

5. Use of Evidence

Briefly describe the goals of the project, and the evidence base for the interventions to be funded. Recipients must specifically identify the dollar amount of the total project spending that is allocated towards evidence based interventions for each project in the Public Health (EC 1), Negative Economic Impacts (EC 2), and Water, sewer, and broadband infrastructure (EC 5) Expenditure Categories.²¹

²¹ Of note, recipients are only required to report the amount of the total funds that are allocated to evidence-based interventions in the areas of Public Health, Negative Economic Impacts, and Services to Disproportionately Impacted Communities that are marked by an asterisk in Appendix 1: Expenditure Categories.

The total Project cost is \$980,000. All of this is paid for through special assessments. The goals of the Project, as provided above, are flooding abatement and to relieve public health crisis (i.e. roads impassable for emergency vehicles (ambulance, police, fire), public safety and public health. The evidence-based interventions are the Project itself and similar projects that have relieved flooding and improved the living environment throughout the State of Michigan.

6. Table of Expenses by Expenditure Category

Please include a table listing the amount of funds to be used in each Expenditure Category (See Appendix 1).

The requested amount of \$392,000 will be used to offset a portion of the total project cost and is not assigned to any single expenditure category.

Attached are the following documents for the Project:

- ***Appendix 1: Expenditure Categories**
- ***Appendix 2: Evidence Based Intervention Additional Information**
- **Photographs**

(a) ***Excerpts from “Compliance and Reporting Guidance, State and Local Fiscal Recovery Funds”, U.S. Department of Treasury, November 15, 2021, Version: 2.1**

(b)

(c)Appendix 1: Expenditure Categories

The Expenditure Categories (EC) listed below must be used to categorize each project as noted in Part 2 above. The term "Expenditure Category" refers to the detailed level (e.g., 1.1COVID-10 Vaccination). When referred to at the summary level (e.g., EC 1) it includes all Expenditure Categories within that summary level.

1: Public Health	
	Vaccination A
1.2	COVID-19 Testing A
1.3	COVID-19 Contact Tracing
1.4	Prevention in Congregate Settings (Nursing Homes, Prisons/Jails, Dense Work Sites, Schools, etc.) *
1.5	Personal Protective Equipment
1.6	Medical Expenses (including Alternative Care Facilities)
1.7	Capital Investments or Physical Plant Changes to Public Facilities that respond to the COVID-19 public health emergency
1.8	Other COVID-19 Public Health Expenses (including Communications, Enforcement, Isolation/Quarantine)
1.9	Payroll Costs for Public Health, Safety, and Other Public Sector Staff Responding to COVID-19
1.10	Mental Health Services*
1.11	Substance Use Services*
1.12	Other Public Health Services
2: Negative Economic Impacts	
	Programs * A
2.2	Household Assistance: Rent, Mortgage, and Utility Aid* A
2.3	Household Assistance: Cash Transfers* A
2.4	Household Assistance: Internet Access Programs* A
2.5	Household Assistance: Eviction Prevention* A
2.6	Unemployment Benefits or Cash Assistance to Unemployed Workers*
2.7	Job Training Assistance (e.g., Sectoral job-training, Subsidized Employment, Employment Supports or Incentives) * A
2.8	Contributions to UI Trust Funds
2.9	Small Business Economic Assistance (General)* A
2.10	Aid to Nonprofit Organizations*
2.11	Aid to Tourism, Travel, or Hospitality
2.12	Aid to Other Impacted Industries
2.13	Other Economic Support* A
2.14	Rehiring Public Sector Staff
3: Services to Disproportionately Impacted Communities	
3.2	Education Assistance: Aid to High-Poverty Districts A
3.3	Education Assistance: Academic Services* A
3.4	Education Assistance: Social, Emotional, and Mental Health Services* A

3.5	Education Assistance: Other* A
3.6	Healthy Childhood Environments: Child Care* A
3.7	Healthy Childhood Environments: Home Visiting* A
3.8	Healthy Childhood Environments: Services to Foster Youth or Families Involved in Child Welfare System*
3.9	Healthy Childhood Environments: Other* A
3. 10	Housing Support: Affordable Housing* A
3. 11	Housing Support: Services for Unhoused Persons* A
3. 12	Housing Support: Other Housing Assistance* A
3.13	Social Determinants of Health: Other* A
3.14	Social Determinants of Health: Community Health Workers or Benefits Navigators* A
3.15	Social Determinants of Health: Lead Remediation A
3.16	Social Determinants of Health: Community Violence Interventions* A
4: Premium Pay	
Employees	
4.2	Private Sector: Grants to Other Employers
5: Infrastructure ²⁷	
Centralized Wastewater Treatment	
5.2	Clean Water: Centralized Wastewater Collection and Conveyance
5.3	Clean Water: Decentralized Wastewater
5.4	Clean Water: Combined Sewer Overflows
5.5	Clean Water: Other Sewer Infrastructure
5.6	Clean Water: Stormwater
5.7	Clean Water: Energy Conservation
5.8	Clean Water: Water Conservation
5.9	Clean Water: Nonpoint Source
5.10	Drinking water: Treatment
5.11	Drinking water: Transmission & Distribution
5.12	Drinking water: Transmission & Distribution: Lead Remediation
5.13	Drinking water: Source

5.14 Drinking water: Storage
5.15 Drinking water: Other water infrastructure
5.16 Broadband: "Last Mile" projects
5.17 Broadband: Other projects
6: Revenue Replacement
Services
7: Administrative
Expenses
7.2 Evaluation and Data Analysis
7.3 Transfers to Other Units of Government
7.4 Transfers to Non-entitlement Units (States and territories only)

*Denotes areas where recipients must identify the amount of the total funds that are allocated to evidence-based interventions (see Use of Evidence section above for details)

A Denotes areas where recipients must report on whether projects are primarily serving disadvantaged communities (see Project Demographic Distribution section above for details)

²⁷ Definitions for water and sewer Expenditure Categories can be found in the EPA's handbooks. For "clean water" expenditure category definitions, please see: <https://www.epa.gov/sites/production/files/2018-03/documents/cwdefinitions.pdf>. For "drinking water" expenditure category definitions, please see: <https://www.epa.gov/dwsrf/drinking-water-state-revolving-fund-national-information-management-system-reports>

(d)Appendix 2: Evidenced-Based Intervention Additional Information

1. What is evidence-based?

For the purposes of the SLFRF, evidence-based refers to interventions with strong or moderate evidence as defined below:

Strong evidence means the evidence base that can support causal conclusions for the specific program proposed by the applicant with the highest level of confidence. This consists of one or more well-designed and well-implemented experimental studies conducted on the proposed program with positive findings on one or more intended outcomes.

Moderate evidence means that there is a reasonably developed evidence base that can support causal conclusions. The evidence base consists of one or more quasi-experimental studies with positive findings on one or more intended outcomes OR two or more nonexperimental studies with positive findings on one or more intended outcomes. Examples of research that meet the standards include: well-designed and well-implemented quasi experimental studies that compare outcomes between the group receiving the intervention and a matched comparison group (i.e., a similar population that does not receive the intervention).

Preliminary evidence means that the evidence base can support conclusions about the program's contribution to observed outcomes. The evidence base consists of at least one non-experimental study. A study that demonstrates improvement in program beneficiaries over time on one or more intended outcomes OR an implementation (process evaluation) study used to learn and improve program operations would constitute preliminary evidence. Examples of research that meet the standards include: (1) outcome studies that track program beneficiaries through a service pipeline and measure beneficiaries' responses at the end of the program; and (2) pre- and post-test research that determines whether beneficiaries have improved on an intended outcome.

SMITH AND OESTERLE DRAIN PROJECT SUMMARY DESCRIPTION

This project replaces a combination of tile and open channel drain originally constructed in 1910. The tile is badly deteriorated, with parts having failed. This has resulted in the frequent flooding of Frost Road, a county road under jurisdiction of the Ingham County Road Department, as illustrated below.



Looking westerly along Frost Road during the May 18, 2020 flooding. Note the "Flooding Over the Road" sign in the distance. This flooding event resulted in the petition being filed with the Drain Commissioner's Office.



Still photo taken from a landowner recorded video during October 4, 2021 flooding over the Frost Road. Flooding over the road not only resulted in a road closure but also private property damage.

The project is designed to accommodate a rainfall of 4.1 inches (25-year 24-hour storm) with sufficient additional capacity to help reduce flooding for larger rainfall events. The design solution reduces the incidence of the persistent flooding of Frost Road and provides an improved suitable outlet for the road and other district properties.

The project includes the following:

- installation of 2,915 feet of 12 thru 42-inch tile to replace the failing tile;
- the 42-inch tile replaces a 24-inch tile at the outlet, providing a more than three-fold increase in capacity; and,
- cleaning out of 3,929 feet of open channel drain along with replacement of driveway and road culverts.

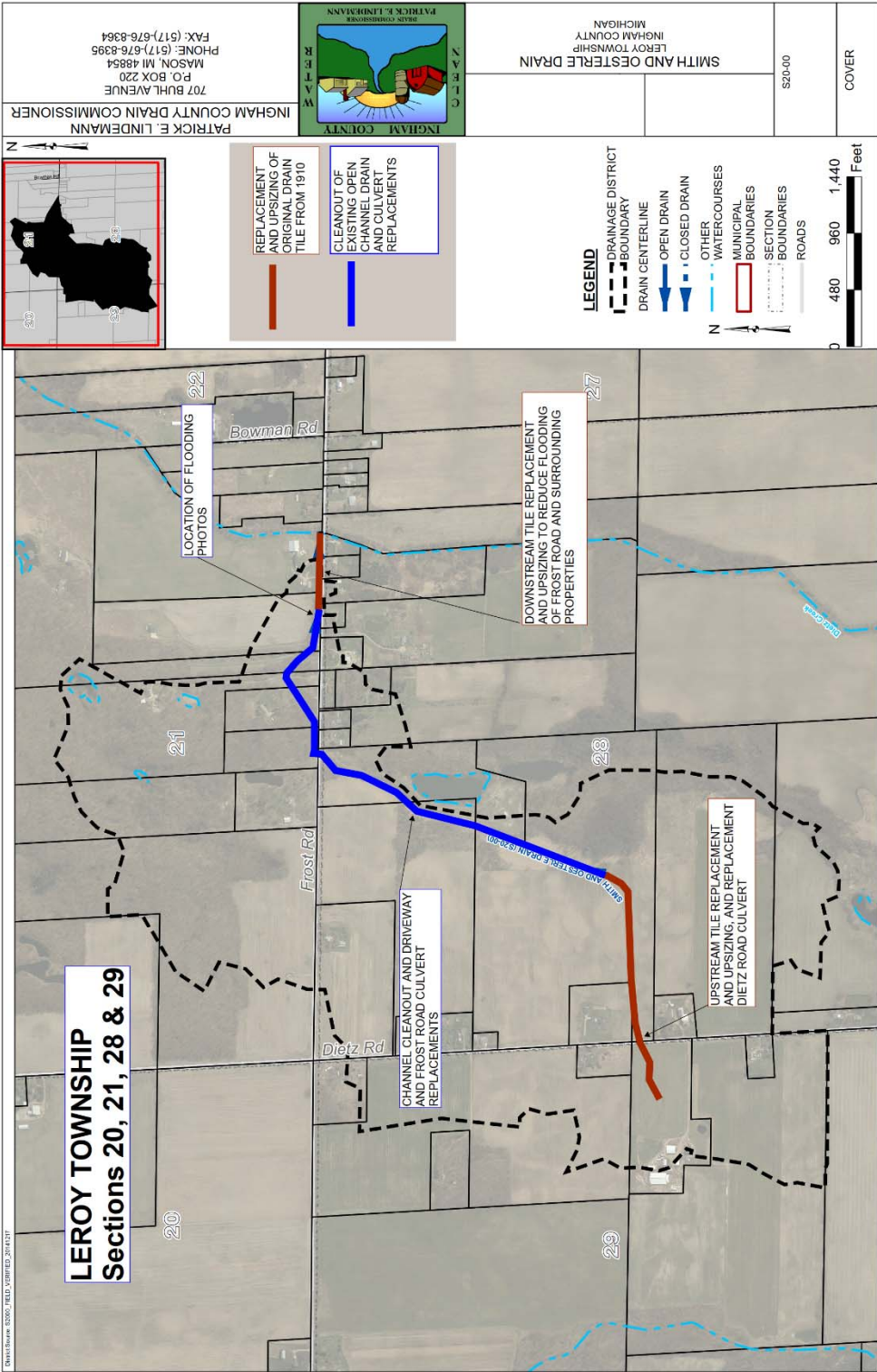
SMITH AND OESTERLE DRAIN

Public Safety Issues: Frost Road flooding
 Public road access
 Emergency vehicle access

Property Damage/Flooding: 3860 E. Frost Road
 3880 E. Frost Road (not in drainage district)
 3900 E. Frost Road (not in drainage district)

- The drain project includes replacement of a failed tile with a new, larger, perforated tile to reduce the incidence of flooding and provide road embankment under/subdrainage.
- This tile conveys runoff along the northside of Frost Road to the Dietz Creek Drain. If the flow conveyed by the tile followed the natural flow path there would be the need for an additional culvert crossing of Frost Road to the south. That flow would then be included in the flows through the Frost Road bridge/culvert over the Dietz Creek Drain, likely necessitating an increase in the bridge/culvert size.
- The drain project also includes culvert upgrades/replacements of the existing culverts for both Frost Road and Dietz Road.

Revised 20220126



Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ALLOCATE \$392,000 IN AMERICAN RESCUE PLAN FUNDS TO FUND THE MAINTENANCE AND IMPROVEMENT OF THE SMITH AND OESTERLE DRAIN

WHEREAS, on May 20, 2020, property owners filed a petition with the Ingham County Drain Commissioner for the maintenance and improvement of the Smith and Oesterle Drain recognizing that said maintenance and improvement was necessary and conducive for public health, convenience, or welfare; and

WHEREAS, on July 8, 2020, a Board of Determination did determine and order that the maintenance and improvement of the Smith and Oesterle Drain was necessary and conducive to public health, convenience, or welfare and further necessary for the protection of the public health of Leroy Township; and

WHEREAS, the Smith and Oesterle Drain was originally constructed in 1910, and has failed and exceeded its useful life, and is in need of an affordable long-term solution; and

WHEREAS, the construction of the Smith and Oesterle Drain includes a long-term solution for replacement of existing critical infrastructure serving agricultural businesses adversely affected by COVID-19, including the County's only organic dairy farm; affordable rural homes; and county road assets, including a primary road; and

WHEREAS, the Smith and Oesterle Drain project includes the installation of 2,915 feet of enclosed storm drain pipe ranging in size from 12 inches to 42 inches and 3,929 feet of open channel drain cleanout including replacement of culverts, some of which are under county roads, including a county primary road; and

WHEREAS, the construction of the Smith and Oesterle Drain has been bid and is proposed to be constructed in 2022; and

WHEREAS, on March 11, 2021 the H.R. 1319 of the 117th Congress, also known as the American Rescue Plan Act of 2021, became a law; and

WHEREAS, *Subtitle M – Coronavirus State and Local Fiscal Recovery Funds* of the American Rescue Plan provides funding to metropolitan cities, non-entitlement units of local government, and counties to mitigate the fiscal effects stemming from the public health emergency with respect to the Coronavirus Disease (COVID–19); and

WHEREAS, Ingham County will receive \$56,796,438 in American Rescue Plan funds in two separate tranches of \$28,398,219; and

WHEREAS, the First Tranche Amount was received on May 20, 2021 and the Second Tranche Amount will be received no earlier than 12 months after the first tranche payment is received; and

WHEREAS, under Section 603(c)(1)(D) of the American Rescue Plan, an eligible use of funds includes making necessary investments in water, sewer, or broadband infrastructure; and

WHEREAS, the national labor and material shortages and resulting cost increases will negatively affect the Smith and Oesterle Drain and the Ingham County Drain Commissioner's ability to cost effectively complete the maintenance and improvement of the Smith and Oesterle Drain that is necessary for the protection of the public health of Leroy Township.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes funding from Ingham County's allocation from the American Rescue Plan in an amount not to exceed \$392,000 to assist in the completion of the maintenance and improvement of the Smith and Oesterle Drain that is necessary for the protection of the public health of Leroy Township.

TO: Board of Commissioners County Services
FROM: Gregg Todd, Controller
DATE: February 24, 2022
SUBJECT: Resolution to Amend the Drain Commissioner's Fee Schedule to Address Aerial Drain Cross Permit and Inspection Fees
For the meeting agendas of March 1 and March 2, 2022

BACKGROUND

Based on the discussion held at the February 1, 2022 County Services meeting regarding Drain Commissioner Fees associated with aerial crossings of drains, the Drain Commissioner has offered up the following language to be added in the footnote section the fee schedule:

Aerial crossings over drains that do not involve disturbance of the surface or subsurface, are exempted from permit fees and inspection deposits.

ALTERNATIVES

Leave the fee schedule as it is.

FINANCIAL IMPACT

Potential reduction in fees collected although to date, no fees have been paid to the Drain Commissioner for aerial drain crossings unless there has been disturbance of the surface or subsurface.

OTHER CONSIDERATIONS

None.

RECOMMENDATION

Respectfully recommend that County Services approve the resolution.

Patrick E. Lindemann

Ingham County Drain Commissioner

PO Box 220
707 Buhl Avenue
Mason, MI 48854-0220

Phone: (517) 676-8395

Fax: (517) 676-8364

<http://dr.ingham.org>



Carla Florence Clos
Deputy Drain Commissioner

Paul C. Pratt
Deputy Drain Commissioner

Angie Cosman
Chief of Engineering and Inspection

Sheldon Lewis
Administrative Assistant

Ingham County Fee Schedule

Effective January 1, 2022

Fees Set By The Ingham County Board of Commissioners

PLAT REVIEW

Preliminary Plat Site Plan Review\$725.00

Preliminary Plat Drainage/Construction Plan Review¹

First acre.....\$725.00

Each additional acre.....\$82.00

(Fractions of Acres are rounded up to the Whole Acre)

Re-submission fee².....\$240.00, plus actual costs

Agreements Review for establishing "plat drain" (425 & 433 Agreements)\$2540.00

COMMERCIAL REVIEW

Commercial Site Plan Review.....\$725.00

Re-submission fee².....\$240.00, plus actual costs

Commercial Drainage Review¹

First acre.....\$725.00

Each additional acre.....\$82.00

(Fractions of Acres are rounded up to the Whole Acre)

Re-submission fee².....\$240.00, plus actual costs

CROSSING PERMITS/TAP-IN PERMITS

Drain Crossing Permit³

Residential.....\$140.00

Commercial.....\$525.00

¹ Project fees may be adjusted by ICDC based on certain site factors.

² Charged for third review of the same identified deficiency.

³ Aerial crossings over drains that do not involve disturbance of the surface or subsurface, are exempted from permit fees and inspection deposits.

Please note that fees and deposits do not cover outside legal and/or engineering consultants that may be needed in review of application for permit, agreement, or plans. Those additional costs will be billed to the applicant. Fees also do not cover 5% Maintenance or 8% Inspection costs.

Inspection Deposit⁴.....\$1500.00

Tap-In Permit

Residential.....\$110.00

Commercial.....\$440.00

Inspection Deposit⁴.....\$1500.00

SOIL EROSION AND SEDIMENTATION POLLUTION CONTROL PERMIT FEES

Commercial Soil Erosion and Sedimentation Pollution Control Permit

Application review and site visit, issuance of permit, and permit closeout site review

Six-month duration (First acre).....\$480.00

Each additional acre.....\$48.00

Nine-month duration (First acre).....\$560.00

Each additional acre.....\$56.00

Twelve-month duration (First acre).....\$640.00

Each additional acre.....\$64.00

Renewal⁵.....Half rate based on current fee schedule

Transfer of permit.....\$100.00

Compliance Inspections Escrow⁶ (Do not submit with application)

Less than half-acre.....\$595.00

Half-acre up to one acre.....\$1740.00

One acre up to five acres.....\$3440.00

Five acres up to ten acres.....\$5665.00

Each additional ten acres or fraction of ten acres.....\$2865.00

Residential Soil Erosion and Sedimentation Pollution Control Permit

Application review, permit issuance and inspection

Six-month duration.....\$220.00

Nine-month duration.....\$265.00

Twelve-month duration.....\$275.00

Renewal⁵.....Half rate based on current fee schedule

Transfer of permit.....\$25.00

Commercial Minor Disturbance Erosion and Sedimentation Pollution Control Permit

Application review and site visit, issuance of permit, and permit closeout site

review\$350.00

⁴ Project fees may be adjusted by ICDC based on certain site factors. Unspent balance will be refunded and overages will be invoiced.

⁵ Renewal will be issued at the half rate if renewed before the expiration date. Permittee has responsibility to timely renew the permit whether or not ICDC has sent a courtesy notice.

⁶ Inspections will be charged at an hourly rate. Specific escrow will be determined by the ICDC based on site factors. Escrow amount will be indicated in issued permit. Escrow will need to be submitted prior to the commencement of the earth disturbance. Unspent balance will be refunded and overages will be invoiced.

Please note that fees and deposits do not cover outside legal and/or engineering consultants that may be needed in review of application for permit, agreement, or plans. Those additional costs will be billed to the applicant. Fees also do not cover 5% Maintenance or 8% Inspection costs.

Renewal⁵..... Half rate based on current fee schedule
 Compliance Inspections Escrow..... See commercial soil erosion fees above

Residential Minor Disturbance Erosion and Sedimentation Pollution Control Permit

Application review, permit issuance and inspection..... \$51.00
 Renewal⁵..... Half rate based on current fee schedule

Waiver..... No Fee

A Waiver is issued for projects that do not require a Soil Erosion and Sedimentation Pollution Control Permit. The Waiver must be presented to the local building inspector to verify compliance with Act 451 Part 91.

PENALTIES

Projects by licensed builders, contractors, and developers that commence without the appropriate approvals and/or permits from the Drain Commissioner's Office will be required to pay double the normal fees.

In the event that a Soil Erosion and Sedimentation Pollution Control Permit is revoked, the permit fee and a performance deposit must be submitted prior to the Cease and Desist Order being rescinded.

Follow-up inspection to Violation Notice..... \$320.00
 Follow-up inspection to Cease and Desist Order..... \$320.00

A performance deposit of at least \$1000.00 is required of all permit holders that have received a Cease and Desist Order. This requirement will expire 12 months from the date of the Cease and Desist Order. The amount of the Performance Deposit will increase with each successive Cease and Desist Order issued due to non-compliance.

All outstanding fees must be paid in full prior to the issuance of permits.

MISCELLANEOUS FEES

Title Search for Drain Assessments..... \$5.00
 License to Encroach..... Staff/Consultant costs and \$30.00 Deposit
 Maintenance Agreement Fees..... Hourly Rates plus \$30 Recording Fee
 Geographical Information Systems (GIS) Maps
 Photography..... \$305.00 per quarter section or part thereof
 Topography..... \$595.00 per quarter section or part thereof
 Freedom of Information Requests..... Fees will be charged in accordance with Ingham County FOIA policy, as established by County Resolution 15-221. This policy and associated fees can be found at: <http://www.ingham.org/>.

Revised 2/22/2022

Please note that fees and deposits do not cover outside legal and/or engineering consultants that may be needed in review of application for permit, agreement, or plans. Those additional costs will be billed to the applicant. Fees also do not cover 5% Maintenance or 8% Inspection costs.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AMEND THE DRAIN COMMISSIONER'S FEE SCHEDULE TO ADDRESS
AERIAL DRAIN CROSSING PERMIT AND INSPECTION FEES**

WHEREAS, the Drain Commissioner's Schedule of Fees includes drain crossing permit fees and inspection deposits which are approved by the Ingham County Board of Commissioners upon recommendations from the Drain Commissioner; and

WHEREAS, the 2022 Schedule of Fees includes drain crossing permit fees for residential projects of \$140, commercial projects of \$525 and an inspection deposit of \$1,500; and

WHEREAS, these permit fees and inspection deposits are intended for projects that require the disturbance of the surface or subsurface; and

WHEREAS, crossings of drains with aerial utilities that do not involve surface or subsurface disturbance were not intended to be included in the current drain crossing fee schedule although there was never any clarity in the fee language for administrative staff; and

WHEREAS, as most aerial drain crossings will be installed on existing utilities' poles in the road rights-of-way, they should be exempt from drain permit fees and inspection deposits.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves a modification of the Drain Commissioner's Schedule of Fees as a clarification to include the following language:

Aerial crossings over drains that do not involve disturbance of the surface or subsurface, are exempted from permit fees and inspection deposits.

BE IT FURTHER RESOLVED, that these changes to the Drain Commissioner's Schedule of Fees shall take effect upon approval of this resolution.

Agenda Item 2

TO: Board of Commissioners Law & Courts and Finance Committees
FROM: Sergeant Steven Pirochta 5382
DATE: January 22, 2022
SUBJECT: Purchase of Disturbance Rapid Response Suits
For the meeting agendas of February 24 and March 2

BACKGROUND

Ingham County Sheriff's Office Correctional staff are often presented with dangerous situations where immediate intervention is necessary to protect the lives of those incarcerated within the Ingham County Correctional Facility. During these incidents it is also necessary to protect the Correction's Deputies responding. This protective equipment serves multiple beneficial purposes.

- It provides essential protection to the vital body areas of responding staff, including:
 - Head and neck area
 - Vital heart, lung, kidney areas
 - Groin
 - Major joints of the shoulder, elbow, hip, and knee.
- It allows for quick donning of equipment to ensure an expeditious response to acts of violence which in turn limits the potential of injury to both staff and incarcerated individuals.
- It provides a unified front in the face of potentially dangerous situations which often quells the incident with limited use of force.
- It allows staff the ability to utilize the minimum amount of force necessary to quell incidents

ALTERNATIVES

An alternative to this request would be the Ingham County Sheriff's Office Field Services Division responding with riot gear to these critical incidents. While a viable option when time is not of the essence, our law enforcement partners response time would be extensively greater than the response time of Correctional Staff on site at the time of the incident. With a greater response time comes an increase in potential injury, which in turn may lead to greater chance of litigation filings against the Sheriff and the County.

FINANCIAL IMPACT

This request will be funded through approved Capital Improvement Funds in the amount of \$8,307 from account 66430199-726010. This essential equipment is a one-time purchase through these approved funds. There is no further cost associated with maintenance.

STRATEGIC PLANNING IMPACT

This resolution will provide required protection to the community members that are incarcerated in the Ingham County Correctional Facility. Through expedient response to acts of violence the Ingham County Sheriff's Office is able to limit the potential for both personal injury and extensive destruction of the county infrastructure. Thus minimizing cost to the county of both litigation and facility repair.

OTHER CONSIDERATIONS

Correctional facilities have a duty to protect all incarcerated community members under the United States Constitution, 8th Amendment. This resolution will allow for staff to safely provide this required protection as expediently as possible with the goal of minimization of injury to all parties. The Ingham County Sheriff's Office understands that time works against the facility during these incidents, and it is that understanding which compels the agency to make this request.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution for the purchase of essential correctional protective equipment.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO PURCHASE RAPID RESPONSE DISTURBANCE CONTROL SUITS

WHEREAS, the Ingham County Sheriff's Office is required to respond to acts of violence and destruction of property within the Ingham County Correctional Facility; and

WHEREAS, the Ingham County Sheriff's Office must protect the lives of community members incarcerated within the Ingham County Correctional Facility; and

WHEREAS, the Ingham County Sheriff's Office must also protect against the destruction of the Ingham County infrastructure; and

WHEREAS, responding staff members should be provided with equipment which provides optimal protective measures when responding to these incidents; and

WHEREAS, the Ingham County Sheriff's Office has determined the need to purchase Rapid Response Disturbance Control Suits to provide these protective measures; and

WHEREAS, Clawa Enterprise Inc./Alternate Force is a single source company for this equipment; and

WHEREAS, the total expenditure for this proposal is not to exceed \$8,307.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the Sheriff's Office to purchase ten (10) Rapid Response Disturbance Control Suits from Clawa Enterprise Inc./Alternate Force at a cost of up to \$8,307 using 2022 Capital Improvement Funds.

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

TO: Board of Commissioners Law & Courts and Finance Committees
FROM: Teri Morton, Deputy Controller
DATE: February 9, 2022
SUBJECT: Resolution to Authorize a Contingency Appropriation to Resolution Services Center of Central Michigan to Support Small Claims Work

For the meeting agendas of February 24 and March 2

BACKGROUND

Resolution Services Center of Central Michigan (RSCCM) is a Community Dispute Resolution Program (CDRP) through the State Court Administrators Office (SCAO). Programs provided by RSCCM include mediation, facilitated dialogues, restorative practices, juvenile diversion, and mediation/restorative training. RSCCM is a relatively small nonprofit, comprised of five full time staff, 32 part-time staff, and over 45 active volunteers.

In April 2020, RSCCM responded to requests from the courts in the county to assist with the backlog of small claim cases as a result of COVID-19 stay-at-home orders. In just a few weeks, RSCCM developed a referral process for accepting small claim cases, contacted parties, facilitated all cases remotely, and provided outcome information back to the referring courts. This work continues today. Small claims cases have increased by 54% (compared to 2019, pre-covid numbers). The courts and affected parties recognize the benefit of this model which is more accessible than spending time at the courthouse waiting for their cases to be heard.

This work is valued and needed, but not adequately funded. RSCCM receives no funding directly from the courts. They do receive an allocation from SCAO, but it is based on a statewide formula and only partially funds provided services.

RSCCM is requesting \$13,000 from Ingham County to support this small claims work in 2022. RSCCM is currently in conversations with the City of East Lansing and the City of Lansing to also provide financial support for their work in those courts.

Please see attached memo from RSCCM for additional detail.

ALTERNATIVES

RSCCM may have to limit these services if additional funding is not received.

FINANCIAL IMPACT

The request for \$13,000 is recommended to be funded from the 2022 contingency account. RSCCM has also requested \$29,000 from the City of Lansing and \$8,000 from the City of East Lansing. The funding requests are based on the caseload numbers at each of the respective District Courts.

A detailed budget request is included in this packet.

OTHER CONSIDERATIONS

RSCCM gave a presentation regarding this request at the November 18, 2021 Law & Courts Committee meeting.

Funding requests for this service beyond 2022 should be requested as part of the annual budget process.

RSCCM currently receives funding from the County as part of the Juvenile Justice Community Agency process.

RECOMMENDATION

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

**Request to the Ingham County Board of Commissioners
Law & Courts Committee**

Resolution Services Center of Central Michigan (RSCCM), a Community Dispute Resolution Program (CDRP) through the State Court Administrators Office (SCAO), has served the citizens of Ingham County for over thirty years. Our programs include mediation, facilitated dialogues, restorative practices, juvenile diversion, and mediation/restorative training. Approximately 7,000 citizens participate in our programs annually.

RSCCM is one of the busiest CDRPs in the State - largest increase in cases (191% between 2007 and 2019). Our success is due to our willingness to meet community needs in new and innovative ways, ability to provide quality services, responsiveness to time sensitive requests, and commitment to assuring access to justice.

Though we are quite robust in the volume of work, we are a relatively small nonprofit. RSCCM is comprised of 5 full time staff, 32 part-time staff and over 45 active volunteers.

2020 SMALL CLAIMS WORK

With the onset of the Covid19 stay-at-home order, courts, along with the rest of the country, ceased in-person business and transitioned to a new paradigm/service model.

In April 2020, RSCCM stepped forward once again to quickly respond to requests from the courts in the county to assist with the backlog of small claim cases. In just a few weeks, RSCCM developed a referral process for accepting small claim cases, contacted parties, facilitated all cases remotely, and provided outcome information back to the referring courts. This work continues today. Small claims cases have increased by 54% (compared to 2019, pre-covid numbers). Most courts have taken the time to inform us that they see the value of this process, expect it to continue into 2022, and perhaps have this process continue indefinitely. Additionally, parties recognize the benefit of this model which is more accessible than spending time at the courthouse waiting for their cases to be heard.

RSCCM is proud to be a responsive partner to the courts in the county. We will continue to do whatever we can to support citizen's access to justice and peaceful resolutions to conflicts. This work is valued and needed, but not adequately funded. RSCCM receives no funding directly from the courts. We do receive an allocation from SCAO, but it is based on a statewide formula and only partially funds our array of services.

Prior to 2020, RSCCM was able to facilitate the volume of small claim cases through the services of one volunteer, one day a week. The current system requires 40-50 hours of scheduling and mediation, along with technology and communication costs. RSCCM is in current conversations with the City of East Lansing and the City of Lansing to also provide financial support for the work we do in their courts.

RSCCM REQUEST TO THE BOARD OF COMMISSIONERS

Recognizing that there are continuing covid concerns for the foreseeable future, and both the courts and the filing parties benefit from the current process, RSCCM is inquiring about funding from the County for this service. **Would the Law & Courts Committee, and the Ingham County Board of Commissioners, please consider providing funding for the work being provided at the Mason District Court (55th) during 2022? We respectfully ask for \$13,000 (half of actual costs) to continue serving Ingham County Court in this manner.**

PROJECT BUDGET

		COUNTY REQUESTED AMOUNT (\$)	OTHER SOURCES (\$)	TOTAL
1	<u>Personnel Services</u>			
	a. Salaries & Wages	\$11,000	\$97,000	\$108,000
	b. FICA	\$1,200	\$9,600	\$10,800
	c. Unemployment			
	d. Fringe Benefits (may be further subdivided)			
	e. Overtime			
	f. Temporary			
	g. Work Study Wages			
2	<u>Professional and Contractual</u>			
	a. Medical Services (for recipient population)			
	b. Accounting Services			
	c. Membership/Subscriptions			
	d. Federal or State grant match			
	e. Office Equipment Leases			
	f. Maintenance Agreements			
3	<u>Operating Expenses</u>			
	a. Telephone	\$300	\$700	\$1,000
	b. Rent		\$5,700	\$5,700
	c. Utilities		\$3,000	\$3,000
	d. Postage			
	e. Office Supplies	\$500	\$500	\$1,000
	f. Travel			
	g. Insurance		\$500	\$500
	TOTAL	\$13,000	\$117,000	\$130,000

Financial Requests were made to:

City of Lansing \$29,000

City of East Lansing \$8,000

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A CONTINGENCY APPROPRIATION TO RESOLUTION SERVICES CENTER OF CENTRAL MICHIGAN TO SUPPORT SMALL CLAIMS WORK

WHEREAS, Resolution Services Center of Central Michigan (RSCCM) is a Community Dispute Resolution Program (CDRP) through the State Court Administrators Office (SCAO) providing services in the areas of mediation, facilitated dialogues, restorative practices, juvenile diversion, and mediation/restorative training; and

WHEREAS, with the onset of the COVID-19 stay-at-home order, RSCCM responded to requests from the courts in the county to assist with the backlog of small claim cases by developing a referral process for accepting small claims cases, contacting parties, facilitating all cases remotely, and providing outcome information back to the referring courts; and

WHEREAS, these services have proven valuable to both the courts and the parties they serve and the demand for these services is expected to continue into the future; and

WHEREAS, RSCCM provides these services at the 55th District Court, 54A District Court, and 54B District Court; and

WHEREAS, RSCCM has also requested funding from the City of Lansing and City of East Lansing to support these services in their courts; and

WHEREAS, future requests for funding for this purpose will be made as part of the annual budget process.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a contract with Resolution Services Center of Central Michigan for small claims case assistance in the amount of \$13,000 for the time period of January 1, 2022 through December 31, 2022.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to transfer \$13,000 from the 2022 contingency account for this purpose and to make any necessary adjustments to the 2022 budget consistent with this resolution.

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

Agenda Item 4

TO: Ingham County Board of Commissioners Law & Courts and Finance Committees

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

DATE: February 15, 2022

RE: Transcript Budget Transfer

BACKGROUND

The 30th Circuit Court General Trial Division Budget pays for certain mandated transcripts of proceedings, including transcripts of some Family Division proceedings held by Circuit Court Family Division Judges, through line item 101-13001-810000. Probate Court Judges also hear Circuit Court Family Division matters and the Probate Court Budget has for several years had the funds for and paid for these when it is the court's responsibility, through line item 101-14803-810000.

It would be more efficient if all court-funded transcripts from Circuit Court Family Division matters were processed and paid by the same budget. This could be realized by the amount allocated in the Probate Court transcripts budget for Circuit Court Family Division matters, along with the responsibility for processing and paying for transcripts being transferred to the Circuit Court General Trial Division transcripts budget.

The Probate Court estimates that \$11,000 of its transcripts line item is allocated for Circuit Court Family Division matters. We request that \$11,000 be transferred from the Probate Court transcripts budget (101-14803-810000) to the Circuit Court General Trial Division transcripts budget (101-13001-810000), with the understanding that the approval of, and payment for, court-funded transcripts from Circuit Court Family Division matters heard by Probate Court Judges will then be handled by the Circuit Court. Please see the attached resolution to this effect.

ALTERNATIVES

Should this request not be approved, the current system of processing and paying for Circuit Court Family Division matter transcripts in two different budgets would continue.

FINANCIAL IMPACT

There is no financial impact to the county in that all that is proposed is a budget transfer.

STRATEGIC PLANNING IMPACT

This resolution supports the Ingham County Strategic Plan by providing quality and efficient services.

RECOMMENDATION

Based on the efficiency benefits of consolidating the processing and payment of Circuit Court Family Division transcripts, and on the fact that such consolidation has no financial impact, I recommend that the attached resolution be approved.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO TRANSFER FUNDS BUDGETED FOR TRANSCRIPTS
FROM THE PROBATE COURT BUDGET TO THE CIRCUIT COURT
GENERAL TRIAL DIVISION BUDGET**

WHEREAS, the Circuit Court General Trial Division Budget pays for certain mandated transcripts of proceedings, including transcripts of some Family Division proceedings held by Circuit Court Family Division Judges, through line item 101-13001-810000; and

WHEREAS, Probate Court Judges hear Circuit Court Family Division matters and the Probate Court Budget has for several years had the funds for and paid for these when it is the court's responsibility, through line item 101-14803-810000; and

WHEREAS, it would be more efficient if all court-funded transcripts from Circuit Court Family Division matters were processed and paid by the same budget; and

WHEREAS, the Probate Court estimates that \$11,000 of its transcripts line item is allocated for Circuit Court Family Division matters; and

WHEREAS, the Circuit Court and Probate Court are in agreement with regard to this budget transfer.

THEREFORE BE IT RESOLVED, that \$11,000 will be transferred from the Probate Court transcripts budget (101-14803-810000) to the Circuit Court General Trial Division transcripts budget (101-13001-810000).

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary adjustments to the 2022 budget consistent with this resolution.

