



BOARD OF COMMISSIONERS SPECIAL MEETING AGENDA

May 11, 2020

4:30 PM

Zoom Virtual Meeting Room

Meeting ID: 399-700-0062 / Password: LCBOC

<https://zoom.us/j/3997000062?pwd=SUdLYVFFcmozWnFxbm0vcHRjWkVIZz09>

"The mission of Livingston County is to be an effective and efficient steward in delivering services within the constraints of sound fiscal policy. Our priority is to provide mandated services which may be enhanced and supplemented to improve the quality of life for all who work, reside and recreate in Livingston County."

Pages

1. **CALL MEETING TO ORDER**
2. **MOMENT FOR SILENT REFLECTION**
3. **PLEDGE OF ALLEGIANCE TO THE FLAG**
4. **ROLL CALL**
5. **CORRESPONDENCE** 3
 - a. Berrien County Correspondence dated April 23, 2020
6. **CALL TO THE PUBLIC**
7. **APPROVAL OF MINUTES** 5
 - a. Minutes of Meeting Dated: April 27, 2020
 - b. Minutes of Meeting Dated: May 6, 2020
8. **TABLED ITEMS FROM PREVIOUS MEETINGS**
9. **APPROVAL OF AGENDA**
10. **REPORTS**
11. **CLOSED SESSION**

Discuss Written Legal Opinion Pursuant to MCL 15.268(h)
12. **COUNTY ADMINISTRATOR INTERVIEWS**
13. **APPROVAL OF CONSENT AGENDA ITEMS**

Resolutions 2020-05-133 and 2020--05-134

- a. **2020-05-133** 12

Resolution Authorizing Blanket Signature Resolution for Michigan Department of Transportation (MDOT) Master Agreement No. 2017-0082 - LETS
- b. **2020-05-134** 15

Resolution Authorizing Contractual Agreement for Generator Maintenance & Repair Services – Facility Services

14. RESOLUTIONS FOR CONSIDERATION

- a. **2020-05-135** 19

Appointment of County Administrator
- b. **2020-05-136** 20

Resolution Extending Additional and/or Modified Temporary Emergency Employment Provisions in Response to COVID-19 - County Administration

15. CALL TO THE PUBLIC

16. ADJOURNMENT

BERRIEN COUNTY COMMISSIONERS

Mac Elliott, Chair	Bill Chickering
Bob Harrison	Ezra Scott
Michael Majerek	Chris Heugel
Teri Freehling	Don Meeks
Dave Vollrath	Mamie Yarbrough
Jon Hinkelman	Jim Curran



701 MAIN STREET
ST. JOSEPH, MICHIGAN 49085
PHONE: (269) 983-7111, EXT 8095
FAX: (269) 983-5788

April 23, 2020

Governor Gretchen Whitmer
State Capital
110 S. Capitol Avenue
Lansing, MI 48933

Dear Governor Whitmer:

The Berrien County Board of Commissioners recognizes and fully supports the heroic efforts of frontline healthcare workers and first responders as well as workers in the service economy. Likewise, we appreciate the need for appropriate executive orders and policies to mitigate the spread of the COVID-19 virus and promote public safety, while also protecting our state and local economies. Our region is dependent on agriculture and tourism. It is important that we preserve these economic engines and the jobs that are currently locked down. Accordingly, the Berrien County Board respectfully requests modifications to current and future executive orders to remain within the boundaries of Cybersecurity and Infrastructure Security Agency (CISA) guidelines.

Berrien County has 157,000 residents, and as of 3:00 p.m. on April 22, 2020 there were 177 confirmed positive cases out of over 32,000 in the State of Michigan. It is logical to recognize that the virus is significantly more impactful on areas with high population density, and will disproportionately affect people of color and senior citizens with pre-existing illnesses, such as diabetes, hypertension and heart disease. Executive action should not be based on the notion that one rule fits all locations. What is necessary for Southeast Michigan is not proving to be best for Southwest Michigan, the Upper Peninsula and other regions. Local and regional flexibility is now appropriate, along with the ongoing need for responsible behavior including social distancing, good hygiene and personal protective devices for certain business and commercial facilities. Our businesses and jobs are essential to Berrien County and the State of Michigan. If we and the similarly situated counties are held to the same standards as the handful of counties in which COVID-19 is prevalent, there will likely be irreparable damage to our economies and to the entire state.

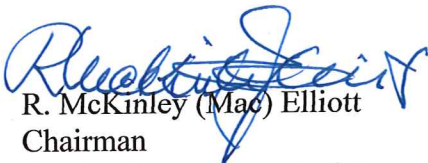
The Berrien County Health Department is doing an outstanding job of mitigating, communicating, and recommending best practices as we go forward. The Board of Commissioners trusts the local public health officials to continue in their efforts to monitor and promote reasoned advice in connection with a safe re-opening of Berrien County; we likewise trust the vast majority of our business owners and citizens to act responsibly. This Board asks that you revise current Executive Orders to provide regional flexibility concerning the restrictions and prohibitions of occupational and personal activities as identified below, and to ensure a sensible and safe framework that respects the constitutional guarantees of life, liberty and the pursuit of happiness for all citizens of the State of Michigan.

The County Board supports allowing workers in occupations which can successfully mitigate the spread of COVID-19 and socially distance themselves, to be allowed to return to work. This should include manufacturing, production, property maintenance and food services. We believe this can be done in a responsible manner and with due caution. We also urge you to allow citizens to purchase such things as grass seed, house paint and gardening supplies, and to engage in recreational and outdoor activities which common sense should allow.

Those of us in border counties can readily understand why citizens are flocking to Lowes, Meijer, Walmart or Home Depot stores in Toledo, South Bend or Elkhart. They are driving across the state line because it is unreasonable to prohibit the purchase of these items in approximately 75 of the 83 Michigan counties. As you might expect, while those border county residents are purchasing their home improvement supplies in Ohio or Indiana, they are also buying groceries and filling their gas tanks.

In summary, the Berrien County Board of Commissioners urges you to move forward with an objective plan of action for re-opening our economy in conjunction with input from local governments, and with continued attention to public health and safety.

Very truly yours,



R. McKinley (Mac) Elliott

Chairman

Berrien County Board of Commissioners

LIVINGSTON COUNTY BOARD OF COMMISSIONERS

MEETING MINUTES

April 27, 2020, 7:30 p.m.

Zoom Virtual Meeting Room

Meeting ID: 399-700-0062 / Password: LCBOC

<https://zoom.us/j/3997000062?pwd=SUdLYVFFcmozWnFxbm0vcHRjWkVIZz09>

Members Present: Carol Griffith, Kate Lawrence, William Green, Douglas Helzerman, Robert Bezotte, Gary Childs, and Jay Gross

Members Absent: Wes Nakagiri

1. CALL MEETING TO ORDER

The meeting was called to order by Chairwoman Carol Griffith at 7:30 p.m.

2. MOMENT OF SILENCE FOR REFLECTION

3. PLEDGE OF ALLEGIANCE TO THE FLAG

All rose for the Pledge of Allegiance to the Flag of the United States of America.

4. ROLL CALL

Roll call by the Clerk indicated the presence of a quorum.

District 5 Commissioner seat vacant.

5. CORRESPONDENCE

- a. Delta County Resolution Requesting the Great Lakes Shoreline be Declared a Disaster Area and Seek Assistance

Motion to receive and place on file the correspondence.

It was moved by K. Lawrence

Seconded by W. Green

Roll Call Vote: Yes (7): K. Lawrence, W. Green, D. Helzerman, R. Bezotte, G. Childs, C. Griffith, and J. Gross; No: (0) None; Absent (1): W. Nakagiri

MOTION Carried (7-0-1)

6. CALL TO THE PUBLIC

Chad Chewning, Deputy Director 911, provided an update on their accreditation as a Tri-ACE Dispatch Center of Excellence from the International Academies of Emergency Dispatch. EMS is currently working on the police and fire accreditation.

Kathleen Kline-Hudson, Director of Planning, shared that the Planning Department is the recipient of the American Planning Association County Planning Division Merit Award for the 2018 Livingston County Master Plan.

7. APPROVAL OF MINUTES

a. Minutes of Meeting Dated: April 14, 2020

b. Minutes of Meeting Dated: April 22, 2020

Motion to approve the minutes of April 14, 2020 as presented.

It was moved by W. Green

Seconded by G. Childs

Roll Call Vote: Yes (7): G. Childs, J. Gross, C. Griffith, K. Lawrence, W. Green, D. Helzerman, and R. Bezotte; No: (0) None; Absent (1): W. Nakagiri

MOTION Carried (7-0-1)

Motion to approve the minutes of April 22, 2020 as presented.

It was moved by R. Bezotte

Seconded by D. Helzerman

Roll Call Vote: Yes (7): R. Bezotte, G. Childs, J. Gross, C. Griffith, K. Lawrence, W. Green, and D. Helzerman; No: (0) None; Absent (1): W. Nakagiri

MOTION Carried (7-0-1)

8. TABLED ITEMS FROM PREVIOUS MEETINGS

None.

9. APPROVAL OF AGENDA

Motion to approve the Agenda as presented.

It was moved by G. Childs

Seconded by K. Lawrence

Roll Call Vote: Yes (7): G. Childs, J. Gross, C. Griffith, K. Lawrence, W. Green, D. Helzerman, and R. Bezotte; No: (0) None; Absent (1): W. Nakagiri

MOTION Carried (7-0-1)

10. REPORTS

None.