BE IT FURTHER RESOLVED, that the approval of, and payment for, court-funded transcripts from Circuit Court Family Division matters heard by Probate Court Judges will be handled by the Circuit Court.

TO: Board of Commissioners - Law & Courts and Finance Committees

FROM: Morgan E. Cole, Probate Court Administrator/Register

DATE: February 15, 2022

SUBJECT: Request for Probate Court to Rollover Pre-2018 CIP Funds
For Working Sessions on February 24, 2022 and March 2, 2022

BACKGROUND

In adopting Resolution #21-519 of the 2022 budget – a new policy allowing only the most recent three years of Capital Improvement Project (“CIP”) fund balance to be rolled over. In March of 2021 there were over 200 projects that were requested by departments to be rolled over from the 2020 budget to the 2021 budget. A number of these projects have been rolled over for a number of years without any expenses used each year. The oldest CIP dates back to 2014.

In 2019, I was appointed the Probate Court Court Administrator/Register. At no time between 2019 and the end of 2021 did I become aware the Probate Court had an outstanding 2014 CIP fund balance in the amount of \$121,268 for a scanning/electronic imaging project. In addition, I also did not have MUNIS access to this 2014 CIP fund/line-item until late 2021 when financial services granted me MUNIS access to org number 636625870 – object code 932050. Currently, the Probate Court intends to use the remaining \$121,268 in MUNIS Org No. 636625870 – object code 932050, for the following items in 2022 and 2023: scanning enhancement for auto-redaction; interface payment systems into scanned/electronic files; image corrector enhancement to check for missed imaging or errors in imaging to ensure record retention quality and accuracy; interface for automatic index imaging; as well as electronic attorney updates from the State Bar of Michigan. The Probate Court secured quotes for the intended projects listed above – and is ready to move forward with this CIP project.

Implementation of new technology is quite laborious and requires many trial and errors in execution. It is expected it will take at least two years to ensure the above scanning projects are implemented. Especially with our new reality due to COVID-19, enhancing technology is a priority for the Probate Court to serve the public.

ALTERNATIVES

Delay technology projects – which will hinder future service to the public. Submit a new CIP request in 2023 for this project – which results in wasted work effort in securing quotes and implementation dates/strategies.

FINANCIAL IMPACT

There are not additional financial costs for the remainder of 2022 and 2023, as the CIP balance remains \$121,268. Granting this request will allow the Probate Court to actively and immediately further technology and provide enhanced access and service to the public along with staff efficiency for at least the next two years.

OTHER CONSIDERATIONS

The Controller’s Office and the Budget Office were consulted and supports this request to roll over the recently discovered 2014 CIP funds in the amount of \$121,268.00 – as set forth in MUNIS Org No. 636625870 – object code 932050.

RECOMMENDATION

Based on the information presented, I respectfully request the Ingham County Board of Commissioners approve of the attached resolution to support the Ingham County Probate Court’s roll-over of pre-2018 CIP funds in the amount of \$121,268 - in MUNIS Org No. 636625870 – object code 932050 for both this year, 2022 and 2023.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE CONTINUED USE OF PROBATE COURT'S OUTSTANDING
CAPITAL IMPROVEMENT PROJECT FUNDS AWARDED PRIOR TO 2018**

WHEREAS, the 2022 Budget Allocation as set forth in Resolution #21-519 established a new policy allowing only the most recent three years of Capital Improvement Project ("CIP") fund balance to be rolled over; and

WHEREAS, the Probate Court's 2014 CIP fund balance for a scanning/imaging project in the amount of \$121,268 – listed in MUNIS under org number 636625870 – object code 932050 was not accessible or known to the Probate Court Administrator/Register until late 2021; and

WHEREAS, the Probate Court initiated the following scanning/imaging projects, including but not limited to: scanning enhancement for auto-redaction; interface payment systems into scanned/electronic files; image corrector enhancement to check for missed imaging or errors in imaging to ensure record retention quality and accuracy; interface for automatic index imaging; as well as electronic attorney updates from the State Bar of Michigan; and

WHEREAS, in the near future, the Probate Court expects to incur substantial costs which would be paid for in totality by the outstanding 2014 CIP fund balance; and

WHEREAS, the Probate Court wishes to provide improved customer service, greater public access and increased efficiency by immediately initiating scanning/image technology projects to be funded from the 2014 CIP fund balance of \$121,268; and

WHEREAS, the Probate Court requests the 2014 CIP fund balance of \$121,268 – listed in MUNIS under org number 636625870 – object code 932050 be carried over until at least 2023 as the implementation of new technology is quite laborious and requires extensive testing to execute; and

WHEREAS, the Controller's Office and the Budget Office were consulted and are in support of submitting such request by resolution.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the Ingham County Probate Court's roll-over of pre-2018 CIP funds in the amount of \$121,268 – listed in MUNIS as Org No. 636625870 – object code 932050.

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

TO: Board of Commissioners - Law & Courts and Finance Committees

FROM: Morgan E. Cole, Probate Court Administrator/Register

DATE: February 15, 2022

SUBJECT: Authorizing Statement of Work. 22112 with ImageSoft

For Working Sessions on February 24, 2022 and March 2, 2022

BACKGROUND

The Probate Court and ImageSoft, as part of implementation, have discovered areas where the current imaging system can be more fully realized and result in greater efficiencies. The Probate Court seeks to enter into Statement of Work No. 22112 for the purpose of implementing an automated redaction system. This is a priority given the upcoming April 1, 2022 deadline set forth by State Court Administrative Office's (SCAO) directing courts to comply with protecting Personally Identifying Information (PII). SCAO's PII directive requires staff to redact certain information from Court record files – which are now electronic. This system enhancement will allow for efficiency and productivity.

ALTERNATIVES

None.

FINANCIAL IMPACT

The associated costs are estimated conservatively to cost around \$16,000. However, no additional funding is needed. Probate Court will fund this project through existing Capital Improvement Project funding with a current balance of \$121,268.

OTHER CONSIDERATIONS

None.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to support that the Ingham County Board of Commissioners approve entering into Statement of Work No. 22112 with ImageSoft for the automated redaction enhancement to Probate Court's Electronic Document Management system.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE STATEMENT OF WORK NO. 22112 WITH
IMAGESOFT CORPORATION FOR IMAGING PROJECT**

WHEREAS, the Ingham County Probate Court has contracted with ImageSoft Corporation to implement an imaging system which the Board has already approved as part of its commitment to increase and make uniform the utilization of imaging countywide, and thereby realize greater efficiencies; and

WHEREAS, the Probate Court and ImageSoft, as part of implementation, have discovered areas where the current imaging system can be more fully realized and result in greater efficiencies – such as an automated redaction enhancement; and

WHEREAS, the conservative estimated cost for entering into Statement of Work No. 22112 with ImageSoft Corporation is \$16,000; and

WHEREAS, the Probate Court has adequate funding in its Capital Improvement Project budget to cover such costs; and

WHEREAS, the Probate Court consulted with the IT Department – who is in support of this request.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes entering into an agreement with ImageSoft Corporation for Statement of Work No. 22112 for the automated redaction enhancement as part of the Probate Court's imaging project in an amount of up to \$16,000 to be paid through the Probate Court's existing Capital Improvement Project Budget.

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

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

Agenda Item 6

TO: Board of Commissioners Law & Courts and Finance Committees
FROM: Heidi Williams, Director, Ingham County Animal Control & Shelter
DATE: February 15, 2022
SUBJECT: Purchase of Central Square computer aided dispatch licensing software
For the meeting agendas of February 24, 2022, March 2, 2022, and March 8, 2022

BACKGROUND

As part of the Ingham County Animal Control and Shelter (ICACS) enforcement operations, our department is responsible for responding to and investigating criminal and non-criminal complaints involving animal welfare and public safety.

Currently, Animal Control Officers do not have access to historical dispatch information when responding to these complaints. Additionally, there is no way to track the locations of our officers when they are in the field. The lack of access to this information is an extreme detriment to officer safety.

ICACS seeks to purchase computer aided dispatch software licenses from Central Square to eliminate the issues outlined above. This software would allow Animal Control Officers to access all historical person and location data that is logged by the Ingham County Central Dispatch center and responding law enforcement agencies. This information will allow our officers to request assistance when responding to locations where known officer safety issues are present.

ALTERNATIVES

ICACS will continue to conduct enforcement operations using the current paper methods.

FINANCIAL IMPACT

The cost for implementing the software will amount to \$6,000.23 with an additional \$1,320.23 for the first year's maintenance. The total of \$7,320.46 would be taken out of existing Ingham County Animal Control and Shelter millage funds.

STRATEGIC PLANNING IMPACT

This resolution supports the Ingham County Strategic Plan by providing quality and efficient services all while practicing fiscal responsibility.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to support the purchase of Central Square mobile licensing software for the Ingham County Animal Control & Shelter.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO PURCHASE COMPUTER AIDED DISPATCH (CAD) LICENCES FROM
CENTRAL SQUARE FOR THE INGHAM COUNTY ANIMAL CONTROL AND SHELTER**

WHEREAS, the Ingham County Animal Control and Shelter has the need to track animal control officer locations and access historical dispatch information to enhance officer safety; and

WHEREAS, computer aided dispatch data and location information is generated and stored by the Ingham County Central Dispatch Center using dispatching software; and

WHEREAS, Central Square is the vendor utilized by the Ingham County Dispatch Center to provide computer aided dispatch software and support.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a contract with Central Square to purchase mobile licensing software at a cost not to exceed \$7,320.46 to be taken from existing Ingham County Animal Control and Shelter millage funds.

BE IT FURTHER RESOLVED, that the Ingham County Controller is authorized to make the necessary budget adjustments to the Ingham County Animal Control and Shelter budget.

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

TO: Human Services and Finance Committees
FROM: Jared Cypher, Deputy Controller
DATE: February 17, 2022
SUBJECT: Authorization to Enter into an Agreement for a Community Transition Plan for Housing
For the meeting agendas of February 28 and March 2, 2022

BACKGROUND

The 2022 budget originally included \$30,000 in American Rescue Plan (ARP) funds to support capacity building at Holy Cross Services' New Hope Day Shelter. Since then, Holy Cross initiated a major transition by relinquishing responsibility for administering most of its housing programs. This included:

- the work of the HUD designated Housing Assessment Resource Agency (HARA) for Ingham County;
 - The HARA is tasked with coordinating housing resources for those that are at risk of homelessness or those experiencing homelessness in Ingham County
- two permanent supportive housing programs;
- a rapid rehousing program for families;
- a transitional housing/rapid rehousing program for people experiencing substance use disorders; and
- the Ability Benefits Clinic, which assists people with applying for Social Security Benefits

Capital Area Housing Partnership and the Lansing Housing Commission absorbed about 27 staff and 6 programs, for a period of 90-days, to allow some time to appropriately plan for these changes.

ALTERNATIVES

Ingham County could choose not to use ARP funds to support Capital Area Housing Partnership.

FINANCIAL IMPACT

The \$30,000 will be funded using American Rescue Plan (ARP) funds.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of meeting basic needs.

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented I respectfully request approval of the attached Resolution to enter into an agreement with Capital Area Housing Partnership, effective January 1, 2022 through September 30, 2022 in an amount not to exceed \$30,000.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH CAPITAL AREA HOUSING PARTNERSHIP FOR A COMMUNITY TRANSITION PLAN FOR HOUSING

WHEREAS, funding was included in the 2022 budget for an agreement with Holy Cross Services to continue supporting their work as a temporary overnight shelter and day shelter and other essential community services, effective October 1, 2021 through September 30, 2022 in an amount not to exceed \$60,000; and

WHEREAS, that amount included \$30,000 in American Rescue Plan (ARP) funds to support capacity building at Holy Cross Services' New Hope Day Shelter; and

WHEREAS, since then, Holy Cross initiated a major transition by relinquishing responsibility for administering most of its housing programs, including:

- the work of the HUD designated Housing Assessment Resource Agency (HARA) for Ingham County;
 - The HARA is tasked with coordinating housing resources for those that are at risk of homelessness or those experiencing homelessness in Ingham County
- two permanent supportive housing programs;
- a rapid rehousing program for families;
- a transitional housing/rapid rehousing program for people experiencing substance use disorders; and
- the Ability Benefits Clinic, which assists people with applying for Social Security Benefits

; and

WHEREAS, Capital Area Housing Partnership and the Lansing Housing Commission absorbed about 27 staff and 6 programs, for a period of 90-days, to allow some time to appropriately plan for these changes; and

WHEREAS, Capital Area Housing Partnership has submitted the attached proposal for a community transition plan for housing.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Capital Area Housing Partnership for a community transition plan for housing as detailed in the attached proposal, effective January 1, 2022 through September 30, 2022 in an amount not to exceed \$30,000.

BE IT FURTHER RESOLVED, that the \$30,000 for this agreement will come from Ingham County's American Rescue Plan of 2021 allocation.

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

**Capital Area Housing Partnership (CAHP)
Community Transition Plan for Housing
Work Plan and Scope of Services**

1. Program Goals:

- a. To ensure the continuity of the housing search, location and placement work of the Ingham County Housing Assessment and Resource Agency (“HARA”) during the transition from the previously designated community agency, Holy Cross Services, to now Capital Area Housing Partnership (“CAHP”) for an interim period as the permanent agency host is determined by the county’s HUD designated Continuum of Care.
- b. Provide housing services and case management services to assist homeless persons, or persons at risk of immediate homelessness, in Ingham County, to stabilize housing using a Housing First approach.
- c. Addressing homelessness by strengthening equitable access to available housing resources through re-tooling the coordinated entry processes and accountable collaboration with other human service agencies in the community.

2. Program Objectives:

- a. Provide assessment and referrals to community resources for at least 150 different households enrolled in HARA services.
- b. Provide security deposits, application fees, and short to medium term rental assistance to at least 80% of households assessed in 2a (unduplicated count).
- c. Provide continued case management and transition stability services for 58 households already enrolled in the HARA program as of 12-31-21 when Holy Cross Services suspended program delivery.
- d. Provide consulting services to facilitate and assist the community review and re-engineer the HARA coordinated entry process and procedures.

3. Measurable Outcomes:

- a. Pursuant to 2a above, 150 households (100%) will receive a needs assessment and referrals for available community resources.
- b. Pursuant to 2b above at least 120 households (80%) will be enrolled and receive HARA services, based on eligibility requirements, including a housing plan and case management.
- c. Pursuant to 2c above, 58 households have been transitioned from the former HARA designated agency with continued case management and financial assistance services based on eligibility.
- d. Pursuant to 2b and 2c, 100% of enrolled households will have required data entered in detailed Homeless Management and Information System (“HMIS”) case records for clients receiving case-management services. This will include, at minimum, Client Profile data, Universal Data elements, appropriate assessments screens, identification of client needs, and services provided (Service Transactions), referrals made on behalf of clients, and case notes.
- e. S & D Consultants LLC (Consultant) has been identified as a qualified contractor to facilitate the transition of HARA services from the previously designated community agency. The Consultant will coordinate with the county’s HUD designated Continuum of Care Board of Directors to complete the following:

- i. Facilitate discussion of the effectiveness and efficiency of the community's current coordinated entry model.
- ii. Review current practices.
- iii. Provide recommend changes for Board consideration.
- iv. Provide recommendations for an equitable process to identify a permanent partnership for these and other housing services relinquished by the former community designated agency.

4. Time of Performance

- a. On January 1, 2022, CAHP and the Contractor commenced performance of the services identified above.
- b. CAHP and the Contractor shall continue to perform such services and activities for a period of 90-120 days, not to exceed the current program year which ends September 30, 2022, unless otherwise terminated pursuant to the terms of this agreement or CAHP becomes the permanent agency as selected by the county's HUD designated Continuum of Care Board of Directors.

TO: Law & Courts, Human Services and Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: February 10, 2021
SUBJECT: Resolution to Authorize LifeMAP Management App™ Licensing Agreement
For the meeting agendas of February 24, February 28, and March 2, 2022

BACKGROUND

Ingham County Health Department (ICHHD) wishes to enter into a Licensing Agreement for the LifeMAP Management App, an Advance Peace Violence Interruption Data Collection Tool, effective June 1, 2022 through May 31, 2025 in an amount not to exceed \$75,000. Resolution #21-179 authorized Ingham County to include a commitment, support, and partnership with Advance Peace and local partners in an amount of \$590,000, to establish a program that builds and sustains local community capacity to interrupt gun violence. The LifeMAP Management App Data Collection tool is a critical part of the Advance Peace Fellowship used to ensure adherence to the Advance Peace approach and for measuring impact of the approach, as well a robust evaluation of both outputs and outcomes. Resolution #22- 045, authorized the agreement with Advance Peace effective January 25, 2022 through January 24, 2024, as a two-year term agreement. Since the authorization of Resolution #22-045, Advance Peace has requested an additional year be added for a three-year term agreement.

Additionally, the LifeMAP Management App provides training and technical support, as well as the ability to export one (1), six (6), and twelve (12) month data reports. This local data generated through LifeMAP will then be summarized in evaluation reports of the local Advance Peace replication effort, which will also report on reductions in overall and neighborhood-specific shootings in Lansing/Ingham County. A detailed outline of the resources offered by LifeMAP Management Licensing agreement are clearly defined in the Scope of Work for Advance Peace – Appendix A.

ALTERNATIVES

Staff from ICHHD and evaluators from Michigan Public Health Institute (MPHI) have considered in-house development of data collection tools for local evaluation efforts. However, paying the licensing fee for the LifeMAP Management App™ is a more cost-effective approach.

FINANCIAL IMPACT

The cost for this three-year Licensing Agreement with LifeMAP Management App™, an Advance Peace Violence Interruption Data Collection Tool, will be \$75,000. The payment of this agreement will come from funding sources noted above.

STRATEGIC PLANNING IMPACT

This activity supports the Ingham County Board of Commissioners Strategic Plan Update objective A.1.x: Continue work that targets violent offenders, high level drug dealers, gang activity and gun violence.

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 three-year Licensing Agreement for the LifeMAP Management App™, an Advance Peace Violence Interruption Data Collection Tool, effective June 1, 2022 through May 31, 2025 for an amount not to exceed \$75,000.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH SAFE PASSAGES DBA
ADVANCE PEACE FOR A LICENSING AGREEMENT FOR THE LIFEMAP MANAGEMENT
APP™ DATA COLLECTION TOOL**

WHEREAS, Ingham County Health Department (ICHD) wishes to enter into a Licensing Agreement for the LifeMAP Management App, an Advance Peace Violence Interruption Data Collection Tool, effective June 1, 2022 through May 31, 2025, in an amount not to exceed \$75,000; and

WHEREAS, Resolution #21-179, authorized Ingham County to include a commitment, support, and partnership with Advance Peace and local partners in an amount of \$590,000 to establish a program that builds and sustains local community capacity to interrupt gun violence; and

WHEREAS, the LifeMAP Management App Data Collection tool is a critical part of the Advance Peace Fellowship used to ensure adherence to the Advance Peace approach and for measuring impact of the approach, as well a robust evaluation of both outputs and outcomes; and

WHEREAS, Resolution #22-045 authorized the agreement with Advance Peace effective January 25, 2022 through January 24, 2024, as a two-year term agreement; and

WHEREAS, since the authorization of Resolution #22-045, Advance Peace has requested an additional year be added for a three-year term agreement; and

WHEREAS, additionally, the LifeMAP Management App provides training and technical support, as well as the ability to export one (1), six (6), and twelve (12) month data reports; and

WHEREAS, this local data generated through LifeMAP will then be summarized in evaluation reports of the local Advance Peace replication effort, which will also report on reductions in overall and neighborhood-specific shootings in Lansing/Ingham County; and

WHEREAS, a detailed outline of the resources offered by LifeMAP Management Licensing agreement are clearly defined in the Scope of Work for Advance Peace – Appendix A; and

WHEREAS, the payment of this agreement will come from funding sources noted above; and

WHEREAS, the Health Officer recommends that the Ingham County Board of Commissioners authorizes entering into a Licensing Agreement for the LifeMAP Management App, an Advance Peace Violence Interruption Data Collection Tool, effective June 1, 2022 through May 31, 2025, in an amount not to exceed \$75,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a Licensing Agreement for the LifeMAP Management App, an Advance Peace Violence Interruption Data Collection Tool, effective June 1, 2022 through May 31, 2025, in an amount not to exceed \$75,000.

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

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign any necessary contract agreement 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: January 28, 2022
SUBJECT: Authorization to Amend Resolution #21-589 to Accept Federal Funds through MPCA for Vaccine Clinics
For the meeting agenda of February 28, 2022 and March 2, 2022

BACKGROUND

Ingham County Health Department's (ICHD) Community Health Centers (CHCs) wish to amend Resolution #21-589 by extending the agreement effective September 1, 2021 through March 31, 2022, in an amount not to exceed \$106,405.15. Resolution #21-589 authorized acceptance of Federal funds, via Michigan Primary Care Association (MPCA) for vaccine clinics, in an amount not to exceed \$106,405.15. The purpose of this funding is to plan, develop, and maintain a public health workforce that helps to assure high immunization coverage levels, low incidence of vaccine-preventable diseases, and maintain or improve the ability to respond to public health threats. These vaccines will be provided to the public at no cost.

ALTERNATIVES

The alternative would be to decline the MPCA COVID Vaccine funding which could restrict ICHD's capacity to administer the COVID-19 vaccine to individuals who want and need it.

FINANCIAL IMPACT

The amount of this Federal Funding is \$106,405.15 and ICHD's CHCs will receive 50% of the payment upon signing of this agreement. The remaining 50% of funding will be paid before the end date of the agreement.

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to amend Resolution #21-589, by extending the agreement effective September 1, 2021 through March 31, 2022 in an amount not to exceed \$106,405.15.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AMEND RESOLUTION #21-589 WITH MICHIGAN PRIMARY
CARE ASSOCIATION FOR VACCINE CLINICS**

WHEREAS, Ingham County Health Department's (ICHD) Community Health Centers (CHCs) wish to amend Resolution #21-589 by extending the terms of the agreement effective September 1, 2021 through March 31, 2022, in an amount not to exceed \$106,405.15; and

WHEREAS, the purpose of this funding is to plan, develop, and maintain a public health workforce that helps to assure high immunization coverage levels, low incidence of vaccine-preventable diseases, and maintain or improve the ability to respond to public health threats; and

WHEREAS, vaccines will be provided to the public at no cost; and

WHEREAS, this federal funding is for an amount not to exceed \$106,405.15; and

WHEREAS, ICHD's CHCs will receive 50% of the payment upon signing of this agreement; and

WHEREAS, the remaining 50% of funding will be paid before the end date of the agreement; and

WHEREAS, the CHC Board of Directors and the Health Officer recommend that the Ingham County Board of Commissioners authorizes amending Resolution #21-589, by extending the terms of the agreement effective September 1, 2021 through March 31, 2022, in an amount not to exceed \$106,405.15.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes amending Resolution #21-589, by extending the terms of the agreement effective September 1, 2021 through March 31, 2022, in an amount not to exceed \$106,405.15.

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

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

TO: Board of Commissioners Human Services and Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: February 8, 2022
SUBJECT: Resolution to Authorize Agreements with Centering Healthcare Institute

For the meeting dates of February 28 and March 2, 2022

BACKGROUND

Ingham County Health Department (ICHD) wishes to enter into an agreement with Centering Health Care Institute in an amount not to exceed \$60,000, effective April 1, 2022 through March 31, 2024. This agreement will allow up to 15 staff from the Ingham Community Health Center (ICHC) Women's Health Center, ICHD Strong Start Healthy Start program (SSHS), and other perinatal care providers in Clinton, Eaton, and Ingham counties to participate in Centering Pregnancy training and technical assistance. The products and services to be provided under this contract, will empower staff to improve their engagement with pregnant women during and after prenatal care, with the goal of improving maternal and child health outcomes. These services and products will build staff and administrative capacity as well as community capacity. All services provided by Centering Health Care Institute are designed with the purpose of providing racially equitable perinatal care, improving birth outcomes, reducing smoking during pregnancy, and increasing breastfeeding rates while decreasing infant mortality rates. This agreement will also allow staff and administrators from ICHC, ICHD and other perinatal care providers in Clinton, Eaton, and Ingham counties, to receive implementation support for system changes, support tools, and training for in-group facilitation, group care, and practice management.

ALTERNATIVES

While ICHD has explored other alternatives to improving the quality of perinatal care in Ingham, Clinton, and Eaton counties, replicating the Centering Pregnancy approach in these communities has been approved for funding by both the Michigan Department of Health and Human Services (MDHHS) and the U.S. Department of Health and Human Services.

FINANCIAL IMPACT

This agreement will be funded through a combination of funding from the MDHHS Master Agreement Region 7 Perinatal Quality Collaborative grant and SSHS funding from the U.S. Department of Health and Human Services.

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 of the attached resolution to enter into an agreement with Centering Healthcare Institute in an amount not to exceed \$60,000 for services and products, effective April 1, 2022 through March 31, 2024.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH
CENTERING HEALTHCARE INSTITUTE**

WHEREAS, Ingham County Health Department (ICHD) wishes to enter an agreement with Centering Health Care Institute in an amount not to exceed \$60,000, effective April 1, 2022 through March 31, 2024; and

WHEREAS, this agreement will allow up to 15 staff from the Ingham Community Health Center (CHC)- Women's Health Center, ICHD Strong Start Healthy Start program (SSHS), and other perinatal care providers in Clinton, Eaton, and Ingham counties to participate in Centering Pregnancy training and technical assistance; and

WHEREAS, these services and products will build staff and administrative capacity as well as community capacity; and

WHEREAS, all services provided by Centering Health Care Institute are designed with the purpose of providing racially equitable perinatal care, improving birth outcomes, reducing smoking during pregnancy, and increasing breastfeeding rates while decreasing infant mortality rates; and

WHEREAS, this agreement will also allow staff and administrators from CHCs, ICHD, and other perinatal care providers in Clinton, Eaton and Ingham counties to receive implementation support for system changes, support tools, and training for in-group facilitation, group care, and practice management; and

WHEREAS, this agreement will be funded through a combination of funding from the MDHHS Master Agreement Region 7 Perinatal Quality Collaborative grant and SSHS funding from the U.S. Department of Health and Human Services; and

WHEREAS, the Health Officer recommends that the Ingham County Board of Commissioners authorizes ICHD to enter into an agreement with Centering Health Care Institute in an amount not to exceed \$60,000, effective April 1, 2022 and March 31, 2024.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes ICHD to enter into an agreement with Centering Health Care institute in an amount not to exceed \$60,000, effective April 1, 2022 and March 31, 2024.

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

Agenda Item 8d

TO: Board of Commissioners Human Services and Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: February 2, 2022
SUBJECT: Authorization to Amend Agreement with Michigan Department of Labor and Economic Opportunity for AmeriCorps State Program to Accept Additional Funds

For the Meeting Agendas of February 28, 2022 and March 2, 2022

BACKGROUND

Ingham County Health Department (ICHHD) wishes to amend Resolution #21-525 with Michigan Department of Labor and Economic Opportunity (MDLEO) by increasing the agreement to an amount not to exceed \$173,382, effective October 1, 2021 through September 30, 2022.

ALTERNATIVES

There are no alternatives.

FINANCIAL IMPACT

The total increase of this amendment will be \$173,382.

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 that the Ingham County Board of Commissioners authorizes amending Resolution #21-525 with Michigan Department of Labor and Economic Opportunity (MDLEO), by increasing the agreement to an amount not to exceed \$173,382, effective October 1, 2021 through September 30, 2022.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AMEND RESOLUTION #21-525 WITH THE MICHIGAN DEPARTMENT OF
LABOR AND ECONOMIC OPPORTUNITY**

WHEREAS, Ingham County Health Department (ICHD) wishes to amend Resolution #21-525 with Michigan Department of Labor and Economic Opportunity (MDLEO) by increasing the agreement for the AmeriCorps grant award, to an amount not to exceed \$173,382, effective October 1, 2021 through September 30, 2022; and

WHEREAS, all other terms of the agreement will remain the same; and

WHEREAS, the total cost of the amended agreement shall not exceed \$173,382; and

WHEREAS, and the Health Officer recommends that the Ingham County Board of Commissioner's authorizes amending Resolution #21-525 with Michigan Department of Labor and Economic Opportunity (MDLEO), by increasing the agreement to \$173,382 effective October 1, 2021 through September 30, 2022.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes amending Resolution #21-525 with Michigan Department of Labor and Economic Opportunity (MDLEO), by increasing the agreement to \$173,382 effective October 1, 2021 through September 30, 2022.

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

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

TO: Board of Commissioners Human Services and Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: February 4, 2022
SUBJECT: Resolution to Extend Dental Service Agreement Resolution #21-038

For the meeting agendas of February 28, 2022 and March 2, 2022

BACKGROUND

Ingham County Health Department's (ICHD) Community Health Centers (CHCs) wish to amend Resolution #21-038 for providing dental services by extending the effective dates to January 1, 2022 through December 31, 2022, and to be renewed annually on an automatic basis. Through Resolution #21-038, ICHD entered into several dental service agreements with licensed Dentists at the rate of \$83.75 per hour, effective through December 31, 2021. ICHD's Community Health Centers (CHCs) provide dental services through both Forest and Cedar CHC locations. ICHD's CHCs have not been able to successfully recruit contractual dentists through staff or contractual positions, and thus the 1.5 FTE dentist position remains vacant. The rates of pay will remain the same at \$83.75 per hour, and will be covered by billable services.

ALTERNATIVES

ICHD's CHCs have not been able to successfully recruit dental providers for the vacant positions. Failure to extend this agreement would impact patient access to dental care, and impact quality of care to patients currently being seen at Forest and Cedar Dental CHC locations.

FINANCIAL IMPACT

The rates of pay will remain the same, \$83.75 per hour, and will be covered by billable services.

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend that the Ingham County Board of Commissioners authorizes extending the agreement for dental service contracts authorized by Resolution #21-038, effective January 1, 2022 through December 31, 2022, at a rate of \$83.75 per hour.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AMEND RESOLUTION #21-038 FOR DENTAL SERVICE AGREEMENTS

WHEREAS, Ingham County Health Department's (ICHD's) Community Health Centers (CHCs) wish to amend Resolution #21-038 for providing licensed dental services by extending the date effective January 1, 2022 through December 31, 2022, and to be renewed annually on an automatic basis; and

WHEREAS, through Resolution #21-038, ICHD entered into several dental service agreements with licensed Dentists at the rate of \$83.75 per hour, effective through December 31, 2021; and

WHEREAS, ICHD's CHCs provide dental services through both Forest and Cedar CHC locations; and

WHEREAS, ICHD's CHCs have not been able to successfully recruit contractual dentists through staff or contractual positions, and thus the 1.5 FTE dentist position remains vacant; and

WHEREAS, the rates of pay will remain the same, \$83.75 per hour, and will be covered by billable services; and

WHEREAS, the Ingham Community Health Center Board of Directors and Health Officer recommend amending Resolution #21-038, by extending the dates effective January 1, 2022 through December 31, 2022, and to renew annually on an automatic basis.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners amends Resolution #21-038, by extending the dates effective January 1, 2022 through December 31, 2022, and to renew annually on an automatic basis.

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

Agenda Item 9a

TO: Board of Commissioners Human Services and Finance Committees

FROM: Cynthia Wagner, Potter Park Zoo Director

DATE: February 15, 2022

SUBJECT: Resolution to Authorize a Purchase Order to Myers Plumbing & Heating for Hot Water Heater Replacement
For the meeting agendas of February 28 and March 2, 2022

BACKGROUND

Due to recent malfunctions that created a health and safety concern it was necessary to remove the Zoo otter building hot water heater from service. In an effort to replace the current atmospheric drafted unit with a new energy efficient one, proposals were requested from three vendors.

Myers Plumbing & Heating has submitted the lowest responsive and responsible proposal of \$6,150 for the replacement of the hot water heater.

ALTERNATIVES

The alternative would be put out a formal RFP, delaying the much-needed replacement for providing hot water to this animal care building.

FINANCIAL IMPACT

Myers Plumbing & Heating submitted the lowest bid of \$6,150 for installation of a hot water heater at the otter building. Funds are available for the total cost of \$6,150 in line item #25869200-932000-30000.

Project	Beginning Balance	Current Balance	Requested Amount	Remaining Amount
25869200-932000-30000	\$35,000	\$35,000	\$6,150	\$28,850

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of Improving Facilities, specifically section A.1 (f) of the Ingham County Action Plan - Maintain and improve existing parkland, facilities, and features.

OTHER CONSIDERATIONS

Replacing the current hot water heater with an energy efficient on demand heater will provide future energy cost savings.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to authorize a purchase order to Myers Plumbing & Heating for the installation of a water heater at the Zoo otter building in an amount not to exceed \$6,150.

Agenda Item 9a

TO: Cynthia Wagner, Director, Potter Park Zoo

FROM: James Hudgins, Director of Purchasing

DATE: February 11, 2022

RE: Memorandum of Performance for Packet No. 52-22 Otter Exhibit Hot Water Heater

The Purchasing Department can confirm that three written bids were sought and received from experienced and qualified vendors for the purpose of providing and installing a new on-demand water heater at the Potter Park Zoo Otter Exhibit. The awarded vendor is responsible for providing licensed labor, materials, installation and removal of old water heater in compliance with local and state code and obtaining necessary insurance and permits.

The Purchasing Department can confirm the following:

Function	Overall Number of Vendors	Number of Local Vendors
Vendors invited to propose	3	2
Vendors responding	3	2

A summary of the vendors' costs:

Company Name	Local Preference	Quoted Amount
Myers Plumbing & Heating Inc.	No, Clinton County MI	\$6,150.00
John E. Green Company	Yes, East Lansing MI	\$6,950.00
T.H. Eifert Mechanical Contractors	Yes, Lansing MI	\$7,425.00

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

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

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

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A PURCHASE ORDER TO MYERS PLUMBING & HEATING

WHEREAS, the hot water heater at the Zoo otter building has failed, which requires it to be taken out of service; and

WHEREAS, it is the recommendation of the Zoo Director to issue a purchase order to Myers Plumbing & Heating who submitted the lowest responsive and responsible proposal of \$6,150 to replace the hot water heater at the Zoo otter building; and

WHEREAS, funds are available in the Zoo Fund line item #25869200-932000-30000, which has a balance of \$35,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes issuing a purchase order to Myers Plumbing & Heating to replace the hot water heater at the Zoo otter building in an amount not to exceed \$6,150.

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

TO: Board of Commissioners Human Services and Finance Committees
FROM: Cynthia Wagner, Potter Park Zoo Director
DATE: February 15, 2022
SUBJECT: Agreement with Trane U.S. Inc. for Discovery Center HVAC Controls
For the meeting agendas of February 28 and March 2, 2022

BACKGROUND

The Potter Park Zoo Discovery Center was built in 2000. The HVAC control system installed at that time has failed leaving no way to adjust the temperatures within the facility. All attempts to repair the system have been unsuccessful. Temperatures in the building fluctuate drastically causing energy inefficiencies, unnecessary overuse of the system, and staff and guest discomfort.

A capital improvement project (CIP) in the amount of \$35,000 was requested and approved in the 2022 budget for the installation of a control system. Per the Ingham County Purchasing Policy, vendors on the Omnia contract do not require three quotes. Trane U.S. Inc. is on the Omnia contract and submitted a proposal for the installation of controls in the Discovery Center for three air handlers, a boiler, and the air conditioning unit in accordance with Omnia pricing.

ALTERNATIVES

An RFP could be sent out to solicit bids by vendors not using the Omnia pricing.

FINANCIAL IMPACT

Trane U.S. Inc. submitted a proposal of \$61,640 for the HVAC upgrades at the Zoo Discovery Center. A contingency of \$5,000 is requested for any unforeseen issues for a total cost of \$66,640. The approved 2022 CIP Discovery Center HVAC Controls Replacement line item #25869900 978000 funding falls short by \$31,640, including contingency.

A transfer of \$31,640 from the Zoo fund balance to cover the shortfall is necessary. The Zoo fund balance is currently at \$984,064.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of Improving Facilities, specifically section A.1 (f) of the Ingham County Action Plan - Maintain and improve existing parkland, facilities, and features.

OTHER CONSIDERATIONS

The Potter Park Zoo Advisory Board is in support of entering into an agreement with Trane U.S. Inc. for the installation of HVAC controls in the Discovery Building in an amount not to exceed \$66,640 and transferring \$31,640 from Zoo fund balance to cover the CIP shortfall.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to authorize an agreement with Trane U.S. Inc. for the installation of HVAC controls in the Zoo Discovery Center in an amount not to exceed \$66,140.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH TRANE U.S. INC.

WHEREAS, the Potter Park Zoo Discovery Center was built in 2000; and

WHEREAS, the HVAC control system installed at that time has failed which has resulted in energy inefficiencies, unnecessary overuse of the system, and staff and guest discomfort; and

WHEREAS, a capital improvement project (CIP) in the amount of \$35,000 was requested and approved in the 2022 budget for the installation of a control system for the three air handlers, boiler, and air conditioning unit; and

WHEREAS, per the Ingham County Purchasing Policy, vendors on the Omnia contract do not require three quotes; and

WHEREAS, Trane U.S. Inc. is on the Omnia contract; and

WHEREAS, it is the recommendation of the Zoo Director to enter into an agreement with Trane U.S. Inc., who submitted a proposal of \$61,640 for the HVAC upgrades at the Zoo Discovery Center; and

WHEREAS, a contingency of \$5,000 is requested for any unforeseen issues; and

WHEREAS, the approved 2022 CIP Discovery Center HVAC Controls Replacement line item #25869900 978000 funding falls short by \$31,640, including contingency; and

WHEREAS, the Zoo Director is requesting a transfer of \$31,640 from the Zoo 258 fund balance to cover the shortfall; and

WHEREAS, the Zoo 258 fund balance is currently at \$984,000 and has sufficient funds to cover the additional \$31,640; and

WHEREAS, the Potter Park Zoo Advisory Board is in support of entering into an agreement with Trane U.S. Inc. for the installation of HVAC controls in the Discovery Building in an amount not to exceed \$66,640.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes entering into an agreement with Trane U.S. Inc. in an amount not to exceed \$66,640 which includes a \$5,000 contingency.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners hereby authorizes the transfer of \$31,640 from the Zoo 258 fund balance to line item #25869900 978000.

BE IT FURTHER RESOLVED, that any unused contingency from the Zoo 258 fund balance shall be deposited back into the Zoo 258 fund balance.

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 Board Chairperson is authorized to sign any necessary documents consistent with this resolution after approval as to form by the County Attorney.

TO: Board of Commissioners Human Services and Finance Committees
FROM: Tim Morgan, Parks Director
DATE: February 15, 2022
SUBJECT: Ingham County Parks Food Concession Lease
For the meeting agenda of February 28, 2022 Human Services and March 2, 2022 Finance

BACKGROUND

Currently, Ingham County Parks Department does not have a resolution in place to allow food concession vendors to lease out space within Park property. The Parks Department has been approached in regard to allowing food concessions (food trucks/carts) to be sold at various events by outside vendors. A food concession vending lease would be an additional means to provide services for park visitors and generate revenue. Food trucks/carts would allow park users to access a larger variety of items offered as well as increase availability to outlying areas of the Parks. The Parks Department has collaborated with Legal and has developed a lease agreement contract to be used to make the agreement binding.

ALTERNATIVES

To not allow private food concession vendors to lease space within the Ingham County Parks property or seek approval on an individual basis from Ingham County Parks Department and Board of Commissioners.

FINANCIAL IMPACT

Anticipated revenue based on the amount of ten percent (10%) of the lessee's total gross receipts of sales during the term of the lease.

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

The Ingham County Park Commission supported this resolution at their February 14, 2022 meeting.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution authorizing the Ingham County Parks Department to approve of entering into leasing space for the purpose of selling food concessions.

2022 INGHAM COUNTY PARKS FOOD CONCESSION LEASE

THIS 2022 INGHAM COUNTY PARKS FOOD CONCESSION LEASE (hereinafter referred to as the "Lease"), made and entered into by and between the **COUNTY OF INGHAM**, a municipal corporation and political subdivision of the State of Michigan, acting on behalf of the **INGHAM COUNTY PARKS COMMISSION**, whose mailing address is 121 East Maple Street, Mason, MI 48854, (hereinafter referred to as the "LESSOR") and _____, a

_____ A profit corporation
_____ A non-profit corporation
_____ A partnership
_____ A Limited Liability Company (L.L.C.)
_____ Doing business as _____
_____ A private individual
(Check Appropriate Title)

whose business address is:

ATTN:
Street Address:
City, State, Zip:
Phone/email:

(hereinafter referred to as the "LESSEE").

W I T N E S S E T H:

WHEREAS, the LESSEE desires to lease space at an **INGHAM COUNTY PARK** (hereinafter referred to as the "Premises") for the operation of a food concession (hereinafter referred to as the "Event"); and

WHEREAS, the LESSOR has such space available and agrees to lease said space to the LESSEE.

NOW, THEREFORE, for and in consideration of the mutual covenants hereinafter contained, **IT IS HEREBY AGREED** as follows:

1. Lease Period and Termination. This Lease shall commence on the ____ day of _____ 202_ and shall terminate on the ____ day of _____ 202_ (hereinafter referred to as the "Term").

Notwithstanding any other provision in this Lease to the contrary, this Lease may be prematurely terminated as follows:

A. This Lease shall automatically terminate if the LESSEE fails to pay the balance of the rental due as stated in Section 2.

B. This Lease shall automatically terminate if the LESSEE fails to appear at the Premises and set up its food concession at the time specified in Section 4. If the LESSEE gives the LESSOR advance notice that he/she/it will be late in arriving at the Premises and/or setting up his/her/its food concession, the LESSOR, at its option, may waive termination of this Lease and give the LESSEE consent to set up his/her/its food concession at a later time approved by the LESSOR. If the LESSOR waives termination of this Lease and allows LESSEE to set up his/her/its food concession after the time specified in Section 4, the LESSEE shall pay the LESSOR the total sum specified in Section 2.

C. Either the LESSOR or the LESSEE may terminate this Lease upon not less than sixty (60) calendar days written notice to the other party, prior to the commencement date of this Lease.

D. If during the Lease, the LESSEE fails to comply with the terms and conditions of this Lease which failure constitutes a violation of Federal, State or local laws, rules or regulations, or threatens the health, safety or welfare of the LESSOR'S employees or members of the public or the property of the LESSOR or members of the public, the LESSOR may terminate this Lease effective immediately upon delivery of written notice of termination to the LESSEE stating the reason(s) for termination. In the event of such termination, the LESSEE shall forfeit all rental paid to the LESSOR. Such termination shall not be deemed to preclude the LESSOR from exercising any other remedies it may have at law or in equity.

2. **Area Leased and Rental to be Paid.** The space to be leased to the LESSEE and the rent to be paid to the LESSOR shall be as follows:

Hawk Island Park	_____
Burchfield Park	_____
Riverbend Natural Area	_____
McNamara Landing	_____
Bunker Road Landing	_____
Lake Lansing Park South	_____
Lake Lansing Park North	_____
Lake Lansing Boat Launch	_____

The LESSOR agrees to provide an area in the above marked park to the LESSEE in a location to set up for its food concession vending. The location of the Premises shall be designated by the LESSOR prior to set up by the LESSEE. In exchange for use of the Premises, the LESSEE agrees to pay rent based on the amount of ten percent (10%) of the LESSEE'S total gross receipts of sales during the Term of this Lease. The rent shall be paid in full to the LESSOR on or before the fifteenth (15th) day of the following month. The LESSEE shall submit with the payment a statement of the gross revenues received by the Vendor during the Term of this Lease.

3. **Access to Books, Documents, Papers, and Records, and Conduction of Audit.** During the term of this Lease and three (3) years after the Lease's termination, all books, documents, papers, and records, including, but not limited to, canceled checks, invoices, vouchers, purchase orders, and contracts of the LESSEE shall be open to inspection during regular working hours by the LESSOR through the Ingham County Controller or his designee, or an independent contractor retained by the LESSOR for performance of auditing services. Refusal to allow the LESSOR or its representatives access to said records shall constitute a material breach of this Lease and grounds for termination. In addition, the Ingham County Controller or his designee shall be entitled to conduct audits of all books and records pertaining to this Lease. In the event an audit or litigation regarding this Lease commences during the required record retention period, which may still be ongoing after the retention period, the LESSEE shall continue to retain its records regarding this Lease until the audit and/or litigation has been completed including the exhaustion of all appeals.

4. **Use of the Premises and Regulating Number of Food Concessions Selling A Given Type of Food or Beverage.** The LESSEE may use the Premises only for the operation of a food concession. The LESSEE shall sell only those foods and drinks listed in the attached **Exhibit "A"**, Statement of Use, which is incorporated by reference into this Lease and made a part hereof. The Premises may not be put to any use not authorized in **Exhibit "A"**, Statement of Use. No products other than those specified may be sold and no person other than the LESSEE and its employees, representatives, or agents may occupy the Premises without the prior written consent of the Ingham County Parks Department Director (hereinafter referred to as the "Director").

The LESSEE'S food concession shall be ready and open for business at all times on the dates and times below:

Date: _____	Start Time (serving) _____ am/pm	End Time: _____ am/pm
Date: _____	Start Time (serving) _____ am/pm	End Time: _____ am/pm
Date: _____	Start Time (serving) _____ am/pm	End Time: _____ am/pm
Date: _____	Start Time (serving) _____ am/pm	End Time: _____ am/pm

The LESSEE shall at all times keep its concession and the area immediately surrounding the concession in a sanitary, clean, neat, and tidy condition.

5. **Holding Tanks.** The LESSEE'S food concession shall be equipped with holding tanks. The LESSEE shall not hose any of his/her/its waste materials into the LESSOR'S drains. The LESSEE may not dump any waste materials into storm drains or on any grounds, structures, equipment, fixtures, or appliances of the Premises.

6. **Trash Clean-up and Disposal.** The LESSEE shall strictly control all food, litter, and waste generated by its operation in the immediate area of the food concession. Self-closing trash receptacles shall be used.

7. **Prohibiting Waste.** The LESSEE shall not permit waste to be committed to or upon the grounds, structures, equipment, fixtures, or appliances of the LESSOR, and at the termination of this Lease, the LESSEE shall cause the same to be returned to the LESSOR in as good condition as when received, reasonable use and wear thereof and damage by the elements excepted.

In the event any part of the Premises or the LESSOR'S property at the Premises is damaged, destroyed, or lost during the term of this Lease due to the acts, omissions, or negligence of the LESSEE, its officers, employees, volunteers, or agents, the LESSEE shall reimburse the LESSOR the full cost of repairing or replacing such damage, destruction, or loss.

8. **Utilities.** Utilities including water and electrical, shall be provided by the LESSOR.

9. **Noise Pollution.** The LESSEE shall only use a "quiet" electric inverter generator if needed unless prior written approval is received from the Director or his/her designee.

10. **Structure, Equipment, Fixtures, or Appliances within the Premises.** It is expressly understood and agreed that all structures, equipment, fixtures, or appliances and the like, belonging to and installed by the LESSOR within the Premises prior to or during the period of this Lease are to remain the property of the LESSOR. The LESSEE, to the extent authorized under this Lease, shall have the use of certain structures, equipment, fixtures, or appliances owned by the LESSOR and on the Premises.

It is further understood and agreed that any structure, equipment, fixtures, or appliances of the LESSEE installed in the Premises on or before the date and time required by this Lease, are to be and remain the property of the LESSEE. The LESSEE may not, however, install any structures on or attach any fixtures or appliances to the Premises without obtaining the prior written consent of the LESSOR. The LESSEE shall have the right to remove all of its structures, equipment, fixtures, or appliances from the Premises at any time within a reasonable time following the termination of this Lease, by lapse of time or otherwise, provided the LESSEE, at its own expense, repairs any damage to the Premises caused by the removal of such structures, equipment, fixtures, or appliances. For the purposes of this Lease, a reasonable time following the termination of this Lease shall be deemed to be within two (2) days from the date of termination. Any property belonging to the LESSEE still on the Premises after two (2) days from the date of termination of this Lease, shall be considered abandoned property, and shall be disposed of in any manner in which the LESSOR deems fit.

11. Right of LESSOR to Enter the Premises. The representatives of the LESSOR shall have the right to enter upon the Premises or any part thereof at any time for the purpose of examining the same to ensure the LESSEE is in compliance with the Lease, or to make such repairs or alterations as may be deemed necessary for the safety and preservation thereof.

12. Compliance with the Law, County Policies, Rules and Regulations, Applicable Law and Venue.

A. The LESSEE shall oversee the food concession and provide all the services to be performed under this Lease in complete compliance with all applicable Federal, State, and local laws, ordinances, rules, and regulations.

B. It is understood and agreed by and between the parties hereto that the Premises shall be utilized by the LESSEE solely for the uses authorized by this Lease. The LESSEE shall conduct its activities and its use of the Premises in compliance with all applicable Federal, State, and local laws, ordinances, rules, and regulations, including, but not limited to, the Food Law of 2000, Act No. 92 of the Public Acts of 2000 (MCL 289.1101 *et seq*), as amended, and any rules and regulations adopted pursuant to such Act by the Michigan Department of Agriculture and Rural Development. All such laws, rules, and regulations are incorporated by reference into this Lease.

C. The LESSEE'S food concession units must comply with the Michigan Food Law of 2000 and the 1999 Federal Food Code, including application for a Food Establishment License prior to their operation on the Premises.

D. The LESSEE shall comply with the County of Ingham's Clean Air Policy (which includes prohibition of smoking in LESSOR'S buildings, including, but not limited to, buildings on the Premises), and other applicable policies, rules, and regulations of the LESSOR.

E. In the event the LESSEE breaches any of the restrictions set forth in this section, the LESSOR may, at its option, terminate this Lease effective immediately upon delivery of notice to the LESSEE and re-enter and repossess the Premises and retain the full sum paid by the LESSEE pursuant to Section 2 as of the effective date of termination.

F. This Lease shall be subject to and construed according to the laws of the State of Michigan. The LESSOR and LESSEE agree that the venue for the bringing of any legal or equitable action under this Lease shall be established in accordance with the statutes of the State of Michigan and/or Michigan Court Rules. In the event that any action is brought under this Lease in Federal Court, the venue for such action shall be the Federal Judicial District of Michigan, Western District, Southern Division.

13. Nondiscrimination. The LESSEE, as required by law, and/or the Ingham County Equal Opportunity Employment/Nondiscrimination Policy, shall not discriminate against a person to be served or an employee or applicant for employment with respect to hire, tenure, terms, conditions or privileges of employment, or a matter directly or indirectly related to employment because of race, color, religion, national origin, age, sex, sexual orientation, gender identity, disability that is unrelated to the individual's ability to perform the duties of a particular job or position, height, weight, marital status or political affiliation.

The LESSEE shall adhere to all applicable Federal, State and local laws, ordinances, rules and regulations prohibiting discrimination, including, but not limited to, the following:

- A. The Elliott-Larsen Civil Rights Act, 1976 PA 453, as amended.
- B. The Persons with Disabilities Act Civil Rights Act, 1976 PA 220, as amended.
- C. Section 504 of the Federal Rehabilitation Act of 1973, PL 93-112, 87 Stat. 355, as amended, and rules adopted thereunder.
- D. The Americans with Disabilities Act of 1990, PL 101-336, 104 Stat 327 (42 USC §12101 *et seq*), as amended.

Breach of this Section shall be regarded as a material breach of this Lease.

14. Indemnification and Hold Harmless.

A. The LESSEE accepts both full and sole responsibility for all its activities on the Premises and for all claims, damages, losses, costs, expenses, or loss of profits it may incur or have brought or charged against it, including, but not limited to, court costs and attorney fees which arise therefrom.

B. The LESSEE accepts the Premises **AS IS**, and agrees, at its own expense, to protect, defend, indemnify, save, and hold harmless the LESSOR, the County of Ingham and their elected and appointed officers, employees, servants, and agents from all claims, damages, lawsuits, costs, and expenses, including, but not limited to, all costs from administrative proceedings, court cost and attorney fees which arise out of acts, omissions, or negligence of the LESSEE, its employees, agents, guests, invitees, or licensees. In the event of any such claims are made or a suit filed against the LESSOR, and/or the County of Ingham, the LESSOR shall give LESSEE written notice thereof.

C. It is expressly understood and agreed by the LESSEE that the LESSEE'S responsibility for protecting, defending, indemnifying, saving, and holding harmless the LESSOR, the County of Ingham and their elected and appointed officers, employees, servants, and agents under this Lease shall not be limited to the amount of insurance coverage obtained by the LESSEE, pursuant to the requirements set forth in Section 15.

15. Insurance and Waiver of Subrogation.

A. The LESSEE shall carry Workers' Disability Compensation Insurance, including Employer's Liability Coverage for its employees, as required by law.

B. The LESSEE shall be responsible for insuring all its property which it may use and/or leave at the Premises during the duration of this Lease. Neither the LESSOR nor the County of Ingham shall be responsible for any loss or damage to the LESSEE'S property.

C. The LESSEE shall maintain the following insurances covering its activities and/or utilization of the Premises by the LESSEE'S officers, employees, servants, agents, guests, invitees, and licensees.

1. Comprehensive General Liability Insurance (occurrence basis only) with the following coverage inclusions:
 - a) Broad form general liability endorsement or equivalent if not in policy proper.
 - b) Independent Contractor Coverage.
 - c) Contractual Liability Coverage.
 - d) Products and Completed Operations.
2. Motor Vehicle Liability Insurance with Michigan No-Fault Coverages including all owned, non-owned, and hired vehicles.

3. **The County of Ingham and their elected and/or appointed officers and employees shall be listed as an additional insured on insurance policies providing the insurance coverages required by this Section 15.**

4. The limits of liability for insurance coverages required in this Section 15, shall not be less than \$1,000,000.00 per occurrence and/or aggregate, combined single limit for personal injury, bodily injury, and property damage.

D. All insurance coverages shall be with insurance companies licensed and "admitted" to do business in the State of Michigan and who are acceptable to the LESSOR.

E. The LESSEE shall submit to the LESSOR documentation of such insurance coverage no later than _____, 202_. **FAILURE TO SUBMIT THE REQUIRED INSURANCE DOCUMENTATION TO THE LESSOR BY THIS DEADLINE SHALL CAUSE THE AUTOMATIC TERMINATION OF THIS LEASE.** The Certificate of Insurance evidencing the LESSEE'S possession of the insurance coverage required by this Lease shall require the insurer to notify the LESSOR in writing not less than thirty (30) days prior to any reduction or termination of said insurance coverage. Upon receipt of such notice, the LESSOR may terminate this Lease effective immediately, upon delivery of written notice to the LESSEE or an employee or representative of the LESSEE at the Premises.

F. To the extent permitted by law, the LESSEE hereby releases and discharges the LESSOR, the County of Ingham, and the LESSOR'S and County of Ingham's elected and appointed officers, employees, agents, volunteers, and others working on their behalf, of and from any liability whatsoever arising from loss, damage, or injury caused by fire or other casualty for which insurance (permitting waiver of liability and containing a waiver of subrogation) is carried by the LESSEE at the time of such loss, damage, or injury, to the extent of any recovery by the LESSEE under such insurance. The LESSEE agrees that its insurance policies shall contain a clause or endorsement to the effect that such release and discharge shall not adversely affect or impair such policies or prejudice the right of the LESSEE to recover under the policies.

16. Total Destruction of the Premises. In the event of the total destruction of the Premises by fire or otherwise, this Lease shall terminate, and the LESSEE shall be liable for rent only up to the time of destruction.

17. Partial Destruction of the Premises. In the event of a partial destruction, by fire or otherwise, of the Premises, such as to render it unsuitable for the intended use thereof, the LESSEE at its option, may terminate this Lease and shall be liable for rent due and owing only up to the time of such election. In the event the LESSEE does not elect to terminate this Lease in accordance with this Section, the LESSEE shall be liable only for rent for those portions of the Premises usable for its purposes.

18. Waiver. No failure or delay on the part of either of the parties to this Lease in exercising any right, power, or privilege hereunder shall operate as a waiver thereof, nor shall a single or partial exercise of any right, power, or privilege preclude any other or further exercise of any other right, power, or privilege.

19. Amendments. Modifications, amendments, or waivers of any provision of this Lease shall be made only by written mutual consent of the parties hereto.

20. Subletting or Assignment. The LESSEE may not sublet or assign this Lease.

21. Disregarding Section Titles. The titles of the sections set forth in this Lease are inserted for the convenience of reference only and shall be disregarded when construing or interpreting any of the provisions of this Lease.

22. Complete Lease. This Lease and any additional or supplementary documents incorporated herein by specific reference contains all the terms and conditions agreed upon by the parties hereto. No other agreements, oral or otherwise, including, but not limited to, prior leases, regarding the subject matter of this Lease or any part thereof shall have any validity or bind any of the parties hereto.

23. Invalid/Unenforceable Provisions. If any clause or provision of this Lease is rendered invalid or unenforceable because of any Federal or State Statute or Regulation or ruling by any tribunal of competent jurisdiction, that clause or provision shall be null and void and any such invalidity or unenforceability shall not affect the validity or enforceability of the remainder of this Lease. Where the deletion of the invalid or unenforceable clause or provision would result in the illegality and/or unenforceability of this Lease, this Lease shall be considered to have terminated as of the date on which the provision was rendered invalid or unenforceable.

24. Non-Beneficiary Contract. This Lease is not intended to be a third-party beneficiary contract and confers no rights on anyone other than the parties hereto.

25. No Preferential Rights. This Lease does not grant the LESSEE any preferential, exclusive, or monopolistic right to operate a food concession in any of the LESSOR'S parks or buildings. The LESSEE, however, does have a sole right to provide concession operations at the Premises as specified in this Agreement.

26. Certification of Authority to Sign the Lease. The persons signing this Lease on behalf of the parties hereto certify by their signatures that they are duly authorized to sign on behalf of said parties and that this Lease has been authorized by said parties.

IN WITNESS WHEREOF, the authorized representatives of the parties hereto have fully executed this Lease on the day and year first above written.

LESSOR: COUNTY OF INGHAM

By: _____
Bryan Crenshaw, Chairperson
County Board of Commissioners

_____ Date

LESSEE:

By: _____
(Signature) _____ Date

Name _____
(Print or Type)

Title _____
(Print or Type)

APPROVED AS TO FORM
FOR COUNTY OF INGHAM
COHL, STOKER & TOSKEY, P.C.

By: Courtney A. Gabbara 12/16/2021

N:\Client\Ingham\Parks\Agreements\Food Concession\Draft IPC Food Truck Agreement 2022- cag v2.docx

Exhibit A – Statement of Use

List all items for Sale:

Date of Event:_____ Type of Equipment: Food Truck / Vending Cart (circle one)

Items for Sale:_____

Park Manager Approval:_____ Date:_____

Comments:_____

Date of Event:_____ Type of Equipment: Food Truck / Vending Cart (circle one)

Items for Sale:_____

Park Manager Approval:_____ Date:_____

Comments:_____

Date of Event:_____ Type of Equipment: Food Truck / Vending Cart (circle one)

Items for Sale:_____

Park Manager Approval:_____ Date:_____

Comments:_____

Date of Event:_____ Type of Equipment: Food Truck / Vending Cart (circle one)

Items for Sale:_____

Park Manager Approval:_____ Date:_____

Comments:_____

The LESSEE is allowed to set up one (1) hour prior to start time and must be tore down within one (1) hour after Park closing time.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE CONTRACTS WITH VARIOUS FOOD CONCESSION VENDORS
FOR THE PARKS DEPARTMENT**

WHEREAS, the Ingham County Parks provides recreational opportunities for constituents; and

WHEREAS, the community has shown interest in having food trucks/carts available at County Park functions;
and

WHEREAS, local businesses and organizations often wish to support the Ingham County Parks and its projects,
programs, and events with funds generated from the sales of food concessions; and

WHEREAS, the Ingham County Parks is requesting to allow entering into contracts with various food concession
vendors; and

WHEREAS, the Ingham County Parks may generate additional revenue and provide an extended range of
services.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the Ingham
County Parks Department to enter into contracts with private food concession vendors which will assist the
Parks with facility improvements, programs, and events as well as provide extended services to Park visitors.

BE IT FURTHER RESOLVED, vendors will agree to pay rent based on the amount of ten percent (10%) of the
total gross receipts of sales during the term of their lease.

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

TO: Board of Commissioners Human Services & Finance Committees
FROM: Tim Morgan, Parks Director
DATE: February 15, 2022
SUBJECT: Authorization to Reapply for a Michigan Natural Resources Trust Fund for Burchfield – Riverbend Natural Area
For the meeting agenda of February 28, 2022 Human Services and March 2, 2022 Finance

BACKGROUND

The Parks Department has identified a need for park and accessibility improvements at Burchfield – Riverbend Natural Area. The Parks Department did not receive funding for this project request in the 2021 grant cycle.

The Parks Department is requesting to reapply for the 2022 grant cycle.

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

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

ALTERNATIVES

A public meeting was held on February 14, 2022 to allow citizens the opportunity to provide input for the proposed project. If funded, this project would be in line with the Parks Department 5-Year Master Plan for capital improvements that improve accessibility to site amenities and enhance the user experience. The Parks Department is seeking input and approval to move forward with the grant application to secure additional funding for this project.

FINANCIAL IMPACT

The Parks Department is requesting the Ingham County Board of Commissioners to authorize the use of \$110,000 from the Trails and Parks Millage for a local match for a Michigan Natural Resources Trust Fund Grant generating \$233,300 for a total \$343,300 project cost.

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

Board of Commissioners Resolution #20-562 authorized \$110,000 total for this project previously. The parks are utilizing these funds to reapply to the Michigan Department of Natural Resources for the 2022 grant cycle.

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

The Parks & Recreation Commission supported this resolution with the passage of a resolution at their February 14, 2022 meeting.

RECOMMENDATION

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

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

Trust Fund Grant	\$333,300.00
GRAND TOTAL	\$333,300.00
<u>Non-Grant Funded Expenses</u>	
Topographical Survey	<u>\$10,000.00</u>
GRAND TOTAL FOR ENTIRE PROJECT	\$343,300.00

	<u>Grant Funds</u>	<u>Trails & Parks Millage</u>	<u>Total Project Cost</u>
<u>TRUST FUND GRANT:</u>	\$233,300	\$100,000	\$333,300
Match Percentage:	(70%)	(30%)	
<u>OTHER COSTS:</u>			
Topographical Survey	<u>\$0.00</u>	<u>\$10,000</u>	<u>\$10,000</u>
PROJECT TOTALS:	\$233,300	\$110,000	\$343,300

Local Match / Funding Sources:

Ingham County T&P Grants: \$100,000
 Ingham County T&P Millage: \$10,000

\$110,000 (previously committed for 2021 DNR grant)

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

Item No.	Estimated Quantity	Unit	Description	Unit Price	Amount
1.	1	Lump Sum	Permits	\$5,000.00	\$5,000.00
2.	1	Lump Sum	Soil Erosion and Sedimentation Control	\$5,000.00	\$5,000.00
3.	1	Lump Sum	Site Preparation/Excavation/Rough Grading	\$5,500.00	\$5,500.00
4.	1	Lump Sum	Site Clearing	\$4,500.00	\$4,500.00
5.	500	Sq. Ft.	Remove Existing Bridge/Stairs	\$5.00	\$2,500.00
6.	480	Sq. Ft.	Peppermint Creek Bridge/Boardwalk	\$140.00	\$67,200.00
7.	300	Sq. Ft.	Stair replacement w/ ramp access & dock	\$140.00	\$42,000.00
8.	300	Sq. Ft.	ADA Fishing Pier	\$140.00	\$42,000.00
9.	325	Sq. Yd.	Heavy Rip-Rap	\$100.00	\$32,500.00
10.	1	Each	Recycled Picnic Table, ADA	\$2,500.00	\$2,500.00
11.	1	Each	Recycled Bench, ADA	\$1,800.00	\$1,800.00
12.	1	Each	Grill, ADA	\$1,800.00	\$1,800.00
13.	1	Each	Interpretive Sign	\$3,500.00	\$3,500.00
14.	16	Ton	Pave ADA Parking Spaces (3)	\$150.00	\$2,400.00
15.	84	Sq. Yd.	2" Crushed Limestone, C.I.P.	\$15.00	\$1,260.00
16.	1	Lump Sum	Signage & Striping	\$2,500.00	\$2,500.00
17.	2,500	Sq. Ft.	Concrete Path	\$12.00	\$30,000.00
18.	1	Lump Sum	Site Restoration & Cleanup	\$6,000.00	\$6,000.00
19.	1	Each	DNR Recognition Plaque	\$300.00	\$300.00
20.	1	Lump Sum	Construction Staking & Material Testing	Allowance	\$5,000.00
SUBTOTAL					\$263,260.00
Contingency					\$26,640.00
Engineering (15%)					\$43,400.00
TOTAL PRELIMINARY ESTIMATE OF COST					\$333,300.00



BURCHFIELD PARK IMPROVEMENTS



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



DATE: 2/17/2021
 JOB # 126747SG2020

Spicer
 group
www.spicergroup.com

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN APPLICATION FOR A MICHIGAN NATURAL RESOURCES TRUST FUND GRANT FOR BURCHFIELD – RIVERBEND NATURAL AREA

WHEREAS, the Parks and Recreation Commission supports the resubmission of a grant application to the Michigan Natural Resources Trust Fund for park and accessibility improvements at Burchfield – Riverbend Natural Area; and

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

WHEREAS, the Michigan Department of Natural Resources is accepting grant applications for this years' grant cycle through April 1, 2022; and

WHEREAS, a public meeting was held on February 14, 2022 to allow citizens the opportunity to provide input for the proposed project; and

WHEREAS, the grant application requires a financial commitment to the project in the amount \$110,000 from the Trails and Parks Millage for a local match; and

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

WHEREAS, the parks are utilizing these funds to reapply to the Michigan Department of Natural Resources for the 2022 grant cycle.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes submission of a Trust Fund grant application for \$233,300 for park and accessibility improvements at Burchfield – Riverbend Natural Area, further resolves to make available its financial obligation amount of \$110,000 approved previously by Resolution #20-562 from the Trails and Parks Millage Fund Balance for a total of \$343,300.

TO: Board of Commissioners Human Services & Finance Committees
FROM: Tim Morgan, Parks Director
DATE: February 15, 2022
SUBJECT: Authorization to Apply for a Michigan Natural Resources Land and Water Conservation Fund Grant for Hawk Island County Park
For the meeting agenda of February 28, 2022 Human Services and March 2, 2022 Finance

BACKGROUND

The Parks Department has identified a need for park and accessibility improvements at Hawk Island County Park. The Michigan Department of Natural Resources (DNR) is accepting grant applications for this years' grant cycle through April 1, 2022. The Parks Department is requesting to apply for the 2022 grant cycle.

This project will replace 380 linear feet of the boardwalk at Hawk Island Park with a new floating boardwalk near the beach, the final phase of the boardwalk replacement around the lake. The existing docks are over 20 years old, are heaved, deteriorated beyond repair, and require replacement. The boardwalk is one of the most popular locations in the park and is used for fishing and wildlife viewing as well as walking and access to the lake. The boardwalk is fully accessible for people of all abilities with the demand for these facilities to be kept safe and up to date. This project extends the boardwalk replacements for Phase 1 and 2 that were funded in 2021.

ALTERNATIVES

A public meeting was held on February 14, 2022 to allow citizens the opportunity to provide input for the proposed project. If funded, this project would be in line with the Parks Department 5-Year Master Plan for capital improvements that improve accessibility to site amenities and enhance the user experience. The Parks Department is seeking input and approval to move forward with grant application to secure additional funding for this project.

FINANCIAL IMPACT

The project funding is proposed to request \$331,300 from the DNR Land and Water Conservation Fund grant and \$327,700 from the Ingham County Trails and Parks Millage Fund Balance and \$3,600 from the Parks 208 fund balance for a total project amount of \$662,600.

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

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

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

The Parks & Recreation Commission supported this resolution at their February 14, 2022 meeting.

RECOMMENDATION

Based on the information presented and direction from the Park Commission, I respectfully recommend approval of the attached resolution.

Ingham County Parks and Recreation Commission

Engineer's Opinion of Costs

20c0278

Hawk Island Boardwalk Replacement

Lansing, MI

February 3, 2022

Phasing Options



ROWE PROFESSIONAL SERVICES COMPANY

540 South Saginaw Street Suite 200

Flint, MI 48502

Ph. (810) 341-7500

ITEM	ESTIMATED QUANTITY	UNIT	UNIT PRICE	AMOUNT
Phase 3				
Misc Structure, Rem	280	LFT	\$ 65.00	\$ 18,200.00
Earthwork	1	LSUM	\$ 1,000.00	\$ 1,000.00
Floating Dock, FDS	380	Ft	\$ 1,000.00	\$ 380,000.00
Floating Dock, FDS Fishing Extensions	2	Ea	\$ 10,000.00	\$ 20,000.00
Silt Fence	100	Ft	\$ 3.00	\$ 300.00
Turbidity Curtain, Deep	30	lft	\$ 30.00	\$ 900.00
HMA, Path, 10' wide	215	Ft	\$ 55.00	\$ 11,825.00
Boardwalk Approach	2	Ea	\$ 9,000.00	\$ 18,000.00
Gangway, 20'x10' wide (3' water level variance)	2	Ea	\$ 15,000.00	\$ 30,000.00
Rip rap, Heavy	60	Syd	\$ 100.00	\$ 6,000.00
Turf Establishment	1	LSUM	\$ 1,500.00	\$ 1,500.00
Entrance Sign	1	LSUM	\$ 25,000.00	\$ 25,000.00
Electrical Service, Sign Lighting, allowance	1	LSUM	\$ 5,000.00	\$ 5,000.00
Subtotal:				\$517,725.00

By County				
Interpretive Sign	1	Ea	\$ 3,500.00	\$ 3,500.00
Recycle bin	1	Ea	\$ 500.00	\$ 500.00
Bldg permit	1	LSUM	\$ 3,025.00	\$ 3,025.00
Sesc permit	1	LSUM	\$ 250.00	\$ 250.00
EGLE permit	1	LSUM	\$ 500.00	\$ 500.00
MDNR sign (use existing)	1	LSUM	\$ -	\$ -
Subtotal:				\$7,775

Notes: Costs will vary with final design

\$50,000 Engineering fees included in Millage costs

Based on 2024 construction

Construction \$525,500
Mobilization \$26,275
Contingency \$110,825
Total \$662,600

MNRTF (45.3%): \$300,000
Local Match (54.7%): \$362,600
ARP \$362,600

OR

LWCF (50%): \$331,300
Local Match (50%): \$331,300
Millage \$327,700
Parks 208 Fund Balance \$ 3,600

Site Development Plan

Hawk Island Park, Lansing MI

PHASE 1 (TRUST FUND)

PHASE 2 (LWCF)

PHASE 3

Exist. Snow
Tubing Hill

Exist. ☐
 Restroom ☐

Exist.
Accessible
Parking
st.
yilion -

Exist
Pavilion

Exist.
Playground

Legend

Proposed Grant Items:

1. Remove 1,810' of boardwalk
2. 450' of 10' wide accessible boardwalk (25% 32" high railings)
3. Remove 475' path, replace 550' of 10' accessible path
4. 350' of 10' wide accessible boardwalk (26%+ 32" high railings)
5. Remove stairway
6. 510' of 10' accessible path
7. Native plant restoration
8. Sign and recycle bins Phase 3:
9. Remove Stair
10. Remove 280' boardwalk
11. Remove and replace 200' of 10' accessible path

Park / Project Boundary

20c0278
July, 2021



1000 ft



Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

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

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

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

WHEREAS, the Michigan Department of Natural Resources is accepting grant applications for this years' grant cycle through April 1, 2022; and

WHEREAS, a public meeting was held on February 14, 2022 to allow citizens the opportunity to provide input for the proposed project; and

WHEREAS, the Ingham County Board of Commissioners is hereby making a financial commitment to the project in the amount of \$331,300 matching funds from the Trails and Parks Millage.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes submission of a Land and Water Conservation Fund Application for \$331,300 for park and accessibility improvements at Hawk Island, and further resolves to make available its financial obligation amount of \$327,700 from the Trails and Parks Millage and \$3,600 from the Parks 208 fund balance for a total of \$662,600.

Agenda Item 10d

TO: Board of Commissioners Human Services & Finance Committees
FROM: Tim Morgan, Parks Director
DATE: February 15, 2022
SUBJECT: Authorization to Apply for a Michigan Natural Resources Trust Fund Grant for Hawk Island County Park
For the meeting agenda of February 28, 2022 Human Services and March 2, 2022 Finance

BACKGROUND

The Parks Department has identified a need for park and accessibility improvements at Hawk Island County Park. The Michigan Department of Natural Resources (DNR) is accepting grant applications for this years' grant cycle through April 1, 2022. The Parks Department is requesting to apply for the 2022 grant cycle.

This project will replace 380 linear feet of the boardwalk at Hawk Island Park with anew floating boardwalk near the beach, the final phase of the boardwalk replacement around the lake. The existing docks are over 20 years old, are heaved, deteriorated beyond repair, and require replacement. The boardwalk is one of the most popular locations in the park and is used for fishing and wildlife viewing, as well as walking and access to the lake. The boardwalk is fully accessible for people of all abilities with the demand for these facilities to be kept safe and up to date. This project extends the boardwalk replacements for Phase 1 and 2 that were funded in 2020.

ALTERNATIVES

A public meeting was held on February 14, 2022 to allow citizens the opportunity to provide input for the proposed project. If funded, this project would be in line with the Parks Department 5-Year Master Plan for capital improvements that improve accessibility to site amenities and enhance the user experience. The Parks Department is seeking input and approval to move forward with grant application to secure additional funding for this project.

FINANCIAL IMPACT

The project funding is proposed to request \$300,000 from the DNR Trust Fund grant and \$362,600 from contingent ARP funds for a total project amount of \$662,600.

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

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

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

The Parks & Recreation Commission supported this resolution at their February 14, 2022 meeting.

RECOMMENDATION

Based on the information presented and direction from the Park Commission, I respectfully recommend approval of the attached resolution.