11. PUBLIC HEARING

Adoption of a 911 Plan for Livingston County

11.a Call Public Hearing to Order

Motion to close the regular meeting and call the Public Hearing to order, pursuant to Public Act 32 of 1986 (Ex. Sess.), to approve the adoption of a new 911 State Plan for Livingston County, which would amend the old 911 State Plan from 2003.

The public hearing was called to order at 7:40 p.m.

It was moved by K. Lawrence

Seconded by G. Childs

Discussion

Roll Call Vote: Yes (7): K. Lawrence, W. Green, D. Helzerman, R. Bezotte, G. Childs, C. Griffith, and J. Gross; No: (0) None; Absent (1): W. Nakagiri

MOTION Carried (7-0-1)

Commissioner Nakagiri arrived at 7:41 p.m.

11.b Public Comments

None.

11.c Adjourn Public Hearing

Motion to adjourn the public hearing and return to the regular meeting.

The public hearing was adjourned at 7:43 p.m.

It was moved by K. Lawrence

Seconded by D. Helzerman

Roll Call Vote: Yes (8): K. Lawrence, W. Green, D. Helzerman, R. Bezotte, G. Childs, C. Griffith, W. Nakagiri and J. Gross; No (0): None; Absent (0): None

MOTION Carried (8-0-0)

12. APPROVAL OF CONSENT AGENDA ITEMS

Resolutions 2020-04-122 through 2020-04-131

Motion to approve the resolutions on the Consent Agenda.

It was moved by G. Childs

Seconded by D. Helzerman

Roll Call Vote: Yes (8): G. Childs, W. Nakagiri, J. Gross, C. Griffith, K. Lawrence, W. Green, D. Helzerman, and R. Bezotte; No (0): None; Absent (0): None

MOTION Carried (8-0-0)

12.a 2020-04-122

Resolution Authorizing the Reorganization of the Juvenile Division of the Trial Courts – Juvenile Court

12.b 2020-04-123

Resolution to Approve a Non-Precedent Setting, One Time Only Voluntary Donation of Vacation Time to an Employee within the District Court – District Court

12.c 2020-04-124

Resolution Authorizing a Lease Deferment Agreement Between the University of Michigan and the Livingston County EMS Department- Emergency Medical Services

12.d 2020-04-125

Resolution Approving the Submission of a Federal Emergency Management Agency (FEMA) Request for Public Assistance and Subsequent Public Assistance Grant Application – Planning Department

12.e 2020-04-126

Resolution Authorizing a Contract Renewal with Blue Cross Blue Shield for Discounted Medical Billing - Jail

12.f 2020-04-127

Resolution Authorizing the JAG Grant Purchase of MILO Range Training Simulator - Sheriff

12.g 2020-04-128

Resolution to Adopt an Investment Policy Statement for the Livingston County 457(b) Deferred Compensation Plan – Fiscal Services

12.h 2020-04-129

Resolution Authorizing a Background Check Process for Board Appointments to Committees or Boards – Human Resources

13. RESOLUTIONS FOR CONSIDERATION

13.a 2020-04-130

Resolution to Authorize a First Quarter Supplemental Appropriation to the Fiscal-Year 2020 Budget – Fiscal Services

Motion to adopt the Resolution.

It was moved by D. Helzerman
Seconded by G. Childs

Roll Call Vote: Yes (8): D. Helzerman, R. Bezotte, G. Childs, W. Nakagiri, J. Gross, C. Griffith, K. Lawrence, and W. Green, No (0): None; Absent (0): None

MOTION Carried (8-0-0)

13.b 2020-04-131

Resolution Extending Additional and/or Modified Temporary Emergency Employment Provisions in Response to COVID-19 - County Administration

Motion to adopt the Resolution.

It was moved by K. Lawrence
Seconded by R. Bezotte
Discussion

Roll Call Vote: Yes (7): K. Lawrence, W. Green, D. Helzerman, R. Bezotte, G. Childs, J. Gross, and C. Griffith, No (1): W. Nakagiri; Absent (0): None

MOTION Carried (7-1-0)

13.c 2020-04-132

Resolution Amending Resolution 2019-08-114 Establishing the Census 2020 Complete Count Committee – Board of Commissioners

Motion to adopt the Resolution.

It was moved by D. Helzerman
Seconded by J. Gross
Discussion

Roll Call Vote: Yes (8): D. Helzerman, R. Bezotte, G. Childs, W. Nakagiri, J. Gross, C. Griffith, K. Lawrence, and W. Green, No (0): None; Absent (0): None

MOTION Carried (8-0-0)

14. CALL TO THE PUBLIC

Commissioner Bezotte stated that the Livingston County Veterans Affairs has a 9:30 a.m. emergency meeting the next morning.