Ingham County Parks and Recreation Commission

Engineer's Opinion of Costs

20c0278

Hawk Island Boardwalk Replacement

Lansing, MI

February 3, 2022

Phasing Options



ROWE PROFESSIONAL SERVICES COMPANY

540 South Saginaw Street Suite 200

Flint, MI 48502

Ph. (810) 341-7500

ITEM	ESTIMATED QUANTITY	UNIT	UNIT PRICE	AMOUNT
Phase 3				
Misc Structure, Rem	280	LFT	\$ 65.00	\$ 18,200.00
Earthwork	1	LSUM	\$ 1,000.00	\$ 1,000.00
Floating Dock, FDS	380	Ft	\$ 1,000.00	\$ 380,000.00
Floating Dock, FDS Fishing Extensions	2	Ea	\$ 10,000.00	\$ 20,000.00
Silt Fence	100	Ft	\$ 3.00	\$ 300.00
Turbidity Curtain, Deep	30	lft	\$ 30.00	\$ 900.00
HMA, Path, 10' wide	215	Ft	\$ 55.00	\$ 11,825.00
Boardwalk Approach	2	Ea	\$ 9,000.00	\$ 18,000.00
Gangway, 20'x10' wide (3' water level variance)	2	Ea	\$ 15,000.00	\$ 30,000.00
Rip rap, Heavy	60	Syd	\$ 100.00	\$ 6,000.00
Turf Establishment	1	LSUM	\$ 1,500.00	\$ 1,500.00
Entrance Sign	1	LSUM	\$ 25,000.00	\$ 25,000.00
Electrical Service, Sign Lighting, allowance	1	LSUM	\$ 5,000.00	\$ 5,000.00
Subtotal:				\$517,725.00

By County				
Interpretive Sign	1	Ea	\$ 3,500.00	\$ 3,500.00
Recycle bin	1	Ea	\$ 500.00	\$ 500.00
Bldg permit	1	LSUM	\$ 3,025.00	\$ 3,025.00
Sesc permit	1	LSUM	\$ 250.00	\$ 250.00
EGLE permit	1	LSUM	\$ 500.00	\$ 500.00
MDNR sign (use existing)	1	LSUM	\$ -	\$ -
Subtotal:				\$7,775

Notes: Costs will vary with final design

\$50,000 Engineering fees included in Millage costs

Based on 2024 construction

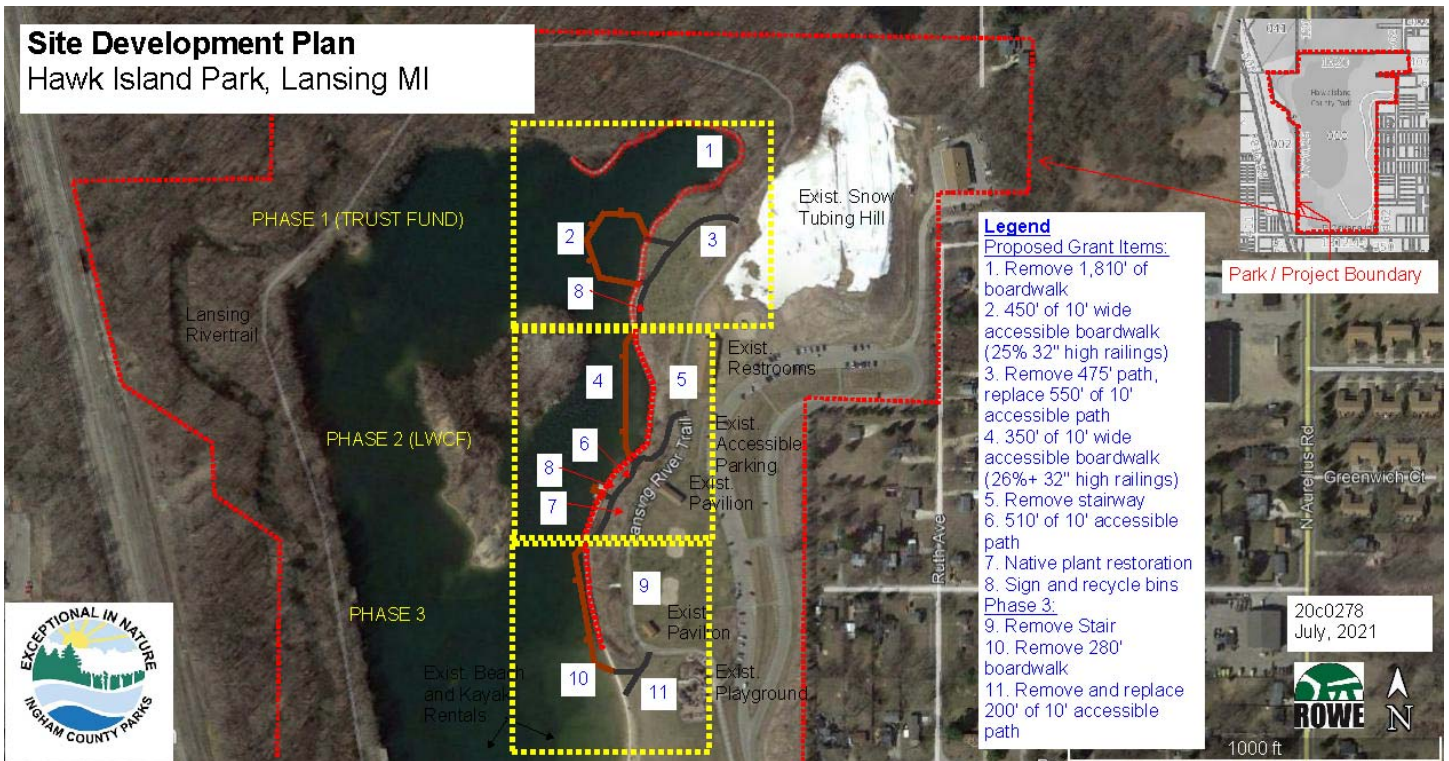
Construction \$525,500
Mobilization \$26,275
Contingency \$110,825
Total \$662,600

MNRTF (45.3%): \$300,000
Local Match (54.7%): \$362,600
ARP \$362,600

OR

LWCF (50%): \$331,300
Local Match (50%): \$331,300
Millage \$327,700
Parks 208 Fund Balance \$ 3,600

Site Development Plan Hawk Island Park, Lansing MI



Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

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

WHEREAS, the Parks and Recreation Commission supports the submission of a Michigan Natural Resources Trust Fund grant for park and accessibility improvements at Hawk Island County Park; and

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

WHEREAS, the Michigan Department of Natural Resources is accepting grant applications for this years' grant cycle through April 1, 2022; and

WHEREAS, a public meeting was held on February 14, 2022 to allow citizens the opportunity to provide input for the proposed project; and

WHEREAS, the Ingham County Board of Commissioners is hereby making a financial commitment to the project in the amount of \$362,600 matching funds contingent from American Rescue Plan (ARP) funds.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes submission of a Trust Fund Application for \$300,000 for park and accessibility improvements at Hawk Island, and further resolves to make available its financial obligation amount of \$362,600 from ARP funds for a total of \$662,600.

TO: Board of Commissioners Human Services & Finance Committees
FROM: Tim Morgan, Parks Director
DATE: February 15, 2022
SUBJECT: Authorization to Reapply for a Michigan Natural Resources Land and Water Conservation Fund for Lake Lansing Park North
For the meeting agenda of February 28, 2022 Human Services and March 2, 2022 Finance

BACKGROUND

The Parks Department has identified a need for park and accessibility improvements at Lake Lansing Park North. The Michigan Department of Natural Resources (DNR) is accepting grant applications for this years' grant cycle through April 1, 2022. The Parks Department did not receive funding for this project request in the 2021 grant cycle. The Parks Department is requesting to reapply for the 2022 grant cycle.

This project includes the following:

- Removal/Replacement of existing boardwalk
Widened to 8 feet
- Improvement of the path for Americans with Disabilities Act (ADA) accessibility with crushed stone surface, 8-foot wide
- Mile Markers, every 1/10 mile
- Amenities: bench, interpretive signs, bike racks

ALTERNATIVES

A public meeting was held on February 14, 2022 to allow citizens the opportunity to provide input for the proposed project. If funded, this project would be in line with the Parks Department 5-Year Master Plan for capital improvements that improve accessibility to site amenities and enhance the user experience. The Parks Department is seeking input and approval to move forward with grant application to secure additional funding for this project.

FINANCIAL IMPACT

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

Board of Commissioners Resolutions #20-562 and #21-167 previously committed the local match which includes the topographic survey in the amount of \$7,500 from the Trails and Parks Millage Fund Balance.

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

The Parks & Recreation Commission supported this resolution with the passage of a motion at their February 14, 2022 meeting.

RECOMMENDATION

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

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

Land & Water Conservation Fund Grant	<u>\$1,000,000.00</u>
GRAND TOTAL FOR ALL AREAS	\$1,000,000.00
<u>Non-Grant Funded Expenses</u>	
Topographical Survey	<u>\$7,500.00</u>
GRAND TOTAL FOR ENTIRE PROJECT	\$1,007,500.00

	<u>Grant Funds</u>	<u>Trails & Parks Millage</u>	<u>Total Project Cost</u>
<u>LWCF GRANT:</u>	\$500,000	\$500,000	\$1,000,000
Match Percentage:	(50%)	(50%)	
<u>OTHER COSTS:</u>			
Topographical Survey	<u>\$0.00</u>	<u>\$7,500</u>	<u>\$7,500</u>
PROJECT TOTALS:	\$500,000	\$507,500	\$1,007,500

Local Match / Funding Sources:

Ingham County T&P Grants: \$507,500 (*previously committed in 2021*)

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

Item No.	Estimated Quantity	Unit	Description	Unit Price	Amount
<u>LAND & WATER CONSERVATION FUND GRANT</u>					
1.	1	Lump Sum	Permits	\$5,500.00	\$5,500.00
2.	1	Lump Sum	Soil Erosion and Sedimentation Control	\$16,300.00	\$16,300.00
3.	1	Lump Sum	Site Preparation/Excavation/Rough Grading	\$23,200.00	\$23,200.00
4.	6,060	Sq. Ft.	Remove Ex. Boardwalk	\$2.00	\$12,120.00
5.	3,200	Sq. Ft.	Boardwalk #2, complete replacement	\$60.00	\$192,000.00
6.	1,120	Sq. Ft.	Boardwalk #3, complete replacement	\$60.00	\$67,200.00
7.	1,600	Sq. Ft.	Boardwalk #4, complete replacement	\$60.00	\$96,000.00
8.	2,160	Sq. Ft.	Boardwalk #5, complete replacement	\$60.00	\$129,600.00
9.	6,800	Lin. Ft.	Crushed Stone Path, 8' wide	\$25.00	\$170,000.00
10.	4	Each	Recycled Plastic Bench	\$1,500.00	\$6,000.00
11.	2	Each	Interpretive Sign	\$2,000.00	\$4,000.00
12.	1	Each	Interpretive Sign, Kiosk	\$5,500.00	\$5,500.00
13.	19	Each	Mile Markers, Recycled Plastic	\$760.00	\$14,440.00
14.	1	Lump Sum	Landscaping (Native Plantings)	\$15,000.00	\$15,000.00
15.	1	Lump Sum	Site Restoration & Cleanup	\$21,000.00	\$21,000.00
16.	1	Each	DNR Recognition Plaque	\$300.00	\$300.00
17.	1	Lump Sum	Construction Staking & Material Testing	Allowance	\$12,400.00
SUBTOTAL					\$790,560.00
Contingency					\$79,040.00
Engineering (15%)					\$130,400.00
TOTAL PRELIMINARY ESTIMATE OF COST					\$1,000,000.00

PROPOSED IMPROVEMENTS:

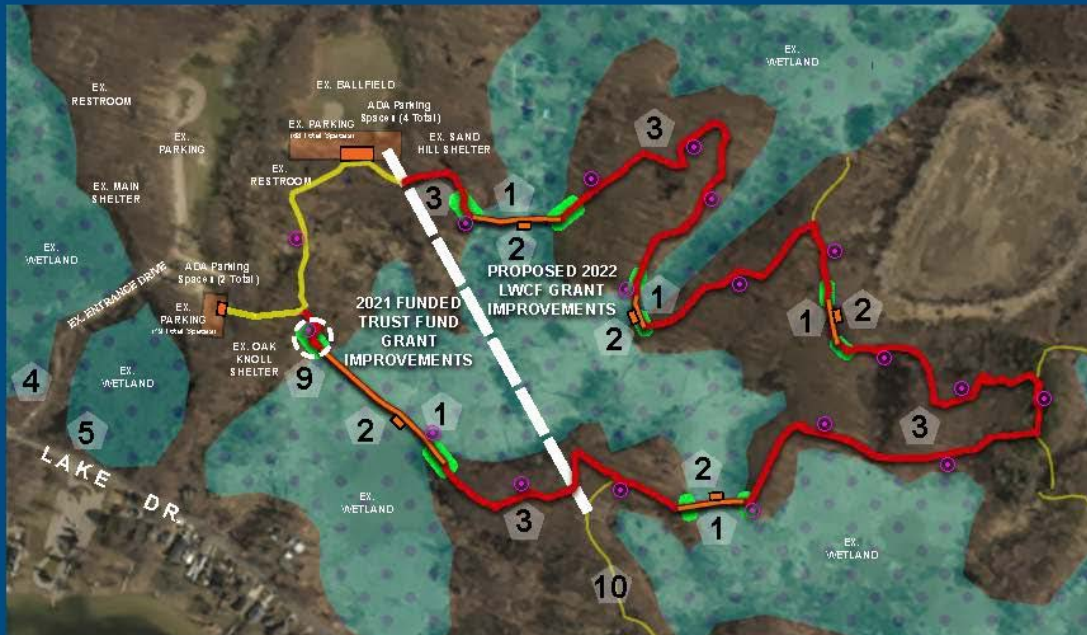
1. **PROPOSED BOARDWALK**
- REPLACE EXISTING BOARDWALK WITH 8' WIDE BOARDWALK ON HELICAL PIERS.
2. **PROPOSED BENCH & INTERPRETIVE SIGN**
- ON BOARDWALK BUMP OUT.
3. **PROPOSED CRUSHED STONE PATH**
- UNIVERSALLY ACCESSIBLE, 8' WIDE.

4. PROPOSED ELECTRIC ENTRANCE GATE.
5. PROPOSED ENTRANCE SIGN.
6. LANDSCAPING WITH NATIVE PLANTINGS.
7. MILE MARKERS.
8. CRUSHED STONE TEST PATH AREA INSTALLED IN 2021.
9. FUTURE CRUSHED STONE PATH CONNECTING TO MSU TO LAKE LANSING TRAIL

LAKE LANSING PARK NORTH BOARDWALK / TRAIL IMPROVEMENTS



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



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



DATE: 2/6/2022
JOB # 1299345G/2022

Spicer
group
www.spicergroup.com

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

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

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

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

WHEREAS, the Michigan Department of Natural Resources is accepting grant applications for this years' grant cycle through April 1, 2022; and

WHEREAS, a public meeting was held on February 14, 2022 to allow citizens the opportunity to provide input for the proposed project; and

WHEREAS, the Board of Commissioners Resolutions #20-562 and #21-167 authorized a total of \$507,500 for this project.

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

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

TO: Board of Commissioners Human Services & Finance Committees
FROM: Tim Morgan, Parks Director
DATE: February 15, 2022
SUBJECT: Authorization to Apply for a Michigan Natural Resources Trust Fund Grant for Lake Lansing
Park North – Playground
For the meeting agenda of February 28, 2022 Human Services and March 2, 2022 Finance

BACKGROUND

The Parks Department has identified a need for playground improvements at Lake Lansing North. The Parks Department is requesting to apply for the 2022 grant cycle.

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

- Phase I, universal accessible playground equipment (Ages 2-5) (Ages 5-12)

ALTERNATIVES

A public meeting was held on February 14, 2022 to allow citizens the opportunity to provide input for the proposed project. If funded, this project would be in line with the Parks Department 5-Year Master Plan for capital improvements that improve accessibility to site amenities and enhance the user experience. The Parks Department is seeking input and approval to move forward with grant application to secure additional funding for this project.

FINANCIAL IMPACT

The Parks Department is requesting the Ingham County Board of Commissioners to authorize the use of \$105,000 contingent on ARP funds or from the Parks 208 fund balance for a local match, for a Michigan Natural Resources Trust Fund Grant generating \$245,000 for a total \$350,000 project cost.

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

The Parks & Recreation Commission supported this resolution with the passage of a resolution at their February 14, 2022 meeting.

RECOMMENDATION

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

**PRELIMINARY ESTIMATE OF COST
LAKE LANSING PARK NORTH PLAYGROUND
INGHAM COUNTY, MI**

GRAND TOTAL FOR ENTIRE PROJECT \$350,000.00

	<u>Grant Funds</u>	<u>Local Match</u>	<u>Total Project Cost</u>
<u><i>DNR GRANT:</i></u>	\$245,000	\$105,000	\$350,000
Match Percentage:	(70%)	(30%)	
<u><i>OTHER COSTS:</i></u>			
	\$0.00	\$0	\$0
PROJECT TOTALS:	\$245,000	\$105,000	\$350,000

Local Match / Funding Sources:
ARP or Parks Fund Balance: \$105,000

\$105,000

**PRELIMINARY ESTIMATE OF COST
LAKE LANSING PARK NORTH PLAYGROUND REPLACEMENT
WILLIAMS CHARTER TOWNSHIP
BAY COUNTY, MI**

Item No.	Est. Qty.	Unit	Description	Unit Price	Amount
1.	1	Lump Sum	Excavation and Rough Grading (spoils remain on-site)	\$13,500.00	\$13,500.00
2.	1	Lump Sum	Removal of Old Playground Equipment	\$2,500.00	\$2,500.00
3.	1	Lump Sum	Playground Equipment, installed	\$136,000.00	\$136,000.00
4.	250	Lin. Ft.	Concrete Edging around playground perimeter	\$40.00	\$10,000.00
5.	2	Each	Bench w/ back and (1) armrest	\$1,800.00	\$3,600.00
6.	2	Each	Bench w/o back	\$1,500.00	\$3,000.00
7.	180	Cu. Yds.	Safety Surface, Engineered Wood Fiber, 12" compacted (includes approx. 20cy for rain gardens)	\$40.00	\$7,200.00
8.	6,145	Sq. Ft.	Geotextile Fabric (1 layer in play area & rain gardens)	\$1.00	\$6,145.00
9.	409	Lin. Ft.	Drainage (500LF 4" perf. Pipe w/ sock in pea-stone trenches)	\$15.00	\$6,135.00
10.	2,500	Sq. Ft.	Safety Surface, Poured-In-Place Rubber	\$20.00	\$50,000.00
11.	280	Sq. Yds.	Crushed Limestone, 22A, C.I.P., 6" depth	\$15.00	\$4,200.00
12.	1,000	Sq. Ft.	Concrete Path, 6 ft wide, non-reinforced	\$12.00	\$12,000.00
13.	1	Lump Sum	Paved ADA Parking Spaces (2), HMA	\$5,000.00	\$5,000.00
14.	1	Lump Sum	Landscaping (Rain Gardens)	\$7,500.00	\$7,500.00
15.	1	Lump Sum	Site Restoration & Cleanup	\$5,300.00	\$5,300.00
16.	1	Lump Sum	Construction Staking & Material Testing	\$4,200.00	\$4,200.00
17.	1	Lump Sum	DNR Sign	\$400.00	\$400.00
				Sub-Total	\$276,680.00
				Contengencies	\$27,720.00
				Engineering (15%)	\$45,600.00
SUBTOTAL OF GRANT FUNDED PORTION OF PROJECT					\$350,000.00

2/10/2022

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Lake Lansing Park North

2/8/22

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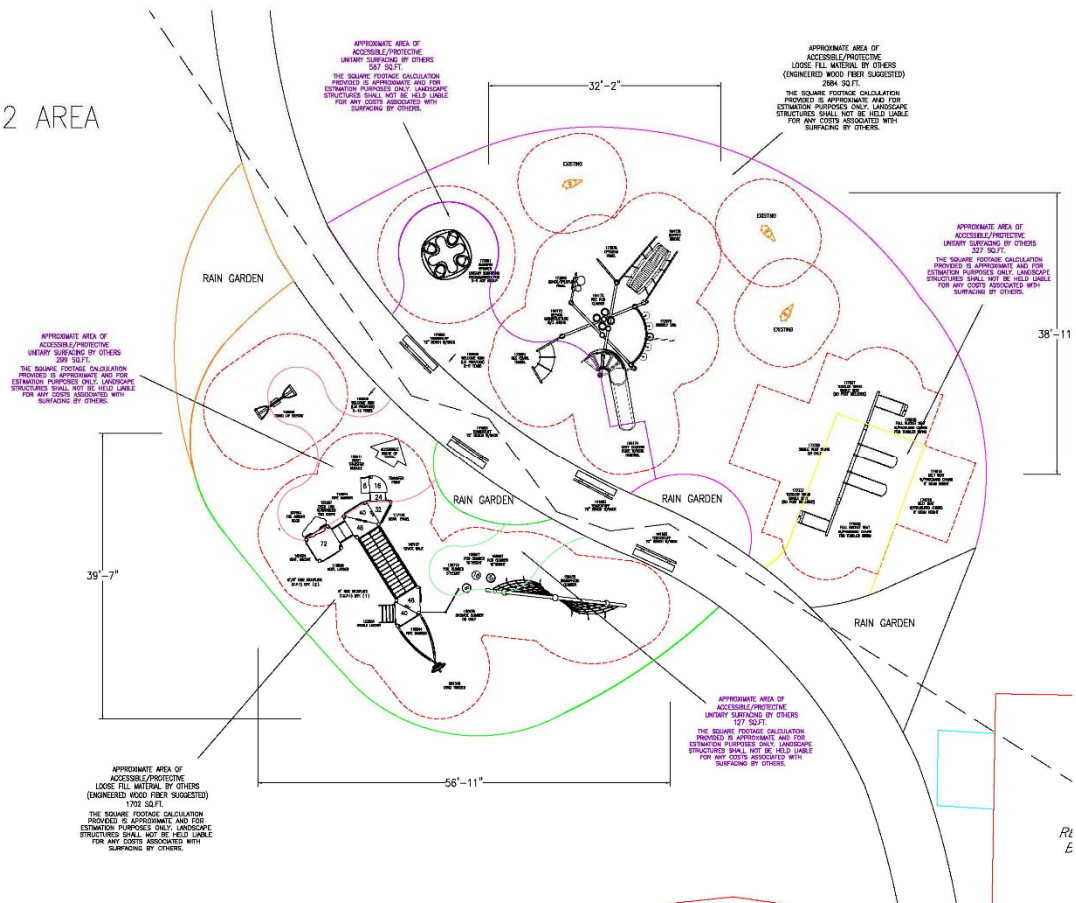


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5-12 AREA



Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN APPLICATION FOR A MICHIGAN NATURAL RESOURCES TRUST FUND GRANT FOR PLAYGROUND EQUIPMENT AT LAKE LANSING PARK NORTH

WHEREAS, the Parks and Recreation Commission supports the submission of a grant application to the Michigan Natural Resources Trust Fund for playground equipment at Lake Lansing Park North; and

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

WHEREAS, the Michigan Department of Natural Resources is accepting grant applications for this years' grant cycle through April 1, 2022; and

WHEREAS, a public meeting was held on February 14, 2022 to allow citizens the opportunity to provide input for the proposed project; and

WHEREAS, the grant application requires a financial commitment to the project in the amount \$105,000 contingent on American Rescue Plan (ARP) funds or from the Parks 208 fund balance for a local match, for a Michigan Natural Resources Trust Fund Grant generating \$245,000, for a total \$350,000 project cost.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes submission of a Trust Fund Grant Application for \$245,000 for playground equipment at Lake Lansing Park North, further resolves to make available its financial obligation contingent on receiving in the amount of \$105,000 from the Parks 208 fund balance or ARP funding for a total of \$350,000.

TO: Board of Commissioners Human Services & Finance Committees
FROM: Tim Morgan, Parks Director
DATE: February 15, 2022
SUBJECT: Application to Apply for a Michigan Natural Resources Trust Fund Grant for Lake Lansing
North: Internal MSU to Lake Lansing Trail Connector
For the meeting agenda of February 28, 2022 Human Services and March 2, 2022 Finance

BACKGROUND

The Parks Department has identified a need for park and accessibility improvements at Lansing North: Internal MSU to Lake Lansing Trail Connector. The Parks Department is planning on requesting to apply for the 2022 grant cycle.

This project will improve approximately 4,900 linear feet of trail in Lake Lansing Park North with a crushed stone path to connect the existing trails in the park with the Americans with Disabilities Act (ADA) accessible route to the MSU to Lake Lansing Trail.

ALTERNATIVES

A public meeting was held on February 14, 2022 to allow citizens the opportunity to provide input for the proposed project. If funded, this project would be in line with the Parks Department 5-Year Master Plan for capital improvements that improve accessibility to site amenities and enhance the user experience. The Parks Department is seeking input and approval to move forward with grant application to secure additional funding for this project.

FINANCIAL IMPACT

The Parks Department is requesting the Ingham County Board of Commissioners to authorize the use of \$315,000 (which includes \$15,000 for topographic survey) from the Trails and Parks Millage or American Rescue Plan (ARP) funding for a local match, for a Michigan Natural Resources Trust Fund grant generating \$300,000 for a total \$615,000 project cost.

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

The Parks & Recreation Commission supported this resolution at their February 14, 2022 meeting.

RECOMMENDATION

Based on the information presented and direction from the Park Commission, I respectfully recommend approval of the attached resolution.

**PRELIMINARY ESTIMATE OF COST
LAKE LANSING PARK NORTH - MSU to LAKE LANSING TRAIL CONNECTOR
INGHAM COUNTY, MI**

Project Total	\$600,000.00
<u>Non-Grant Funded Expenses</u>	
Topographical Survey	<u>\$15,000.00</u>
GRAND TOTAL FOR ENTIRE PROJECT	\$615,000.00

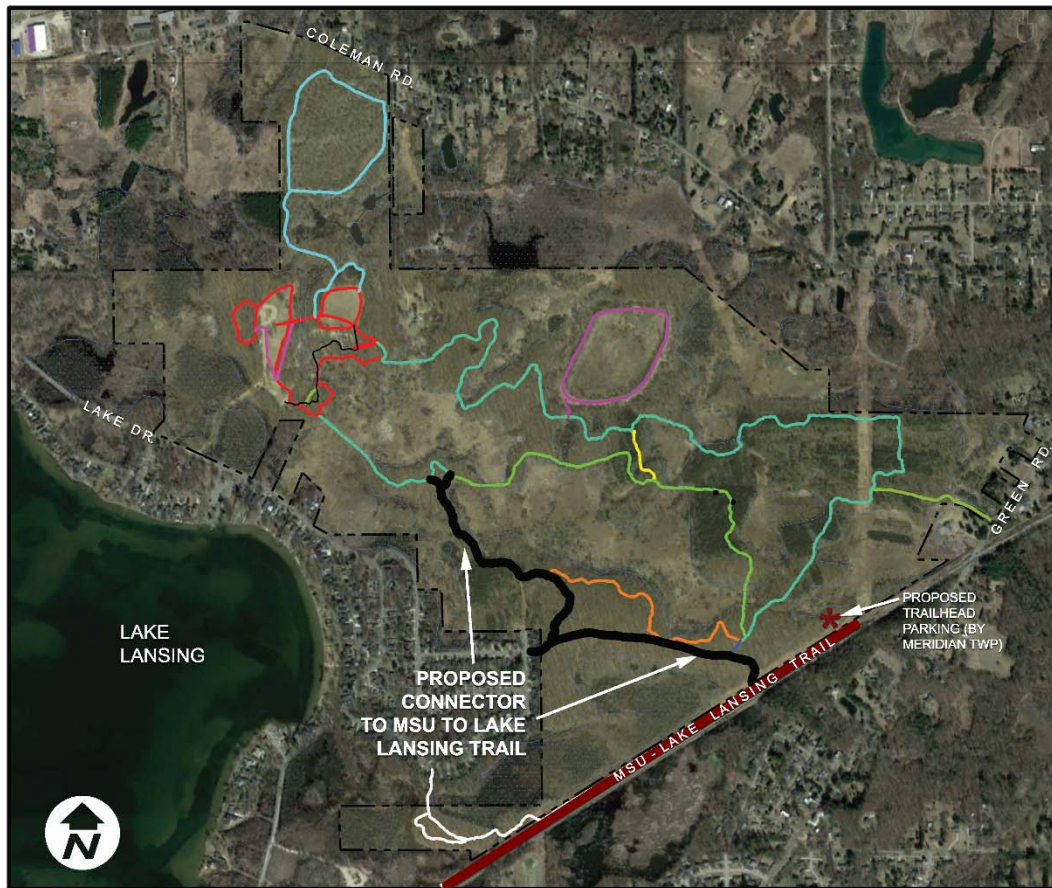
	<u>Grant Funds</u>	<u>Local Match</u>	<u>Total Project Cost</u>
<u>DNR GRANT:</u>	\$300,000	\$300,000	\$600,000
Match Percentage:	(50%)	(50%)	
<u>OTHER COSTS:</u>			
Topographical Survey	<u>\$0.00</u>	<u>\$15,000</u>	<u>\$15,000</u>
PROJECT TOTALS:	\$300,000	\$315,000	\$615,000

Local Match / Funding Sources:
ARP or Trails & Parks Millage: \$315,000

PRELIMINARY ESTIMATE OF COST
LAKE LANSING PARK NORTH - MSU to LAKE LANSING TRAIL CONNECTOR
INGHAM COUNTY, MICHIGAN

Item No.	Estimated Quantity	Unit	Description	Unit Price	Amount
1.	1	Lump Sum	Permits	\$5,500.00	\$5,500.00
2.	1	Lump Sum	Soil Erosion and Sedimentation Control	\$10,200.00	\$10,200.00
3.	1,630	Cu. Yds.	Site Preparation/Excavation/Rough Grading	\$25.00	\$40,750.00
4.	540	Cu. Yds.	Embankment, 4" depth. C.I.P.	\$40.00	\$21,600.00
5.	5,500	Lin. Ft.	Crushed Stone Path, 8' wide, C.I.P.	\$50.00	\$275,000.00
6.	2	Each	Recycled Plastic Bench	\$1,800.00	\$3,600.00
7.	2	Each	Interpretive Sign, Low Profile	\$2,500.00	\$5,000.00
8.	2	Each	Interpretive Sign, Kiosk	\$7,500.00	\$15,000.00
9.	4	Each	Trailhead / Ethics Signage	\$1,000.00	\$4,000.00
10.	10	Each	Mile Markers, Recycled Plastic	\$800.00	\$8,000.00
11.	4	Each	Bike Rack	\$2,500.00	\$10,000.00
12.	1	Lump Sum	Landscaping (Native Plantings)	\$7,000.00	\$7,000.00
13.	1	Lump Sum	Site Restoration & Cleanup	\$12,700.00	\$12,700.00
14.	1	Each	DNR Recognition Plaque	\$300.00	\$300.00
15.	1	Lump Sum	Construction Staking & Material Testing	Allowance	\$12,700.00
SUBTOTAL					\$431,350.00
Contingency					\$90,450.00
Engineering (15%)					\$78,200.00
TOTAL PRELIMINARY ESTIMATE OF COST					\$600,000.00

Exhibit C



TRAIL CONNECTOR Lake Lansing Park North to MSU-Lake Lansing Trail



JOB # 129934SG2021
DATE: JULY 22, 2021



Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE THE APPLICATION FOR A MICHIGAN NATURAL RESOURCES TRUST FUND GRANT FOR LAKE LANSING PARK NORTH

WHEREAS, the Parks and Recreation Commission supports the submission of a Michigan Natural Resources Trust Fund grant for Lake Lansing Park North; and

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

WHEREAS, the Michigan Department of Natural Resources is accepting grant applications for this years' grant cycle through April 1, 2022; and

WHEREAS, a public meeting was held on February 14, 2022 to allow citizens the opportunity to provide input for the proposed project; and

WHEREAS, the grant application requires a financial commitment to the project in the amount \$300,000 and \$15,000 for topographic study from the Trails and Parks Millage or American Rescue Plan (ARP) funds for a local match.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes submission of a Michigan Department of Natural Resources Trust Fund Grant for \$300,000 for park and accessibility improvements at Lake Lansing Park North, and further resolves to make available its financial obligation contingent on receiving the amount of \$315,000 (which includes \$15,000 for topographic survey) from the Trails and Parks Millage Fund Balance or \$315,000 from ARP funding for a total of \$615,000.

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

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

Agenda Item 10h

TO: Board of Commissioners Human Services & Finance Committees

FROM: Tim Morgan, Parks Director

DATE: February 15, 2022

SUBJECT: Contract with James Clark Tree Service

For the meeting agenda of February 28, 2022 Human Services and March 2, 2022 Finance

BACKGROUND

The Parks Department solicited proposals from qualified and experienced contractors for the purpose of entering into a contract to provide tree felling and tree trimming services for numerous trees and dead branches at Lake Lansing County Park South and Lake Lansing County Park North.

Staff recommends that a contract be awarded to James Clark Tree Service.

ALTERNATIVES

Due to the age and condition of some trees within Lake Lansing County Park South and Lake Lansing County Park North it has become necessary to remove the hazardous trees. The alternative is to not complete the project.

FINANCIAL IMPACT

There are funds available in line item 208-75200-974000-22P03.

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

The Ingham County Park Commission supported this resolution at their February 14, 2022 meeting.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution authorizing Ingham County enter into a contract with James Clark Tree Service.

Agenda Item 10h

TO: Timothy Morgan, Parks Director

FROM: James Hudgins, Director of Purchasing

DATE: February 10, 2022

RE: Memorandum of Performance for RFP No. 15-22 Tree Felling and Trimming Services.

Per your request, the Purchasing Department sought proposals from experienced tree contractors to provide tree felling and tree trimming services for numerous trees and dead branches at Lake Lansing County Park South and Lake Lansing County Park North.

Tree removal shall consist of trunk, limbs, canopy, and crown; the stump shall remain. Wood chips will be used for trail material.

The work to be done under this contract includes, but is not limited to, providing all labor, materials, supervision, equipment, fuel, insurance, services, incidentals, and related items necessary to complete the work in compliance with all local, State and Federal Safety Regulations. All work will be scheduled with the Parks Manager.

The Purchasing Department can confirm the following:

Function	Overall Number of Vendors	Number of Local Vendors
Vendors invited to propose	37	17
Vendors responding	3	1

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

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

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

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

SUMMARY OF VENDORS' COSTS

Vendor Name	Local Pref	Tree Felling Total Cost	Dead Branch Removals Total Cost	Total Bid
James Clark Tree Service	Yes, Holt MI	\$8,300.00	\$1,300.00	\$9,600.00
New Life Arboricultural Services	No, Grand Rapids MI	\$9,150.00	\$2,250.00	\$11,400.00
Wright Way Tree Company	No, Eaton Rapids MI	\$8,500.00	\$4,800.00	\$13,300.00

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT WITH JAMES CLARK TREE SERVICE
FOR TREE FELLING AND TREE TRIMMING SERVICES AT LAKE LANSING COUNTY PARK
SOUTH AND LAKE LANSING COUNTY PARK NORTH**

WHEREAS, the Parks Department solicited proposals from qualified and experienced contractors for the purpose of entering into a contract to provide tree felling and tree trimming services for numerous trees and dead branches at Lake Lansing County Park South and Lake Lansing County Park North; and

WHEREAS, after careful review and evaluation of the proposals received, the Evaluation Committee recommends that a contract be awarded to James Clark Tree Service.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes entering into a contract with James Clark Tree Service in an amount not to exceed \$9,600 for tree felling and tree trimming services for numerous trees and dead branches at Lake Lansing County Park South and Lake Lansing County Park North.

BE IT FURTHER RESOLVED, that there are funds available in line item 208-75200-974000-22P03 for the project.

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

TO: Board of Commissioners Human Services & Finance Committees
FROM: Tim Morgan, Parks Director
DATE: February 15, 2022
SUBJECT: Amendment to City of Lansing Millage Agreements

For the meeting agenda of February 28, 2022 Human Services and March 2, 2022 Finance

BACKGROUND

The City of Lansing is requesting an increase in their budget of \$1,515,785 due to cost overruns for millage projects TR039 (Bridge 9), TR056 (Bridge 31), TR062 (Trail Connector-Cambridge to Frances Park), TR064 (Bridge 18), TR065 (Bridge 13), TR066 (Bridge 15) and TR067 (Bridge 14) and reallocating \$13,545.96 from project TR006 (Moores River Drive Trail Repair) to TR038 (Bank Stabilization - Washington Avenue) and reallocating \$29,217.27 from TR065 (Bridge 13), to TR056 (Bridge 31) due to unforeseen circumstances as detailed in Exhibit A. Staff reviewed and discussed the request with the City of Lansing and the City has agreed upon providing \$515,785 to reduce the request from the County to \$1,000,000, fully understanding the current status of available millage funds.

ALTERNATIVES

The Park Commission considered this request at their February 14th meeting and recommended this approach. The alternatives would be to fund the entire \$1,515,785 or not fund the request.

FINANCIAL IMPACT

The City of Lansing is requesting an amendment to Agreements TR006 and TR038 to reallocate \$13,545.96 from TR006 to TR038, an amendment to Agreements TR056 and TR062 to increase the budget by \$1,000,000, and an amendment to Agreement TR065 to reallocate \$29,217.27.

The City of Lansing will supply \$515,785.00 reducing the additional request from the County to \$1,000,000. The additional \$1,000,000 will be added to Agreements TR056 (\$111,165) and TR062 (\$888,835).

The reallocations have no additional impact on the Trails and Parks Millage fund balance.

Below is the millage status:

Total Millage Collected (2015-2021)	\$26,277,946
Total Millage Estimated to Collect (2022-2026)	\$20,017,620
TOTAL REVENUE (2015-2026)	\$46,295,566
 Total Expenditures to Date	 \$19,118,336
Total Committed Funds to Date	\$22,659,200
TOTAL EXPENDITURES / COMMITTED FUNDS	\$41,777,536
 REMAINING MILLAGE BALANCE	 \$4,518,030
 CURRENT FUND BALANCE	 \$6,247,012

For your reference a full detailed report of the trails and park millage project status is available online:
http://parks.ingham.org/trails_and_parks_millage/awards.php.

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 February 14, 2022 meeting.

RECOMMENDATION

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

Exhibit A

Brett Kaschinske
Director



Andy Schor, Mayor

Parks and Recreation Department
200 N. Foster Avenue
Lansing, Michigan 48911
PH: 517.483.4277 – FAX: 517.377.0180
TDD: 517.483.4473
www.lansingmi.gov/parks

December 8, 2021

Mr. Bryan Crenshaw, Chairperson
Board of Commissioners
P.O. Box 319
Mason, MI 48854

Mr. Timothy Morgan, Director
Ingham County Parks
P.O. Box 178
Mason, MI 48854

Ms. Nicole Wallace
Trails & Parks Millage Coordinator
P.O. Box 178
Mason, MI 48854

Dear Chairperson Crenshaw, Ms. Wallace and Mr. Morgan:

The City of Lansing is fortunate to have a highly utilized trail system and support of the county for projects through the trails and parks millage. The City has been entrusted with grant funds from Ingham County and I want to ensure you the City is being a wise steward of millage dollars and performing our due diligence for long-term repair to prevent further deterioration and provide a safe regional River Trail.

We are pleased to report projects TR006 and TR029 are under budget, resulting in excess funds. Project TR038 is part of this group and is in need of additional funds. We are asking to re-allocate \$13,545.96 from project TR006 and TR029 to complete project TR038. Re-allocating these funds would result in a total excess amount of \$58,175.44 for the three projects.

This letter is also to request an increase in budget funding for the following bridge projects; TR065 (CL13), TR066 (CL15), TR067 (CL14), TR056 (CL31), TR064 (CL18) and TR039 (CL09), along with additional funds for the Cambridge Trail project TR062. The city is asking for supplemental funding to encompass the additional costs of the projects, which is estimated to be \$1,515,785.00.

At the deconstruction of several of the bridges, it was discovered the structural steel beams had deteriorated to the point sections of steel were missing. This issue was not visible at the time of inspection and only became visible when the top decking was removed. Also, bridges CL09 and CL15 required additional timber that was not outlined in the original estimates.

In addition, the Cambridge Pathway project has experienced unforeseen circumstances related to the location of the trail. The constraints of the trail and the proximity to the road required additional engineering and design work to encompass the slope of the embankment and longer sheet piling to enforce the bank along the river.

I understand the request for additional funds is substantial; however, I do believe the funds are being used appropriately. While the extra work was unforeseen, I do see it as a necessity to provide a secure trail to safeguard the public and avoid deterioration in the near future.

Thank you for your consideration and I look forward to hearing from you should you have any questions or if I may provide any additional information.

Sincerely,

Brett Kaschinske, Director

"Equal Opportunity Employer"

City of Lansing River Trail Bridge Project: TR065, TR066, TR067, TR056, TR039 and TR064

- provide justification of additional costs:
 - \$227,500 is being requested for additional replacement of heavily corroded superstructure steel that was discovered during the construction phases on Bridges #14, #15 and #31. Removal of the existing deck boards during the design phase (or at the very beginning of the construction phase) would have been the only way the additional corroded steel could have been discovered. A 15% contingency was provided at each bridge anticipating finding additional deficient steel once the boards were removed. Unfortunately, the amount of steel required exceeded the contingency.
 - \$519,045 is being requested for additional timber decking required on multiple bridges. Insufficient quantities of timber decking were included in the contract documents for Bridges #9, 14, 15 and 31, and when combined with a very high unit bid price due to timber shortages, it resulted in the significant cost overage.
 - -\$119,595 in realized savings from quantities not used or items eliminated through cooperation between the City, consultant and contractor have resulted in a net increase of \$626,950.
- What efficiencies have you looked at to reduce costs of the project?
 - Efficiencies within this type of project were initially incorporated into the bid by allowing full closure of Pennsylvania Avenue as well as the River Trail Bridges to reduce construction time. Because of this, there were limited efficiencies to be gained after bid.
 - The contractor had additional crews working on multiple bridges to reduce construction time. However, conflicting projects impacted any potential savings that could have occurred on our inspection time.
 - Our consultant used lower-level staff wherever possible to reduce costs.
 - With regards to Cambridge the path was changed to move closer to the road to reduce the amount of sheet pile and help with ADA slope issues
- Please explain how are you working with the contractor to get the best pricing? Have you considered other alternatives to reduce costs of the project?
 - The City allowed the reuse of approximately 100 timber deck boards from Bridge #9 to be installed on Bridge #15 to reduce timber costs.
 - To reduce the overall steel repair costs, the City and their consultant negotiated a welded repair pay item instead of replacing entire beams whenever possible for a reduction of \$10 per pound.
 - Contractor claimed that it was not possible for them to install heavy riprap at bridge 14. Design team coordinated with City confirming use of largest plain riprap rock to reduce cost. River velocity in this area warranted this reduction in riprap size.
 - City negotiated to lower unit price by 12% for the additional timber decking required.
 - The City allowed alternate construction materials and bridge type (concrete decking) for Bridge #18 to reduce the cost of fabrication and installation.
 - The contractor proposed alternative sheeting to reduce costs on bridge 18.
- Are these costs necessary to complete the project?
 - Yes, superstructure members required to be replaced for safety reasons. Timber decking was required to replace the existing decking that was beyond its' service life.

Current allocations:

Project No.	Project Description	Current Budget	County allocation	City Commitment (match)	Revised Budget (or projected cost)	Additional Amount Requested from County
TR065	CL- Bridge 13	\$283,217.27	\$259,660.12	\$23,557.15	\$254,000.00	-\$29,217.27
TR066	CL - Bridge 15	\$710,450.97	\$616,693.51	\$93,757.46	\$765,300.00	\$23,437.97
TR067	CL - Bridge 14	\$405,118.27	\$377,599.24	\$27,519.03	\$496,600.00	\$100,654.38
TR056	CL - Bridge 31 Repair	\$767,705.27	\$665,916.97	\$101,788.30	\$959,000.00	\$191,294.73
TR039	CL-09-LTW-GR Bridge	\$681,756.87	\$636,756.87	\$45,000.00	\$902,000.00	\$242,481.54
TR-064	CL-Bridge 18	\$1,135,701.35	\$941,119.29	\$194,582.06	\$1,234,000.00	\$98,298.65
TR062	CL - Trail Connector-Cambridge to Frances Park	\$1,023,500.00	\$400,030.00	\$300,000.00	\$1,588,835.00	\$888,835.00
TOTAL		\$5,007,450.00	\$3,897,776.00	\$786,204.00	\$6,199,735.00	\$1,515,785.00

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AMENDMENT TO THE CITY OF LANSING
TRAILS AND PARKS MILLAGE AGREEMENTS**

WHEREAS, due to unforeseen circumstances the City of Lansing is requesting an additional \$1,515,785 for millage projects TR039, TR056, TR062, TR064, TR065, TR066, and TR067, reallocating \$13,545.96 from project TR006 to TR038, and reallocating \$29,217.27 from project TR065 to TR056; and

WHEREAS, the City of Lansing will supply \$515,785 reducing the additional request from the County to \$1,000,000; and

WHEREAS, the City of Lansing is requesting an amendment to Agreements TR006 and TR038 to reallocate \$13,545.96 from TR006 to TR038 as outlined in the below table:

Contract Title	Project #	Current Contract Amount	Amount to Reallocate	Total Revised Contract Amount
CL - RTW - Moores River Dr Trail Repair	TR006	\$680,485.00	-\$13,545.96 reallocate to TR038	\$666,939.04
Bank Stabilization - Washington Avenue	TR038	\$285,257.00	Reallocate \$13,545.96 from TR006 to TR038	\$298,802.96

; and

WHEREAS, the City of Lansing is requesting an amendment to Agreement TR056, TR062, and TR065 to increase the budget by \$1,000,000 and reallocate funds as outlined in the below table:

Contract Title	Project #	Current Contract Amount	Amount to Reallocate/Additional Amount Authorized	Total Revised Contract Amount
Bridge CL-13	TR065	\$259,660.12	-\$29,217.27 reallocate to TR056	\$230,442.85
Bridge CL-31	TR056	\$665,916.97	\$111,165.00 additional and reallocate \$29,217.27 from TR065 to TR056	\$806,299.24
Trail Connector-Cambridge to Frances Park	TR062	\$400,030.00	\$888,835.00 additional	\$1,288,865.00

; and

WHEREAS, Agreement TR056 needs to be extended to August 1, 2022 to complete the project.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an amendment to the agreements listed below with the City of Lansing:

Contract Title	Project #	Current Contract Amount	Amount to Reallocate/Additional Amount Authorized	Total Revised Contract Amount
CL - RTW - Moores River Dr Trail Repair	TR006	\$680,485.00	-\$13,545.96 reallocate to TR038	\$666,939.04
Bank Stabilization - Washington Avenue	TR038	\$285,257.00	Reallocate \$13,545.96 from TR006 to TR038	\$298,802.96
Bridge CL-13	TR065	\$259,660.12	-\$29,217.27 reallocate to TR056	\$230,442.85
Bridge CL-31	TR056	\$665,916.97	\$111,165.00 additional and reallocate \$29,217.27 from TR065 to TR056	\$806,299.24
Trail Connector-Cambridge to Frances Park	TR062	\$400,030.00	\$888,835.00 additional	\$1,288,865.00

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes an extension for Agreement TR056 to August 1, 2022.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to reallocate \$13,545.96 from line item 228-62800-967000-TR006 to line item 228-62800-967000-TR038.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes an additional \$111,165 from the Trails and Parks Millage fund balance for the TR056 project and the Controller/Administrator is authorized to reallocate \$29,217.27 from line item 228-62800-967000-TR065 to line item 228-62800-967000-TR056.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes an additional \$888,835 from the Trails and Parks Millage fund balance for the TR062 project.

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: Tim Morgan, Parks Director
DATE: February 15, 2022
SUBJECT: Ingham County Trails and Park Millage Seventh Round Applications

For the meeting agenda of February 28, 2022 Human Services and March 2, 2022 Finance

BACKGROUND

Board of Commissioners Resolution #21-101 approved a seventh round of applications and approved the scoring/ranking criteria for the Trails and Parks Program Application. Following the directives of the Board of Commissioners, the Park Commission reviewed the 22 applications that were received from Alaiedon Township (1), City of Lansing (5), City of Leslie (3), Ingham County (3), Charter Township of Lansing (1), Leroy Township (1), Leslie Township (1), City of Mason (3), Meridian Township (1), Village of Stockbridge (1), Vevay Township (1), and City of Williamston (1) as summarized below:

% AMOUNT OF MILLAGE RECEIVED TO DATE, TOTAL # OF PROJECTS AWARDED BY COMMUNITY, # OF OPEN/CLOSED PROJECTS - SORT BY # OF OPEN PROJECTS
 TRAILS AND PARKS MILLAGE GRANT APPLICATION
 2021 ROUND (Round 7)

Community	Application	Amount Requested	% / Amount of Millage Received to Date	Total # of Projects awarded Millage Funds	# of Open Projects	of Closed Projects
Alaiedon Township	Leek Cemetery Nature Trail and Improvements	\$296,400.00	0.00%	0	0	0
Vevay Township	Vevay Township Community Park and 5-Year Recreation Master Plan	\$81,500.00	0.00%	0	0	0
City of Leslie	Leslie Shared Use Path - Hull Rd to S. Cameo Dr.	\$313,796.00	0.02%	1	0	1
City of Leslie	Leslie Shared Use Path - Middle School to Russell Park	\$486,600.00	0.02%	1	0	1
City of Leslie	Leslie Shared Use Path - Russell Park to Woodlawn Cemetery	\$551,960.00	0.02%	1	0	1
Leroy Township	Simmons Memorial Park	\$21,600.00	0.19%	1	0	1
Lansing Township	Waverly Road Shared Use Pathway, Phase II - Feasibility Study	\$18,750.00	1.31%	1	0	1
Village of Stockbridge	Greater Stockbridge Connectivity & Wellness Park Enhancements	\$395,600.00	3.08%	1	0	1
City of Mason	Hayhoe Riverwalk Trail – Repair	\$337,000.00	3.81%	5	0	5
City of Mason	Columbia Street Bridge- Protected Walkway Construction	\$162,000.00	3.81%	5	0	5
City of Mason	Jefferson Trailhead / Community Garden - Improvements	\$204,000.00	3.81%	5	0	5
City of Lansing/FLRT	Trail Ambassador Coordinator	\$20,000.00	0.32%	3	1	2
Leslie Township	Leslie Township Grounds Lighting and Recreational Improvements	\$300,000.00	0.79%	2	1	1
City of Williamston	Memorial Park Trail Planning & Engineering	\$40,700.00	0.44%	1	1	0
*Meridian Township	MSU to Lake Lansing Connector Trail, Phase III *	\$225,000.00	15.69%	14	4	10
Ingham County	Hawk Island Boardwalk Replacement, Phase 3	\$327,700.00	13.66%	11	11	0**
Ingham County	Lake Lansing North - Boardwalk Replacement, Phase 3	\$471,400.00	13.66%	11	11	0**
Ingham County	Lake Lansing North - MSU to Lake Lansing Trail Connector	\$315,000.00	13.66%	11	11	0**
City of Lansing	Rivertrail Bank Stabilization - Mt. Hope Cemetery	\$220,000.00	50.90%	33	23	10
City of Lansing	Overband and Crack Sealing of Lansing River Trail	\$75,000.00	50.90%	33	23	10
City of Lansing	Corporate Research Park Pathway	\$1,267,000.00	50.90%	33	23	10
City of Lansing	Montgomery Drain - Ranney Park & Red Cedar Park Pathways	\$3,500,000.00	50.90%	33	23	10

*Meridian Township application total request \$1,725,000.00, Res 20-563 already approved a commitment of \$1,500,000, just requesting an additional \$225,000.00

**McNamara Landing, Overlook Shelter, Hawk Paving, Boat Dock Lake Lansing South, ADA improvements at Lake Lansing North. These projects were completed and closed out prior to Parks Department participating in the millage round applications. Burchfield Park ADA improvements will be closed out by the end of the year. Lake Lansing South EZ dock and parking is in progress.

The Park Commission scored and ranked these applications for approval for the Board of Commissioners based off of the approved scoring criteria, site visits, and consultant viability reports. The viability reports are included in Exhibit A and the Park Commission's scoring is included in Exhibit B. The applications are available online:

https://inghamcnty-my.sharepoint.com/:f/g/personal/nwallace_ingham_org/EnUod7YrsfFOnJo-QfUWEuIBKmFaRa6CUXKVpcZP1_LlFw?e=tmVHhG

FINANCIAL IMPACT

The total amount requested for round seven applications is \$11,131,006, of which \$1,500,000* is already committed for Meridian Township's project, for a total request of \$9,631,006 from the Trails and Parks Millage Fund Balance.

*Meridian Township's total application request is \$1,725,000. Board of Commissioner Resolution #20-563 already approved a commitment of \$1,500,000 for Meridian Township's 7th round application request of \$1,725,000, so their request will only impact the Trails and Parks Millage fund balance for an additional \$225,000.

Ingham County has a limited amount of unallocated American Rescue Plan (ARP) funding remaining available. Ingham County Parks Department has applied for three millage grants this round, and is now requesting ARP funding instead of millage funding to use as a local match for Michigan Natural Resources Trust Fund grant applications. The total amount requested for Ingham County Parks Department's millage applications is \$1,114,100 as detailed below:

- \$315,000 - Lake Lansing Park North - MSU-LL Trail Connector
- \$327,700 - Hawk Island Boardwalk Replacement Phase 3
- \$471,400 - Lake Lansing Park North Boardwalk Replacement Phase 3

We will submit these projects to the Controller's office for consideration of the Board of Commissioners. If Ingham County ARP funding is not available for Ingham County Parks Department applications, we will look into potential ARP funding through the state for local parks and recreation projects or re-apply for millage funds at a later date.

The Controller's office recommended identifying +/- \$3 million in projects, prioritizing jurisdictions that have not received funding, and reducing the upfront payments for the grants from 50% to 25%. Board of Commissioner Resolution #19-092 authorized disbursing 50% of each grant up front to the communities. This resolution authorizes reducing the amount from 50% to 25% for grants going forward.

Due to the limited pool of dollars left for the life of the millage through 2026, the eighth and final round in this millage cycle for millage applications for communities is anticipated to be held prior to the next renewal in 2026 contingent on the millage renewing. The application forms and scoring criteria will be reviewed and approved by the Board of Commissioners prior to the eighth round.

Below is the millage status:

Total Millage Collected (2015-2021)	\$26,277,946
Total Millage Estimated to Collect (2022-2026)	\$20,017,620
TOTAL REVENUE (2015-2026)	\$46,295,566
Total Expenditures to Date	\$19,118,336
Total Committed Funds to Date	\$22,659,200
TOTAL EXPENDITURES/COMMITTED FUNDS	\$41,777,536
REMAINING MILLAGE BALANCE	\$4,518,030
CURRENT FUND BALANCE	\$6,247,012

For your reference a full detailed report of the trails and park millage project status is available online: http://parks.ingham.org/trails_and_parks_millage/awards.php.

ALTERNATIVES

The alternative would be for the Board of Commissioners to fund more or less than the proposed \$2,499,346. Resolution #19-092 stated that the decision whether to fund a given project is reserved to the Board of Commissioners. Table A in the resolution has two columns that the Board of Commissioners can adjust if they choose by editing the columns labeled “Fund (Yes or No)” and “Grant Award Amount.”

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 received, evaluated, and rated all proposals as shown in Exhibit B which was supported with the passage of a motion at the February 14, 2022 meeting.

RECOMMENDATION

The Park Commission understands their role to receive, evaluate, and rate all proposals, and to forward them for consideration to the Board of Commissioners. Based on the Park Commission’s rating, they suggest \$2,499,346 in funding for round seven applications. The Park Commission has filled in Table A in the resolution on an advisory basis only. They have suggested this option fully understanding that the Board of Commissioners can alter and adjust Table A and makes all final decisions on the funding of each round of millage projects. Based on the information presented, I respectfully recommend approval of the attached resolution.

Exhibit A: Viability Reports

PROJECT EVALUATION AND VIABILITY REPORT TRAILS AND PARKS MILLAGE REVIEW 2021 - ROUND 7

PROJECT: Leek Cemetery Nature Trail and Improvements
COMMUNITY: Alaiedon Township

TYPE of Application: SMALL GRANT **PRIORITY:** 1
(if multiple projects)

REVIEWER: SPICER GROUP, TANYA MOORE
DATE: September 22, 2021

% / Amount of Millage Received to Date:	%:	0.00%
	\$ Amount:	\$0.00

# of Projects awarded Millage Funds:	Total #:	0
	# of Open Projects:	0
	# of Closed Projects:	0
Amount of Local Match tied to all past T&P grants received:		\$0.00
# of Projects tied to Other Grant(s) (DNR, MDOT, etc.):		0
Amount of Projects Grants received/applied for (DNR, MDOT, etc.):		\$0.00

PROJECT FUNDING SOURCES:

Millage Funds Requested:	\$296,400.00	
Applicant Funds/Match:	\$15,000.00	% Match: 4.8%
Total Project Cost:	\$311,400.00	Match Source: <u>Township</u>
Construction Cost:	\$228,000.00	
Design Engineering:	\$34,200.00	
Construction Engineering:	\$0.00	
Other Costs:	\$0.00	
Contingency Amount / Percent:	<u>\$22,800.00</u> / <u>10.00%</u>	

PROJECT DETAILS:

- Project includes phase 1 of crushed limestone trail, pavilion, entry arch, benches, and interpretive/wayfinding signs
- Paved ADA parking spaces will be added near the trail entrance (at the back of the cemetery)
- Project also includes Planning & Engineering for the Township 5-Yr Recreation Plan
- Prime Professional - LAP, Inc.

Total Trail Dimensions:	LENGTH	WIDTH	SURFACE TYPE
Paved Trail Length:	2,000	6'	Crushed Limestone
Bridge Length:			
Boardwalk:			

Is the Project Viable? YES

COMMENTS / CONCERNS:

The application amendment removed the costs for wetland determination, and plans for wet/low area crossings - it appears there a majority of the parcel for the trail loop is wetland. How will this be addressed?

The 1st page of application requests \$296,400, but the Budget page only adds up to \$285,000, needs correcting

12/15/2021

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**PROJECT EVALUATION AND VIABILITY REPORT
TRAILS AND PARKS MILLAGE REVIEW
2021 - ROUND 7**

PROJECT: Hawk Island Boardwalk Replacement, Phase 3
COMMUNITY: Ingham County
TYPE of Application: BOARDWALK **PRIORITY:** 1
(if multiple projects)
REVIEWER: SPICER GROUP, TANYA MOORE
DATE: September 22, 2021

% / Amount of Millage Received to Date:	%:	<u>13.66%</u>
	\$ Amount:	<u>\$3,588,700.00</u>

# of Projects awarded Millage Funds:	Total #:	<u>11</u>
	# of Open Projects:	<u>11</u>
	# of Closed Projects:	<u>0</u>
Amount of Local Match tied to all past T&P grants received:		<u>\$2,271,700.00</u>
# of Projects tied to Other Grant(s) (DNR, MDOT, etc.):		<u>8</u>
Amount of Projects Grants received/applied for (DNR, MDOT, etc.):		<u>\$2,142,100.00</u>

PROJECT FUNDING SOURCES:

Millage Funds Requested:	<u>\$327,700.00</u>	
Applicant Funds/Match:	<u>\$327,700.00</u>	% Match: <u>50.0%</u>
Total Project Cost:	<u>\$655,400.00</u>	Match Source: <u>DNR grant</u>
Construction Cost:	<u>\$499,037.00</u>	
Design Engineering:	<u>\$0.00</u>	
Construction Engineering:	<u>\$0.00</u>	
Other Costs:	<u>\$33,775.00</u>	
Contingency Amount / Percent:	<u>\$122,588</u> / <u>24.56%</u>	

PROJECT DETAILS:

- Multi-year plan to replace boardwalks
 - Prime Professional: Rowe
 - Boardwalks w/ Fishing Extensions
 - Project also includes: Interpretive Sign, Recycle Bin, and asphalt path

Total Trail Dimensions:	LENGTH	WIDTH	SURFACE TYPE
Paved Trail Length:	<u>215</u>	<u>10</u>	<u>Asphalt</u>
Bridge Length:			
Boardwalk:	<u>380</u>	<u>10'</u>	<u>Floating</u>

Is the Project Viable? YES

COMMENTS / CONCERNS:

DNR Grant Application to be submitted 4/1/22

12/15/2021

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**PROJECT EVALUATION AND VIABILITY REPORT
TRAILS AND PARKS MILLAGE REVIEW
2021 - ROUND 7**

PROJECT: Lake Lansing Park North - Boardwalk Replacement, Phase 2
COMMUNITY: Ingham County
TYPE of Application: BOARDWALK **PRIORITY:** 2
(if multiple projects)
REVIEWER: SPICER GROUP, TANYA MOORE
DATE: September 22, 2021

% / Amount of Millage Received to Date:	%:	13.66%
	\$ Amount:	\$3,588,700.00

# of Projects awarded Millage Funds:	Total #:	11
	# of Open Projects:	11
	# of Closed Projects:	0
Amount of Local Match tied to all past T&P grants received:		\$2,271,700.00
# of Projects tied to Other Grant(s) (DNR, MDOT, etc.):		8
Amount of Projects Grants received/applied for (DNR, MDOT, etc.):		\$2,142,100.00

PROJECT FUNDING SOURCES:

Millage Funds Requested:	\$471,400.00	
Applicant Funds/Match:	\$0.00	% Match: 0.0%
Total Project Cost:	\$471,400.00	Match Source:
Construction Cost:	\$338,120.00	
Design Engineering:	\$31,800.00	
Construction Engineering:	\$27,700.00	
Other Costs:	\$22,000.00	
Contingency Amount / Percent:	\$51,780 /	15.31%

PROJECT DETAILS:

- Multi-year plan to replace boardwalks
 - Prime Professional: TBD
 - Boardwalks are 30+/- years old, badly deteriorated
 - Includes interpretive sign and bench

Total Trail Dimensions:	LENGTH	WIDTH	SURFACE TYPE
Paved Trail Length:			
Bridge Length:			
Boardwalk:	400	8'	Helical Pier/Wood

Is the Project Viable? YES

COMMENTS / CONCERNS:

12/15/2021

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**PROJECT EVALUATION AND VIABILITY REPORT
TRAILS AND PARKS MILLAGE REVIEW
2021 - ROUND 7**

PROJECT: Lake Lansing Park North - MSU to Lake Lansing Trail Connector
COMMUNITY: Ingham County
TYPE of Application: TRAIL **PRIORITY:** 3
(if multiple projects)
REVIEWER: SPICER GROUP, TANYA MOORE
DATE: September 22, 2021

% / Amount of Millage Received to Date:	%: 13.66%
	\$ Amount: \$3,588,700.00

# of Projects awarded Millage Funds:	Total #: 11
	# of Open Projects: 11
	# of Closed Projects: 0
Amount of Local Match tied to all past T&P grants received:	\$2,271,700.00
# of Projects tied to Other Grant(s) (DNR, MDOT, etc.):	8
Amount of Projects Grants received/applied for (DNR, MDOT, etc.):	\$2,142,100.00

PROJECT FUNDING SOURCES:

Millage Funds Requested:	\$315,000.00	
Applicant Funds/Match:	\$300,000.00	% Match: 48.8%
Total Project Cost:	\$615,000.00	Match Source: DNR grant
Construction Cost:	\$393,850.00	
Design Engineering:	\$48,900.00	
Construction Engineering:	\$29,300.00	
Other Costs:	\$52,500.00	
Contingency Amount / Percent:	\$90,450 / 22.97%	

PROJECT DETAILS:

- Connects the regional MSU-LL Trail to LLN; LLN is trailhead
- Prime Professional: TBD
- Conservation Easement limits type of pavement
- Includes Signage-Interpretive (2), Kiosks (2), Trailhead (4), Mile Markers (10), Bike Racks, & Benches

Total Trail Dimensions:	LENGTH	WIDTH	SURFACE TYPE
Paved Trail Length:	5,500	8'	Crushed Limestone
Bridge Length:			
Boardwalk:			

Is the Project Viable? YES

COMMENTS / CONCERNS:

DNR Grant Application to be submitted 4/1/22

12/15/2021

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**PROJECT EVALUATION AND VIABILITY REPORT
TRAILS AND PARKS MILLAGE REVIEW
2021 - ROUND 7**

PROJECT: River Trail Bank Stabilization - Mt. Hope Cemetery
COMMUNITY: City of Lansing

TYPE of Application: TRAIL **PRIORITY:** 1
(if multiple projects)

REVIEWER: SPICER GROUP, TANYA MOORE
DATE: September 22, 2021

% / Amount of Millage Received to Date:	%:	50.90%
	\$ Amount:	\$13,374,989.30

# of Projects awarded Millage Funds:	Total #:	33
	# of Open Projects:	23
	# of Closed Projects:	10
Amount of Local Match tied to all past T&P grants received:		\$3,806,753.31
# of Projects tied to Other Grant(s) (DNR, MDOT, etc.):		6
Amount of Projects Grants received/applied for (DNR, MDOT, etc.):		\$1,963,973.00

PROJECT FUNDING SOURCES:

Millage Funds Requested:	\$170,000.00	
Applicant Funds/Match:	\$50,000.00	% Match: 22.7%
Total Project Cost:	\$220,000.00	Match Source:
Construction Cost:	\$169,000.00	
Design Engineering:	\$15,000.00	
Construction Engineering:	\$15,000.00	
Other Costs:	\$1,000.00	
Contingency Amount / Percent:	\$20,000 / 11.83%	

PROJECT DETAILS:

- Project includes repair of failing sheet pile wall & trail, where trail is falling into Sycamore Creek
- Project includes survey, soil borings, engineering and permitting)
- Prime Professional - TBD

Total Trail Dimensions:	LENGTH	WIDTH	SURFACE TYPE
Paved Trail Length:			
Bridge Length:			
Boardwalk:			

Is the Project Viable? YES

COMMENTS / CONCERNS:

Application should be updated to show local match amount in Letter from Mayor.

12/15/2021

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**PROJECT EVALUATION AND VIABILITY REPORT
TRAILS AND PARKS MILLAGE REVIEW
2021 - ROUND 7**

PROJECT: River Trail - Overband & Crack Sealing
COMMUNITY: City of Lansing
TYPE of Application: TRAIL **PRIORITY:** 2
(if multiple projects)
REVIEWER: SPICER GROUP, TANYA MOORE
DATE: September 22, 2021

% / Amount of Millage Received to Date:	%:	50.90%
	\$ Amount:	\$13,374,989.30

# of Projects awarded Millage Funds:	Total #:	33
	# of Open Projects:	23
	# of Closed Projects:	10
Amount of Local Match tied to all past T&P grants received:		\$3,806,753.31
# of Projects tied to Other Grant(s) (DNR, MDOT, etc.):		6
Amount of Projects Grants received/applied for (DNR, MDOT, etc.):		\$1,963,973.00

PROJECT FUNDING SOURCES:

Millage Funds Requested:	\$60,000.00	
Applicant Funds/Match:	\$15,000.00	% Match: 20.0%
Total Project Cost:	\$75,000.00	Match Source:
Construction Cost:	\$65,000.00	
Design Engineering:	\$0.00	
Construction Engineering:	\$10,000.00	
Other Costs:	\$0.00	
Contingency Amount / Percent:	\$0 /	0.00%

PROJECT DETAILS:

- Project includes preventative maintenance of crack sealing; approximately 9.8 of the 17 miles of trail
- Project includes survey, soil borings, engineering and permitting)
- Prime Professional - TBD

Total Trail Dimensions:	LENGTH	WIDTH	SURFACE TYPE
Paved Trail Length:			
Bridge Length:			
Boardwalk:			

Is the Project Viable? YES

COMMENTS / CONCERNS:

Application should be updated to show local match amount in Letter from Mayor.

12/15/2021

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**PROJECT EVALUATION AND VIABILITY REPORT
TRAILS AND PARKS MILLAGE REVIEW
2021 - ROUND 7**

PROJECT: Corporate Research Park Pathway
COMMUNITY: City of Lansing
TYPE of Application: TRAIL **PRIORITY:** 3
(if multiple projects)
REVIEWER: SPICER GROUP, TANYA MOORE
DATE: September 22, 2021

% / Amount of Millage Received to Date:	%:	50.90%
	\$ Amount:	\$13,374,989.30

# of Projects awarded Millage Funds:	Total #:	33
	# of Open Projects:	23
	# of Closed Projects:	10
Amount of Local Match tied to all past T&P grants received:		\$3,806,753.31
# of Projects tied to Other Grant(s) (DNR, MDOT, etc.):		6
Amount of Projects Grants received/applied for (DNR, MDOT, etc.):		\$1,963,973.00

PROJECT FUNDING SOURCES:

Millage Funds Requested:	\$867,000.00	
Applicant Funds/Match:	\$400,000.00	% Match: 31.6%
Total Project Cost:	\$1,267,000.00	Match Source: Lansing Park Millage,
Construction Cost:	\$845,000.00	DNR Trust Fund grant
Design Engineering:	\$105,000.00	
Construction Engineering:	\$105,000.00	
Other Costs:	\$1,000.00	
Contingency Amount / Percent:	\$211,000 /	24.97%

PROJECT DETAILS:

- Pathway between Forest Rd and Dunkel Road provides connection from River Trail to Dunkel and Collins Road (sidewalks) and the Forest Road Pathway
- Prime Professional - TBD
- Meet ADA, AASHTO and MMUTCD standards
- Included in City's Transportation Plan and Recreation Plan

Total Trail Dimensions:	LENGTH	WIDTH	SURFACE TYPE
Paved Trail Length:	1.3 mile	10'	Asphalt
Bridge Length:			
Boardwalk:			

Is the Project Viable? YES

COMMENTS / CONCERNS:

The application page for the Budget does not have the "applicant funds" section filled out.
 Application should be updated to show local match amount in Letter from Mayor.

12/15/2021

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PROJECT EVALUATION AND VIABILITY REPORT

TRAILS AND PARKS MILLAGE REVIEW

2021 - ROUND 7

PROJECT: Montgomery Drain - Ranney & Red Cedar Park Pathways
COMMUNITY: City of Lansing

TYPE of Application: TRAIL **PRIORITY:** 4
(if multiple projects)

REVIEWER: SPICER GROUP, TANYA MOORE
DATE: September 22, 2021

% / Amount of Millage Received to Date:	%:	<u>50.90%</u>
	\$ Amount:	<u>\$13,374,989.30</u>

# of Projects awarded Millage Funds:	Total #:	<u>33</u>
	# of Open Projects:	<u>23</u>
	# of Closed Projects:	<u>10</u>
Amount of Local Match tied to all past T&P grants received:		<u>\$3,806,753.31</u>
# of Projects tied to Other Grant(s) (DNR, MDOT, etc.):		<u>6</u>
Amount of Projects Grants received/applied for (DNR, MDOT, etc.):		<u>\$1,963,973.00</u>

PROJECT FUNDING SOURCES:

Millage Funds Requested:	<u>\$3,465,000.00</u>	
Applicant Funds/Match:	<u>\$35,000.00</u>	% Match: <u>1.0%</u>
Total Project Cost:	<u>\$3,500,000.00</u>	Match Source: _____
Construction Cost:	<u>\$2,750,000.00</u>	_____
Design Engineering:	<u>\$196,000.00</u>	_____
Construction Engineering:	<u>\$224,000.00</u>	
Other Costs:	<u>\$50,000.00</u>	
Contingency Amount / Percent:	<u>\$280,000 / 10.18%</u>	

PROJECT DETAILS:

- Pathway connecting Ranney & Red Cedar parks, Michigan Ave, Grand River Ave & River Trail
- Connects Lansing and East Lansing
- Prime Professional - GEI Consultants / Wade Trim / LSG Engineers-Surveyors
- Meet ADA, AASHTO standards
- Project is shovel ready (design & permitting (EGLE) already completed)

Total Trail Dimensions:	LENGTH	WIDTH	SURFACE TYPE
Paved Trail Length:	<u>1.3 mile</u>	<u>10'</u>	<u>Asphalt</u>
Bridge Length:			
Boardwalk:			

Is the Project Viable? YES

COMMENTS / CONCERNS:

The application page for the Budget, "applicant funds" section does not add correctly; this should only include local match funds being applied to the project and funds requested; application states local match shown was awarded in 2016 and already spent-not being applied towards project.
 Application should be updated to show local match amount in Letter from Mayor.

12/15/2021

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**PROJECT EVALUATION AND VIABILITY REPORT
TRAILS AND PARKS MILLAGE REVIEW
2021 - ROUND 7**

PROJECT: Trail Ambassador Coordinator
COMMUNITY: City of Lansing / FLRT

TYPE of Application: OTHER **PRIORITY:** 5
(if multiple projects)

REVIEWER: SPICER GROUP, TANYA MOORE
DATE: September 22, 2021

% / Amount of Millage Received to Date:	%:	0.19%
	\$ Amount:	\$50,000.00

# of Projects awarded Millage Funds:	Total #:	3
	# of Open Projects:	1
	# of Closed Projects:	2
Amount of Local Match tied to all past T&P grants received:		\$25,000.00
# of Projects tied to Other Grant(s) (DNR, MDOT, etc.):		0
Amount of Projects Grants received/applied for (DNR, MDOT, etc.):		\$0.00

PROJECT FUNDING SOURCES:

Millage Funds Requested:	\$20,000.00	
Applicant Funds/Match:	\$5,000.00	% Match: 20.0%
Total Project Cost:	\$25,000.00	Match Source: FLRT
Construction Cost:	\$0.00	
Design Engineering:	\$0.00	
Construction Engineering:	\$0.00	
Other Costs:	\$0.00	
Contingency Amount / Percent:	\$0 /	0.00%

PROJECT DETAILS:

- Continue funding for part-time trail ambassador coordinator position

Total Trail Dimensions:	LENGTH	WIDTH	SURFACE TYPE
Paved Trail Length:			
Bridge Length:			
Boardwalk:			

Is the Project Viable? YES

COMMENTS / CONCERNS:

12/15/2021



PROJECT EVALUATION AND VIABILITY REPORT

TRAILS AND PARKS MILLAGE REVIEW

2021 - ROUND 7

PROJECT: Waverly Rd Shared Use Pathway, Phase II - Feasibility Study

COMMUNITY: Lansing Township

TYPE of Application: PLANNING & ENGINEERING **PRIORITY:** 1
(if multiple projects)

REVIEWER: SPICER GROUP, TANYA MOORE

DATE: September 22, 2021

% / Amount of Millage Received to Date:	%:	<u>1.31%</u>
	\$ Amount:	<u>\$344,750.00</u>

# of Projects awarded Millage Funds:	Total #:	<u>1</u>
	# of Open Projects:	<u>0</u>
	# of Closed Projects:	<u>1</u>
Amount of Local Match tied to all past T&P grants received:		<u>\$485,250.00</u>
# of Projects tied to Other Grant(s) (DNR, MDOT, etc.):		<u>1</u>
Amount of Projects Grants received/applied for (DNR, MDOT, etc.):		<u>\$485,250.00</u>

PROJECT FUNDING SOURCES:

Millage Funds Requested:	<u>\$18,750.00</u>	
Applicant Funds/Match:	<u>\$0.00</u>	% Match: <u>0.0%</u>
Total Project Cost:	<u>\$18,750.00</u>	Match Source: _____
Construction Cost:	<u>\$0.00</u>	_____
Design Engineering:	<u>\$2,250.00</u>	_____
Construction Engineering:	<u>\$0.00</u>	
Other Costs:	<u>\$15,000.00</u>	
Contingency Amount / Percent:	<u>\$1,500</u> / <u>8.00%</u>	

PROJECT DETAILS:

- Project includes feasibility study to evaluate the trail connection along Waverly Road from Old Lansing Road to the Grand River to make the connection to the Lansing River Trail at Moores River Drive.

Total Trail Dimensions:	LENGTH	WIDTH	SURFACE TYPE
Paved Trail Length:			
Bridge Length:			
Boardwalk:			

Is the Project Viable? YES

COMMENTS / CONCERNS:

12/15/2021

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**PROJECT EVALUATION AND VIABILITY REPORT
TRAILS AND PARKS MILLAGE REVIEW
2021 - ROUND 7**

PROJECT: Simmons Memorial Park
COMMUNITY: Leroy Township

TYPE of Application: SMALL GRANT **PRIORITY:** 1
(if multiple projects)

REVIEWER: SPICER GROUP, TANYA MOORE

DATE: September 22, 2021

% / Amount of Millage Received to Date:	%:	<u>0.19%</u>
	\$ Amount:	<u>\$50,000.00</u>

# of Projects awarded Millage Funds:	Total #:	<u>1</u>
	# of Open Projects:	<u>0</u>
	# of Closed Projects:	<u>1</u>
Amount of Local Match tied to all past T&P grants received:		<u>\$16,512.00</u>
# of Projects tied to Other Grant(s) (DNR, MDOT, etc.):		<u>0</u>
Amount of Projects Grants received/applied for (DNR, MDOT, etc.):		<u>\$0.00</u>

PROJECT FUNDING SOURCES:

Millage Funds Requested:	<u>\$21,600.00</u>	
Applicant Funds/Match:	<u>\$22,000.00</u>	% Match: <u>50.5%</u>
Total Project Cost:	<u>\$43,600.00</u>	Match Source: <u>Township</u>
Construction Cost:	<u>\$40,000.00</u>	
Design Engineering:	<u>?</u>	
Construction Engineering:	<u>?</u>	
Other Costs:	<u>?</u>	
Contingency Amount / Percent:	<u>\$3,600 / 9.00%</u>	

PROJECT DETAILS:

- Project includes a new basketball court, connecting paths, ADA parking improvements, new trees, benches, play area safety surfacing replenishment

Total Trail Dimensions:	LENGTH	WIDTH	SURFACE TYPE
Paved Trail Length:			
Bridge Length:			
Boardwalk:			

Is the Project Viable? YES

COMMENTS / CONCERNS:

The project estimate seems low

12/15/2021

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**PROJECT EVALUATION AND VIABILITY REPORT
TRAILS AND PARKS MILLAGE REVIEW
2021 - ROUND 7**

PROJECT: Leslie Shared Use Path - Hull Rd to S Cameo Dr
COMMUNITY: City of Leslie

TYPE of Application: TRAIL

PRIORITY: 1
(if multiple projects)

REVIEWER: SPICER GROUP, TANYA MOORE

DATE: September 22, 2021

% / Amount of Millage Received to Date:	%:	<u>0.02%</u>
	\$ Amount:	<u>\$4,000.00</u>

# of Projects awarded Millage Funds:	Total #:	<u>1</u>
	# of Open Projects:	<u>0</u>
	# of Closed Projects:	<u>1</u>
Amount of Local Match tied to all past T&P grants received:		<u>\$1,000.00</u>
# of Projects tied to Other Grant(s) (DNR, MDOT, etc.):		<u>0</u>
Amount of Projects Grants received/applied for (DNR, MDOT, etc.):		<u>\$0.00</u>

PROJECT FUNDING SOURCES:

Millage Funds Requested:	<u>\$313,796.00</u>	
Applicant Funds/Match:	<u>\$4,304.00</u>	% Match: <u>1.4%</u>
Total Project Cost:	<u>\$318,100.00</u>	Match Source: <u>City</u>
Construction Cost:	<u>\$197,300.00</u>	
Design Engineering:	<u>\$15,800.00</u>	
Construction Engineering:	<u>\$15,800.00</u>	
Other Costs:	<u>\$60,000.00</u>	
Contingency Amount / Percent:	<u>\$29,200</u> / <u>14.80%</u>	

PROJECT DETAILS:

- New path creates loop to Hull Rd Path; there is a worn foot path; also lighting is included
- Allows kids to walk safely from middle school to high school
- Meet ADA, AASHTO standards
- Prime

Total Trail Dimensions:	LENGTH	WIDTH	SURFACE TYPE
Paved Trail Length:	<u>1600 LF</u>	<u>10'</u>	<u>Asphalt</u>
Bridge Length:			
Boardwalk:			

Is the Project Viable? YES

COMMENTS / CONCERNS:

The requested amount on page 1 does not match the amount on the Estimated Costs Budget page do not equate correctly. I correctly. I believe the request for funds should be \$313,796, since the local match is \$4,304?