15. ADJOURNMENT

Motion to adjourn the meeting at 7:57 p.m.

It was moved by D. Helzerman

Seconded by W. Green

Roll Call Vote: Yes (8): D. Helzerman, R. Bezotte, G. Childs, W. Nakagiri, J. Gross, C. Griffith, K. Lawrence, and W. Green, No (0): None; Absent (0): None

MOTION Carried (8-0-0)

Elizabeth Hundley, Livingston County Clerk

LIVINGSTON COUNTY BOARD OF COMMISSIONERS

MEETING MINUTES

May 6, 2020

IMMEDIATELY FOLLOWING THE FINANCE COMMITTEE

Zoom Virtual Meeting Room

Meeting ID: 399-700-0062 / Password: LCBOC

<https://zoom.us/j/3997000062?pwd=SUdLYVFFcmozWnFxbm0vcHRjWkVIZz09>

Members Present Carol Griffith, Kate Lawrence, William Green, Wes Nakagiri, Douglas Helzerman, Robert Bezotte, and Jay Gross

Members Absent Gary Childs

1. CALL MEETING TO ORDER

The meeting was called to order by Chairwoman C. Griffith at 8:18 a.m.

2. PLEDGE OF ALLEGIANCE TO THE FLAG

All rose for the Pledge of Allegiance to the Flag of the United States of America.

3. ROLL CALL

Indicated the presence of a quorum.

District 5 Commissioner seat is vacant.

4. CALL TO THE PUBLIC

None.

5. APPROVAL OF AGENDA

Motion to approve the Agenda as presented.

Moved By K. Lawrence

Seconded By W. Green

Roll Call Vote: Yes (7): K. Lawrence, W. Green, W. Nakagiri, D. Helzerman, R. Bezotte, C. Griffith, and J. Gross;

No (0): None; Absent (1): G. Childs

Motion Carried (7-0-1)

6. FINANCE COMMITTEE RECOMMENDATION FOR APPROVAL OF CLAIMS

Dated: May 6, 2020

Motion to approve the Claims.

Moved By D. Helzerman

Seconded By W. Green

Roll Call Vote: Yes (7): D. Helzerman, R. Bezotte, J. Gross, C. Griffith, K. Lawrence, W. Green, and W. Nakagiri;

No (0): None; Absent (1): G. Childs

Motion Carried (7-0-1)

7. FINANCE COMMITTEE RECOMMENDATION FOR APPROVAL OF PAYABLES

Dated: April 17 through April 30, 2020

Motion to approve the Payables.

Moved By K. Lawrence

Seconded By J. Gross

Roll Call Vote: Yes (7): K. Lawrence, W. Green, W. Nakagiri, D. Helzerman, R. Bezotte, J. Gross, and C. Griffith;

No (0): None; Absent (1): G. Childs

Motion Carried (7-0-1)

8. CALL TO THE PUBLIC

None.

9. ADJOURNMENT

Motion to adjourn the meeting at 8:22 a.m.

Moved By K. Lawrence

Seconded By D. Helzerman

Roll Call Vote: Yes (7): K. Lawrence, W. Green, W. Nakagiri, D. Helzerman, R. Bezotte, J. Gross and C. Griffith;

No (0): None; Absent (1): G. Childs

Motion Carried (7-0-1)

Elizabeth Hundley, Livingston County Clerk

RESOLUTION

NO: 2020-05-133

LIVINGSTON COUNTY

DATE: May 11, 2020

Resolution Authorizing Blanket Signature Resolution for Michigan Department of Transportation (MDOT) Master Agreement No. 2017-0082 - LETS

WHEREAS, the Livingston County Board of Commissioners has the authority to contract with the Michigan Department of Transportation for State and/or Federal funds for passenger transportation related services; and

WHEREAS, the Livingston County Board of Commissioners previously approved Master Agreement No. 2017-0082, which is the legal document outlining all terms and conditions of MDOT Project Authorizations (grant contracts) within the fiscal years of 2017 through 2021, under Resolution 2016-09-147; and

WHEREAS, each individual Project Authorization requires Board approval per the County Grant Policy, and previously, each resolution included a separate signature authorization; and

WHEREAS, beginning in May 2020 MDOT is transitioning to electronic signatures for all Project Authorizations and is requiring each contracting entity to have a blanket signature resolution on file naming the individual(s) authorized to electronically sign documents; and

WHEREAS, each Project Authorization will continue to require Board approval per the County Grant Policy, but this resolution shall approve execution of Project Authorizations for any programs designated by the Livingston County Board of Commissioners and/or Project Authorizations for any amount determined by the Livingston County Board of Commissioners with the Michigan Department of Transportation which are issued under Master Agreement Number 2018-0082.

THEREFORE, BE IT RESOLVED that the Chair of the Livingston County Board of Commissioners, or the Vice Chair in the Chair's absence, is authorized to enter into and execute on behalf of the Livingston County Board of Commissioners all such project Authorizations with the Michigan Department of Transportation for passenger transportation related services for the Agreement period following review and approval by the LETS Transit Attorney.

#

#

#

MOVED:
SECONDED:
CARRIED:

Greg Kellogg

From: Villarreal, Kelly (MDOT) <VillarrealK@michigan.gov>
Sent: Monday, April 20, 2020 2:07 PM
To: Greg Kellogg
Subject: [EXT] Due Monday, April 27, 2020 - Electronic Contracting - Digital Signatures

"The e-mail below is from an external source. Please do not open attachments or click links from an unknown or suspicious origin."

Dear Livingston County Board of Commissioners:

The Michigan Department of Transportation is moving to electronic contracting, which will require digital signatures on all authorizations, authorization revisions, contracts, and amendments. This will be especially beneficial at this time while we are social distancing due to COVID-19. In order to move forward with electronic contracting, each agency will be required to obtain a digital signature certificate for their authorized signer and possibly one back-up. This should be the authorized individual(s) on the current Signature Resolution on file with MDOT. If there is currently only one authorized signer, you may want to consider including a second individual as back-up in the absence of the primary signer. The additional individual will need to be included on the Signature Resolution. We must have a valid Signature Resolution for anyone being authorized to digitally sign documents. If you are unsure who is currently authorized to sign documents, please email me at villarrealk@michigan.gov or your project manager and we can provide that information.

Once you have determined who should have a digital signature, simply complete Form 2122 (MDOT Digital Signature Certificate Request Form) using the following link: <https://mdotjboss.state.mi.us/webforms/GetDocument.htm?fileName=2122.pdf>, and return it electronically to MDOT-eSign@Michigan.gov by **Monday, April 27, 2020**. A separate form should be completed for each person that needs a digital signature.

When you receive confirmation from the MDOT-eSign Office that your digital signature certificate is complete, please send an email to me at villarrealk@michigan.gov and to your project manager with the agency name and the name(s) and email address(es) of the individual(s) authorized to sign digitally so that we may begin sending contracts to you electronically.

Thank you for your prompt attention to this matter. If you have any questions about completing Form 2122 or about electronic contracting in general, please contact me at villarrealk@michigan.gov.

Thanks,

Kelly E. Villarreal

Economic Development, Budget & Contracts
Office of Rail and Office of Passenger Transportation
Michigan Department of Transportation
villarrealk@michigan.gov

Please note: As of March 18, 2020, I am working remotely as much as possible and getting files as I need them from the office. Please only contact me via email as I do not have a work cell phone.



Memorandum

To: Livingston County Board of Commissioners
From: Greg Kellogg, Transportation Director
Date: 04/29/2020
Re: Resolution Authorizing Blanket Signature Resolution for Michigan Department of Transportation (MDOT) Master Agreement No. 2017-0082 - LETS

The Board previously approved Master Agreement No. 2017-0082, which is the legal document outlining all terms and conditions of MDOT Project Authorizations (grant contracts) within the fiscal years of 2017 through 2021, under Resolution 2016-09-147.

Each individual Project Authorization requires Board approval per the County Grant Policy, and previously, each resolution included a separate signature authorization. However, beginning in May 2020 MDOT is transitioning to electronic signatures for all Project Authorizations and is therefore requiring each contracting entity to have a blanket signature resolution on file naming the individual(s) authorized to electronically sign documents.

Each Project Authorization will continue to require Board approval per the County Grant Policy, but this resolution shall approve execution of Project Authorizations for any program or amount under Master Agreement Number 2017-0082 to comply with the new electronic signature policy.

Please see attached email from MDOT and contact me if you have any questions at x7843.

RESOLUTION

NO: 2020-05-134

LIVINGSTON COUNTY

DATE: May 11, 2020

Resolution Authorizing Contractual Agreement for Generator Maintenance & Repair Services – Facility Services

WHEREAS, Livingston County has a need for generator maintenance services; and

WHEREAS, in accordance with the County’s Procurement Policy, a formal bid process was performed and submitted proposals were evaluated; and

WHEREAS, the bidder receiving the highest evaluation score, offering the lowest price for scheduled preventive maintenance, and reasonable pricing for unscheduled and emergency generator repairs has been selected; and

WHEREAS, Ancona Controls, Inc. submitted a proposal in response to RFP-LC-20-02 to provide annual scheduled maintenance at a cost of \$8,725 and prices for unexpected repairs, emergencies, etc. ranging from \$109.00 to \$189.00 per hour for a five (5) year period.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorize a contract with Ancona Controls, Inc. to provide annual scheduled maintenance at a cost of \$8,725 and prices for unexpected repairs, emergencies, etc. ranging from \$109.00 to \$189.00 per hour for a five (5) year period.