12/15/2021

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**PROJECT EVALUATION AND VIABILITY REPORT
TRAILS AND PARKS MILLAGE REVIEW
2021 - ROUND 7**

PROJECT: Leslie Shared Use Path - Middle School to Russell Park
COMMUNITY: City of Leslie

TYPE of Application: TRAIL **PRIORITY:** 2
(if multiple projects)

REVIEWER: SPICER GROUP, TANYA MOORE
DATE: September 22, 2021

% / Amount of Millage Received to Date:	%:	<u>0.02%</u>
	\$ Amount:	<u>\$4,000.00</u>

# of Projects awarded Millage Funds:	Total #:	<u>1</u>
	# of Open Projects:	<u>0</u>
	# of Closed Projects:	<u>1</u>
Amount of Local Match tied to all past T&P grants received:		<u>\$1,000.00</u>
# of Projects tied to Other Grant(s) (DNR, MDOT, etc.):		<u>0</u>
Amount of Projects Grants received/applied for (DNR, MDOT, etc.):		<u>\$0.00</u>

PROJECT FUNDING SOURCES:

Millage Funds Requested:	<u>\$486,600.00</u>	
Applicant Funds/Match:	<u>\$8,251.00</u>	% Match: <u>1.7%</u>
Total Project Cost:	<u>\$494,851.00</u>	Match Source: <u>City</u>
Construction Cost:	<u>\$378,014.00</u>	
Design Engineering:	<u>\$30,242.00</u>	
Construction Engineering:	<u>\$30,242.00</u>	
Other Costs:	<u>\$0.00</u>	
Contingency Amount / Percent:	<u>\$56,504</u> / <u>14.95%</u>	

PROJECT DETAILS:

- New path to connect Middle School path to the Russell Park path
- Meet ADA, AASHTO standards
- Prime Professional - Wightman

Total Trail Dimensions:	LENGTH	WIDTH	SURFACE TYPE
Paved Trail Length:	<u>3200 LF</u>	<u>10'</u>	<u>Asphalt</u>
Bridge Length:			
Boardwalk:			

Is the Project Viable? YES

COMMENTS / CONCERNS:

The amounts on the Estimated Costs Budget page do not equate correctly, and section of the "Applicant Funds" are not filled out on the application.
All numbers should be rounded to the nearest 100 (i.e. 15,782 should be 15,800)
2 of the 3 City applications list this as "High School" to Russell Park (on page 2 of application), this one says Middle School to Russell Park

12/15/2021

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**PROJECT EVALUATION AND VIABILITY REPORT
TRAILS AND PARKS MILLAGE REVIEW
2021 - ROUND 7**

PROJECT: Leslie Shared Use Path - Russell Park to Woodlawn Cemetery
COMMUNITY: City of Leslie

TYPE of Application: TRAIL **PRIORITY:** 3
(if multiple projects)

REVIEWER: SPICER GROUP, TANYA MOORE

DATE: September 22, 2021

% / Amount of Millage Received to Date:	%:	<u>0.02%</u>
	\$ Amount:	<u>\$4,000.00</u>

# of Projects awarded Millage Funds:	Total #:	<u>1</u>
	# of Open Projects:	<u>0</u>
	# of Closed Projects:	<u>1</u>
Amount of Local Match tied to all past T&P grants received:		<u>\$1,000.00</u>
# of Projects tied to Other Grant(s) (DNR, MDOT, etc.):		<u>0</u>
Amount of Projects Grants received/applied for (DNR, MDOT, etc.):		<u>\$0.00</u>

PROJECT FUNDING SOURCES:

Millage Funds Requested:	<u>\$551,960.00</u>	
Applicant Funds/Match:	<u>\$19,040.00</u>	% Match: <u>3.3%</u>
Total Project Cost:	<u>\$571,000.00</u>	Match Source: <u>City, Twp</u>
Construction Cost:	<u>\$436,127.00</u>	
Design Engineering:	<u>\$34,890.00</u>	
Construction Engineering:	<u>\$34,890.00</u>	
Other Costs:	<u>\$0.00</u>	
Contingency Amount / Percent:	<u>\$65,093 / 14.93%</u>	

PROJECT DETAILS:

- New path to connect Russell Park to Leslie Township Park
- Meet ADA, AASHTO standards (except boardwalk)
- Prime Professional - Wightman

Total Trail Dimensions:	LENGTH	WIDTH	SURFACE TYPE
Paved Trail Length:	<u>2820 LF</u>	<u>10'</u>	<u>Asphalt</u>
Bridge Length:			
Boardwalk:	<u>100</u>	<u>10'</u>	

Is the Project Viable? YES

COMMENTS / CONCERNS:

- The amounts on the Estimated Costs Budget page do not equate correctly, and section of the "Applicant Funds" are not filled out on the application.
- All numbers should be rounded to the nearest 100 (i.e. 30,242 should be 30,200)
- EGLE permitting may be required
- 10- ft. wide boardwalk does not meet AASHTO standard

12/15/2021

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PROJECT EVALUATION AND VIABILITY REPORT

TRAILS AND PARKS MILLAGE REVIEW

2021 - ROUND 7

PROJECT: Leslie Township Grounds Lighting and Recreational Improvements
COMMUNITY: Leslie Township

TYPE of Application: SMALL GRANT **PRIORITY:** 1
(if multiple projects)

REVIEWER: SPICER GROUP, TANYA MOORE

DATE: September 22, 2021

% / Amount of Millage Received to Date:	%: <u>0.79%</u>
	\$ Amount: <u>\$208,238.00</u>

# of Projects awarded Millage Funds:	Total #: <u>2</u>
	# of Open Projects: <u>1</u>
	# of Closed Projects: <u>1</u>
Amount of Local Match tied to all past T&P grants received:	<u>\$19,249.00</u>
# of Projects tied to Other Grant(s) (DNR, MDOT, etc.):	<u>0</u>
Amount of Projects Grants received/applied for (DNR, MDOT, etc.):	<u>\$0.00</u>

PROJECT FUNDING SOURCES:

Millage Funds Requested:	<u>\$300,000.00</u>	
Applicant Funds/Match:	<u>\$0.00</u>	% Match: <u>0.0%</u>
Total Project Cost:	<u>\$300,000.00</u>	Match Source: _____
Construction Cost:	<u>\$274,600.00</u>	_____
Design Engineering:	<u>\$7,200.00</u>	_____
Construction Engineering:	<u>\$5,080.00</u>	
Other Costs:	<u>\$600.00</u>	
Contingency Amount / Percent:	<u>\$12,520 / 4.56%</u>	

PROJECT DETAILS:

- New solar LED lighting, picnic tables, benches, exercise stations, playground equipment, and a bike rack around the
1/3-mile walking path
 - Prime Professional - TBD

Total Trail Dimensions:	LENGTH	WIDTH	SURFACE TYPE
Paved Trail Length:			
Bridge Length:			
Boardwalk:			

Is the Project Viable? YES

COMMENTS / CONCERNS:

All numbers should be rounded to the nearest 100 (i.e. 5,080.23 should be 5,100)

PROJECT EVALUATION AND VIABILITY REPORT

TRAILS AND PARKS MILLAGE REVIEW

2021 - ROUND 7

PROJECT: Hayhoe Riverwalk Trail - Repair
COMMUNITY: City of Mason

TYPE of Application: TRAIL **PRIORITY:** 1
(if multiple projects)

REVIEWER: SPICER GROUP, TANYA MOORE
DATE: September 22, 2021

% / Amount of Millage Received to Date:	%:	<u>3.81%</u>
	\$ Amount:	<u>\$1,001,141.60</u>

# of Projects awarded Millage Funds:	Total #:	<u>5</u>
	# of Open Projects:	<u>0</u>
	# of Closed Projects:	<u>5</u>
Amount of Local Match tied to all past T&P grants received:		<u>\$328,372.00</u>
# of Projects tied to Other Grant(s) (DNR, MDOT, etc.):		<u>0</u>
Amount of Projects Grants received/applied for (DNR, MDOT, etc.):		<u>\$0.00</u>

PROJECT FUNDING SOURCES:

Millage Funds Requested:	<u>\$337,000.00</u>	
Applicant Funds/Match:	<u>\$38,525.00</u>	% Match: <u>10.3%</u>
Total Project Cost:	<u>\$375,525.00</u>	Match Source: <u>Raynor Bond Fund</u>
Construction Cost:	<u>\$300,420.00</u>	
Design Engineering:	<u>\$0.00</u>	
Construction Engineering:	<u>\$45,063.00</u>	
Other Costs:	<u>\$0.00</u>	
Contingency Amount / Percent:	<u>\$30,042</u> / <u>10.00%</u>	

PROJECT DETAILS:

- Repair of trail surface (cold milling) from Kipp Rd. to Howell Rd. with overlay of new asphalt, drainage improvements
 - Prime Professional - Wolverine

Total Trail Dimensions:	LENGTH	WIDTH	SURFACE TYPE
Paved Trail Length:	<u>10,000 LF</u>	<u>10'</u>	<u>Asphalt</u>
Bridge Length:			
Boardwalk:			

Is the Project Viable? YES

COMMENTS / CONCERNS:

All numbers should be rounded to the nearest 100 (i.e. 5,080.23 should be 5,100)

12/15/2021

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**PROJECT EVALUATION AND VIABILITY REPORT
TRAILS AND PARKS MILLAGE REVIEW
2021 - ROUND 7**

PROJECT: Columbia St Bridge - Protected Walkway Construction
COMMUNITY: City of Mason

TYPE of Application: TRAIL **PRIORITY:** 2
(if multiple projects)

REVIEWER: SPICER GROUP, TANYA MOORE
DATE: September 22, 2021

% / Amount of Millage Received to Date:	%:	<u>3.81%</u>
	\$ Amount:	<u>\$1,001,141.60</u>

# of Projects awarded Millage Funds:	Total #:	<u>5</u>
	# of Open Projects:	<u>0</u>
	# of Closed Projects:	<u>5</u>
Amount of Local Match tied to all past T&P grants received:		<u>\$328,372.00</u>
# of Projects tied to Other Grant(s) (DNR, MDOT, etc.):		<u>0</u>
Amount of Projects Grants received/applied for (DNR, MDOT, etc.):		<u>\$0.00</u>

PROJECT FUNDING SOURCES:

Millage Funds Requested:	<u>\$162,000.00</u>	
Applicant Funds/Match:	<u>\$18,462.50</u>	% Match: <u>10.2%</u>
Total Project Cost:	<u>\$180,462.50</u>	Match Source: <u>Major Street Fund</u>
Construction Cost:	<u>\$144,370.00</u>	
Design Engineering:	<u>\$0.00</u>	
Construction Engineering:	<u>\$21,655.50</u>	
Other Costs:	<u>\$0.00</u>	
Contingency Amount / Percent:	<u>\$14,437</u> / <u>10.00%</u>	

PROJECT DETAILS:

- Project creates a marked pedestrian pathway over US-127 on the Columbia St. bridge, with raised curb and delineator markers, over US-127 on the Columbia St. bridge and constructs sidewalk connectors on both sides of the bridge to existing sidewalks
- Prime Professional: Wolverine

Total Trail Dimensions:	LENGTH	WIDTH	SURFACE TYPE
Paved Trail Length:	<u>900 LF</u>	<u>5'</u>	<u>Concrete</u>
Bridge Length:	<u>200 LF</u>	<u>5.38'</u>	<u>Existing Bridge surface</u>
Boardwalk:			

Is the Project Viable? YES

COMMENTS / CONCERNS:

All numbers should be rounded to the nearest 100 (i.e. 5,080.23 should be 5,100)
City has worked with MDOT on the design alternatives for safely and efficiently moving pedestrians across the bridge

12/15/2021

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**PROJECT EVALUATION AND VIABILITY REPORT
TRAILS AND PARKS MILLAGE REVIEW
2021 - ROUND 7**

PROJECT: Jefferson Trailhead / Community Garden Improvements
COMMUNITY: City of Mason

TYPE of Application: TRAIL **PRIORITY:** 3
(if multiple projects)

REVIEWER: SPICER GROUP, TANYA MOORE
DATE: September 22, 2021

% / Amount of Millage Received to Date:	%:	<u>3.81%</u>
	\$ Amount:	<u>\$1,001,141.60</u>

# of Projects awarded Millage Funds:	Total #:	<u>5</u>
	# of Open Projects:	<u>0</u>
	# of Closed Projects:	<u>5</u>
Amount of Local Match tied to all past T&P grants received:		<u>\$328,372.00</u>
# of Projects tied to Other Grant(s) (DNR, MDOT, etc.):		<u>0</u>
Amount of Projects Grants received/applied for (DNR, MDOT, etc.):		<u>\$0.00</u>

PROJECT FUNDING SOURCES:

Millage Funds Requested:	<u>\$204,000.00</u>	
Applicant Funds/Match:	<u>\$23,187.50</u>	% Match: <u>10.2%</u>
Total Project Cost:	<u>\$227,187.50</u>	Match Source: <u>Raynor Bond Fund</u>
Construction Cost:	<u>\$181,750.00</u>	
Design Engineering:	<u>\$0.00</u>	
Construction Engineering:	<u>\$27,262.50</u>	
Other Costs:	<u>\$0.00</u>	
Contingency Amount / Percent:	<u>\$18,175</u> / <u>10.00%</u>	

PROJECT DETAILS:

- Project includes expansion of the existing parking lot, a new ADA restroom (vault), and a drinking fountain and interpretive sign

- Prime Professional: Wolverine

Total Trail Dimensions:	LENGTH	WIDTH	SURFACE TYPE
Paved Trail Length:	<u>900 LF</u>	<u>5'</u>	<u>Concrete</u>
Bridge Length:	<u>200 LF</u>	<u>5.38'</u>	<u>Existing Bridge surface</u>
Boardwalk:			

Is the Project Viable? YES

COMMENTS / CONCERNS:

All numbers should be rounded to the nearest 100 (i.e. 5,080.23 should be 5,100)

12/15/2021

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**PROJECT EVALUATION AND VIABILITY REPORT
TRAILS AND PARKS MILLAGE REVIEW
2021 - ROUND 7**

PROJECT: MSU to Lake Lansing Trail Connector, Phase 3
COMMUNITY: Meridian Township

TYPE of Application: TRAIL **PRIORITY:** 1
(if multiple projects)

REVIEWER: SPICER GROUP, TANYA MOORE
DATE: September 22, 2021

% / Amount of Millage Received to Date:	%: 15.69%
	\$ Amount: \$4,122,000.00

# of Projects awarded Millage Funds:	Total #: 14
	# of Open Projects: 4
	# of Closed Projects: 10
Amount of Local Match tied to all past T&P grants received:	\$3,363,000.00
# of Projects tied to Other Grant(s) (DNR, MDOT, etc.):	1
Amount of Projects Grants received/applied for (DNR, MDOT, etc.):	\$1,700,000.00

PROJECT FUNDING SOURCES:

Millage Funds Requested:	\$1,725,000.00	
Applicant Funds/Match:	\$575,000.00	% Match: 25.0%
Total Project Cost:	\$2,300,000.00	Match Source:
Construction Cost:	\$2,025,000.00	Township, DNR Trust Fund
Design Engineering:	\$25,000.00	
Construction Engineering:	\$10,000.00	
Other Costs:	\$15,000.00	
Contingency Amount / Percent:	\$225,000 / 11.11%	

PROJECT DETAILS:

- Project includes final connection to Lake Lansing Parks (south & north), and develops a trailhead at Green Road
- Rapid Flash Beacons will be installed at Haslett Road and Lake Drive
- \$1,500,000 was committed to this project, per resolution 20-563 on 12/8/20

Total Trail Dimensions:	LENGTH	WIDTH	SURFACE TYPE
Paved Trail Length:	2.6 miles	10'	Concrete
Bridge Length:			
Boardwalk:	500 LF	14'	Wood

Is the Project Viable? YES

COMMENTS / CONCERNS:

Project requires license with Consumers Energy (modify existing agreement) and EGLE permitting for wetlands
DNR grant applied for April 1, 2021

12/15/2021

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PROJECT EVALUATION AND VIABILITY REPORT

TRAILS AND PARKS MILLAGE REVIEW

2021 - ROUND 7

PROJECT: Greater Stockbridge Connectivity & Wellness Park Enhancements
COMMUNITY: Village of Stockbridge

TYPE of Application: TRAIL **PRIORITY:** 1
(if multiple projects)

REVIEWER: SPICER GROUP, TANYA MOORE

DATE: September 22, 2021

% / Amount of Millage Received to Date:	%:	<u>3.08%</u>
	\$ Amount:	<u>\$809,980.00</u>

# of Projects awarded Millage Funds:	Total #:	<u>1</u>
	# of Open Projects:	<u>0</u>
	# of Closed Projects:	<u>1</u>
Amount of Local Match tied to all past T&P grants received:		<u>\$519,758.00</u>
# of Projects tied to Other Grant(s) (DNR, MDOT, etc.):		<u>1</u>
Amount of Projects Grants received/applied for (DNR, MDOT, etc.):		<u>\$519,758.00</u>

PROJECT FUNDING SOURCES:

Millage Funds Requested:	<u>\$395,600.00</u>	
Applicant Funds/Match:	<u>\$45,000.00</u>	% Match: <u>10.2%</u>
Total Project Cost:	<u>\$440,600.00</u>	Match Source: <u>Village, Lions Club,</u>
Construction Cost:	<u>\$352,000.00</u>	<u>5 Healthy Towns Foundation/Stockbridge</u>
Design Engineering:	<u>\$23,500.00</u>	<u>Wellness, Greenfields Outdoor</u>
Construction Engineering:	<u>\$26,600.00</u>	
Other Costs:	<u>\$5,000.00</u>	
Contingency Amount / Percent:	<u>\$33,500 / 9.52%</u>	

PROJECT DETAILS:

- Project includes a path to connect Veterans Park to the Lakelands Trail, the Jr/Sr High School and Beckwith Nature Preserve, the Lake-Lake Trail and the Iron Belle Trail; also included is an outdoor gym, skatepark updates, a sand volleyball court, restroom renovations, a bike repair station and a bike rack

- Meet ADA & AASHTO

Total Trail Dimensions:	LENGTH	WIDTH	SURFACE TYPE
Paved Trail Length:	<u>1500 LF</u>	<u>8'</u>	<u>Asphalt Millings</u>
Bridge Length:			
Boardwalk:	<u>500 LF</u>	<u>14'</u>	<u>Wood</u>

Is the Project Viable? YES

COMMENTS / CONCERNS:

Road crossing - will be done with Safe Routes to School grant

12/15/2021

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PROJECT EVALUATION AND VIABILITY REPORT

TRAILS AND PARKS MILLAGE REVIEW

2021 - ROUND 7

PROJECT: Community Park & 5-Yr Recreation Plan

COMMUNITY: Vevay Township

TYPE of Application: PLANNING & ENGINEERING **PRIORITY:** 1
(if multiple projects)

REVIEWER: SPICER GROUP, TANYA MOORE

DATE: September 22, 2021

% / Amount of Millage Received to Date:	%:	<u>0.00%</u>
	\$ Amount:	<u>\$0.00</u>

# of Projects awarded Millage Funds:	Total #:	<u>0</u>
	# of Open Projects:	<u>0</u>
	# of Closed Projects:	<u>0</u>
Amount of Local Match tied to all past T&P grants received:		<u>\$0.00</u>
# of Projects tied to Other Grant(s) (DNR, MDOT, etc.):		<u>0</u>
Amount of Projects Grants received/applied for (DNR, MDOT, etc.):		<u>\$0.00</u>

PROJECT FUNDING SOURCES:

Millage Funds Requested:	<u>\$81,500.00</u>	
Applicant Funds/Match:	<u>\$3,000.00</u>	% Match: <u>3.6%</u>
Total Project Cost:	<u>\$84,500.00</u>	Match Source: <u>Township</u>
Construction Cost:	<u>\$206,830.77</u>	
Design Engineering:	<u>\$33,461.54</u>	
Construction Engineering:	<u>\$0.00</u>	
Other Costs:	<u>\$26,500.00</u>	
Contingency Amount / Percent:	<u>\$22,308</u> / <u>10.79%</u>	

PROJECT DETAILS:

- Project includes updating the 5-Yr Recreation Plan, and design and preliminary engineering for regional trail connectivity, and park improvements, and DNR grant writing

- Prime Professional - LAP, Inc.

Total Trail Dimensions:	LENGTH	WIDTH	SURFACE TYPE
Paved Trail Length:			
Bridge Length:			
Boardwalk:			

Is the Project Viable? YES

COMMENTS / CONCERNS:

12/15/2021

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**PROJECT EVALUATION AND VIABILITY REPORT
TRAILS AND PARKS MILLAGE REVIEW
2021 - ROUND 7**

PROJECT: Memorial Park Trail Planning & Engineering
COMMUNITY: City of Williamston
TYPE of Application: PLANNING & ENGINEERING **PRIORITY:** 1
(if multiple projects)
REVIEWER: SPICER GROUP, TANYA MOORE
DATE: September 22, 2021

% / Amount of Millage Received to Date:	%:	<u>0.44%</u>
	\$ Amount:	<u>\$114,969.40</u>

# of Projects awarded Millage Funds:	Total #:	<u>1</u>
	# of Open Projects:	<u>1</u>
	# of Closed Projects:	<u>0</u>
Amount of Local Match tied to all past T&P grants received:		<u>\$15,000.00</u>
# of Projects tied to Other Grant(s) (DNR, MDOT, etc.):		<u>0</u>
Amount of Projects Grants received/applied for (DNR, MDOT, etc.):		<u>\$0.00</u>

PROJECT FUNDING SOURCES:

Millage Funds Requested:	<u>\$40,700.00</u>	
Applicant Funds/Match:	<u>\$0.00</u>	% Match: <u>0.0%</u>
Total Project Cost:	<u>\$40,700.00</u>	Match Source: _____
Construction Cost:		_____
Design Engineering:	<u>\$32,000.00</u>	_____
Construction Engineering:	<u>\$0.00</u>	
Other Costs:	<u>\$5,000.00</u>	
Contingency Amount / Percent:	<u>\$3,700</u> / <u>9.09%</u>	

PROJECT DETAILS:

- Prime Professional - LAP, Inc.

Total Trail Dimensions:	LENGTH	WIDTH	SURFACE TYPE
Paved Trail Length:			
Bridge Length:			
Boardwalk:			

Is the Project Viable? YES

COMMENTS / CONCERNS:

12/15/2021

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Exhibit B – Park Commission Rating

PROJECT SCORING SUMMARY - SCORING ORDER TRAILS AND PARKS MILLAGE GRANT APPLICATION 2021 ROUND (Round 7)

Applicant	Project	Project Type	Match %	Local Match Amount	Community Priority	Score	Amount Requested	\$\$ Cumulative
City of Mason	Jefferson Trailhead / Community Garden Improvements	TRAIL	10.2%	\$23,187.50	3	44.20	\$204,000.00	\$204,000.00
City of Lansing / FLRT	Trail Ambassador Coordinator	OTHER	20%	\$5,000.00	1	43.80	\$20,000.00	\$224,000.00
Vevay Township	Vevay Township Community Park and 5-Year Recreation Plan	PLAN. & ENG.	3.6%	\$3,000.00	1	41.40	\$81,500.00	\$305,500.00
Leslie Township	Township Grounds Lighting & Recreational Improvements	SMALL GRANT	0%	\$0.00	1	40.00	\$300,000.00	\$605,500.00
City of Mason	Columbia Street Bridge - Protected Walkway Construction	TRAIL	10.2%	\$18,462.50	2	38.00	\$162,000.00	\$767,500.00
Lansing Township	Waverly Rd Shared Use Pathway, Phase II - Feasibility Study	PLAN. & ENG.	0%	\$0.00	1	35.60	\$18,750.00	\$786,250.00
City of Williamston	Memorial Park Trail Planning & Engineering	PLAN. & ENG.	0%	\$0.00	1	35.60	\$40,700.00	\$826,950.00
Ingham County	Lake Lansing Park North - MSU-LL Trail Connector	TRAIL	48.8%	\$300,000.00	3	33.80	\$315,000.00	\$1,141,950.00
Ingham County	Hawk Island Boardwalk Replacement Phase 3	BOARDWALK	50%	\$327,700.00	1	33.60	\$327,700.00	\$1,469,650.00
Leroy Township	Simmons Memorial Park	SMALL GRANT	50.5%	\$22,000.00	1	33.60	\$21,600.00	\$1,491,250.00
Meridian Township	MSU to Lake Lansing Connector Trail, Phase III *	TRAIL	25%	\$575,000.00	1	33.60	\$225,000.00	\$1,716,250.00
City of Mason	Hayhoe Riverwalk Trail - Repair	TRAIL	10.3%	\$38,525.00	1	33.00	\$337,000.00	\$2,053,250.00
City of Leslie	Leslie Shared Use Path - Hull Rd to S Cameo Dr	TRAIL	1.4%	\$4,304.00	1	31.80	\$313,796.00	\$2,367,046.00
Alaiedon Township	Leek Cemetery Nature Trail & Improvements	SMALL GRANT	4.8%	\$15,000.00	1	31.20	\$296,400.00	\$2,663,446.00
City of Leslie	Leslie Shared Use Path - Middle School to Russell Park	TRAIL	1.7%	\$8,251.00	2	31.00	\$486,600.00	\$3,150,046.00
Village of Stockbridge	Greater Stockbridge Connectivity & Wellness Park Enhancements	TRAIL	25%	\$45,000.00	1	30.80	\$395,600.00	\$3,545,646.00
City of Leslie	Leslie Shared Use Path - Russell Park to Woodlawn Cemetery	TRAIL	3.3%	\$19,040.00	3	30.60	\$551,960.00	\$4,097,606.00
City of Lansing	River Trail Bank Stabilization - Mt Hope Cemetery	TRAIL	22.7%	\$50,000.00	1	29.60	\$170,000.00	\$4,267,606.00
Ingham County	Lake Lansing Park North Boardwalk Replacement Phase 3	BOARDWALK	0%	\$0.00	2	28.60	\$471,400.00	\$4,739,006.00
City of Lansing	River Trail - Overband & Crack Sealing	TRAIL	20%	\$15,000.00	2	28.20	\$60,000.00	\$4,799,006.00
City of Lansing	Montgomery Drain - Ranney & Red Cedar Park Pathways	TRAIL	0%	\$35,000.00	4	23.80	\$3,465,000.00	\$8,264,006.00
City of Lansing	Corporate Research Park Pathway	TRAIL	31.6%	\$400,000.00	3	12.00	\$867,000.00	\$9,131,006.00

TOTALS: \$1,904,470.00

\$9,131,006.00

17.26%

82.74%

Max. Score = 50.00

2021 Contoller Recommended Amount Available = \$3,000,000.00

* Meridian Township application total request \$1,725,000.00, Resolution 20-563 already approved a commitment of \$1,500,000, just requesting an additional \$225,000.00

1/26/2022

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PROJECT SCORING SUMMARY
TRAILS AND PARKS MILLAGE GRANT APPLICATION
2021 ROUND (Round 7)

Project: LEEK CEMETERY NATURE TRAIL & IMPROVEMENTS
Community: ALAJEDON TOWNSHIP

FINAL SCORE: **31.20**

Type of Application: SMALL GRANT

PRIORITY: 1
(if multiple projects)

Local Match Amount: 4.8%

		Q1. (Table 18) 0=no, 5=yes	Q2. Connectivity (Fig. 24) 0=no, 10=yes	Q3. Other Funding 0=no, 5=yes	Q4. Part 1 Project Rating 10 point max.	Q4. Part 2 Project Rating Equitable Distribution 10 point max.	Q5. Small Grant Request (\$300k or <) 0=no, 10=yes	TOTALS
n = 5								
Min		0.00	0.00	5.00	2.00	10.00	10.00	
Max		0.00	0.00	5.00	10.00	10.00	10.00	
Mean		0.00	0.00	5.00	6.20	10.00	10.00	31.20
Total		0.00	0.00	25.00	31.00	50.00	50.00	156.00
	No	No	Yes	Park Comm	0-1% = 10 pts	No		
	Yes	Yes	\$15,000 local	Score	>1-10% = 8 pts	Yes		
				0-5 = 3 pts	>10-20% = 6 pts			
				6-10 = 7 pts	>20-30% = 4 pts			
				11-14 = 10 pts	>30% = 2 pts			

SCORING NOTES:

- * Good project. Should be quick to complete and a good use of money for a community that has not seen any money from the millage.
- * I like the nature trail part and hope they are able to acquire more land to expand it in the future.
- * They have received no funding so far.

PROJECT SCORING SUMMARY
TRAILS AND PARKS MILLAGE GRANT APPLICATION
2021 ROUND (Round 7)

Project: HAWK ISLAND BOARDWALK REPLACEMENT, PHASE 3
 Community: INGHAM COUNTY

FINAL SCORE: **33.60**

Type of Application: BOARDWALK

PRIORITY: 1
(if multiple projects)

Local Match Amount: 50%

		Q1. (Table 18) 0=no, 5=yes	Q2. Connectivity (Fig. 24) 0=no, 10=yes	Q3. Other Funding 0=no, 5=yes	Q4. Part 1 Project Rating 10 point max.	Q4. Part 2 Project Rating Equitable Distribution 10 point max.	Q5. Small Grant Request (\$300k or <) 0=no, 10=yes	TOTALS
n = 5								
Min		5.00	10.00	5.00	4.00	6.00	0.00	
Max		5.00	10.00	5.00	10.00	6.00	0.00	
Mean		5.00	10.00	5.00	7.60	6.00	0.00	33.60
Total		25.00	50.00	25.00	38.00	30.00	0.00	168.00
	No	No	Yes	Park Comm	0-1% = 10 pts	No		
	Yes	Yes	\$327,700 DNR	Score	>1-10% = 8 pts	Yes		
				0-5 = 3 pts	>10-20% = 6 pts			
				6-10 = 7 pts	>20-30% = 4 pts			
				11-14 = 10 pts	>30% = 2 pts			

SCORING NOTES:

- * Good Project. Should be funded with future rounds of millage money.

PROJECT SCORING SUMMARY
TRAILS AND PARKS MILLAGE GRANT APPLICATION
2021 ROUND (Round 7)

Project: LAKE LANSING PARK NORTH - BOARDWALK REPLACEMENT, PHASE 3
Community: INGHAM COUNTY

FINAL SCORE: **28.60**

Type of Application: BOARDWALK

PRIORITY: 2
(if multiple projects)

Local Match Amount: 0%

		Q1. (Table 18) 0=no, 5=yes	Q2. Connectivity (Fig. 24) 0=no, 10=yes	Q3. Other Funding 0=no, 5=yes	Q4. Part 1 Project Rating 10 point max.	Q4. Part 2 Project Rating Equitable Distribution 10 point max.	Q5. Small Grant Request (\$300k or <) 0=no, 10=yes	TOTALS
n = 5								
Min		5.00	10.00	0.00	4.00	6.00	0.00	
Max		5.00	10.00	0.00	10.00	6.00	0.00	
Mean		5.00	10.00	0.00	7.60	6.00	0.00	28.60
Total		25.00	50.00	0.00	38.00	30.00	0.00	143.00
	No	No	Yes	Park Comm	0-1% = 10 pts	No		
	Yes	Yes	No	Score	>1-10% = 8 pts	Yes		
				0-5 = 3 pts	>10-20% = 6 pts			
				6-10 = 7 pts	>20-30% = 4 pts			
				11-14 = 10 pts	>30% = 2 pts			

SCORING NOTES:

- * Good Project. Should be funded with future rounds of millage money.
- * Priority project according to our master plan – maintaining.
- * This is a necessary maintenance spot and good that no down payment is due up front.

PROJECT SCORING SUMMARY
TRAILS AND PARKS MILLAGE GRANT APPLICATION
2021 ROUND (Round 7)

Project: LAKE LANSING PARK NORTH - MSU to Lake Lansing Trail Connector
Community: INGHAM COUNTY

FINAL SCORE: **33.80**

Type of Application: TRAIL

PRIORITY: 3
(if multiple projects)

Local Match Amount: 48.8%

		Q1. (Table 18) 0=no, 5=yes	Q2. Connectivity (Fig. 24) 0=no, 10=yes	Q3. Other Funding 0=no, 5=yes	Q4. Part 1 Project Rating 10 point max.	Q4. Part 2 Project Rating Equitable Distribution 10 point max.	Q5. Small Grant Request (\$300k or <) 0=no, 10=yes	TOTALS
n = 5								
Min		5.00	10.00	5.00	4.00	6.00	0.00	
Max		5.00	10.00	5.00	10.00	6.00	0.00	
Mean		5.00	10.00	5.00	7.80	6.00	0.00	33.80
Total		25.00	50.00	25.00	39.00	30.00	0.00	169.00
	No	No	Yes	Park Comm	0-1% = 10 pts	No		
	Yes	Yes	\$300,000 DNR	Score	>1-10% = 8 pts	Yes		
				0-5 = 3 pts	>10-20% = 6 pts			
				6-10 = 7 pts	>20-30% = 4 pts			
				11-14 = 10 pts	>30% = 2 pts			

SCORING NOTES:

- * Good Project. Should be funded with future rounds of millage money.
- * Priority project according to our master plan – maintaining.
- * Good connector, and not money due up front.

PROJECT SCORING SUMMARY
TRAILS AND PARKS MILLAGE GRANT APPLICATION
2021 ROUND (Round 7)

Project: RIVER TRAIL BANK STABILIZATION - MT. HOPE CEMETERY
Community: CITY OF LANSING

FINAL SCORE: **29.60**

Type of Application: TRAIL

PRIORITY: 1
(if multiple projects)

Local Match Amount: 22.7%

		Q1. (Table 18) 0=no, 5=yes	Q2. Connectivity (Fig. 24) 0=no, 10=yes	Q3. Other Funding 0=no, 5=yes	Q4. Part 1 Project Rating 10 point max.	Q4. Part 2 Project Rating Equitable Distribution 10 point max.	Q5. Small Grant Request (\$300k or <) 0=no, 10=yes	TOTALS
n = 5								
Min		5.00	10.00	5.00	2.00	2.00	0.00	
Max		5.00	10.00	5.00	10.00	2.00	0.00	
Mean		5.00	10.00	5.00	7.60	2.00	0.00	29.60
Total		25.00	50.00	25.00	38.00	10.00	0.00	148.00
	No	No	Yes	Park Comm	0-1% = 10 pts	No		
	Yes	Yes	\$50,000 City	Score 0-5 = 3 pts 6-10 = 7 pts 11-14 = 10 pts	>1-10% = 8 pts >10-20% = 6 pts >20-30% = 4 pts >30% = 2 pts	Yes		

SCORING NOTES:

- * This is a necessary project, but I would like to see Lansing put in 50% of the cost for this project.
- * This should be given a higher score.
- * Priority project according to our master plan – maintaining.
- * Maintenance is not as exciting as new trails, but it is necessary to keep the current trails open and accessible to everyone.

PROJECT SCORING SUMMARY
TRAILS AND PARKS MILLAGE GRANT APPLICATION
2021 ROUND (Round 7)

Project: OVERBAND & CRACK SEALING OF LANSING RIVER TRAIL
Community: CITY OF LANSING

FINAL SCORE: **28.20**

Type of Application: TRAIL

PRIORITY: 2
(if multiple projects)

Local Match Amount: 20%

		Q1. (Table 18) 0=no, 5=yes	Q2. Connectivity (Fig. 24) 0=no, 10=yes	Q3. Other Funding 0=no, 5=yes	Q4. Part 1 Project Rating 10 point max.	Q4. Part 2 Project Rating Equitable Distribution 10 point max.	Q5. Small Grant Request (\$300k or <) 0=no, 10=yes	TOTALS
n = 5								
Min		5.00	10.00	5.00	0.00	2.00	0.00	
Max		5.00	10.00	5.00	10.00	2.00	0.00	
Mean		5.00	10.00	5.00	6.20	2.00	0.00	28.20
Total		25.00	50.00	25.00	31.00	10.00	0.00	141.00
		No	No	Yes	Park Comm	0-1% = 10 pts	No	
		Yes	Yes	\$15,000 City	Score 0-5 = 3 pts 6-10 = 7 pts 11-14 = 10 pts	>1-10% = 8 pts >10-20% = 6 pts >20-30% = 4 pts >30% = 2 pts	Yes	

SCORING NOTES:

- * This should be given a higher score.
- * Priority project according to our master plan – maintaining.

PROJECT SCORING SUMMARY
TRAILS AND PARKS MILLAGE GRANT APPLICATION
2021 ROUND (Round 7)

Project: CORPORATE RESEARCH PARK PATHWAY
Community: CITY OF LANSING

FINAL SCORE: **12.00**

Type of Application: TRAIL

PRIORITY: 3
(if multiple projects)

Local Match Amount: 31.6%

		Q1. (Table 18) 0=no, 5=yes	Q2. Connectivity (Fig. 24) 0=no, 10=yes	Q3. Other Funding 0=no, 5=yes	Q4. Part 1 Project Rating 10 point max.	Q4. Part 2 Project Rating Equitable Distribution 10 point max.	Q5. Small Grant Request (\$300k or <) 0=no, 10=yes	TOTALS
n = 5								
Min		0.00	0.00	5.00	2.00	2.00	0.00	
Max		0.00	0.00	5.00	8.00	2.00	0.00	
Mean		0.00	0.00	5.00	5.00	2.00	0.00	12.00
Total		0.00	0.00	25.00	25.00	10.00	0.00	60.00
	No	No	Yes	Park Comm	0-1% = 10 pts	No		
	Yes	Yes	\$400,000	Score	>1-10% = 8 pts	Yes		
			City, DNR TF	0-5 = 3 pts	>10-20% = 6 pts			
				6-10 = 7 pts	>20-30% = 4 pts			
				11-14 = 10 pts	>30% = 2 pts			

SCORING NOTES:

- * This would be a good future project. There are more important projects that need to be funded first.
- * This should be given a higher score.
- * I think we can wait on this one - I also think the "corporate" part of "Corporate Research Park" can bring more to this project.