BE IT FURTHER RESOLVED that during each year the contract with Ancona Controls, Inc. is in effect the annual expenses for generator maintenance and repair services will not exceed the amount that has been budgeted and approved by the Livingston County Board of Commissioners for the year during which such expenses are incurred.

BE IT FURTHER RESOLVED that the Chairperson of the Livingston County Board of Commissioners is authorized to sign all forms, assurances, contracts/agreements and future amendments for monetary and contract language adjustments related to the above as prepared by Civil Counsel.

#

#

#

MOVED:
SECONDED:
CARRIED:



**Bid Synopsis
For
Generator Preventive Maintenance, Repair and Emergency Services**

Solicitation: RFP-LC-20-02	RFP Issued & Publicly Posted: 02/26/2020
RFP Due Date: 03/18/2020	Public Postings: Livingston Co. Website (livgov.com) BidNet (bidnetdirect.com/mitn)
Proposals Received: 6	

The Evaluation Committee has completed the evaluation process for the Request for Proposals referenced above. Below is a recap of the bid evaluation.

Proposals were received from the following bidders on or before the February 28, 2020 due date:

- American Generators
- Ancona Controls
- Cummins
- PM Technologies
- Total Energy Systems
- Wolverine Power

The evaluation consisted of a review of the responses to the Request for Proposals Scope of Work, Proposer Business Profiles outlining their business organization, References, and Pricing.

Below is a summary of the evaluation of each bidder:

American Generators

American Generators responded to all Section 1: Scope of Services components. All required forms and certifications were signed and submitted. The line item pricing information was included, but Attachment A pricing was not submitted. The consensus proposal score was 91.25 out of 100.

Ancona Controls

Ancona Controls signed and submitted all required forms and certifications. They did not provide responses to all Section 1 components. Ancona submitted the lowest pricing for scheduled preventive maintenance, and a lower price than the County's last contract for these services. The consensus proposal score was 93.67 out of 100.

Cummins

Cummins took exception to Sections 1.6: Emergency Service/After Hours Service, and 1.8: Emergency Response Time. The County requirement is emergency response within 30 minutes by phone, and within two hours on-site unless travel to the site is hazardous. Cummins indicated every resource would be made available to be on site within four hours, and would prioritize life safety customers before all others. All required forms and certifications were submitted. The consensus proposal score was 88.64 out of 100.



PM Technologies

PM Technologies responded to all Section 1 components. The PA 517 Certificate of Compliance was not signed. All other required forms were signed and submitted. The consensus proposal score was 79.20 out of 100.

Total Energy Systems

Total Energy Systems responded to all Section 1 components. The PA 517 Certificate of Compliance was not signed or notarized, the Proposal Certification was not signed. Addendum #2 was not submitted, however, this bid was submitted prior to issuance of Addendum #2. The consensus proposal score was 85.03 out of 100.

Wolverine Power

Wolverine Power responded to all Section 1 components. The PA 517 Certificate of Compliance was not signed or notarized. All other required forms were signed and submitted. The consensus proposal score was 86.06 out of 100.

The evaluation committee reviewed the pricing proposals submitted by all bidders. Below is a summary of the proposed pricing for scheduled maintenance:

	American Generators	Ancona Controls	Cummins	PM Technologies	Total Energy Systems	Wolverine Power
Annual PM Cost	9,050	8,725	9,035	15,219	9,450	12,835

The individual maintenance costs outside the scheduled preventive maintenance fees (i.e., for unexpected repairs, emergencies, etc.) ranged from \$105/hour - \$130/hour during regular business hours, and \$110/hour - \$195/hour during regular business hours for emergencies. In the experience of the evaluators, scheduled maintenance is most important as it is needed to maintain manufacturer warranties, and unscheduled repairs are rare.

Based on this evaluation, it is recommended that a five-year contract be offered to Ancona Controls as the bidder receiving the highest evaluation score, offering the lowest price for scheduled preventive maintenance, and reasonable pricing for unscheduled and emergency generator repairs.