PROJECT SCORING SUMMARY
TRAILS AND PARKS MILLAGE GRANT APPLICATION
2021 ROUND (Round 7)

Project: MONTGOMERY DRAIN - RANNEY PARK & RED CEDAR PATHWAYS
Community: CITY OF LANSING

FINAL SCORE: **23.80**

Type of Application: TRAIL

PRIORITY: 4
(if multiple projects)

Local Match Amount: 0%

		Q1. (Table 18) 0=no, 5=yes	Q2. Connectivity (Fig. 24) 0=no, 10=yes	Q3. Other Funding 0=no, 5=yes	Q4. Part 1 Project Rating 10 point max.	Q4. Part 2 Project Rating Equitable Distribution 10 point max.	Q5. Small Grant Request (\$300k or <) 0=no, 10=yes	TOTALS
n = 5								
Min		0.00	10.00	5.00	2.00	2.00	0.00	
Max		0.00	10.00	5.00	10.00	2.00	0.00	
Mean		0.00	10.00	5.00	6.80	2.00	0.00	23.80
Total		0.00	50.00	25.00	34.00	10.00	0.00	119.00
		No	No	Yes	Park Comm	0-1% = 10 pts	No	
		Yes	Yes	\$35,000	Score	>1-10% = 8 pts	Yes	
				City	0-5 = 3 pts	>10-20% = 6 pts		
					6-10 = 7 pts	>20-30% = 4 pts		
					11-14 = 10 pts	>30% = 2 pts		

SCORING NOTES:

- * This would be a good future project. There are more important projects that need to be funded first.
- * It's very expensive and the trail plan seems overly complicated.

PROJECT SCORING SUMMARY
TRAILS AND PARKS MILLAGE GRANT APPLICATION
2021 ROUND (Round 7)

Project: TRAIL AMBASSADOR COORDINATOR
Community: CITY OF LANSING / FLRT

FINAL SCORE: **43.80**

Type of Application: OTHER

PRIORITY: 1
(if multiple projects)

Local Match Amount: 20%

		Q1. (Table 18) 0=no, 5=yes	Q2. Connectivity (Fig. 24) 0=no, 10=yes	Q3. Other Funding 0=no, 5=yes	Q4. Part 1 Project Rating 10 point max.	Q4. Part 2 Project Rating Equitable Distribution 10 point max.	Q5. Small Grant Request (\$300k or <) 0=no, 10=yes	TOTALS
n = 5								
Min		5.00	10.00	5.00	0.00	10.00	10.00	
Max		5.00	10.00	5.00	10.00	10.00	10.00	
Mean		5.00	10.00	5.00	3.80	10.00	10.00	43.80
Total		25.00	50.00	25.00	19.00	50.00	50.00	219.00
	No	No	No	Yes	Park Comm	0-1% = 10 pts	No	
	Yes	Yes	Yes	\$5,000 FLRT	Score	>1-10% = 8 pts	Yes	
					0-5 = 3 pts	>10-20% = 6 pts		
					6-10 = 7 pts	>20-30% = 4 pts		
					11-14 = 10 pts	>30% = 2 pts		

SCORING NOTES:

- * When this position was created it was originally designed to only be funded by millage money for the first 2-3 years, to help get the position up and running, and the position was supposed to be self-supporting after that time. It's now many years past the original time frame and it's time to stop funding the position from millage money. I suggest the sign advertisement duties be rolled into the County's Millage Coordinator position. The rest of the duties should be the responsibility of the individual communities that own the trails.
- * This is an important funding item because it benefits the entire county! The Friends Ambassador continually works on promotion of the trails all around the county, and works with all municipalities to improve and enhance their trails and parks. The ambassador also works directly with Nicole and Tim as well as all area civic groups with an interest in the trail system. The Friends lobbied for the millage renewal, and have put on many and varied events on different parts of the trail to raise awareness of the system.

PROJECT SCORING SUMMARY
TRAILS AND PARKS MILLAGE GRANT APPLICATION
2021 ROUND (Round 7)

Project: WAVERLY RD SHARED USE PATHWAY, PHASE II - FEASIBILITY STUDY
Community: LANSING TOWNSHIP

FINAL SCORE: **35.60**

Type of Application: PLANNING & ENGINEERING

PRIORITY: 1
(if multiple projects)

Local Match Amount: 0%

		Q1. (Table 18) 0=no, 5=yes	Q2. Connectivity (Fig. 24) 0=no, 10=yes	Q3. Other Funding 0=no, 5=yes	Q4. Part 1 Project Rating 10 point max.	Q4. Part 2 Project Rating Equitable Distribution 10 point max.	Q5. Small Grant Request (\$300k or <) 0=no, 10=yes	TOTALS
n = 5								
Min		0.00	10.00	0.00	3.00	8.00	10.00	
Max		0.00	10.00	0.00	10.00	8.00	10.00	
Mean		0.00	10.00	0.00	7.60	8.00	10.00	35.60
Total		0.00	50.00	0.00	38.00	40.00	50.00	178.00
		No	No	Yes	Park Comm	0-1% = 10 pts	No	
		Yes	Yes	No	Score	>1-10% = 8 pts	Yes	
					0-5 = 3 pts	>10-20% = 6 pts		
					6-10 = 7 pts	>20-30% = 4 pts		
					11-14 = 10 pts	>30% = 2 pts		

SCORING NOTES:

- * I LOVE this idea - but I have a hard time funding a study. I'd rather fund the project. I don't think millage \$\$ should be spent this way.
- * Important to keep the west side of the county in the funding and planning mix.

PROJECT SCORING SUMMARY
TRAILS AND PARKS MILLAGE GRANT APPLICATION
2021 ROUND (Round 7)

Project: SIMMONS MEMORIAL PARK
 Community: LEROY TOWNSHIP

FINAL SCORE: **33.60**

Type of Application: SMALL GRANT

PRIORITY: 1
(if multiple projects)

Local Match Amount: 50.5%

		Q1. (Table 18) 0=no, 5=yes	Q2. Connectivity (Fig. 24) 0=no, 10=yes	Q3. Other Funding 0=no, 5=yes	Q4. Part 1 Project Rating 10 point max.	Q4. Part 2 Project Rating Equitable Distribution 10 point max.	Q5. Small Grant Request (\$300k or <) 0=no, 10=yes	TOTALS
n = 5								
Min		0.00	0.00	5.00	7.00	10.00	10.00	
Max		0.00	0.00	5.00	10.00	10.00	10.00	
Mean		0.00	0.00	5.00	8.60	10.00	10.00	33.60
Total		0.00	0.00	25.00	43.00	50.00	50.00	168.00
		No	No	Yes	Park Comm	0-1% = 10 pts	No	
		Yes	Yes	\$21,600 Twp	Score	>1-10% = 8 pts	Yes	
					0-5 = 3 pts	>10-20% = 6 pts		
					6-10 = 7 pts	>20-30% = 4 pts		
					11-14 = 10 pts	>30% = 2 pts		

SCORING NOTES:

- * Good project. Should be quick to complete and a good use of money for a community that has not seen much money from the millage.
- * This looks like it has a ton of potential to be a really nice park if they keep plugging away at it!

PROJECT SCORING SUMMARY
TRAILS AND PARKS MILLAGE GRANT APPLICATION
2021 ROUND (Round 7)

Project: LESLIE SHARED USE PATH - HULL RD. TO S. CAMEO DR.
 Community: CITY OF LESLIE

FINAL SCORE: **31.80**

Type of Application: TRAIL

PRIORITY: 1
(if multiple projects)

Local Match Amount: 1.4%

		Q1. (Table 18) 0=no, 5=yes	Q2. Connectivity (Fig. 24) 0=no, 10=yes	Q3. Other Funding 0=no, 5=yes	Q4. Part 1 Project Rating 10 point max.	Q4. Part 2 Project Rating Equitable Distribution 10 point max.	Q5. Small Grant Request (\$300k or <) 0=no, 10=yes	TOTALS
n = 5								
Min		0.00	10.00	5.00	2.00	10.00	0.00	
Max		0.00	10.00	5.00	10.00	10.00	0.00	
Mean		0.00	10.00	5.00	6.80	10.00	0.00	31.80
Total		0.00	50.00	25.00	34.00	50.00	0.00	159.00
	No	No	Yes	Park Comm	0-1% = 10 pts	No		
	Yes	Yes	\$4,304 City	Score	>1-10% = 8 pts	Yes		
				0-5 = 3 pts	>10-20% = 6 pts			
				6-10 = 7 pts	>20-30% = 4 pts			
				11-14 = 10 pts	>30% = 2 pts			

SCORING NOTES:

- * Good project. Should be quick to complete and a good use of money for a community that has not seen much money from the millage.
- * I like connecting this to the trail and following existing paths.
- * Important to keep funding out-county projects.

PROJECT SCORING SUMMARY
TRAILS AND PARKS MILLAGE GRANT APPLICATION
2021 ROUND (Round 7)

Project: LESLIE SHARED USE PATH - MIDDLE SCHOOL TO RUSSELL PARK
Community: CITY OF LESLIE

FINAL SCORE: **31.00**

Type of Application: TRAIL

PRIORITY: 2
(if multiple projects)

Local Match Amount: 1.7%

		Q1. (Table 18) 0=no, 5=yes	Q2. Connectivity (Fig. 24) 0=no, 10=yes	Q3. Other Funding 0=no, 5=yes	Q4. Part 1 Project Rating 10 point max.	Q4. Part 2 Project Rating Equitable Distribution 10 point max.	Q5. Small Grant Request (\$300k or <) 0=no, 10=yes	TOTALS
n = 5								
Min		0.00	10.00	5.00	2.00	10.00	0.00	
Max		0.00	10.00	5.00	8.00	10.00	0.00	
Mean		0.00	10.00	5.00	6.00	10.00	0.00	31.00
Total		0.00	50.00	25.00	30.00	50.00	0.00	155.00
		No	No	Yes	Park Comm	0-1% = 10 pts	No	
		Yes	Yes	\$8,251 City	Score	>1-10% = 8 pts	Yes	
					0-5 = 3 pts	>10-20% = 6 pts		
					6-10 = 7 pts	>20-30% = 4 pts		
					11-14 = 10 pts	>30% = 2 pts		

SCORING NOTES:

- * Good project. Should be quick to complete and a good use of money for a community that has not seen much money from the millage.
- * I like connecting this to the trail and following existing paths.
- * This project should be applied for at a later date.

PROJECT SCORING SUMMARY
TRAILS AND PARKS MILLAGE GRANT APPLICATION
2021 ROUND (Round 7)

Project: LESLIE SHARED USE PATH - RUSSELL PARK TO WOODLAWN CEMETERY
Community: CITY OF LESLIE

FINAL SCORE: **30.60**

Type of Application: TRAIL

PRIORITY: 3
(if multiple projects)

Local Match Amount: 3.3%

		Q1. (Table 18) 0=no, 5=yes	Q2. Connectivity (Fig. 24) 0=no, 10=yes	Q3. Other Funding 0=no, 5=yes	Q4. Part 1 Project Rating 10 point max.	Q4. Part 2 Project Rating Equitable Distribution 10 point max.	Q5. Small Grant Request (\$300k or <) 0=no, 10=yes	TOTALS
n = 5								
Min		0.00	10.00	5.00	2.00	10.00	0.00	
Max		0.00	10.00	5.00	8.00	10.00	0.00	
Mean		0.00	10.00	5.00	5.60	10.00	0.00	30.60
Total		0.00	50.00	25.00	28.00	50.00	0.00	153.00
	No	No	Yes	Park Comm	0-1% = 10 pts	No		
	Yes	Yes	\$19,040 City/Twp	Score	>1-10% = 8 pts	Yes		
				0-5 = 3 pts	>10-20% = 6 pts			
				6-10 = 7 pts	>20-30% = 4 pts			
				11-14 = 10 pts	>30% = 2 pts			

SCORING NOTES:

- * Good project. Should be quick to complete and a good use of money for a community that has not seen much money from the millage.
- * I like connecting this to the trail and following existing paths.
- * This project should be applied for at a later date.

PROJECT SCORING SUMMARY
TRAILS AND PARKS MILLAGE GRANT APPLICATION
2021 ROUND (Round 7)

Project: LESLIE TWP GROUNDS LIGHTING AND RECREATIONAL IMPROVEMENTS
Community: CITY OF LESLIE

FINAL SCORE: **40.00**

Type of Application: SMALL GRANT

PRIORITY: 1
(if multiple projects)

Local Match Amount: 0%

		Q1. (Table 18) 0=no, 5=yes	Q2. Connectivity (Fig. 24) 0=no, 10=yes	Q3. Other Funding 0=no, 5=yes	Q4. Part 1 Project Rating 10 point max.	Q4. Part 2 Project Rating Equitable Distribution 10 point max.	Q5. Small Grant Request (\$300k or <) 0=no, 10=yes	TOTALS
n = 5								
Min		0.00	10.00	5.00	0.00	10.00	10.00	
Max		0.00	10.00	5.00	10.00	10.00	10.00	
Mean		0.00	10.00	5.00	5.00	10.00	10.00	40.00
Total		0.00	50.00	25.00	25.00	50.00	50.00	200.00
		No	No	Yes	Park Comm	0-1% = 10 pts	No	
		Yes	Yes	\$19,040	Score	>1-10% = 8 pts	Yes	
				City/Twp	0-5 = 3 pts	>10-20% = 6 pts		
					6-10 = 7 pts	>20-30% = 4 pts		
					11-14 = 10 pts	>30% = 2 pts		

SCORING NOTES:

- * Not sure this is within the intended scope of the millage.
- * This looks like it has a ton of potential to be a really nice park if they keep plugging away at it!
- * Decent project but can be applied for at a later date.

PROJECT SCORING SUMMARY
TRAILS AND PARKS MILLAGE GRANT APPLICATION
2021 ROUND (Round 7)

Project: HAYHOE RIVERWALK TRAIL - REPAIR
Community: CITY OF MASON

FINAL SCORE: **33.00**

Type of Application: TRAIL

PRIORITY: 1
(if multiple projects)

Local Match Amount: 10.3%

		Q1. (Table 18) 0=no, 5=yes	Q2. Connectivity (Fig. 24) 0=no, 10=yes	Q3. Other Funding 0=no, 5=yes	Q4. Part 1 Project Rating 10 point max.	Q4. Part 2 Project Rating Equitable Distribution 10 point max.	Q5. Small Grant Request (\$300k or <) 0=no, 10=yes	TOTALS
n = 5								
Min		5.00	10.00	5.00	0.00	8.00	0.00	
Max		5.00	10.00	5.00	10.00	8.00	0.00	
Mean		5.00	10.00	5.00	5.00	8.00	0.00	33.00
Total		25.00	50.00	25.00	25.00	40.00	0.00	165.00
	No	No	Yes	Park Comm	0-1% = 10 pts	No		
	Yes	Yes	\$38,525 City	Score	>1-10% = 8 pts	Yes		
				0-5 = 3 pts	>10-20% = 6 pts			
				6-10 = 7 pts	>20-30% = 4 pts			
				11-14 = 10 pts	>30% = 2 pts			

SCORING NOTES:

- * Maintenance is important.

PROJECT SCORING SUMMARY
TRAILS AND PARKS MILLAGE GRANT APPLICATION
2021 ROUND (Round 7)

Project: COLUMBIA STREET BRIDGE - PROTECTED WALKWAY CONSTRUCTION
Community: CITY OF MASON

FINAL SCORE: **38.00**

Type of Application: TRAIL

PRIORITY: 2
(if multiple projects)

Local Match Amount: 10.2%

		Q1. (Table 18) 0=no, 5=yes	Q2. Connectivity (Fig. 24) 0=no, 10=yes	Q3. Other Funding 0=no, 5=yes	Q4. Part 1 Project Rating 10 point max.	Q4. Part 2 Project Rating Equitable Distribution 10 point max.	Q5. Small Grant Request (\$300k or <) 0=no, 10=yes	TOTALS
n = 5								
Min		0.00	10.00	5.00	0.00	8.00	10.00	
Max		0.00	10.00	5.00	10.00	8.00	10.00	
Mean		0.00	10.00	5.00	5.00	8.00	10.00	38.00
Total		0.00	50.00	25.00	25.00	40.00	50.00	190.00
	No	No	Yes	Park Comm	0-1% = 10 pts	No		
	Yes	Yes	\$18,462.50 City	Score	>1-10% = 8 pts	Yes		
				0-5 = 3 pts	>10-20% = 6 pts			
				6-10 = 7 pts	>20-30% = 4 pts			
				11-14 = 10 pts	>30% = 2 pts			

SCORING NOTES:

- * Project is outside of the scope of the millage. It is not creating or connecting trails, it is connecting two sidewalks, which is the responsibility of the City of Mason.
- * I think this is needed, but I struggle with the connection to the millage. I think there are other options here if we look for them.
- * Good project but can apply again at a later date.

PROJECT SCORING SUMMARY
TRAILS AND PARKS MILLAGE GRANT APPLICATION
2021 ROUND (Round 7)

Project: JEFFERSON TRAILHEAD / COMMUNITY GARDEN IMPROVEMENTS
Community: CITY OF MASON

FINAL SCORE: **44.20**

Type of Application: TRAIL

PRIORITY: 3
(if multiple projects)

Local Match Amount: 10.2%

		Q1. (Table 18) 0=no, 5=yes	Q2. Connectivity (Fig. 24) 0=no, 10=yes	Q3. Other Funding 0=no, 5=yes	Q4. Part 1 Project Rating 10 point max.	Q4. Part 2 Project Rating Equitable Distribution 10 point max.	Q5. Small Grant Request (\$300k or <) 0=no, 10=yes	TOTALS
n = 5								
Min		5.00	10.00	5.00	2.00	8.00	10.00	
Max		5.00	10.00	5.00	9.00	8.00	10.00	
Mean		5.00	10.00	5.00	6.20	8.00	10.00	44.20
Total		25.00	50.00	25.00	31.00	40.00	50.00	221.00
	No	No	Yes	Park Comm	0-1% = 10 pts	No		
	Yes	Yes	\$23,187.50 City	Score 0-5 = 3 pts 6-10 = 7 pts 11-14 = 10 pts	>1-10% = 8 pts >10-20% = 6 pts >20-30% = 4 pts >30% = 2 pts	Yes		

SCORING NOTES:

- * Good Project.
- * Good project but can apply again at a later date.

PROJECT SCORING SUMMARY
TRAILS AND PARKS MILLAGE GRANT APPLICATION
2021 ROUND (Round 7)

Project: MSU TO LAKE LANSING CONNECTOR TRAIL, PHASE III
Community: MERIDIAN TOWNSHIP

FINAL SCORE: **33.60**

Type of Application: TRAIL

PRIORITY: 1
(if multiple projects)

Local Match Amount: 25%

		Q1. (Table 18) 0=no, 5=yes	Q2. Connectivity (Fig. 24) 0=no, 10=yes	Q3. Other Funding 0=no, 5=yes	Q4. Part 1 Project Rating 10 point max.	Q4. Part 2 Project Rating Equitable Distribution 10 point max.	Q5. Small Grant Request (\$300k or <) 0=no, 10=yes	TOTALS
n = 5								
Min		5.00	10.00	5.00	2.00	6.00	0.00	
Max		5.00	10.00	5.00	10.00	6.00	0.00	
Mean		5.00	10.00	5.00	7.60	6.00	0.00	33.60
Total		25.00	50.00	25.00	38.00	30.00	0.00	168.00
	No	No	Yes	Park Comm	0-1% = 10 pts	No		
	Yes	Yes	\$575,000.00 Twp / DNR	Score 0-5 = 3 pts 6-10 = 7 pts 11-14 = 10 pts	>1-10% = 8 pts >10-20% = 6 pts >20-30% = 4 pts >30% = 2 pts	Yes		

SCORING NOTES:

- * Good Project. Should be funded with future rounds of millage money.
- * I like the accessibility, but I wonder how often it would get used.

PROJECT SCORING SUMMARY
TRAILS AND PARKS MILLAGE GRANT APPLICATION
2021 ROUND (Round 7)

Project: GREATER STOCKBRIDGE CONNECTIVITY & WELLNESS PARK ENHANCEMENTS
Community: VILLAGE OF STOCKBRIDGE

FINAL SCORE: **30.80**

Type of Application: TRAIL

PRIORITY: 1
(if multiple projects)

Local Match Amount: 25%

		Q1. (Table 18) 0=no, 5=yes	Q2. Connectivity (Fig. 24) 0=no, 10=yes	Q3. Other Funding 0=no, 5=yes	Q4. Part 1 Project Rating 10 point max.	Q4. Part 2 Project Rating Equitable Distribution 10 point max.	Q5. Small Grant Request (\$300k or <) 0=no, 10=yes	TOTALS
n = 5								
Min		0.00	10.00	5.00	2.00	8.00	0.00	
Max		0.00	10.00	5.00	10.00	8.00	0.00	
Mean		0.00	10.00	5.00	7.80	8.00	0.00	30.80
Total		0.00	50.00	25.00	39.00	40.00	0.00	154.00
	No	No	Yes	Park Comm	0-1% = 10 pts	No		
	Yes	Yes	\$45,000.00	Score	>1-10% = 8 pts	Yes		
			Donations	0-5 = 3 pts	>10-20% = 6 pts			
				6-10 = 7 pts	>20-30% = 4 pts			
				11-14 = 10 pts	>30% = 2 pts			

SCORING NOTES:

- * Good Project. Should be funded with future rounds of millage money.
- * This sounds like a great partnership!

PROJECT SCORING SUMMARY
TRAILS AND PARKS MILLAGE GRANT APPLICATION
2021 ROUND (Round 7)

Project: VEVAY TOWNSHIP COMMUNITY PARK & 5-YR RECREATION PLAN
Community: VEVAY TOWNSHIP

FINAL SCORE: **41.40**

Type of Application: PLANNING & ENGINEERING

PRIORITY: 1
(if multiple projects)

Local Match Amount: 3.6%

		Q1. (Table 18) 0=no, 5=yes	Q2. Connectivity (Fig. 24) 0=no, 10=yes	Q3. Other Funding 0=no, 5=yes	Q4. Part 1 Project Rating 10 point max.	Q4. Part 2 Project Rating Equitable Distribution 10 point max.	Q5. Small Grant Request (\$300k or <) 0=no, 10=yes	TOTALS
n = 5								
Min		0.00	10.00	5.00	2.00	10.00	10.00	
Max		0.00	10.00	5.00	10.00	10.00	10.00	
Mean		0.00	10.00	5.00	6.40	10.00	10.00	41.40
Total		0.00	50.00	25.00	32.00	50.00	50.00	207.00
	No	No	Yes	Park Comm	0-1% = 10 pts	No		
	Yes	Yes	\$3,000.00 Twp	Score	>1-10% = 8 pts	Yes		
				0-5 = 3 pts	>10-20% = 6 pts			
				6-10 = 7 pts	>20-30% = 4 pts			
				11-14 = 10 pts	>30% = 2 pts			

SCORING NOTES:

- * Fund It. Low cost, good use of the money.
- * I think this is needed, but I have a hard time funding plans.

PROJECT SCORING SUMMARY
TRAILS AND PARKS MILLAGE GRANT APPLICATION
2021 ROUND (Round 7)

Project: MEMORIAL PARK TRAIL PLANNING & ENGINEERING
Community: CITY OF WILLIAMSTON

FINAL SCORE: **35.60**

Type of Application: PLANNING & ENGINEERING

PRIORITY: 1
(if multiple projects)

Local Match Amount: 0%

		Q1. (Table 18) 0=no, 5=yes	Q2. Connectivity (Fig. 24) 0=no, 10=yes	Q3. Other Funding 0=no, 5=yes	Q4. Part 1 Project Rating 10 point max.	Q4. Part 2 Project Rating Equitable Distribution 10 point max.	Q5. Small Grant Request (\$300k or <) 0=no, 10=yes	TOTALS
n = 5								
Min		0.00	10.00	0.00	2.00	10.00	10.00	
Max		0.00	10.00	0.00	10.00	10.00	10.00	
Mean		0.00	10.00	0.00	5.60	10.00	10.00	35.60
Total		0.00	50.00	0.00	28.00	50.00	50.00	178.00
		No	No	Yes	Park Comm	0-1% = 10 pts	No	
		Yes	Yes	No	Score	>1-10% = 8 pts	Yes	
					0-5 = 3 pts	>10-20% = 6 pts		
					6-10 = 7 pts	>20-30% = 4 pts		
					11-14 = 10 pts	>30% = 2 pts		

SCORING NOTES:

- * Fund It. Low cost, good use of the money.
- * I really like this park and I hope it gets built, but again, I don't like funding planning as much as projects.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE CONTRACTS FOR TRAILS AND PARKS
MILLAGE APPLICATIONS**

WHEREAS, Board of Commissioners Resolution #21-101 approved a seventh round of applications; and

WHEREAS, 22 applications were received from Alaiedon Township (1), City of Lansing (5), City of Leslie (3), Ingham County (3), Charter Township of Lansing (1), Leroy Township (1), Leslie Township (1), City of Mason (3), Meridian Township (1), Village of Stockbridge (1), Vevay Township (1), and City of Williamston (1); and

WHEREAS, the Controller's office recommended identifying +/- \$3 million in projects, prioritizing jurisdictions that have not received funding, and reducing the upfront payments for the grants from 50% to 25%; and

WHEREAS, Board of Commissioner Resolution #19-092 authorized disbursing 50% of each grant up front the communities; and

WHEREAS, this resolution authorizes reducing the amount from 50% to 25% for grants going forward; and

WHEREAS, the City of Lansing is requesting an additional \$1,515,785.00 for millage projects TR039, TR056, TR062, TR064, TR065, TR066, and TR067, reallocating \$13,545.96 from project TR006 to TR038, and reallocating \$29,217.27 from project TR065 to TR056; and

WHEREAS, after meeting with representatives from the City of Lansing, staff recommended \$1,000,000 toward the cost overruns for the City of Lansing and up to \$2.5 million for the 7th round millage projects which would leave \$1,000,000 in undesignated funds for potential future cost overruns of current contracts with communities; and

WHEREAS, the Park Commission supports funding \$1,000,000 of the \$1,515,785 request for the City of Lansing overages and the City will supply \$515,785; and

WHEREAS, after careful review and evaluation of the applications by the Park Commission, the Park Commission submits the following ratings shown below:

PROJECT SCORING SUMMARY - SCORING ORDER
TRAILS AND PARKS MILLAGE GRANT APPLICATION
2021 ROUND (Round 7)

Applicant	Project	Project Type	Match %	Local Match Amount	Community Priority	Score	Amount Requested	\$\$ Cumulative
City of Mason	Jefferson Trailhead / Community Garden Improvements	TRAIL	10.2%	\$23,187.50	3	44.20	\$204,000.00	\$204,000.00
City of Lansing / FLRT	Trail Ambassador Coordinator	OTHER	20%	\$5,000.00	1	43.80	\$20,000.00	\$224,000.00
Vevay Township	Vevay Township Community Park and 5-Year Recreation Plan	PLAN. & ENG.	3.6%	\$3,000.00	1	41.40	\$81,500.00	\$305,500.00
Leslie Township	Township Grounds Lighting & Recreational Improvements	SMALL GRANT	0%	\$0.00	1	40.00	\$300,000.00	\$605,500.00
City of Mason	Columbia Street Bridge - Protected Walkway Construction	TRAIL	10.2%	\$18,462.50	2	38.00	\$162,000.00	\$767,500.00
Lansing Township	Waverly Rd Shared Use Pathway, Phase II - Feasibility Study	PLAN. & ENG.	0%	\$0.00	1	35.60	\$18,750.00	\$786,250.00
City of Williamston	Memorial Park Trail Planning & Engineering	PLAN. & ENG.	0%	\$0.00	1	35.60	\$40,700.00	\$826,950.00
Ingham County	Lake Lansing Park North - MSU-LL Trail Connector	TRAIL	48.8%	\$300,000.00	3	33.80	\$315,000.00	\$1,141,950.00
Ingham County	Hawk Island Boardwalk Replacement Phase 3	BOARDWALK	50%	\$327,700.00	1	33.60	\$327,700.00	\$1,469,650.00
Leroy Township	Simmons Memorial Park	SMALL GRANT	50.5%	\$22,000.00	1	33.60	\$21,600.00	\$1,491,250.00
Meridian Township	MSU to Lake Lansing Connector Trail, Phase III *	TRAIL	25%	\$575,000.00	1	33.60	\$225,000.00	\$1,716,250.00
City of Mason	Hayhoe Riverwalk Trail - Repair	TRAIL	10.3%	\$38,525.00	1	33.00	\$337,000.00	\$2,053,250.00
City of Leslie	Leslie Shared Use Path - Hull Rd to S Cameo Dr	TRAIL	1.4%	\$4,304.00	1	31.80	\$313,796.00	\$2,367,046.00
Alaiedon Township	Leek Cemetery Nature Trail & Improvements	SMALL GRANT	4.8%	\$15,000.00	1	31.20	\$296,400.00	\$2,663,446.00
City of Leslie	Leslie Shared Use Path - Middle School to Russell Park	TRAIL	1.7%	\$8,251.00	2	31.00	\$486,600.00	\$3,150,046.00
Village of Stockbridge	Greater Stockbridge Connectivity & Wellness Park Enhancements	TRAIL	25%	\$45,000.00	1	30.80	\$395,600.00	\$3,545,646.00
City of Leslie	Leslie Shared Use Path - Russell Park to Woodlawn Cemetery	TRAIL	3.3%	\$19,040.00	3	30.60	\$551,960.00	\$4,097,606.00
City of Lansing	River Trail Bank Stabilization - Mt Hope Cemetery	TRAIL	22.7%	\$50,000.00	1	29.60	\$170,000.00	\$4,267,606.00
Ingham County	Lake Lansing Park North Boardwalk Replacement Phase 3	BOARDWALK	0%	\$0.00	2	28.60	\$471,400.00	\$4,739,006.00
City of Lansing	River Trail - Overband & Crack Sealing	TRAIL	20%	\$15,000.00	2	28.20	\$60,000.00	\$4,799,006.00
City of Lansing	Montgomery Drain - Ranney & Red Cedar Park Pathways	TRAIL	0%	\$35,000.00	4	23.80	\$3,465,000.00	\$8,264,006.00
City of Lansing	Corporate Research Park Pathway	TRAIL	31.6%	\$400,000.00	3	12.00	\$867,000.00	\$9,131,006.00

TOTALS: \$1,904,470.00

\$9,131,006.00

17.26%

82.74%

Max. Score = 50.00

2021 Controller Recommended Amount Available = \$3,000,000.00

* Meridian Township application total request \$1,725,000.00, Resolution 20-563 already approved a commitment of \$1,500,000, just requesting an additional \$225,000.00

1/26/2022

Q:\Prop\2021\1299496\2021 - Ingham County Parks and Trails Consult\2021\01_Evaluate Applications\Scoring\GrantScoring_Round7



THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves entering into contracts with the following entities designated within the below Table A.

Table A:

Applicant	Project	Amount Requested	Fund (Yes or No)	Grant Award Amount	\$ Cumulative
City of Mason	Jefferson Trailhead / Community Garden Improvements	\$204,000.00	Yes	\$204,000.00	\$204,000.00
City of Lansing / FLRT	Trail Ambassador Coordinator	\$20,000.00	No	---	\$204,000.00
Vevay Township	Vevay Township Community Park and 5-Year Recreation Plan	\$81,500.00	Yes	\$81,500.00	\$285,500.00
Leslie Township	Township Grounds Lighting & Recreational Improvements	\$300,000.00	Yes	\$300,000.00	\$585,500.00
City of Mason	Columbia Street Bridge - Protected Walkway Construction	\$162,000.00	No	---	\$585,500.00
Lansing Township	Waverly Rd Shared Use Pathway, Phase II - Feasibility Study	\$18,750.00	Yes	\$18,750.00	\$604,250.00
City of Williamston	Memorial Park Trail Planning & Engineering	\$40,700.00	Yes	\$40,700.00	\$644,950.00
Ingham County	Lake Lansing Park North - MSU-LL Trail Connector	\$315,000.00	No	---	\$644,950.00
Ingham County	Hawk Island Boardwalk Replacement Phase 3	\$327,700.00	No	---	\$644,950.00
Leroy Township	Simmons Memorial Park	\$21,600.00	Yes	\$21,600.00	\$666,550.00
Meridian Township	MSU to Lake Lansing Connector Trail, Phase III (*Application total request \$1,725,000.00, Resolution 20-563 already approved a commitment of \$1,500,000, just requesting an additional \$225,000.00)	\$225,000.00* + (\$1,500,000.00 already committed by Resolution 20-563)	Yes	\$225,000.00* + (\$1,500,000.00 already committed by Resolution 20-563)	\$891,550.00
City of Mason	Hayhoe Riverwalk Trail - Repair	\$337,000.00	Yes	\$337,000.00	\$1,228,550.00
City of Leslie	Leslie Shared Use Path - Hull Rd to S Cameo Dr	\$313,796.00	Yes	\$313,796.00	\$1,542,346.00
Alaiedon Township	Leek Cemetery Nature Trail & Improvements	\$296,400.00	Yes	\$296,400.00	\$1,838,746.00
City of Leslie	Leslie Shared Use Path - Middle School to Russell Park	\$486,600.00	Yes-Partial	\$265,000.00	\$2,103,746.00
Village of Stockbridge	Greater Stockbridge Connectivity & Wellness Park Enhancements	\$395,600.00	Yes	\$395,600.00	\$2,499,346.00
City of Leslie	Leslie Shared Use Path - Russell Park to Woodlawn Cemetery	\$551,960.00	No	---	\$2,499,346.00
City of Lansing	River Trail Bank Stabilization - Mt Hope Cemetery	\$170,000.00	No	---	\$2,499,346.00
Ingham County	Lake Lansing Park North Boardwalk Replacement Phase 3	\$471,400.00	No	---	\$2,499,346.00
City of Lansing	River Trail - Overband & Crack Sealing	\$60,000.00	No	---	\$2,499,346.00
City of Lansing	Montgomery Drain - Ranney & Red Cedar Park Pathways	\$3,465,000.00	No	---	\$2,499,346.00
City of Lansing	Corporate Research Park Pathway	\$867,000.00	No	---	\$2,499,346.00

BE IT FURTHER RESOLVED, that the 70% limitation on allocation of projected future millage revenue imposed by Resolution 17-275 is hereby waived.

BE IT FURTHER RESOLVED, that upon adoption of this resolution, Board of Commissioner Resolution #19-092 is amended so that 25% of each grant will be disbursed up front to the communities for their trails and parks projects starting with projects awarded after the adoption of this resolution.

BE IT FURTHER RESOLVED, that all work will be completed within two years from the date the contracts are executed.

BE IT FURTHER RESOLVED, that if work is not completed within two years due to delay from awaiting other funding sources that an extension may be requested and negotiated and mutually agreed upon between both parties.

BE IT FURTHER RESOLVED, that granting of millage dollars to municipalities may be subject to the acquisition of local or grant match funding awarded when included in the original proposal.

BE IT FURTHER RESOLVED, that entities will be required to display a temporary millage recognition sign during the construction phase and a permanent sign provided by the County to remain on the site in perpetuity post completion of the project, as well as wayfinding signage provided by the County if applicable.

BE IT FURTHER RESOLVED, that the eighth and final round in this millage cycle for millage applications for communities is anticipated to be held prior to the next renewal in 2026 contingent on the millage renewing. The application forms and scoring criteria will be reviewed and approved by the Board of Commissioners prior to the eighth round.

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: Tim Morgan, Parks Director
DATE: February 15, 2022
SUBJECT: Contract with Spicer Group Inc.

For the meeting agenda of February 28, 2022 Human Services and March 2, 2022 Finance

BACKGROUND

Proposals were solicited from qualified and experienced engineering firms to serve as the prime professional for three park projects: one at Lake Lansing Park South, one at Bunker Road Landing, and Lake Lansing Park North. After review, the evaluation committee recommends entering into a contract with Spicer Group Inc. for the three projects.

ALTERNATIVES

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

FINANCIAL IMPACT

Board of Commissioner Resolution #20-039 and #20-040 approved funding for various projects below. See the table attached for details.

Project (Grant #)	Board of Commissioner Resolution # authorizing funding	Line Item Project #	Total Project Amount	Requested Amount for Prime Prof. Services	15% Contingency	Total Contract Amount
TF20-0039	21-380	228-75999- 974000-9P14	\$635,200	\$38,300	\$5,745	\$44,045
TF20-0040	21-379	208-75200- 974000	\$112,000	\$20,800	\$3,120	\$23,920
LLN – Maintenance Barn	2020 CIP approved	228-75999- 976000- 20P12	\$75,000	\$30,800	\$4,620	\$35,420
		TOTAL	\$822,200	\$89,900	\$13,485	\$103,385

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

The Ingham County Park Commission supported this resolution at their February 14, 2022 meeting.

RECOMMENDATION

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

Agenda Item 10k

TO: Timothy Morgan, Parks Director

FROM: James Hudgins, Director of Purchasing

DATE: January 12, 2022

RE: Memorandum of Performance for RFP No. 1-22 Prime Professional Consulting Services

Per your request, the Purchasing Department sought proposals from qualified and experienced vendors to provide prime professional services for three park projects: one project at Lake Lansing Park South, one at Bunker Road Landing, and the last one at Lake Lansing Park North. The services may be awarded in whole, or in part, as deemed in the best interest of the County.

The scope of work includes, but is not limited to, providing topographical surveying, plan design including estimates, permit applications, bidding consultation, along with grant and construction administration. The awarded vendor(s) will deliver plans, specifications, bidding documents, cost estimates and schedules; plus, all files for the project(s) in their original format (Word, Excel, AutoCAD, GIS, etc.) to Ingham County.

The Purchasing Department can confirm the following:

Function	Overall Number of Vendors	Number of Local Vendors
Vendors invited to propose	116	37
Vendors responding	7	4

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

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

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

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

SUMMARY OF VENDORS' COSTS

Vendor Name	Local Pref	Lake Lansing Park South Total	Bunker Road Landing Total	Lake Lansing Park North – Maintenance Barn Total	All Parks Total
Rowe Professional Services Company	No, Flint MI	\$25,200.00	\$23,300.00	\$41,400.00	\$89,900.00
Spicer Group Inc.	Yes, Lansing MI	\$38,500.00	\$20,800.00	\$31,000.00	\$90,300.00
Landscape Architects & Planners, Inc.	Yes, Lansing MI	\$43,485.00	\$21,555.00	\$26,693.75	\$91,733.75
Wolverine Engineers & Surveyors Inc.	Yes, Mason MI	\$65,325.00	\$11,675.00	\$37,317.50	\$114,317.50
Straub Pettitt Yaste Architects	No, Clawson MI	\$54,350.00	\$54,350.00	\$29,600.00	\$138,300.00
Viridis Design Group	No, Kalamazoo MI	\$66,480.00	\$42,200.00	\$29,300.00	\$137,980.00
Eng. Engineering & Surveying	Yes, Lansing MI	\$59,866.60	\$55,971.60	\$35,625.00	\$151,463.20

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT WITH SPICER GROUP, INC. FOR
PRIME PROFESSIONAL SERVICES FOR VARIOUS PROJECTS**

WHEREAS, proposals were solicited from qualified and experienced engineering firms to serve as the prime professional for three park projects: one at Lake Lansing Park South, one at Bunker Road Landing, and Lake Lansing Park North; and

WHEREAS, after careful review and evaluation of the proposals received, the Evaluation Committee recommends that a contract be awarded to Spicer Group, Inc. for projects at Lake Lansing Park South, Bunker Road Landing, and Lake Lansing Park North; and

WHEREAS, Spicer Group Inc, a registered-local vendor, has agreed to reduce its proposal cost to meet the lowest responsive bid by a non-local vendor in compliance with the Ingham County local purchasing preference policy.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves entering into a contract with Spicer Group, Inc. for the base bid in the amount of \$89,900 to provide prime professional services for various projects at Lake Lansing Park South, Bunker Road Landing, and Lake Lansing Park North and authorizes a contingency for the overall all work not to exceed 15% of their base bid or \$13,485 for a total amount not to exceed \$103,385.

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

Project (Grant #)	Line Item Project #	Requested Amount for Prime Prof. Services	15% Contingency	Total Contract Amount
TF20-0039 Lake Lansing South	228-75999-974000-9P14	\$38,300.00	\$5,745	\$44,045
TF20-0040 Bunker Road Landing	208-75200-974000	\$20,800.00	\$3,120	\$23,920
Lake Lansing Park North- Maintenance Barn	228-75999-976000-20P12	\$30,800.00	\$4,620	\$35,420

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 County Services and Finance Committees
FROM: Stacy Byers, Director Farmland and Open Space Preservation Board
DATE: February 14, 2022
SUBJECT: Resolution to Authorize A Three-Year Contract Extension with Michigan State University Remote Sensing and Geospatial Information Systems to Conduct Mapping Services for The Farmland and Open Space Preservation Board

BACKGROUND

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

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

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

MSU RS&GIS has developed a modeling system structure to subjectively rank applications and streamline the process to allow for better use of available data sets and technology. MSU RS&GIS will also provide mapping services for properties under consideration for preservation.

ALTERNATIVES

The County could use in house mapping services for Easement mapping, however the County does not have the technology to run the models and apply the scoring system as MSU RS&GIS does, therefore the FOSP Board feels continuing with MSU RS&GIS is the best option.

FINANCIAL IMPACT

The total cost of the contract extension is not to exceed \$60,000 for a contract term of 3 years, \$20,000 each year. The FOSP Board has budgeted for this cost in the 2022 budget.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of meeting basic needs.

OTHER CONSIDERATIONS

None.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution for a three-year contract extension with Michigan State University remote sensing and geospatial information systems to conduct mapping services for the farmland and open space preservation board.

Introduced by County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A THREE-YEAR EXTENSION TO THE CONTRACT WITH MICHIGAN STATE UNIVERSITY REMOTE SENSING AND GEOSPATIAL INFORMATION SYSTEMS TO CONDUCT MAPPING SERVICES FOR THE FARMLAND AND OPEN SPACE SELECTION CRITERIA OF THE FARMLAND AND OPEN SPACE PRESERVATION BOARD

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

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

WHEREAS, the voters of Ingham County approved a millage for Farmland and Open Space Preservation in August 2008 and renewed the millage for another ten years in 2018; and

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

WHEREAS, the FOSP Board contracted with MSU RS & GIS to complete Farmland and Open Space Modeling on applications in 2013, and entered into a three-year contract in 2019, which expired December 31, 2021 (Resolution #19-206); and

WHEREAS, the cost of this service is to continue, as it did for the previous three-year contract, at a not to exceed amount of \$60,000 for a term of three years (\$20,000/year) and the contractor will only bill for hours worked on the project; and

WHEREAS, the FOSP Board has money in the budget to cover this expense.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a three-year contract, effective March 1, 2022 with Michigan State University Remote Sensing and Geospatial Information Systems in an amount not to exceed \$60,000 for the purpose of data collection and preparation, geospatial modeling, and the development of land use cover maps for farmland applications.

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

Agenda Item 12

TO: Board of Commissioners, County Services & Finance Committees

FROM: Rick Terrill, Facilities Director

DATE: February 15, 2022

RE: Resolution to Authorize an Agreement with Laux Construction for the Remodel of the Circuit Court Clerk's Office on the Third Floor of the Historical Mason Courthouse

For the meeting agendas of: March 1 & 2

BACKGROUND

The Circuit Court Clerk's Office on the third floor of the Mason Courthouse needs to be remodeled for the safety and security of staff. A proposal in the amount of \$98,077 was submitted by Laux Construction, a local vendor who is on the MiDeals Co-operative agreement therefore three quotes are not required per the Ingham County Purchasing Policy. We are requesting a contingency of \$5,000, which makes the not to exceed amount \$103,077.

ALTERNATIVES

The alternative would be to not go forward with the project, risking higher prices as well as the safety of staff.

FINANCIAL IMPACT

Funds are available from the American Rescue Plan funds.

OTHER CONSIDERATIONS

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

RECOMMENDATION

Based on the information presented, the Facilities Department respectfully recommends approval of the attached resolution to support an agreement with Laux Construction for the remodel of the Circuit Court Clerk's Office on the third floor of the Mason Courthouse.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH LAUX CONSTRUCTION FOR
THE REMODEL OF THE CIRCUIT COURT CLERK'S OFFICE ON THE THIRD FLOOR OF THE
HISTORICAL MASON COURTHOUSE**

WHEREAS, the Circuit Court Clerk's Office on the third floor of the Historical Mason Courthouse needs to be remodeled for safety and security reasons; and

WHEREAS, per the Ingham County Purchasing Policy, vendors on the MiDeals co-operative agreement do not require three quotes; and

WHEREAS, Laux Construction is on the MiDeals co-operative contract; and

WHEREAS, the Facilities Department recommends authorizing an agreement with Laux Construction who submitted a proposal of \$98,077 for the remodel of the Circuit Court Clerk's Office on the third floor of the Historical Mason Courthouse; and

WHEREAS, the Facilities Department is requesting a contingency of \$5,000 for any unforeseen circumstances; and

WHEREAS, funds are available from the American Rescue Plan Fund.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Laux Construction, 1018 Hogsback Road, Mason, Michigan 48854, for the remodel of the Circuit Court Clerk's Office on the third floor of the Historical Mason Courthouse for an amount not to exceed \$103,077, which includes a \$5,000 contingency.

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

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

TO: Board of Commissioners County Services & Finance Committees
FROM: Deb Fett, Chief Information Officer
DATE: February 15, 2022
SUBJECT: Dark fiber for Allen Neighborhood Clinic
For the Agendas of March 1st, March 2nd, and March 8th, 2022

BACKGROUND

Allen Neighborhood Clinic is expected to be in operation sometime late spring or early summer. This new clinic will need to be able to connect to the County network for systems and data in order to operate effectively. In order to ensure the reliability and security of this connection, Innovation and Technology is proposing a dark fiber circuit that will allocate dedicated bandwidth that is not shared with others.

ALTERNATIVES

Quotations were requested from other vendors however, none, other than the selected vendor, were able to offer a dark fiber solution. The options that were quoted in lieu of dark fiber were metered connections that were a significantly higher price per gigabit than we will receive with a dark fiber solution.

FINANCIAL IMPACT

Funds for this project will be paid out of the Health Center fund #511-61525 978000 02385.

STRATEGIC PLANNING IMPACT

This authorization supports Goal B – Communication: Improve service by enhancing the quality of external and internal communication as well as Goal D – Information Technology, specifically Strategy 2 – Annually budget for countywide IT projects including updates to existing software applications.

OTHER CONSIDERATIONS

By utilizing the engineered dark fiber solution we will receive a reliable connection that is more cost effective than other researched solutions while isolating our data to help with security.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval to enter into an agreement with Zayo Group to lease dark fiber installation and 10 years of service in the amount not to exceed \$2,100 monthly for a total of \$252,000 over the 10-year period.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE THE LEASE OF DARK FIBER FROM ZAYO GROUP

WHEREAS, Ingham County currently utilizes fiber data connection solutions successfully at various locations; and

WHEREAS, there is a need for reliable and protected data network connectivity from the new clinic back to the County's network; and

WHEREAS, a dark fiber solution has been determined to meet all data connectivity needs while providing the best price for performance.

THEREFORE BE IT RESOLVED, that the Board of Commissioners do hereby authorize the lease of dark fiber from Zayo Group for 10 years in an amount not to exceed \$252,000.

BE IT FURTHER RESOLVED, that the recurring monthly fees will be paid from the Health Center Fund (#511-61525 978000 02385).

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: Deb Fett, CIO

DATE: 02/15/2022

SUBJECT: Resolution – UPS Support Contract for Datacenter
For the meetings of March 1st, March 2nd, and March 8th, 2022

BACKGROUND

Nationwide Power has worked extensively with Ingham County to provide batteries, capacitors and filters on the uninterruptible power supply (UPS) in both the Mason facility datacenter and the 911 datacenter in the past. They have also provided support services and their performance has been very satisfactory so far. These UPS devices ensure that the systems and networks at our two datacenters will remain operational should a power failure occur and the site need to operate on generator power, while it also provides consistent filtered power. We are able to leverage the State of Michigan MiDeal contract now through CDWG to obtain their services at a competitive price.

ALTERNATIVES

It is possible to utilize a time and materials method for service but this would lower our priority and could negatively affect our uptime and service to the departments that rely on our systems.

FINANCIAL IMPACT

The funding for the \$28,492.59 quote for 3 years of support will come from the County's Innovation and Technology Department's Network Maintenance Fund #636-25810-932030.

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

Our current support contract expired on February 6, 2022. This quote was obtained through CDWG under the State of Michigan MiDeal contract (#071B6600110).

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached contract for UPS Support provided by Nationwide Power from CDWG.

Introduced by County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE THE UNINTERRUPTABLE POWER SUPPLY
SUPPORT CONTRACT FROM CDWG**

WHEREAS, an Uninterruptable Power Supply (UPS) is a critical component to the Ingham County Network and are located in both Ingham County Datacenters; and

WHEREAS, this UPS provides power to all computers and equipment in the Ingham County Datacenters in the case of a power failure; and

WHEREAS, Nationwide Power has been maintaining our UPS devices for several years and ITD is very happy with their service; and

WHEREAS, ITD utilized the State of Michigan MiDeal contract to obtain pricing from CDWG for Nationwide Power support; and

WHEREAS, the annual contract amount is in the approved 2022 budget.

THEREFORE BE IT RESOLVED, that the Board of Commissioners do hereby authorize the contracting with CDWG for three years of UPS support provided by Nationwide Power for our datacenters in the amount not to exceed \$28,500.

BE IT FURTHER RESOLVED, that the total cost will be paid out of the County's Network Fund #63625810-932030.

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

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

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

FROM: Kelly R. Jones, Managing Director
Road Department

DATE: February 15, 2022

SUBJECT: Proposed Resolution to Amend an Engineering Services Agreement for the Okemos Road Project with Fishbeck

For the Meeting Agendas of March 1, 2, and 8

BACKGROUND

The Ingham County Road Department (ICRD) has received state Local Bridge Program (LBP) funding, federal Earmark Repurposed Funds, federal Surface Transportation Program (STP) funding, federal National Highway Performance Program (NHPP) funding, and federal Congestion Mitigation and Air Quality Improvement Program (CMAQ) funding for the Okemos Rd project in Sections 16, 21, 28 and 33 of Meridian Township. The scope of work for the bridge portion of the project includes the removal of two existing Okemos Road bridges and construction of a single bridge over the Red Cedar River. The scope of work for the road portion of the project includes road reconstruction, drainage improvements and other necessary related work on Okemos Road from Mt Hope Road to Clinton Street. The scope of work for the traffic signal portion of the project includes traffic signal replacement, traffic signal improvements, and traffic signal optimization along Okemos Road from Jolly Road to Central Park Drive.

Ingham County on behalf of the Road Department entered into an agreement (Resolution #20-194) with Fishbeck to provide engineering design services for the Okemos Road project. This contract is nearly complete, but a few additional services and unanticipated permitting efforts were required as part of the design process, requiring a budget amendment to the original contract. Throughout the design process, additional effort was required to mitigate right-of-way impacts, coordinate with the Drain Office to improve stormwater management, and submit additional documents to meet Michigan Department of Transportation (MDOT) funding requirements.

ALTERNATIVES

No alternatives are available, due to these services being required by other regulatory agencies.

FINANCIAL IMPACT

The original design contract included a budget of \$194,189 with a 20% contingency for a total authorized budget of \$234,000. This budget amendment is requesting \$59,900 in additional services, adjusting the project budget to \$293,900. The total cost for the design services equates to 3.3% of the construction budget for this project. The additional cost for these design services are included in the 2022 Road Fund Budget.

OTHER CONSIDERATIONS

N/A

RECOMMENDATION

I respectfully recommend the Board of Commissioners approve the attached resolution to amend the agreement with Fishbeck in the amount of \$59,900 for a total contract budget of \$293,900.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AMEND AN ENGINEERING SERVICES AGREEMENT FOR THE
OKEMOS ROAD PROJECT WITH FISHBECK**

WHEREAS, the Ingham County Road Department received state Local Bridge Program (LBP) funding, federal Earmark Repurposed Funds, federal Surface Transportation Program (STP) funding, federal National Highway Performance Program (NHPP) funding, and federal Congestion Mitigation and Air Quality Improvement Program (CMAQ) funding for the Okemos Rd project in Sections 16, 21, 28, and 33 of Meridian Township; and

WHEREAS, the costs associated with the design engineering, construction engineering, right-of-way acquisition, and the local portion of the construction costs are included in the 2020-2022 Road Fund Budgets; and

WHEREAS, the Ingham County Board of Commissioners adopted Resolution #20-194 to enter into an engineering services agreement with Fishbeck for a not-to-exceed fee of \$234,000; and

WHEREAS, additional engineering services and unanticipated permitting efforts were required as part of the design process, resulting in a budget amendment request in the amount of \$59,900, for a revised total budget of \$293,900.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes amending the engineering services contract for the Okemos Road Project with Fishbeck located at 5913 Executive Drive, Suite 100, Lansing, MI 48911, for a revised contract amount of \$293,900.

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

Agenda Item 14b

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

FROM: Kelly R. Jones, Managing Director
Road Department

DATE: February 15, 2022

SUBJECT: Proposed Resolution to Enter into an Agreement with the Lansing Board of Water & Light for
Emergency Traffic Signal Maintenance

For the Meeting Agendas of March 1, 2, and 8

BACKGROUND

The Ingham County Road Department (ICRD) is responsible for maintaining 69 signalized intersections and numerous red/yellow flashers. The ICRD traffic signals are located in Aurelius Township, Delhi Township, Lansing Township, Leroy Township, Leslie Township, Meridian Township, and Vevay Township. The ICRD also maintains traffic signals within the City of Mason and the Village of Webberville, per separate contracts.

The ICRD has arranged for emergency traffic signal maintenance assistance from the Lansing Board of Water & Light (LBWL) since May 2002. The agreement is intended to provide the ICRD with emergency maintenance support when our only Signal Technician is unavailable to fulfill his work duties, such as sick leave, vacation leave, etc. The contract also provides aid to the ICRD in the event a signal is damaged from a traffic crash, requiring specialized services or additional personnel. The LBWL provides a low cost and local alternative to the ICRD for these services, in lieu of contracting with a private contractor at higher costs and slower response times.

The expectation is that the agreement with LBWL would commence upon contract execution and expire on January 1, 2026.

ALTERNATIVES

The alternative is to hire another signal technician, which is the long-range goal for the ICRD, but is not currently supported in the Road Fund Budget.

FINANCIAL IMPACT

The annual expense for this emergency contract has consistently been less than \$10,000 per year, but is based on actual needs. The anticipated cost for the LBWL contract is included in the 2022 Road Fund Budget.

OTHER CONSIDERATIONS

N/A

RECOMMENDATION

I respectfully recommend the Board of Commissioners approve the attached resolution to enter into an agreement with LBWL for emergency traffic signal maintenance.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH THE LANSING BOARD OF WATER & LIGHT FOR EMERGENCY TRAFFIC SIGNAL MAINTENANCE

WHEREAS, the Ingham County Road Department is responsible for maintaining 69 signalized intersections and numerous red/yellow flashers located in Aurelius Township, Delhi Township, Lansing Township, Leroy Township, Leslie Township, Meridian Township, Vevay Township, City of Mason, and the Village of Webberville; and

WHEREAS, the Road Department has arranged for emergency traffic signal maintenance assistance from the Lansing Board of Water & Light since May 2002; and

WHEREAS, the agreement with the Lansing Board of Water & Light is intended to provide the Road Department with maintenance support when the Signal Technician is unavailable to fulfill work duties and to assist with emergency traffic signal repairs caused by vehicular damage; and

WHEREAS, the Lansing Board of Water & Light provides a cost effective and local alternative in the event of emergencies.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with the Lansing Board of Water & Light, located in Lansing, Michigan to provide emergency traffic signal maintenance in an amount no to exceed \$10,000 per year for a total amount not to exceed of \$50,000 for the five-year life of the contract with an expiration date of January 1, 2026.

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

TO: County Services and Finance Committees

FROM: Carl Langham, Director of Operations ICRD

DATE: February 15, 2022

SUBJECT: ITB No.31-22: Emulsified Asphalts for the Road Department

BACKGROUND

The purpose of this correspondence is to support the attached resolution to purchase the following: emulsified asphalts; CRS-2M, HFRS-2M, SS-1H, low tracking tac, AE-90, and CM-300 emulsions for the scheduled 2022 Chip Seal program and various other road maintenance requirements.

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

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

ALTERNATIVES

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

All emulsions purchased shall meet or exceeds the specifications from the 2012 MDOT Standard Specifications for Construction, tables 904-4 and 904-6 Emulsified Asphalts, and the ITB packet #31-22, Section 8, Specifications.

FINANCIAL IMPACT

The Road Department's adopted 2022 budget includes fund for this and other maintenance material purchases in controllable expenditures.

Bids for CRS-2M, HFRS-2M, Low Tracking Tac, SS-1H, AE-90, and CM-300 emulsions were solicited and evaluated by the Ingham County Purchasing Department per Invitation to Bid (ITB) #31-22, and it is their recommendation, with the concurrence of Road Department, to award these bids and purchase HFRS-2M, SS-1H, AE-90, low tracking tac, and CM-300 Emulsions on an as-needed, unit price per gallon basis as shown below:

	CRS-2M per gallon	HFRS-2M per gallon	SS-1H per gallon	Low Track Tac. Per gallon	AE-90 per gallon	CM-300 per gallon
Michigan Paving and Materials	N/A	N/A	\$2.40 Plant Pickup	N/A	\$2.20 Plant pickup	N/A
Asphalt Materials	N/A	N/A	N/A	N/A	N/A	\$3.27 Delivered *
BIT-MAT of Michigan	\$2.25	N/A	N/A	\$2.30 Plant pickup	\$2.15 Plant pickup	N/A

* CM-300 Emulsion is designed for manufacturing Cold patch. The Pug mill mobilization cost of \$1,500 is only required for the day of Cold patch manufacturing at the Metro District garage. There is a Cold Patch production cost of \$3.00 per ton of finished Cold Patch.

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

OTHER CONSIDERATIONS

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

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

	CRS-2M per gallon	HFRS-2M per gallon	Low Track Tac. per gallon	AE-90 per gallon
Michigan Paving and Materials	\$2.28 Delivered	N/A	\$2.60 Plant pickup	\$2.20 Plant pickup
Asphalt Materials	\$2.37 Delivered	\$2.37 Delivered	N/A	N/A

RECOMMENDATION

Therefore, approval of the attached resolution is recommended to authorize purchase of the Road Department's 2022 seasonal supply of emulsions.

Agenda Item 14c

TO: Carl Langham, Jr., Director of Operations, Ingham County Road Department

FROM: James Hudgins, Director of Purchasing

DATE: February 14, 2021

RE: Memorandum of Performance for RFP No. 31-22 Emulsified Asphalts

Per your request, the Purchasing Department sought proposals from qualified and experienced vendors for furnishing its 2022 seasonal requirements of emulsified asphalts to the Ingham County Road Department. This year the Ingham County Road Department is requesting quotes on CRS-2M as an alternative to the HFRS-2M as well as CSS-1H as an alternative to the SS-1H emulsified asphalts.

The Purchasing Department can confirm the following:

Function	Overall Number of Vendors	Number of Local Vendors
Vendors invited to propose	27	6
Vendors responding	3	0

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

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

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

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

SUMMARY OF VENDORS' COSTS

VENDOR: Asphalt Materials					
Emulsified Asphalt Designation/Pickup or Delivery	Detention Rates for Unloading:	Price per Gallon:	Approx. # of Gallons:	Approx. Total Cost	Plant or Refinery Location:
SS - 1H (F.O.B. Plant Pickup)		No Bid	5,000±		
CSS-1H (F.O.B. Plant Pickup)		No Bid	5,000±		
Low Tracking Bond Cost (F.O.B. Plant Pickup)		No Bid	10,000±		
HFRS-2M (F.O.B. Delivery to Job Site)	\$130.00 (see below)	\$2.37	400,000±	\$948,000.00	Oregon OH
CRS-2M (F.O.B. Delivery to Job Site)	\$130.00 (see below)	\$2.37	400,000±	\$948,000.00	Oregon OH
AE-90 ((or qualified equivalent) F.O.B. Plant Pickup)		No Bid	10,000±		
CM-300 ((or qualified equivalent) F.O.B delivery to Garage)	N/A	\$3.27	15,000±	\$49,050.00	Oregon OH
Pug Mill Mobilization Cost	\$1,500.00				
Cold Patch Production Costs (per ton):	\$3.00				
Frieght Cost	\$0.18 per gallon				
Truck Availability for HFRS- 2M/CRS-2M	10,000+ gallon 8 axle "Michigan Trailers" - 4 hours free unloading / \$130.00 per hour thereafter, 9500 gallons minimum				
	6,000+ gallon tandem axle trailers - 2 hours free unloading / \$130.00 per hour thereafter, 5500 gallon minimum				

VENDOR: Michigan Paving & Materials Stoneco of MI					
Emulsified Asphalt Designation/Pickup or Delivery	Detention Rates for Unloading:	Price per Gallon:	Approx. # of Gallons:	Approx. Total Cost	Plant or Refinery Location:
SS - 1H - F.O.B. Plant Pickup	N/A	\$2.40	5,000±	\$12,000.00	Alma MI
CSS-1H - F.O.B. Plant Pickup		No Bid	5,000±		
Low Tracking Bond Cost - F.O.B. Plant Pickup	N/A	\$2.60	10,000±	\$26,000.00	Alma MI
HFRS-2M - F.O.B. Delivery to Job Site		No Bid	400,000±		
CRS-2M - F.O.B. Delivery to Job Site	\$100.00/hour	\$2.28	400,000±	\$912,000.00	Alma MI & Monroe MI
AMS SP AE-90 (or qualified equivalent) - F.O.B. Plant	N/A	\$2.20	10,000±	\$22,000.00	Alma MI
CM-300 (or qualified equivalent) - F.O.B delivery to Garage		No Bid	15,000±		
Pug Mill Mobilization Cost	No Bid				
Cold Patch Production Costs (per ton):	No Bid				
Freight Cost	No Bid				
Truck Availability for HFRS- 2M/CRS-2M	See Attachments				

VENDOR: Bit-Mat of Michigan					
Emulsified Asphalt Designation/Pickup or Delivery	Detention Rates for Unloading:	Price per Gallon:	Approx. # of Gallons:	Approx. Total Cost	Plant or Refinery Location:
SS - 1H - F.O.B. Plant Pickup		No Bid	5,000±		
CSS-1H - F.O.B. Plant Pickup		No Bid	5,000±		
Low Tracking Bond Cost - F.O.B. Plant Pickup	N/A	\$2.30	10,000±	\$23,000.00	Bay City MI
HFRS-2M - F.O.B. Delivery to Job Site		No bid	400,000±		
CRS-2M - F.O.B. Delivery to Job Site	\$125.00/3 hours	\$2.25	400,000±	\$900,000.00	Bay City MI
AE-90 (or qualified equivalent) - F.O.B. Plant Pickup	N/A	\$2.15	10,000±	\$21,500.00	Bay City MI
CM-300 (or qualified equivalent) - F.O.B delivery to Garage	N/A	No Bid	15,000±		
Pug Mill Mobilization Cost	No Bid				
Cold Patch Production Costs (per ton):	No Bid				
Frieght Cost	No Bid				
Truck Availability for HFRS- 2M/CRS-2M	40,000 gallons/day				

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE PURCHASE OF
2022 SEASONAL REQUIREMENT OF EMULSIFIED ASPHALT**

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

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

WHEREAS, the Road Department's adopted 2022 budget includes funding for this and other maintenance material purchases in controllable expenditure; and

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

WHEREAS, bids for the various types of emulsified asphalts were solicited and evaluated by the Ingham County Purchasing Department per Invitation to Bid (ITB) #31-22, and it is their recommendation, with the concurrence of the Road Department, to award these bids and to purchase the CRS-2M, low track bond coat, and AE-90 emulsions on an as-needed, unit price basis from Bit-Mat of Michigan, based on their lowest qualified bids as shown below:

Bit-Mat of Michigan	Delivered per gallon	Plant pickup per Gallon	Plant pickup per gallon
CRS-2M	\$2.25		
Low Track Bond		\$2.30	
AE-90			\$2.15

; and

WHEREAS, bids for the various types of emulsified asphalts were solicited and evaluated by the Ingham County Purchasing Department per Invitation to Bid (ITB) #31-22, and it is their recommendation, with the concurrence of Road Department, to award these bids and to purchase the SS-1H emulsions on an as-needed, unit price basis from Michigan Paving and Materials, based on their lowest qualified bids as shown below:

Michigan Paving and Materials	Plant pickup per gallon	Plant pickup per gallon
SS-1H per gallon	\$2.40	

; and

WHEREAS, bids for the various types of emulsified asphalts were solicited and evaluated by the Ingham County Purchasing Department per Invitation to Bid (ITB) #31-22, and it is their recommendation, with the concurrence of Road Department staff, to award these bids and to purchase CM-300 asphalt emulsion, with Pug Mill mobilization for onsite production of cold patch, on an as-needed, unit price basis from Asphalt Materials Inc., as shown below:

Asphalt Materials Inc. of Ohio	Delivered per gallon	Per day	Per finished ton
CM-300	\$3.27		
Cold Patch Production			\$3.00
Pug Mill mobilization		\$1,500	

; and

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

	CRS-2M per gallon	HFRS-2M per gallon	Low Track Tac. per gallon	AE-90 per gallon
Michigan Paving and Materials	\$2.28 Delivered	N/A	\$2.60 Plant Pickup	\$2.20 Plant Pickup
Asphalt Materials	\$2.37 Delivered	\$2.37 Delivered	N/A	N/A

THEREFORE BE IT RESOLVED, that the Board of Commissioners accepts the bids, and authorizes the purchase of these various types of emulsified asphalts on an as-needed, unit price basis from the Bit Mat of Michigan for \$2.25 per gallon of CRS-2M delivered, \$2.30 per gallon for low track bond coat, and \$2.15 per gallon for AE-90; Michigan Paving and Materials for \$2.40 per gallon of SS-1H; and Asphalt Materials for \$3.27 per gallon for CM-300 delivered, \$3.00 per ton for cold patch, and \$1,500 per day for Pug Mill mobilization based on their qualified bids and/or availability of specified emulsions as shown above.

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

TO: County Services and Finance Committees

FROM: Carl Langham, Director of Operations ICRD

DATE: February 15, 2022

SUBJECT: ITB No.30-22 Hot Mix Asphalt (HMA) Mixtures with optional trucking

BACKGROUND

The Road Department annually purchases approximately 50,000 to 55,000 tons of various hot mix asphalt (HMA) mixtures, with the option of Flowboy and Quad axle trucking furnished by the supplier with a per hour rate.

The purpose of this correspondence is to support the attached resolution to purchase 13A, 13A Top, 1100 T, and 36A HMA for the scheduled 2022 HMA maintenance program and various other road maintenance agreements. The four different types of HMA are designed to meet the various needs for building and repairing county roads, by Road Department staff in various road maintenance operations.

ALTERNATIVES

There are other HMA mixtures available from the three HMA suppliers, but the design and cost of some of these other HMA mixtures may not meet the standards or performance requirements set by the Michigan Department of Transportation HMA production manual for the type of road maintenance performed by the ICRD.

FINANCIAL IMPACT

The Road Department's adopted 2022 budget includes fund for this and other maintenance material purchases in controllable expenditures.

Bids for 13A, 13A top, 1100T, and 36A HMA were solicited and evaluated by the Ingham County Purchasing Department per ITB #30-22, and it is their recommendation, with the concurrence of Road Department staff, to award these bids and purchase 13A, 13A top, 1100T, and 36A HMA on an as-needed, unit price per ton basis from all 3 vendors.

1. Reith Riley Construction 4150 S. Creyts Road Lansing, MI. 48917 and 2325 Kipp Road Mason, Mi. 48854

13A @ \$52.00 per a ton,

13A Top @ \$62.50 per a ton

1100T @ \$58.00 per a ton

36A @ \$58.50 per a ton

The provided Flowboy trucking rate is \$185.00 per an hour

The provided Quad-axle trucking rate is \$155.00 per an hour

2. Michigan Paving & Materials 16777 Wood St. Lansing, Michigan 48906 and 1600 N. Elm Road Jackson, Michigan 49202

13A @ \$55.50 per a ton

13A Top @ \$59.50 per a ton

1100T @ \$56.50 per a ton

36A @ \$ 56.50 per a ton

The provided Flowboy trucking rate is \$165.00 per an hour

The provided Quad-axle trucking rate is \$120.00 per an hour

3. Capital Asphalt 3888 S. Canal Road, Lansing Michigan 48917

13A @ \$49.75 per a ton

13A Top @ \$54.00 per a ton

1100T @ \$49.75 per a ton

36A @ \$50.00 per a ton

Winter grade 36A asphalt @ \$137.00 per a ton

The provided Flowboy trucking rate is \$165.00 per an hour

The provided Quad-axle trucking rate is \$135.00 per an hour

The decision to where the HMA will be purchased on any given operation will be based on Road Department staff's judgment as to which supplier is most advantageous for Ingham County. This decision will be based on a combination of bid unit price, supplier proximity to the work being performed at the time and availability of required material, with preference based on lowest qualifying bid unit price per ton and a quantity not to exceed \$3,390,000.

OTHER CONSIDERATIONS

The HMA shall meet or exceeds the specifications from the HMA production manual, Marshall HMA mixture according to the "Special Provision for Marshall Hot Mix Asphalt Mixtures", the MDOT Standard Specifications for Construction, Section 501, and the Invitation to Bid (ITB) packet #30-22, Section 8 Specifications.

RECOMMENDATION

Therefore, approval of the attached resolution is recommended to authorize the purchase of the Road Department's 2022 seasonal supply of HMA, with the option of provided Flowboy and Quad axle trucking.

Agenda Item 14d

TO: Carl Langham, Jr., Director of Operations, Ingham County Road Department

FROM: James Hudgins, Director of Purchasing

DATE: February 14, 2022

RE: Memorandum of Performance for ITB No. 30-22 Hot Mix Asphalt (HMA) Mixtures

Per your request, the Purchasing Department sought bids from experienced and qualified vendors for the purpose of furnishing the Road Department's 2022 seasonal requirement of hot mix asphalt mixtures, in addition to furnishing flow boys or quad axle trucks on an as-needed basis.

In accordance with Resolution #13-119, the Local Purchasing Preference Policy was not applied in this solicitation as I have determined that the application of the Local Purchasing Preference Policy would preclude the County from obtaining a sufficient number of competitive proposals.

The Purchasing Department can confirm the following:

Function	Overall Number of Vendors
Vendors invited to propose	43
Vendors responding	3

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

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

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

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

SUMMARY OF VENDORS' COSTS

Vendor: Reith-Riley				Vendor: Michigan Paving & Materials			
Local Preference: N/A Resolution 13-119				Local Preference: N/A Resolution 13-119			
	HMA per ton	Total Amount	Plant Location		HMA per ton	Total Amount	Plant Location*
13A	\$52.00	\$1,560,000.00	Lansing or Mason MI	13A	\$55.50	\$1,665,000.00	Lansing MI
HMA 13A Top	\$62.50	\$625,000.00	Lansing or Mason MI	HMA 13A Top	\$59.50	\$595,000.00	Lansing MI
1100T	\$58.00	\$580,000.00	Lansing or Mason MI	1100T	\$56.50	\$565,000.00	Lansing MI
HMA 36A	\$58.50	\$585,000.00	Lansing or Mason MI	HMA 36A	\$56.50	\$565,000.00	Lansing MI
Batch Plant 36A (Winter grade)	No Bid	No Bid		Batch Plant 36A (Winter grade)	No bid		
TOTAL BID PRICE	\$3,350,000.00			TOTAL BID PRICE	\$3,390,000.00		
Flowboy Trucking	\$185/Hr			Flowboy Trucking	\$165/Hr		
Quad-axle Trucking	\$155/Hr			Quad-axle Trucking	\$120/Hr		
Hours in Advance	18 Hours			Hours in Advance	24 Hours		
				*HMA material may also be purchased at the Jackson location at same prices.			
Vendor: Capital Asphalt				NA: In accordance with Resolution #13-119, the Local Purchasing Preference Policy was not applied in this solicitation as I have determined that the application of the Local Purchasing Preference Policy would preclude the County from obtaining a sufficient number of competitive proposals.			
Local Preference: N/A Resolution 13-119							
	HMA per ton	Total Amount	Plant Location				
13A	\$49.75	\$1,492,500.00	Lansing MI				
HMA 13A Top	\$54.00	\$540,000.00					
1100T	\$49.75	\$497,500.00					
HMA 36A	\$50.00	\$500,000.00					
Batch Plant 36A (Winter grade)	\$137.00	\$27,400.00					
TOTAL BID PRICE	\$3,057,400.00						
Flowboy Trucking	\$165/Hr						
Quad-axle Trucking	\$135/Hr						
Hours in Advance	24 Hours						

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE PURCHASE OF
2022 SEASONAL REQUIREMENT OF HOT MIX ASPHALT MIXTURES**

WHEREAS, the Road Department (ICRD) annually purchases approximately 50,000 to 55,000 tons of various hot mix asphalt (HMA) mixtures 13A, 13A Top, 1100T, and 36A, with assistants by the supplier with furnished Flowboy and Quad axle trucking, for placement by Road Department crews in various road maintenance operations; and

WHEREAS, the Road Department's adopted 2022 budget includes funding for this and other maintenance material purchases in controllable expenditures; and

WHEREAS, bids for maintenance HMA and related trucking by the asphalt suppliers were solicited and evaluated by the Ingham County Purchasing Department per ITB #30-22, and it is their recommendation, with the concurrence of Road Department staff, to award these bids and purchase HMA on an as-needed, unit price per ton basis from all three responding bidders: Michigan Paving & Materials, Reith Riley, and Capital Asphalt with trucking provided at a cost when requested by ICRD staff and to award bid and purchase on an as-needed, unit price per ton and per an hourly basis; and

WHEREAS, a blanket purchase order shall be processed with HMA purchases from the three vendors, based on availability of required material, trucks and location, with preference based on lowest qualifying bid unit price per ton and a quantity not to exceed \$3,390,000; and

WHEREAS, this decision will be based on Road Department staff's judgment as to which supplier is most advantageous to the County for any given operation based on combination of bid unit price, supplier proximity to the work being performed at the time, availability of required material and trucks.

THEREFORE BE IT RESOLVED, that the Board of Commissioners accepts the bids, and authorizes the purchase of HMA, with furnished trucking on an as-needed, unit price per ton and on an hourly trucking rate basis from all three respondents to ITB #30-22 as follows:

Reith Riley Construction 4150 S. Creyts Road Lansing, MI. 48917 and 2325 Kipp Road
Mason, Mi. 48854

- 13A @ \$52.00 per ton
- 13A Top @ \$62.50 per ton
- 1100T @ \$58.00 per ton
- 36A @ \$58.50 per ton
- Flowboy trucking rate, \$185.00 per hour
- Quad-axle trucking rate, \$155.00 per hour

Michigan Paving & Materials 16777 Wood St. Lansing, Michigan 48906 and 1600 N. Elm Road Jackson, Michigan 49202

- 13A @ \$55.50 per ton
- 13A Top @ \$59.50 per ton
- 1100T @ \$56.50 per ton
- 36A @ \$ 56.50 per ton
- Flowboy trucking rate, \$165.00 per hour
- Quad-axle trucking rate, \$120.00 per hour

Capital Asphalt 3888 S. Canal Road, Lansing Michigan 48917

- 13A @ \$49.75 per ton
- 13A Top @ \$54.00 per ton
- 1100T @ \$49.75 per ton
- 36A @ \$50.00 per ton
- Winter grade 36A asphalt @ \$137.00 per ton
- Flowboy trucking rate, \$165.00 per hour
- Quad-axle trucking rate, \$135.00 per hour

BE IT FURTHER RESOLVED, that purchases will be based on Road Department staff's judgment as to which supplier is most advantageous to the County for any given operation based on combination of bid unit price, supplier proximity to the work being performed at the given time and availability of required material.

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

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION ESTABLISHING THE BUDGET CALENDAR FOR 2023

WHEREAS, Public Act 621 of 1978 provides that the Board of Commissioners establishes an appropriate time schedule for preparing the budget; and

WHEREAS, this Act requires that each elected official, department head, administrative office or employer of a budgetary center shall comply with the time schedule and requests for information from the Controller.

THEREFORE BE IT RESOLVED, that the attached budget calendar for the 2023 budget process be adopted.

BE IT FURTHER RESOLVED, that the County Clerk shall be directed to provide written notification of the attached budget calendar to all elected officials and department heads.

2023 BUDGET CALENDAR

March 2	Finance Committee recommends 2023 budget calendar.
March 8	Board of Commissioners approves 2023 budget calendar.
April 14 - 20	Committees review fees for various county services to make recommendations for any appropriate increases to be effective January 1, 2023.
April 28 – May 4	Committees may make recommendations for increases to fees for various county services to be effective January 1, 2023.
May 10	Board of Commissioners considers updates to fees for various county services to be effective January 1, 2023.
May 23	Department heads, elected officials and agencies, submit operating and capital budgets.
June 10 - 27	Controller holds budget meetings with departments.
July 31 (tentative)	Community agencies submit applications for 2023 funding.
August 12	Controller's Recommended Budget distributed to the Board of Commissioners.
August 25 – 30	Liaison Committees hold hearings on operating and capital budget recommendations.
September 14	Finance Committee holds hearing and makes operating and capital improvement budget recommendations.
October 25	Board holds public hearing on the General Fund Budget. Board adopts operating and capital budgets and millages.