Vendor Name		Ancona Controls									
Location	Address	Make	Model #	Serial #	KW	Transfer Switch (s)	Fuel Type	Per VISIT MAJOR P.M.	Per VISIT MINOR P.M.	Annual (X 2 P.M.)	
Administration Building	304 E. Grand River Ave. Howell, MI 48843	Onan	GGHG-5670230	D040628068	85	OTPCB-5670227 / OTPCA-5670028	Natural Gas	\$ 450.00	\$ 200.00	\$ 650.00	
Deerfield Tower	4410 Center Road, Linden, MI 48451	GenerAC	0058830	LP6239212	10	Guardian Model/ RTSD100A3	Propane	\$ 250.00	\$ 150.00	\$ 400.00	
East Complex #1	2300 E. Grand River Ave., Howell, MI 48843	Kohler	12RES	2018814	12	Kohler Model/ G220-164233-0100 SAME SWITCH OPERATES BOTH GENERATORS	Natural Gas	\$ 250.00	\$ 150.00	\$ 400.00	
East Complex #2	2300 E. Grand River Ave., Howell, MI 48843	GenerAC	QT02224ANA	6335179	22	Kohler Model/ G220-164233-0100 SAME SWITCH OPERATES BOTH GENERATORS	Natural Gas	\$ 350.00	\$ 150.00	\$ 500.00	
West Complex - Sheriff (Jail) #1	150 S. Highlander Way, Howell, MI 48843	Kohler	300ROZD71	366981	300	K566341 / 800AMP	Diesel	\$ 650.00	\$ 250.00	\$ 900.00	
West Complex - Sheriff (Jail) #2	150 S. Highlander Way, Howell, MI 48843	Kohler	125ROZB1	273632	125	K-168341-400	Diesel	\$ 550.00	\$ 175.00	\$ 725.00	
Brighton EMS Base	5360 S. US-23 Brighton, MI 48116	Kohler	20RZ	742832	20	KCT-AFNC-0150S	Natural Gas	\$ 350.00	\$ 150.00	\$ 500.00	
Hamburg EMS Base	3706 M-36, Pinckney, MI 48169	Kohler	45RZG	742873	40	KCT-ACTC-0225S	Natural Gas	\$ 350.00	\$ 150.00	\$ 500.00	
Hartland EMS Base	5965 N. US23, Fenton, MI	Kohler	60TZG	744165	54	Kohler X 2 - KCT-AFNC X2	Natural Gas	\$ 350.00	\$ 150.00	\$ 500.00	
Genoa EMS Base	3577 Grand Oaks Dr., Howell, MI 48843	Kohler	45RZG	742872	40	KCT-ACTA-02255	Natural Gas	\$ 350.00	\$ 150.00	\$ 500.00	
Pulaski Safety Complex	911 Tooley Rd., Howell, MI 48843	Cummins	DQCB-1327220	F130514706	750	OTECD-1327218; OTECDA-1327215; OTECC-1327216	Diesel	\$ 700.00	\$ 250.00	\$ 950.00	
Fowlerville Tower	224 E. Van Riper, Fowlerville, MI	GenerAC	0058831	7093839	10	Guardian Model/ RTSD100A3	Propane	\$ 250.00	\$ 150.00	\$ 400.00	
Putnam Tower	3661 S M-36 Pinckney, MI	GenerAC	14681840200	D2.4K	10	GenerAC Model/ 14681840200	Diesel	\$ 250.00	\$ 150.00	\$ 400.00	
Hillcrest Tower	3350 Sanitarium Rd., Howell, MI 48843	GenerAC	QTO7068-AVNNA	4669526	70	GenerAC Model/ QTO7068AVNNA	Natural Gas	\$ 350.00	\$ 150.00	\$ 500.00	
911 Central Dispatch	300 S. Highlander Way, Howell, MI 48843	Cummins	HC.1434F1	X18J412619	400	ASCO/ G07AUBB31000C5XM	Diesel	\$ 650.00	\$ 250.00	\$ 900.00	
Total Preventative Cost Per Year								\$ 6,100.00	\$ 2,625.00	\$ 8,725.00	

Rate Per Hour	
Regular Business Hours (8am – 5pm)	\$ 109.00
Evening Hours (after 5pm)	\$ 159.00
Emergency Hours	\$ 189.00
Weekend Hours	\$ 189.00
Holiday Hours	\$ 189.00

RESOLUTION

NO: 2020-05-135

LIVINGSTON COUNTY

DATE: May 11, 2020

Appointment of County Administrator

WHEREAS, the Livingston County Board of Commissioners created the County Administrator Search Committee for filling the vacancy of the County Administrator at their meeting on December 9, 2019; and

WHEREAS, consistent with this process, Hiring Solutions, LLC. developed a position announcement and advertised nationwide in order to attract the most qualified applicants; and

WHEREAS, over 119 candidates applied for the County Administrator position; and

WHEREAS, the Search Team met on March 4, 2020 to evaluate and narrow the candidate pool based on applicant's qualifications. Candidates requested closed session consideration as permitted under the Open Meetings Act. In open session, the candidate pool was reduced to ten (10) top candidates (three (3) candidates subsequently voluntarily withdrew their interest); and

WHEREAS, Hiring Solutions conducted in person interviews and based on that feedback, on April 8, 2020, the Search Team narrowed the candidate pool to five (5) candidates to be interviewed by the Search Team; and

WHEREAS, due to some candidates withdrawing their interest, the Search Team interviewed the top three (3) candidates on April 24, 2020 in an open meeting; and

WHEREAS, the Search Team met with candidates in interviews and decided on the top two (2) candidates to be presented to the Board for final decision at its May 11, 2020 Board meeting; and

WHEREAS, Commissioner _____ nominated _____ for conditional offer of appointment for the position of County Administrator contingent upon him fulfilling to the sole satisfaction of the County all County post-interview requirements and verifications and executing an employment contract in a form acceptable to the County; and

WHEREAS, the nomination for _____ was seconded by Commissioner _____.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby makes a conditional offer of appointment for the position of County Administrator to _____ contingent upon him/her fulfilling to the sole satisfaction of all County post-interview requirements and verifications and executing an employment contract in a form acceptable to the County.

#

#

#

**MOVED:
SECONDED:
CARRIED:**

RESOLUTION

NO: 2020-05-136

LIVINGSTON COUNTY

DATE: May 11, 2020

Resolution Extending Additional and/or Modified Temporary Emergency Employment Provisions in Response to COVID-19 - County Administration

WHEREAS, the State of Michigan has issued Interim Recommendations for COVID-19 Community Mitigation Strategies (“State Recommendations”), including strategies for workplaces; and

WHEREAS, the State Recommendations include encouraging employees to stay home when sick, encouraging staff to tele-work when feasible, particularly individuals at risk of severe illness, and other measures to encourage social distancing to limit the spread of the virus; and

WHEREAS, on March 23, 2020, the Governor of Michigan issued Executive Order No. 2020-21 (“Exec. Order 2020-21”) addressing temporary requirements to suspend activities that are not necessary to sustain or protect life, which further limited County operations. On April 24, 2020, the Governor of Michigan issued Executive Order No. 2020-59 (“Exec. Order 2020-59”) reaffirming and extending until May 15, 2020 prior executive orders requirements to suspend activities that are not necessary to sustain or protect life; and

WHEREAS, on March 18, 2020, the Families First Coronavirus Response Act (“FFCRA”) was signed into law. The FFCRA includes two (2) distinct provisions that provide emergency COVID-19 related leave to certain employees covered by the FFCRA: (1) the Emergency Paid Sick Leave Act (“EPSLA”); and (2) the Emergency Family and Medical Leave Expansion Act (“EFMLEA”). On April 1, 2020, the provisions of the FFCRA went into effect; and,

WHEREAS, on May 7, 2020, the Governor of Michigan issued Executive Order No. 2020-77 (“Exec. Order 2020-77”) reaffirming and extending until May 28, 2020, with some modifications, prior executive orders requirements to suspend activities that are not necessary to sustain or protect life or in furtherance of certain authorized resumed operations. Exec. Order 2020-77 maintains and extends certain prohibitions and limitations on in-person government activities at the State, local or county level;

WHEREAS, Livingston County is taking reasonable measures to safeguard the health of our employees and the people we serve while maintaining limited operations in an effective and efficient manner and continuing to perform critical and essential services to the public.

THEREFORE BE IT RESOLVED in light of the partial County closure and to continue adherence to the social distancing requirements of Exec. Order 2020-77 currently extended in duration through **May 28, 2020** and as a reasonable mitigation strategy in response to COVID-19:

As to those regular full-time and part-time employees who are deemed by their applicable department head or Elected Official as non-essential/non-critical/not necessary for resumed operations (authorized under Exec. Order 2020-77) and who are directed by their applicable department head or Elected Official not to report because of a temporary closure, partial closure, or reduction in services and who are not approved to telecommute -- the Livingston County Board of Commissioners authorizes continuation of these employees’ regular pay and benefits through **May 28, 2020** or the

date of any controlling Court or Legislative action staying or superseding Exec. Order 2020-77 (if any), whichever is sooner. As a condition of this continued pay and benefits, employees are expected to remain ready and able to work if called to do so by their department head or Elected Official.

BE IT FURTHER RESOLVED that the Livingston County Board of Commissioners hereby extends approval of the previously approved Temporary Emergency Telecommuting Arrangement as a tool for departments to utilize in response to COVID-19 to continue to be effective in accordance with social distancing requirements of a State of Michigan Governor's Executive Order or through **May 28, 2020** or the date of any controlling Court or Legislative action staying or superseding Exec. Order 2020-77 (if any), whichever is sooner.

#

#

#

MOVED:
SECONDED:
CARRIED: