

FINANCE COMMITTEE

AGENDA

April 7, 2021, 7:30 AM

Board of Commissioners Hybrid Meeting

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

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

304 E. Grand River Ave., Board Chambers, Howell, Michigan

Due to limited seating and MDHHS social distancing requirements, public participation is encouraged via Zoom.

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	Dated: April 7, 2021	
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	Dated: March 12 through April 1, 2021	
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FINANCE COMMITTEE

MEETING MINUTES

March 17, 2021, 7:30 a.m.

Virtual Meeting Held in Accordance with Public Act 254 of 2020

Zoom Virtual Meeting

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

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

Members Present Kate Lawrence, Douglas Helzerman, Brenda Plank, Carol Sue Reader, Wes Nakagiri, Jay Drick, Mitchell Zajac, Carol Griffith, and Jay Gross

1. **CALL MEETING TO ORDER**

The meeting was called to order by Commissioner Lawrence at 7:30 a.m.

2. **ROLL CALL**

The following Board Members attended remotely as follows:

Kate Lawrence, City of Brighton, Michigan
Douglas Helzerman, Handy Township, Michigan
Brenda Plank, Green Oak Township, Michigan
Carol Sue Reader, Deerfield Township, Michigan
Wes Nakagiri, Hartland Township, Michigan
Jay Drick, Hudson, Pasco County, Florida
Mitchell Zajac, Marion Township, Michigan
Carol Griffith, Genoa Township, Michigan
Jay Gross, Green Oak Township, Michigan

3. **APPROVAL OF MINUTES**

Meeting Minutes dated: March 3, 2021

Motion to approve the minutes as presented.

Moved by: C. Griffith

Seconded by: J. Gross

Yes (9): K. Lawrence , B. Plank, C. Reader, W. Nakagiri, D. Helzerman, J. Drick, M. Zajac, C. Griffith, and J. Gross

Motion Carried (9 to 0)

4. TABLED ITEMS FROM PREVIOUS MEETINGS

None.

5. APPROVAL OF AGENDA

Motion to approve the Agenda as presented.

Moved by: C. Griffith

Seconded by: B. Plank

Yes (9): K. Lawrence , B. Plank, C. Reader, W. Nakagiri, D. Helzerman, J. Drick, M. Zajac, C. Griffith, and J. Gross

Motion Carried (9 to 0)

6. CALL TO THE PUBLIC

None.

7. REPORTS

7.1 Structural Analysis of EMS

Kari Blanchett and Randy Bauer, PFM

Commissioner Lawrence turned the floor to Cindy Catanach, Financial Officer, to introduce PFM Financial Analysts Kari Blanchett and Randall Bauer.

Randall Bauer presented slides and information regarding the EMS fund structural analysis and answered questions from commissioners.

8. RESOLUTIONS FOR CONSIDERATION

8.1 Administration

Resolution Authorizing an Additional Contribution to MERS in Fiscal Year 2021

Cindy Catanach, Financial Officer, presented the resolution and answered questions from Commissioners.

Recommend Motion to the Board of Commissioners.

Moved by: C. Griffith

Seconded by: W. Nakagiri

Yes (9): K. Lawrence , B. Plank, C. Reader, W. Nakagiri, D. Helzerman, J. Drick, M. Zajac, C. Griffith, and J. Gross

Motion Carried (9 to 0)

9. CLAIMS

Dated: March 17, 2021

Recommend Motion to the Board of Commissioners.

Moved by: C. Griffith

Seconded by: B. Plank

Yes (9): K. Lawrence , B. Plank, C. Reader, W. Nakagiri, D. Helzerman, J. Drick, M. Zajac, C. Griffith, and J. Gross

Motion Carried (9 to 0)

10. PREAUTHORIZED

Dated: February 26 through March 11, 2021

Recommend Motion to the Board of Commissioners.

Moved by: J. Gross

Seconded by: C. Griffith

Yes (9): K. Lawrence , B. Plank, C. Reader, W. Nakagiri, D. Helzerman, J. Drick, M. Zajac, C. Griffith, and J. Gross

Motion Carried (9 to 0)

11. CALL TO THE PUBLIC

None.

12. ADJOURNMENT

Motion to adjourn the meeting at 9:01 a.m.

Moved by: C. Griffith

Seconded by: D. Helzerman

Yes (9): K. Lawrence , B. Plank, C. Reader, W. Nakagiri, D. Helzerman, J. Drick, M. Zajac, C. Griffith, and J. Gross

Motion Carried (9 to 0)


Natalie Hunt, Recording Secretary

RESOLUTION

NO: [Title]

LIVINGSTON COUNTY

DATE: Click or tap to enter a date.

Resolution Authorizing the Issuance of Not to Exceed \$5,700,000 Limited Tax General Obligation Refunding Bonds, Series 2021 - Administration

WHEREAS, the County of Livingston (the “County”) issued its 2012 Capital Improvement Bonds (Limited Tax General Obligation), dated August 1, 2012, in the principal amount of \$8,500,000 (the “Prior Bonds”) on August 1, 2012, to defray part of the cost of acquiring, constructing, equipping and furnishing new County emergency medical services facilities, demolishing the existing structures on the site thereof, and making other site improvements (the “Project”); and

WHEREAS, the Prior Bonds remain outstanding in various principal amounts, and the County has been advised that the Prior Bonds could be refunded and thereby secure savings for the County and benefit the taxpayers of the County; and

WHEREAS, Part VI of Act No. 34, Public Acts of Michigan, 2001, as amended (“Act 34”), authorizes the issuance of refunding bonds for the purpose of refunding all or part of the County’s outstanding securities; and

WHEREAS, the Board of Commissioners of the County has determined that it is in the best interest of the County to secure savings for the County through the issuance of such refunding bonds.

THEREFORE BE IT RESOLVED that:

1. **AUTHORIZATION OF BONDS – PURPOSE.** Bonds of the County aggregating the principal sum of not to exceed Five Million Seven Hundred Thousand Dollars (\$5,700,000) (the “Refunding Bonds”) shall be issued and sold pursuant to the provisions of Act 34, and other applicable statutory provisions, for the purpose of refunding all or part of the Prior Bonds. Each of the County Administrator and the Deputy County Administrator, acting individually, is hereby designated as an Authorized Officer for purposes of this resolution. The Authorized Officer is authorized to designate which of the Prior Bonds shall be refunded (as so designated the “Prior Bonds To Be Refunded”).

2. BOND DETAILS. The Refunding Bonds shall be designated “Limited Tax General Obligation Refunding Bonds, Series 2021,” shall be dated as of the date approved by order of the Authorized Officer; shall be numbered from 1 upwards; shall be fully registered; shall be in the denominations and bear interest at a rate or rates per annum not exceeding 3% per annum as shall be determined by order of the Authorized Officer; shall be payable on such dates as shall be determined by order of the Authorized Officer; and shall be serial bonds and/or term bonds and mature on such dates and in such years as shall be determined by order of the Authorized Officer, provided, however, that the final maturity shall not be later than October 1, 2032. If the original purchaser of the Refunding Bonds shall designate certain of the Refunding Bonds as term bonds, the principal maturities of the Refunding Bonds shall become mandatory redemption requirements in accordance with the provisions of Section 5 and the form of Refunding Bond set forth in Section 10.

If requested by the original purchaser of the Refunding Bonds and determined by the Authorized Officer, the Refunding Bonds may be issued in the form of a single bond with an exhibit containing the principal maturity amounts and applicable interest rates and due dates.

3. PAYMENT OF PRINCIPAL AND INTEREST. The principal of and interest on the Refunding Bonds shall be payable in lawful money of the United States. Principal shall be payable upon presentation and surrender of the Refunding Bonds to the bond registrar and paying agent as they severally mature; provided, however, that the Authorized Officer may determine by order that presentation and surrender of the Refunding Bonds to the bond registrar and paying agent are not required for payment of some or all of the principal installments, and in such case such principal installments shall be paid to the registered owner of the Refunding Bonds as shown on the registration books. Interest shall be paid to the registered owner of each Refunding Bond as shown on the registration books at the close of business on the 15th day of the calendar month preceding the month in which the interest payment is due. Interest shall be paid when due by check or draft by the bond registrar and paying agent to the registered owner at the registered address.

4. OPTIONAL PRIOR REDEMPTION. The Refunding Bonds shall be subject to optional redemption prior to maturity upon such terms and conditions as shall be determined by order of the Authorized Officer.

5. MANDATORY PRIOR REDEMPTION. If any of the Refunding Bonds are designated by the original purchaser as term bonds, such Refunding Bonds shall be subject to mandatory prior redemption at par and accrued interest in accordance with the maturity schedule determined by the Authorized Officer and upon the terms and conditions set forth in the form of Refunding Bond contained in Section 10 hereof. The Refunding Bonds to be redeemed shall be selected by lot.

6. BOOK-ENTRY SYSTEM. Initially, if requested by the original purchaser of the Refunding Bonds, one fully-registered Refunding Bond for each maturity, in the aggregate amount of such maturity, shall be issued in the name of Cede & Co., as nominee of The Depository Trust Company (“DTC”) for the benefit of other parties (the “Participants”) in the book-entry-only transfer system of DTC. In the event the County determines that it is in the best interest of the County not to continue the book-entry system of transfer or that the interests of the holders of the Refunding Bonds might be adversely affected if the book-entry system of transfer is continued, the County may notify DTC and the bond registrar and paying agent, whereupon DTC will notify the Participants of the availability through DTC of Refunding Bond certificates. In such event, the bond registrar and paying agent shall deliver, transfer and exchange Refunding Bond certificates as requested by DTC and any Participant or “beneficial owner” in appropriate amounts in accordance with this resolution. DTC may determine to discontinue providing its services with respect to the Refunding Bonds at any time by giving notice to the County and the bond registrar and paying agent and discharging its responsibilities with respect thereto under applicable law or the County may determine that DTC is incapable of discharging its duties and may so advise DTC. In either such event, the County shall use reasonable efforts to locate another securities depository. Under such circumstances (if there is no successor securities depository), the County and the bond registrar and paying agent shall be obligated to deliver Refunding Bond certificates

in accordance with the procedures established by this resolution. In the event Refunding Bond certificates are issued, the provisions of this resolution shall apply to, among other things, the transfer and exchange of such certificates and the method of payment of principal of and interest on such certificates. Whenever DTC requests the County and the bond registrar and paying agent to do so, the County and the bond registrar and paying agent shall cooperate with DTC in taking appropriate action after reasonable notice to make available one or more separate certificates evidencing the Refunding Bonds to any Participant having Refunding Bonds credited to its DTC account or to arrange for another securities depository to maintain custody of certificates evidencing the Refunding Bonds.

Notwithstanding any other provision of this resolution to the contrary, so long as any Refunding Bond is registered in the name of Cede & Co., as nominee of DTC, all payments with respect to the principal of, interest on and redemption premium, if any, on such Refunding Bonds and all notices with respect to the Refunding Bonds shall be made and given, respectively, to DTC. The Authorized Officer is authorized to sign the Blanket Issuer Letter of Representations on behalf of the County in such form as such official signing the Blanket Issuer Letter of Representations deems necessary or appropriate in order to accomplish the issuance of the Refunding Bonds in accordance with law and this resolution.

Notwithstanding any other provision of this section to the contrary, if the Authorized Officer deems it to be in the best interest of the County, the Refunding Bonds shall not initially be issued through the book-entry-only transfer system of DTC.

7. BOND REGISTRAR AND PAYING AGENT. The Authorized Officer shall designate, and may enter into an agreement with, a bond registrar and paying agent for the Refunding Bonds which shall be a bank or trust company located in the State of Michigan that is qualified to act in such capacity under the laws of the United States of America or the State of Michigan. The Authorized Officer from time to time as required may designate a similarly qualified successor bond registrar and paying agent. Notwithstanding any provision of this section to the contrary, if the Authorized Officer deems it to be in

the best interest of the County, the County Treasurer or other County official as determined by the Authorized Officer shall serve as bond registrar and paying agent for the Refunding Bonds.

8. EXECUTION, AUTHENTICATION AND DELIVERY OF BONDS. The Refunding Bonds shall be executed in the name of the County by the manual or facsimile signatures of the Chairperson of the Board of Commissioners and the County Clerk and authenticated by the manual signature of the bond registrar and paying agent or an authorized representative of the bond registrar and paying agent, and the seal of the County (or a facsimile thereof) shall be impressed or imprinted on the Refunding Bonds. After the Refunding Bonds have been executed and authenticated for delivery to the original purchaser thereof, they shall be delivered by the County Treasurer or the County Administrator to the purchaser of the Refunding Bonds upon receipt of the purchase price. Additional Refunding Bonds bearing the manual or facsimile signatures of the Chairperson of the Board of Commissioners and the County Clerk may be delivered to the bond registrar and paying agent for authentication and delivery in connection with the exchange or transfer of the Refunding Bonds. The bond registrar and paying agent shall indicate on each Refunding Bond the date of its authentication.

9. EXCHANGE AND TRANSFER OF BONDS. Any Refunding Bond, upon surrender thereof to the bond registrar and paying agent with a written instrument of transfer satisfactory to the bond registrar and paying agent duly executed by the registered owner or his duly authorized attorney, at the option of the registered owner thereof, may be exchanged for Refunding Bonds of any other authorized denominations of the same aggregate principal amount and maturity date and bearing the same rate of interest as the surrendered Refunding Bond.

Each Refunding Bond shall be transferable only upon the books of the County, which shall be kept for that purpose by the bond registrar and paying agent, upon surrender of such Refunding Bond together with a written instrument of transfer satisfactory to the bond registrar and paying agent duly executed by the registered owner or his duly authorized attorney.

Upon the exchange or transfer of any Refunding Bond, the bond registrar and paying agent on behalf of the County shall cancel the surrendered Refunding Bond and shall authenticate and deliver to the transferee a new Refunding Bond or Bonds of any authorized denomination of the same aggregate principal amount and maturity date and bearing the same rate of interest as the surrendered Refunding Bond. If, at the time the bond registrar and paying agent authenticates and delivers a new Refunding Bond pursuant to this section, payment of interest on the Refunding Bonds is in default, the bond registrar and paying agent shall endorse upon the new Refunding Bond the following: "Payment of interest on this bond is in default. The last date to which interest has been paid is _____, ____."

The County and the bond registrar and paying agent may deem and treat the person in whose name any Refunding Bond shall be registered upon the books of the County as the absolute owner of such Refunding Bond, whether such Refunding Bond shall be overdue or not, for the purpose of receiving payment of the principal of and interest on such Refunding Bond and for all other purposes, and all payments made to any such registered owner, or upon his order, in accordance with the provisions of Section 3 of this resolution shall be valid and effectual to satisfy and discharge the liability upon such Refunding Bond to the extent of the sum or sums so paid, and neither the County nor the bond registrar and paying agent shall be affected by any notice to the contrary. The County agrees to indemnify and save the bond registrar and paying agent harmless from and against any and all loss, cost, charge, expense, judgment or liability incurred by it, acting in good faith and without negligence hereunder, in so treating such registered owner.

For every exchange or transfer of Refunding Bonds, the County or the bond registrar and paying agent may make a charge sufficient to reimburse it for any tax, fee or other governmental charge required to be paid with respect to such exchange or transfer, which sum or sums shall be paid by the person requesting such exchange or transfer as a condition precedent to the exercise of the privilege of making such exchange or transfer.

The bond registrar and paying agent shall not be required to transfer or exchange Refunding Bonds or portions of Refunding Bonds that have been selected for redemption.

10. FORM OF BONDS. The Refunding Bonds shall be in substantially the following form, with such changes thereto as approved by the Authorized Officer within the parameters of this resolution:

UNITED STATES OF AMERICA
STATE OF MICHIGAN

COUNTY OF LIVINGSTON
LIMITED TAX GENERAL OBLIGATION
REFUNDING BOND, SERIES 2021

INTEREST RATE MATURITY DATE DATE OF ORIGINAL ISSUE CUSIP

Registered Owner:

Principal Amount:

The County of Livingston, State of Michigan (the "County"), acknowledges itself indebted to, and for value received hereby promises to pay to, the Registered Owner identified above, or registered assigns, the Principal Amount set forth above on the Maturity Date specified above, unless redeemed prior thereto as hereinafter provided, upon presentation and surrender of this bond at _____, the bond registrar and paying agent, or at such successor bond registrar and paying agent as may be designated pursuant to the Resolution (as hereinafter defined), and to pay to the Registered Owner, as shown on the registration books at the close of business on the 15th day of the calendar month preceding the month in which an interest payment is due, by check or draft drawn upon and mailed by the bond registrar and paying agent by first class mail postage prepaid to the Registered Owner at the registered address, interest on such Principal Amount from _____, _____, or such later date through which interest has been paid until the County's obligation with respect to the payment of such Principal Amount is discharged, at the rate per annum specified above. Interest is payable on the first day of _____ and _____ in each year, commencing on _____, 20____. Principal and interest are payable in lawful money of the United States of America. Interest shall be computed on the basis of a 360-day year of twelve 30-day months.

This bond is one of a series of bonds aggregating the principal sum of _____ Dollars (\$_____) issued by the County under and pursuant to and in full conformity with the Constitution and Statutes of Michigan (especially Act No. 34, Public Acts of 2001, as amended) and a resolution adopted by the Board of Commissioners of the County on April 13, 2021 and an order of the County Administrator (collectively, the "Resolution"), for the purpose of refunding the County's outstanding 2012 Capital Improvement Bonds (Limited Tax General Obligation), dated August 1, 2012, maturing in the years _____ through _____. The full faith and credit of the County have been pledged for the prompt payment of the principal of and interest on this bond. The County is required to levy annually ad valorem taxes to pay such principal and interest as the same shall become due. Taxes imposed by the County are subject to constitutional and statutory tax limitations.

This bond is transferable, as provided in the Resolution, only upon the books of the County kept for that purpose by the bond registrar and paying agent, upon the surrender of this bond together with a written instrument of transfer satisfactory to the bond registrar and paying agent duly executed by the Registered Owner or his attorney duly authorized in writing. Upon the exchange or transfer of this bond a new bond or bonds of any authorized denomination, in the same aggregate principal amount and of the same interest rate and maturity, shall be authenticated and delivered to the transferee in exchange therefor as provided in the Resolution, and upon payment of the charges, if any, therein provided. Bonds so authenticated and delivered shall be in the denomination of \$5,000 or any integral multiple thereof not exceeding the aggregate principal amount for each maturity.

The bond registrar and paying agent shall not be required to transfer or exchange bonds or portions of bonds that have been selected for redemption.

MANDATORY PRIOR REDEMPTION

Bonds maturing in the year ____ are subject to mandatory prior redemption at par and accrued interest as follows:

<u>Redemption Date</u>	<u>Principal Amount of Bonds to be Redeemed</u>
------------------------	---

Bonds or portions of bonds to be redeemed by mandatory redemption shall be selected by lot.

(REPEAT IF MORE THAN ONE TERM BOND)

OPTIONAL REDEMPTION

Bonds maturing prior to _____ 1, 20__, are not subject to optional redemption prior to maturity. Bonds maturing on and after _____ 1, 20__, are subject to redemption prior to maturity at the option of the County, in such order as shall be determined by the County, on any one or more interest payment dates on and after _____ 1, 20__. Bonds of a denomination greater than \$5,000 may be partially redeemed in the amount of \$5,000 or any integral multiple thereof. If less than all of the bonds maturing in any year are to be redeemed, the bonds or portions of bonds to be redeemed shall be selected by lot. The redemption price shall be the par value of the bond or portion of the bond called to be redeemed plus interest to the date fixed for redemption.

Not less than thirty but not more than sixty days' notice of redemption shall be given to the Registered Owner of bonds called to be redeemed by mail to each Registered Owner at the registered address. Bonds or portions of bonds called for redemption shall not bear interest on and after the date fixed for redemption, provided funds are on hand with the bond registrar and paying agent to redeem the same.

It is hereby certified, recited and declared that all acts, conditions and things required to exist, happen and be performed precedent to and in the issuance of the bonds of this series, existed, have happened and have been performed in due time, form and manner as required by law, and that the total

indebtedness of the County, including the series of bonds of which this bond is one, does not exceed any constitutional or statutory limitation.

IN WITNESS WHEREOF, the County of Livingston, State of Michigan, by its Board of Commissioners, has caused this bond to be executed in its name by the manual or facsimile signatures of the Chairperson of the Board of Commissioners and the County Clerk and its corporate seal (or a facsimile thereof) to be impressed or imprinted thereon. This bond shall not be valid unless the Certificate of Authentication has been manually executed by the bond registrar and paying agent or an authorized representative of the bond registrar and paying agent.

COUNTY OF LIVINGSTON

By: _____

Its: Chairperson, Board of Commissioners

And: _____

Its: Clerk

CERTIFICATE OF AUTHENTICATION

This bond is one of the bonds described in the within mentioned Resolution.

Bond Registrar and Paying Agent

By: _____
Authorized Representative

AUTHENTICATION DATE:

ASSIGNMENT

For value received, the undersigned hereby sells, assigns and transfers unto

 (please print or type name, address and taxpayer identification number of transferee) the within bond
 and all rights thereunder and hereby irrevocably constitutes and appoints

 attorney to transfer the within bond on the books kept for registration thereof, with full power of
 substitution in the premises.

Dated: _____

Signature Guaranteed: _____

Signature(s) must be guaranteed by an eligible guarantor institution participating in a Securities Transfer Association recognized signature guarantee program.

[END OF BOND FORM]

11. SECURITY. There shall be levied upon all taxable property in the County upon the tax roll for each year while any of the Refunding Bonds shall be outstanding an amount such that the estimated collections therefrom will be sufficient to pay promptly at maturity the principal and interest maturing on the Refunding Bonds prior to the time of the following year's tax collections. Taxes required to be levied to pay principal of and interest on the Refunding Bonds shall be subject to constitutional and statutory tax limitations. The proceeds of such taxes (both current and delinquent) shall be deposited as collected into a debt retirement fund that shall be established and maintained for the Refunding Bonds as either a separate or a common fund as permitted by law, and until the principal of and the interest on the Refunding Bonds are paid in full, such proceeds shall be used only for payment of such principal and interest or for other authorized purposes of the fund.

12. DEBT RETIREMENT FUND. There is hereby established for the Refunding Bonds a debt retirement fund (the “Debt Retirement Fund”) that shall be either a separate or a common fund as permitted by law. From the proceeds of the sale of the Refunding Bonds, there shall be set aside in the Debt Retirement Fund such portion of any premium received from the purchaser on the Refunding Bonds as determined by the Authorized Officer. All proceeds from taxes levied for the payment of the principal of and interest on the Refunding Bonds shall be deposited into the Debt Retirement Fund. If a separate debt retirement fund is established, the moneys deposited in the Debt Retirement Fund shall be used solely for the purpose of paying the principal of and interest on the Refunding Bonds. If a common debt retirement fund is established, the moneys deposited in the Debt Retirement Fund shall be used solely for the payment of the principal of and interest on the Refunding Bonds and other bonds of like character of the County payable from such common debt retirement fund.

13. PAYMENT OF COSTS OF ISSUANCE - ESCROW FUND. The remainder of the proceeds of the Refunding Bonds shall be used to pay the costs of issuance of the Refunding Bonds and to refund the Prior Bonds To Be Refunded. After the costs of issuance have been paid or provided for, the remaining proceeds shall be used, together with any moneys transferred from the debt retirement fund for the Prior Bonds or other available funds of the County in such amounts as determined by the Authorized Officer, to establish an escrow fund (the “Escrow Fund”) consisting of cash and investments in direct obligations of, or obligations the principal of and interest on which are unconditionally guaranteed by, the United States of America or other obligations the principal of and interest on which are fully secured by the foregoing and used to pay the principal of, interest on and redemption premium, if any, on the Prior Bonds To Be Refunded. The Escrow Fund shall be held by an escrow agent (the “Escrow Agent”) pursuant to an Escrow Agreement (the “Escrow Agreement”), which irrevocably shall direct the Escrow Agent to take all necessary steps to pay the principal of and interest on the Prior Bonds To Be Refunded when due and to call such Prior Bonds To Be Refunded for redemption at such time as shall be determined in the Escrow Agreement. The Authorized Officer is authorized to select the Escrow

Agent and enter into the Escrow Agreement on behalf of the County. The amounts held in the Escrow Fund shall be such that the cash and the investments and the income received on the investments will be sufficient without reinvestment to pay the principal of, interest on and redemption premium, if any, on the Prior Bonds To Be Refunded when due at maturity or call for redemption as required by the Escrow Agreement.

14. DEFEASANCE. In the event cash or direct obligations of the United States or obligations the principal of and interest on which are guaranteed by the United States, or a combination thereof, the principal of and interest on which, without reinvestment, come due at times and in amounts sufficient to pay, at maturity or irrevocable call for earlier optional redemption, the principal of, redemption premium, if any, and interest on all or any portion of the Refunding Bonds, shall have been deposited in trust, this resolution shall be defeased and the owners of the Refunding Bonds shall have no further rights under this resolution except to receive payment of the principal of, redemption premium, if any, and interest on the Refunding Bonds from the cash or securities deposited in trust and the interest and gains thereon and to transfer and exchange Refunding Bonds as provided herein.

15. APPROVAL OF DEPARTMENT OF TREASURY. The issuance and sale of the Refunding Bonds shall be subject to the County obtaining qualified status or prior approval from the Department of Treasury of the State of Michigan pursuant to Act 34 and, if necessary, the Authorized Officer is hereby authorized and directed to make application to the Department of Treasury for approval to issue and sell the Refunding Bonds as provided by the terms of this resolution and by Act 34. The Authorized Officer is authorized to pay any filing fees required in connection with obtaining qualified status or prior approval from the Department of Treasury. The Authorized Officer is further authorized to request any exemptions or exceptions from any requirements of the Department of Treasury or Act 34 that the Authorized Officer shall determine to be necessary or desirable in connection with the sale of the Refunding Bonds.

16. SALE, ISSUANCE, DELIVERY, TRANSFER AND EXCHANGE OF BONDS. The Refunding Bonds shall be sold at a competitive sale as hereinafter provided. The Authorized Officer is hereby authorized to approve an Official Notice of Sale for the Refunding Bonds and publish the same in accordance with law in *The Bond Buyer* at least seven days before the date set for the sale of the Refunding Bonds. Sealed bids for the purchase of the Refunding Bonds shall be received up to such time as shall hereafter be determined by the Authorized Officer. Following the receipt of bids for the Refunding Bonds, the Refunding Bonds shall be awarded to the successful bidder therefor pursuant to an order to be executed by the Authorized Officer at the time of sale of the Refunding Bonds, which order shall set forth, with respect to the Refunding Bonds, the principal amount, principal maturities and dates, interest rates and interest payment dates, redemption provisions, if any, and purchase price to be paid by the successful bidder, as well as such other terms and provisions as the Authorized Officer determines to be necessary or appropriate in connection with the sale of the Refunding Bonds. Alternatively, if determined to be in the best interest of the County, the Authorized Officer is authorized to reject all bids and negotiate the terms of sale with a purchaser as determined by the Authorized Officer. In making determinations in the order awarding the Refunding Bonds to the low bidder with respect to principal maturities and dates, interest rates and purchase price of the Refunding Bonds, the Authorized Officer shall be limited as follows:

- (a) The interest rate on any Refunding Bond shall not exceed 3% per annum.
- (b) The final maturity date of the Refunding Bonds shall not be later than October 1, 2032.
- (c) The purchase price of the Refunding Bonds shall not be less than 100% nor more than 110% of the principal amount thereof.
- (d) The minimum net present value savings of the Refunding Bonds shall not be less than 3%.

The Chairperson of the Board, the County Treasurer, the County Clerk, the County Administrator, and other officers and employees of the County are authorized to do all things necessary to effectuate the sale, issuance, delivery, transfer and exchange of bonds in accordance with this Bond Resolution.

17. OFFICIAL STATEMENT. The Authorized Officer is authorized to cause the preparation of an official statement for the Refunding Bonds for purposes of compliance with Rule 15c2-12 issued under the Securities Exchange Act of 1934, as amended (the “Rule”) and to do all other things necessary to comply with the Rule. After the award of the Refunding Bonds, the County will provide copies of a “final official statement” (as defined in paragraph (e)(3) of the Rule) on a timely basis and in reasonable quantity as requested by the purchasers to enable the purchasers to comply with paragraph (b)(4) of the Rule and the rules of the Municipal Securities Rulemaking Board. The Authorized Officer is authorized to enter into such agreements as may be required to enable the purchasers to comply with the Rule.

18. CONTINUING DISCLOSURE. The Authorized Officer is authorized to execute and deliver in the name and on behalf of the County a continuing disclosure certificate to comply with the requirements for a continuing disclosure undertaking of the County pursuant to paragraph (b)(5) of the Rule, and amendments to such certificate from time to time in accordance with the terms of such certificate (the certificate and any amendments thereto are collectively referred to herein as the “Continuing Disclosure Certificate”). The County hereby covenants and agrees that it will comply with and carry out all of the provisions of the Continuing Disclosure Certificate.

19. REPLACEMENT OF BONDS. Upon receipt by the County Treasurer of proof of ownership of an unmatured Refunding Bond, of satisfactory evidence that the Refunding Bond has been lost, apparently destroyed or wrongfully taken and of security or indemnity that complies with applicable law and is satisfactory to the County Treasurer, the County Treasurer may authorize the bond registrar and paying agent to deliver a new executed Refunding Bond to replace the Refunding Bond lost,

apparently destroyed or wrongfully taken in compliance with applicable law. In the event an outstanding matured Refunding Bond is lost, apparently destroyed or wrongfully taken, the County Treasurer may authorize the bond registrar and paying agent to pay the Refunding Bond without presentation upon the receipt of the same documentation required for the delivery of a replacement Refunding Bond. The bond registrar and paying agent, for each new Refunding Bond delivered or paid without presentation as provided above, shall require the payment of expenses, including counsel fees, which may be incurred by the bond registrar and paying agent and the County in the premises. Any Refunding Bond delivered pursuant to the provisions of this Section in lieu of any Refunding Bond lost, apparently destroyed or wrongfully taken shall be of the same form and tenor and be secured in the same manner as the Refunding Bond in substitution for which such Refunding Bond was delivered.

20. TAX COVENANT. The County covenants to comply with all applicable requirements of the Internal Revenue Code of 1986, as amended (the "Code"), necessary to assure that the interest on the Refunding Bonds will be and will remain excludable from gross income for federal income tax purposes. The Chairperson of the Board of Commissioners, the County Clerk, the County Treasurer, the County Administrator, the Deputy County Administrator and other appropriate officials of the County are authorized to do all things necessary (including the making of such covenants of the County as shall be appropriate) to assure that the interest on the Refunding Bonds will be and will remain excludable from gross income for federal income tax purposes.

21. QUALIFIED TAX-EXEMPT OBLIGATIONS. If determined by the Authorized officer at the time of sale, all or part of the Refunding Bonds may be designated as Qualified Tax Exempt Obligations as described in Section 265(b)(3)(B) of the Code.

22. BOND INSURANCE. The Authorized Officer is authorized and directed to take any actions that may be necessary or appropriate to purchase a policy or policies of municipal bond insurance with respect to the Refunding Bonds to the extent that the Authorized Officer determines that the

purchase of such municipal bond insurance is in the best interests of the County. If the Authorized Officer makes such a determination, the purchase of a policy or policies and the payment of premiums therefor and the execution by the Authorized Officer of any necessary commitments with respect thereto is hereby authorized.

23. APPOINTMENTS. PFM Financial Advisors LLC and Dickinson Wright PLLC are hereby appointed to serve as registered municipal advisor and bond counsel, respectively, in connection with the sale and issuance of the Refunding Bonds.

24. CONFLICTING RESOLUTIONS. All resolutions and parts of resolutions insofar as they may be in conflict herewith are rescinded.

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*

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO: [Title]

LIVINGSTON COUNTY

DATE: Click or tap to enter a date.

Resolution Authorizing an Agreement with Judicial Services Group to Provide Electronic Monitoring Services - Court Central Services

WHEREAS, Livingston County Specialty Courts and Programs has a need for electronic monitoring services; and

WHEREAS, the current contract will expire on April 30th, 2021 and,

WHEREAS, in accordance with the County’s Purchasing Policy, a formal quoting process was performed and the submitted quotes were evaluated; and

WHEREAS, Judicial Services Group submitted a quote that will provide the electronic monitoring services at the attached rates for the period of May 1st, 2021 through April 30th, 2024, with two, one-year renewal options; and

WHEREAS, funding for same is available through the Court Central Services’ state and federal grants; and

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes entering into an agreement with Judicial Services Group for electronic monitoring services at the attached rates of for the period of May 1st, 2021 through April 30th, 2024, with an option for two (2) one-year renewal for services described above.

BE IT FURTHER RESOLVED that the Chairman of the Livingston County Board of Commissioners is authorized to sign all forms, assurances, contracts/agreements, renewals and future amendments for monetary and contract language adjustments related to the above upon review and/or preparation of Civil Counsel.

#

MOVED:
SECONDED:
CARRIED:



LIVINGSTON COUNTY, MICHIGAN
LIVINGSTON COUNTY COURTS CENTRAL SERVICES

204 S. Highlander Way, Howell, MI 48843
Phone 517-540-7414 Fax 517-546-3731
Web Site: <https://www.livgov.com/>

Memorandum

To: Livingston County Board of Commissioners
From: Sara Applegate, Specialty Courts and Programs Administrator
Date: March 31st, 2021
Re: Resolution Authorizing an Agreement with Judicial Services Group (JSG) to Provide Electronic Monitoring Services for the Specialty Courts and Programs

Livingston County Specialty Courts and Programs is requesting the Board of Commissioners approval to award a contract to Judicial Services Group to provide electronic monitoring services.

The current contract for electronic monitoring services for the Specialty Courts and Programs is set to expire on April 30th, 2021. Per the County Purchasing Policy, a competitive bid process was performed in which the bid was posted on the BidNet Michigan Inter-governmental Trade Network (MITN) and the County Purchasing website. Four (4) proposals were received and evaluated.

After careful review of the proposal, the Court recommends an award to Judicial Services Group who has provided exemplary services to our Specialty Courts and Programs over the last three years as our contracted vendor. As a result, we are requesting the attached resolution be approved which authorizes a contract with Judicial Services Group for electronic monitoring services for a period of May 1, 2021 through April 30, 2024, with the option for up to two (2) additional one-year renewal periods.

Thank you in advance for your consideration. If you have any questions regarding this matter, please contact me.



Proposal Synopsis For Electronic Monitoring for Specialty Courts and Programs

Lead Public Agency: Livingston County
Solicitation: RFP-LC-21-01

RFP Issued & Publicly Posted: 2/9/20
Public Posting: Livingston County Fiscal
Services Website and BidNet
Proposals Received: 4

RFP Proposals Due Date: 3/4/21

Livingston County received four (4) proposals in response to the above referenced Request for Proposal (RFP). Below is a recap of the bid evaluation.

Proposals Received From:

Electronic Monitoring Systems, Inc.
Home Confinement Incorporated
Judicial Services Group
Smart Start Michigan

The evaluation consisted of a review of the responses to the Proposal's Scope of Work, profile, references and pricing. Electronic Monitoring Systems, Inc. was deemed non-responsive for failing to provide three (3) references demonstrating the required five (5) years of experience listed in the proposal's Scope of Work. The remaining firms were determined to be responsive and responsible.

The Evaluation Review Committee (ERC) consisted of four (4) members. The ERC evaluated the proposals submitted by each vendor using the following scoring criteria:

- Scope of Work (50 points)
- Company Profile (25 points)
- References (25 points)
- Pricing (30 points)

Based on this scoring criteria, points awarded to each firm were averaged. The results were as follows:

<u>Company</u>	<u>Average Score*</u>
Judicial Services Group	121.25
Smart Start	94.75
Home Confinement	91.00

**Electronic Monitoring Systems, Inc. was deemed non-responsive.*



Thirty-minute interviews were conducted with all four firms on Tuesday, March 23, 2021. The firms were Judicial Services Group, Smart Start, Home Confinement and Electronic Monitoring Systems, Inc. The ERC then completed scoring on March 25, 2021.

Based on the evaluation of the technical and pricing proposals as well as information obtained from interviews and additional questions, it is recommended that a three-year contract with the possibility of two (2) one-year renewal options be awarded to Judicial Services Group. Judicial Services Group will also be awarded a Co Pro+ cooperative contract.



ATTACHMENT A

PRICE SHEET- RFP-LC-21-01

Failure to complete the following form(s) shall result in your Bid being deemed non-responsive and rejected without further evaluations. Please indicate the fees related to the service proposed. As it relates to additional fees, please provide pricing for Court Testimony and Other Fees Paid to County.

COMPANY NAME: JSG Monitoring

Line Item	Service Description	Set-Up Fee	Enrollment Fee	Per Day Fee	Removal Fee	Sub-Total
1	Radio Frequency Tethers	\$0.00	\$50.00	\$5.00	\$0.00	\$55.00
2	Alcohol Monitoring	\$0.00	\$50.00	\$9.00	\$0.00	\$59.00
3	GPS Tethers	\$0.00	\$50.00	\$7.75	\$0.00	\$57.75
4	In-Home Testing Units for Alcohol	\$0.00	\$50.00	\$6.25	\$0.00	\$56.25
5	Court Testimony	Included	\$0.00	N/A	\$0.00	#VALUE!
6	Other Applicable Fees	N/A	N/A	N/A	N/A	#VALUE!

RESOLUTION

NO: [Title]

LIVINGSTON COUNTY

DATE: Click or tap to enter a date.

Resolution Authorizing the Submission of a Community Project Funding Application for a Fiber Optic Plan to Expand Broadband Access for Livingston County

- WHEREAS,** the United States House of Representatives Appropriations Committee will implement a new Community Project Funding initiative to address significant needs of local communities; and
- WHEREAS,** Congresswoman Elissa Slotkin has requested proposals from the 8th Congressional District for Community Project Funding; and
- WHEREAS,** local governments within the 8th Congressional District are eligible to apply for funding for projects that have would have a significant impact on the community and be a good use of taxpayer dollars; and
- WHEREAS,** rural area broadband deployment projects are eligible for consideration for Community Project Funding with no required local match; and
- WHEREAS,** the Livingston County Board of Commissioners desires to facilitate greater broadband access throughout the County.

NOW THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners authorizes the submission of a letter of intent and application for Community Project Funding up to \$12 million via the USDA ReConnect Program for the purpose of developing a fiber optic trunk plan to deliver the infrastructure necessary to facilitate expanded broadband access throughout the rural areas of Livingston County.

BE IT FURTHER RESOLVED that the approval of this resolution authorizes the Chairman of the Board or the County Administrator to sign any required application materials and authorizes the Chief Information Officer to be the primary point of contact listed on the application.

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MOVED:
SECONDED:
CARRIED:

Office of Congresswoman Elissa Slotkin

FY2022 Agriculture Appropriations Community Project Request Form

Your funding request should be submitted at slotkin.house.gov/communityprojectfunding and is due by 12pm on April 16, 2021.

Note: Only non-profit entities, public institutions, and state and local government entities are eligible to request projects. Projects cannot be designated for private individuals or for-profit entities. The Subcommittee will only accept legally eligible requests under the following accounts: Agricultural Research Service, Buildings and Facilities; Rural Development, Rural Community Facility Grants; Rural Utilities Service, ReConnect Grants.

Entity Requesting Funds (aka non-federal project sponsor):

Primary Point of Contact (name, email, phone number, organization address):

Project Priority (if non-federal sponsor is submitting more than 1 project):

Short description of the project to appear in the report:

Total Project Cost (including breakdown of federal/non-federal shares):

Requested Amount:

Sources of funding for the full share of the cost of the project if amount received is less than amount requested:

Whether the project has received Federal funding previously, and if so, the source and amount:

Complete Description of Project (limit 1000 characters, including spaces):

The website address of the proposed recipient:

If there are additional costs necessary to complete the project, have those been secured?

For rural development projects, is the project for an eligible purpose and does it meet all eligibility requirements under current law (Explain how it meets those requirements)?

Does the entity plan to make grants to other entities from the funds provided and if so, to which entities?

Why is the project a priority the community? Briefly explain the community benefits.

Has any funding for the project been included in any presidential budget and if so, how much, in which fiscal year, and in which agency or agencies and program(s)?

Has the project received federal funding before and if so, how much, when, and from which agency or agencies and program(s)?

For ARS B&F only, what is the estimated start date of the project? How soon could the feasibility/engineering design phase commence? [mm/yy]

For ARS B&F only, does the project have distinct and separable phases?

For ARS B&F only, what is the estimated completion date of the project? When does completion of construction occur? [mm/yy]

For ReConnect requests, please provide relevant information, such as the number of households, businesses, or farms that would be served, what the performance of the service to be offered will be, and whether healthcare or educational facilities will be served.

Additional guidance on Community Project Funding requests for eligible accounts:

Department of Agriculture Community Facilities Grants

Grants to purchase, construct, or improve essential community facilities, to purchase equipment, and pay other related project expenses. Essential community facilities include, but are not limited to, healthcare facilities, public facilities, public safety measures, educational services, or other community support services. Examples of eligible projects include; medical or dental clinics, towns halls, courthouses, childcare centers, police or fire departments, public works vehicles, or distance learning equipment. Any project must serve a rural area as specified in 7 CFR 3570.53, and the Member's request must demonstrate community support.

Such requests are also subject to the maximum grant assistance limitations specified in 7 CFR 3570.63(b). Community Facilities grants generally cannot be used to pay initial operating expenses or annual recurring expenses, refinance existing debt, pay interest, build or repair facilities in non-rural areas, or pay for construction costs of facilities that will be used for commercial rental space.

Department of Agriculture ReConnect Program

ReConnect broadband pilot grants facilitate broadband deployment in rural areas. Grants funds can be used for the costs of construction, improvement, or acquisition of facilities and equipment needed to provide broadband service to rural areas without sufficient broadband access, defined as 10 Mbps downstream and 1 Mbps upstream. The area must be rural and lack sufficient access to broadband service. A rural area is any area which is not located within: (1) A city, town, or incorporated area that has a population of greater than 20,000 inhabitants; or (2) an urbanized area contiguous and adjacent to a city or town that has a population of greater than 50,000 inhabitants. Sufficient access to broadband is defined as greater than 90% of any rural area in which households have fixed, terrestrial broadband service delivering at least 10 Mbps downstream and 1 Mbps upstream. Mobile and satellite services will not be considered in making the determination of sufficient access to broadband.

Stand-alone middle-mile projects are not eligible under the ReConnect Program. However, middle-mile facilities are eligible if they are needed to bring sufficient broadband service to all premises in the area. Members are strongly encouraged to include information in their requests, such as the number of households, businesses, or farms will be served in the area, what the performance of the service to be offered will be, and whether healthcare or educational facilities will be served.

Department of Agriculture Agricultural Research Service, Buildings and Facilities

The Agricultural Research Service (ARS) owns and operates laboratories and facilities across the United States. Many of these laboratories/facilities are decades old, have outlived their functional lifespan, and are badly in need of major repairs, renovation, or replacement. Facility requests must be for ARS-owned facilities or for facilities that will enhance ongoing ARS work. Requests can assist in the acquisition of land, construction, repair, improvement, extension, alteration, and purchase of fixed equipment or facilities as necessary to carry out the agricultural research programs of the Department of Agriculture. Members are strongly encouraged to provide details on the research to be conducted, why the research is a high priority, as well as details on the modernization and why it is critical in carrying out the research.

RESOLUTION

NO: [Title]

LIVINGSTON COUNTY

DATE: Click or tap to enter a date.

Resolution to submit the Estimated 2022 General Fund Budget to the Allocation Board – Fiscal Services

WHEREAS, the Tax Allocation Board meets yearly to review the proposed budgets of each respective township, school district and the County; and

WHEREAS, in compliance with statutory requirement, the Tax Allocation Board will meet on Monday, April 19, 2021.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby
authorizes the submission of the attached Estimated 2022 General Fund Budget for
Livingston County, by activity, to the Tax Allocation Board.

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MOVED:
SECONDED:
CARRIED:



LIVINGSTON COUNTY

Estimated 2022 General Fund Budget

REVENUES	ACTUAL 2019	ACTUAL 2020 (PRE-AUDIT)	BUDGET 2021	ESTIMATED 2022
<u>Judicial</u>				
FINES AND FORFEITURE	324,923	232,444	342,695	300,021
CHARGES FOR SERVICE	2,517,262	2,113,196	2,119,053	2,249,837
RENTAL INCOME	-	3,600	3,600	2,400
OTHER REVENUE	254,878	165,868	216,536	212,427
STATE SOURCES	1,008,963	835,582	1,045,544	963,363
TRANSFERS IN	65,765	-	-	-
Subtotal: Judicial	4,171,791	3,350,690	3,727,428	3,728,048
Percent of Total General Fund	8.2%	6.5%	7.3%	7.1%
<u>Sheriff</u>				
FINES AND FORFEITURE	5,715	3,718	1,500	3,644
CHARGES FOR SERVICE	392,171	291,822	379,028	354,340
RENTAL INCOME	1,949,934	2,241,082	2,088,810	2,093,275
OTHER REVENUE	947,021	1,053,419	660,700	887,047
FEDERAL SOURCES	51,501	40,285	49,500	47,095
STATE SOURCES	49,987	10,541	32,000	30,842
CAPITAL GRANTS/CONTRIBUTIONS	-	2,322	-	774
TRANSFERS IN	136,978	142,857	330,000	280,000
Subtotal: Sheriff	3,533,307	3,786,045	3,541,538	3,697,019
Percent of Total General Fund	6.9%	7.4%	6.9%	7.0%
<u>Other Public Safety</u>				
OTHER REVENUE	-	1,229	0	
TRANSFERS IN	40,344	41,321	41,548	41,548
Subtotal: Other Public Safety	40,344	42,550	41,548	41,548
Percent of Total General Fund	0.1%	0.1%	0.1%	0.1%
<u>Infrastructure & Development</u>				
LICENSE & PERMITS	357,835	407,865	300,000	355,233
CHARGES FOR SERVICE	23,011	23,468	24,255	23,578
OTHER REVENUE	851,596	1,007,371	973,327	944,098
STATE SOURCES	135,015	49,939	5,000	63,318
CONT FROM LOCAL UNIT	14,074	20,146	25,000	19,740
CAPITAL GRANTS/CONTRIBUTIONS	10,170	38,770	37,500	28,813
Subtotal: I&D	1,391,701	1,547,558	1,365,082	1,434,781
Percent of Total General Fund	2.7%	3.0%	2.7%	2.7%
<u>Health & Human Services</u>				
FINES & FORFEITURES	-	1,611	-	537
LICENSE & PERMITS	111,217	89,601	154,000	118,273
CHARGES FOR SERVICE	66,598	65,163	70,700	67,487
OTHER REVENUE	10,542	5,380	6,000	7,307
Subtotal: H&HS	188,357	161,755	230,700	193,604
Percent of Total General Fund	0.4%	0.3%	0.5%	0.4%
<u>General Government</u>				
TAXES	30,710,422	31,929,473	32,485,000	32,728,930
FINES AND FORFEITURE	41,542	68,752	25,000	45,098
LICENSE & PERMITS	5,510	5,150	4,600	5,087
CHARGES FOR SERVICE	3,327,129	3,863,173	3,017,800	3,402,701
RENTAL INCOME	245,014	311,905	251,585	269,502
INTEREST	765,636	389,128	565,000	573,255
OTHER REVENUE	1,397,228	1,618,281	1,176,855	1,397,455
STATE SOURCES	4,895,943	3,754,114	4,729,375	4,905,361
CAPITAL GRNTS/CONTRB	2,229	2,493	-	1,574
TRANSFERS IN	317,670	371,593	103,577	150,000
Subtotal	41,708,323	42,314,061	42,358,792	43,478,961
Percent of Total General Fund	81.7%	82.6%	82.6%	82.7%
TOTAL REVENUE	51,058,824	51,202,659	51,265,088	52,573,960

EXPENDITURES	ACTUAL 2019	ACTUAL 2020 (PRE-AUDIT)	BUDGET 2021	ESTIMATED 2022
<u>Judicial</u>				
PERSONNEL	7,275,774	7,497,195	7,967,500	8,236,667
SUPPLIES	213,418	196,294	167,407	192,373
CONTRACTUAL SERVICES	105,679	101,536	72,665	93,293
PROFESSIONAL SERVICE	418,926	242,311	276,628	312,622
OTHER EXPENSE AND CHARGES	198,838	107,348	187,415	164,534
COMPUTER AND PHONE	891,970	749,887	758,712	781,473
FACILITIES MANAGEMENT	682,376	770,184	740,500	755,310
VEHICLE	6,549	7,448	6,203	6,203
MAINTENANCE & REPAIR	10,385	12,904	9,240	10,843
TRAVEL	21,639	2,999	36,591	20,410
TRAINING	7,725	1,099	8,085	5,636
CAPITAL EQUIPMENT	42,160	-	-	-
TRANSFER OUT	2,678,789	2,522,906	1,796,823	1,796,823
Subtotal: Judicial	12,554,227	12,212,111	12,027,769	12,376,187
<i>Percent of Total General Fund</i>	<i>25.9%</i>	<i>25.7%</i>	<i>23.4%</i>	<i>23.5%</i>
<u>Sheriff Department</u>				
PERSONNEL	14,374,671	12,754,791	15,361,385	15,864,217
SUPPLIES	392,986	453,087	357,209	401,094
CONTRACTUAL SERVICES	1,972,649	1,957,114	2,069,818	1,999,860
PROFESSIONAL SERVICE	2,075	3,565	4,000	3,213
OTHER EXPENSE AND CHARGES	51,155	42,528	45,402	46,362
COMPUTER AND PHONE	729,636	606,526	576,073	593,355
FACILITIES MANAGEMENT	893,062	1,017,026	1,026,145	1,046,668
VEHICLE	785,057	713,693	777,253	777,253
MAINTENANCE & REPAIR	68,118	131,262	96,090	98,490
TRAVEL	31,627	9,489	76,035	39,050
TRAINING	50,450	34,803	69,449	51,567
CAPITAL EQUIPMENT	57,000	89,178	396,724	280,000
TRANSFER OUT	174,037	75,000	54,908	131,555
Subtotal: Sheriff Dept	19,582,523	17,888,061	20,910,491	21,332,685
<i>Percent of Total General Fund</i>	<i>40.3%</i>	<i>37.6%</i>	<i>40.7%</i>	<i>40.6%</i>
<u>Other Public Safety</u>				
PERSONNEL	114,422	120,378	127,655	131,785
SUPPLIES	2,117	1,048	3,100	3,100
CONTRACTUAL SERVICES	-	-	-	-
OTHER EXPENSE AND CHARGES	4,100	4,100	5,000	5,000
COMPUTER AND PHONE	10,489	8,249	16,031	8,496
FACILITIES MANAGEMENT	1,562	2,841	2,963	3,022
VEHICLE	9,350	7,970	6,808	6,808
TRAVEL	14	-	1,200	1,200
TRAINING	880	350	1,710	1,710
TRANSFER OUT	916,689	920,165	935,940	939,606
Subtotal: Other Public Safety	1,059,624	1,065,101	1,100,407	1,100,728
<i>Percent of Total General Fund</i>	<i>2.2%</i>	<i>2.2%</i>	<i>2.1%</i>	<i>2.1%</i>

Infrastructure/Development:

PERSONNEL	2,462,595	2,594,205	2,756,917	2,846,734
SUPPLIES	13,202	12,377	17,227	14,269
CONTRACTUAL SERVICES	1,339,856	1,059,148	1,216,367	1,205,124
PROFESSIONAL SERVICE	113,994	88,983	65,284	89,420
OTHER EXPENSE AND CHARGES	26,817	49,405	75,222	50,481
COMPUTER AND PHONE	163,994	132,507	122,941	126,629
FACILITIES MANAGEMENT	68,429	45,970	44,624	45,516
VEHICLE	5,009	1,304	6,320	6,383
MAINTENANCE & REPAIR	4,191	3,666	7,000	7,000
TRAVEL	7,706	1,569	9,225	6,167
TRAINING	4,867	4,689	5,800	5,119
Total: Infrastructure/Dvlpmnt	4,210,660	3,993,823	4,326,927	4,402,842
<i>Percent of Total General Fund</i>	<i>8.7%</i>	<i>8.4%</i>	<i>8.4%</i>	<i>8.4%</i>

Health & Human Services:

PERSONNEL	544,704	596,943	643,251	687,564
SUPPLIES	41,132	51,086	72,300	54,839
CONTRACTUAL SERVICES	1,255,373	1,288,577	1,208,697	1,250,882
OTHER EXPENSE AND CHARGES	2,342	288	9,000	3,877
COMPUTER AND PHONE	36,314	39,477	39,382	40,563
FACILITIES MANAGEMENT	70,592	52,928	54,524	55,614
VEHICLE	16,458	21,024	18,276	18,276
TRAVEL	450	386	1,050	629
TRAINING	1,193	1,225	3,350	1,923
TRANSFER OUT	1,114,675	430,000	738,000	738,000
Total: Health & Human Svcs	3,083,232	2,481,933	2,787,830	2,852,167
<i>Percent of Total General Fund</i>	<i>6.4%</i>	<i>5.2%</i>	<i>5.4%</i>	<i>5.4%</i>

General Government:

PERSONNEL	4,668,620	6,630,861	6,334,847	6,559,581
SUPPLIES	92,830	290,949	98,048	160,609
CONTRACTUAL SERVICES	376,003	447,012	443,541	422,185
PROFESSIONAL SERVICE	77,492	72,809	85,560	78,620
OTHER EXPENSE AND CHARGES	1,006,498	1,185,044	1,427,277	1,496,742
COMPUTER AND PHONE	260,873	255,669	246,128	253,512
FACILITIES MANAGEMENT	445,852	515,944	422,475	430,925
VEHICLE	1,776	245	3,605	3,605
MAINTENANCE & REPAIR	18,247	11,915	15,452	15,205
TRAVEL	19,860	4,966	25,280	16,702
TRAINING	21,775	25,042	33,175	26,664
CAPITAL EQUIPMENT	91,099	9,880	-	-
TRANSFER OUT	973,000	490,000	1,043,000	1,045,000
Total: General Government	8,053,926	9,940,335	10,178,388	10,509,350
<i>Percent of Total General Fund</i>	<i>16.6%</i>	<i>20.9%</i>	<i>19.8%</i>	<i>20.0%</i>

TOTAL EXPENDITURES	48,544,192	47,581,365	51,331,812	52,573,961
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Fund Balance at Year End (estimated for 2020-2022)

\$	26,809,901	\$	30,431,196	\$	30,364,472	\$	30,364,472
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I hereby certify that I have received the 2022 Estimated Tax Allocation Board budget and found it to be in good order and an appropriate representation.

Kate Lawrence
Livingston County Finance Committee Chair

Cynthia Catanach
Deputy County Administrator/Financial Officer

RESOLUTION

NO: [Title]

LIVINGSTON COUNTY

DATE: Click or tap to enter a date.

Resolution to Accept the Annual Out-of-State Travel Report for 2020 – Fiscal Services

WHEREAS, In compliance with the Employee Business Expense Policy, County Administration is to prepare an Out-of-State Travel Summary Report to be presented to the Livingston County Board of Commissioners at the first Finance Committee in April of each year; and

WHEREAS, County Administration is presenting the annual Out-of-State Travel Summary Report for all County departments for the period of January 1, 2020 through December 31, 2020 to the Finance Committee meeting as required.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby accept the 2020 Out-of-State Travel Summary Report for all County employees who traveled outside of Michigan during the period of January 1, 2020 through December 31, 2020.

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MOVED:
SECONDED:
CARRIED:

2020 Out of State Travel Report

Travel Start Date	Travel End Date	Dept	Employee Name	Destination	Purpose for Travel/Conference Name	Registration 957000	Lodging 860500	Meals 860500	Transportation 860500	Mileage 860010	Total Cost	General Fund	Special Revenue Fund	Enterprise Fund	Internal Service Fund	
6/14/2020	6/18/2020	911	Daniel Blaszkiewicz	Long Beach, CA	Nena 2020	\$ -	\$ -	\$ -	\$ 36.64		\$ 36.64		\$ 36.64			
6/14/2020	6/18/2020	911	Katrina Mott	Long Beach, CA	Nena 2020	\$ -	\$ -	\$ -	\$ 36.64		\$ 36.64		\$ 36.64			
6/14/2020	6/18/2020	911	Chad Chewing	Long Beach, CA	Nena 2020	\$ -	\$ -	\$ -	\$ 31.63		\$ 31.63		\$ 31.63			
										911 TOTAL:	\$ 104.91					
5/26/2020	5/30/2020	Courts	Sara Applegate	Anaheim, CA	NADCP/Virtual	\$ 510.00	\$ -	\$ -	\$ 547.80		\$ 1,057.80		\$ 1,057.80			
5/26/2020	5/30/2020	Courts	Karen Berbower	Anaheim, CA	NADCP/Virtual	\$ 495.00	\$ -	\$ -	\$ 547.80		\$ 1,042.80		\$ 1,042.80			
5/26/2020	5/30/2020	Courts	Jessica Brzys	Anaheim, CA	NADCP/Virtual	\$ 510.00	\$ -	\$ -	\$ 547.80		\$ 1,057.80		\$ 1,057.80			
5/26/2020	5/30/2020	Courts	Michael Hatty	Anaheim, CA	NADCP/Virtual	\$ -	\$ -	\$ -	\$ 547.80		\$ 547.80		\$ 547.80			
5/26/2020	5/29/2020	Courts	James Schepper	Anaheim, CA	NADCP/Virtual	\$ 495.00	\$ -	\$ -	\$ -		\$ 495.00		\$ 495.00			
5/26/2020	5/29/2020	Courts	Leanna Brumfield	Anaheim, CA	NADCP/Virtual	\$ 495.00	\$ -	\$ -	\$ -		\$ 495.00		\$ 495.00			
5/26/2020	5/30/2020	Courts	Erika Phenev	Anaheim, CA	NADCP/Virtual 957000	\$ 495.00	\$ -	\$ -	\$ 517.80		\$ 1,012.80		\$ 1,012.80			
5/26/2020	5/30/2020	Courts	Angela DelVero	Anaheim, CA	NADCP/Virtual	\$ 495.00	\$ -	\$ -	\$ -		\$ 495.00		\$ 495.00			
										COURTS TOTAL:	\$ 6,204.00					
3/31/2020	3/31/2020	EMS	David Feldpausch	Elkhart, IN	Toll Road - for a new vehicle ambulance	\$ -	\$ -	\$ -	\$ 3.20		\$ 3.20		\$ 3.20			
3/31/2020	3/31/2020	EMS	David Feldpausch	Elkhart, IN	Toll Road - for a new vehicle ambulance	\$ -	\$ -	\$ -	\$ 3.20		\$ 3.20		\$ 3.20			
										EMS TOTAL:	\$ 6.40					
5/17/2020	5/17/2020	Fiscal Services	Hilery DeHate	New Orleans, LA	GFOA Conference/Virtual 957000	\$ 420.00	\$ -	\$ -	\$ 370.10	\$ -	\$ 790.10	\$ 790.10				
										FISCAL SERVICES TOTAL:	\$ 790.10					
3/31/2020	4/3/2020	Health	Lindsay Gestro	Dallas , TX	NACCHO Preparedness Summit/Virtual 957000	\$ 635.00	\$ -	\$ -	\$ 389.91		\$ 1,024.91		\$ 1,024.91			
										HEALTH TOTAL:	\$ 1,024.91					
3/17/2020	3/20/2020	Jail	Brad Fetner	Las Vegas, NV	Central Square Conference/Credit	\$ 399.00	\$ -	\$ -	\$ 556.80		\$ 955.80	\$ 955.80				
3/17/2020	3/20/2020	Jail	Chris Schmidt	Las Vegas, NV	Central Square Conference/Credit	\$ 399.00	\$ -	\$ -	\$ 556.80		\$ 955.80	\$ 955.80				
3/17/2020	3/20/2020	Jail	Austin Smith	Las Vegas, NV	Central Square Conference/Credit	\$ 399.00	\$ -	\$ -	\$ 556.80		\$ 955.80	\$ 955.80				
										JAIL TOTAL:	\$ 2,867.40					
4/13/2020	4/17/2020	LETS	Trisha Reed	San Diego, CA	Annual FTA Drug and Alcohol Progem National Conference		\$ -	\$ -	\$ 636.96		\$ 636.96			\$ 636.96		
										LETS TOTAL:	\$ 636.96					
4/24/2020	4/28/2020	Planning	Kathleen Kiline-Hudson	Houston, TX	APA Conference 2020	\$ -	\$ -	\$ -	\$ 253.80		\$ 253.80	\$ 253.80				
										PLANNING TOTAL:	\$ 253.80					
6/8/2020	6/12/2020	Sheriff	Jeff Warder	Sandusky, OH	TACTI - Ohio Tactical Officers Association/Credit	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -				
6/8/2020	6/12/2020	Sheriff	Jaime Kretzschmer	Sandusky, OH	TACTI - Ohio Tactical Officers Association/Credit 957000	\$ 300.00	\$ -	\$ -	\$ -		\$ 300.00	\$ 300.00				
6/8/2020	6/12/2020	Sheriff	Matthew Young	Sandusky, OH	TACTI - Ohio Tactical Officers Association/Credit	\$ 300.00	\$ -	\$ -	\$ -		\$ 300.00	\$ 300.00				
6/8/2020	6/12/2020	Sheriff	James Pappas	Sandusky, OH	TACTI - Ohio Tactical Officers Association/Credit	\$ 330.00	\$ -	\$ -	\$ -		\$ 330.00	\$ 330.00				
6/8/2020	6/12/2020	Sheriff	Chris Diehl	Sandusky, OH	TACTI - Ohio Tactical Officers Association/Credit	\$ 330.00	\$ -	\$ -	\$ -		\$ 330.00	\$ 330.00				
6/8/2020	6/12/2020	Sheriff	Corey Sokol	Sandusky, OH	TACTI - Ohio Tactical Officers Association/Credit	\$ 300.00	\$ -	\$ -	\$ -		\$ 300.00	\$ 300.00				
6/8/2020	6/12/2020	Sheriff	Mike Nast	Sandusky, OH	TACTI - Ohio Tactical Officers Association/Credit	\$ 300.00	\$ -	\$ -	\$ -		\$ 300.00	\$ 300.00				
6/8/2020	6/12/2020	Sheriff	Adam Jaime	Sandusky, OH	TACTI - Ohio Tactical Officers Association/Credit	\$ 300.00	\$ -	\$ -	\$ -		\$ 300.00	\$ 300.00				
6/8/2020	6/12/2020	Sheriff	Dale Labombard	Sandusky, OH	TACTI - Ohio Tactical Officers Association/Credit	\$ 300.00	\$ -	\$ -	\$ -		\$ 300.00	\$ 300.00				
6/8/2020	6/12/2020	Sheriff	James Steinaway	Sandusky, OH	TACTI - Ohio Tactical Officers Association/Credit	\$ 300.00	\$ -	\$ -	\$ -		\$ 300.00	\$ 300.00				
6/8/2020	6/12/2020	Sheriff	Alex Capra	Sandusky, OH	TACTI - Ohio Tactical Officers Association/Credit	\$ 300.00	\$ -	\$ -	\$ -		\$ 300.00	\$ 300.00				
7/18/2020	7/22/2020	Sheriff	Eric Sanborn	New Orleans, LA	FBINAA Conference	\$ -	\$ -	\$ -	\$ 281.80		\$ 281.80	\$ 281.80				
10/18/2020	10/25/2020	Sheriff	Adam Jaime	Chesapeake, VA	LCSSO - Tactical Explosive Breach Seminar 957000	\$ 1,525.00	\$ 733.18	\$ -	\$ -		\$ 2,258.18	\$ 2,258.18				
										SHERIFF TOTAL:	\$ 5,599.98					
3/11/2020	3/13/2020	Veterans	Dena Daher	Washington, DC	DSO School	\$ -	\$ 872.46	\$ 187.00	\$ 448.18		\$ 1,507.64		\$ 1,507.64			
3/11/2020	3/13/2020	Veterans	Mary Durst	Washington, DC	DSO School	\$ -	\$ 872.46	\$ 187.00	\$ 336.80		\$ 1,396.26		\$ 1,396.26			
3/11/2020	3/13/2020	Veterans	Ronnie Blackwell	Washington, DC	DSO School	\$ -	\$ 872.46	\$ 164.00	\$ 306.80		\$ 1,343.26		\$ 1,343.26			
										VETERANS TOTAL:	\$ 4,247.16					
						2020 GRAND TOTAL:	\$ 10,332.00	\$ 3,350.56	\$ 538.00	\$ 7,515.06	\$ -	\$ 21,735.62	\$ 9,511.28	\$ 11,587.38	\$ 636.96	\$ -
						2019 GRAND TOTAL:	\$ 24,753.00	\$ 48,458.23	\$ 7,278.64	\$ 19,993.60	\$ 642.08	\$ 101,125.55	\$ 39,863.23	\$ 37,668.68	\$ 11,832.52	\$ 11,761.12
						2018 GRAND TOTAL:	\$ 24,674.16	\$ 41,674.70	\$ 6,362.47	\$ 20,017.25		\$ 92,728.58				
						2017 GRAND TOTAL:	\$ 18,853.28	\$ 28,534.48	\$ 3,709.05	\$ 17,298.71		\$ 68,395.52				
						2016 GRAND TOTAL:	\$ 16,894.78	\$ 30,894.54	\$ 4,268.63	\$ 16,574.45		\$ 68,632.40				

RESOLUTION

NO: [Title]

LIVINGSTON COUNTY

DATE: Click or tap to enter a date.

Resolution to Authorize the Creation of New Non-Union Division within MERS and Payment of the Unfunded Liability for the Building Department Employees - Fiscal Services / Finance / Board

WHEREAS, County Administration has worked with the Livingston County Building Department over the past year to consider options to reduce the unfunded pension liability specific to Building Department employees; and

WHEREAS, the option to create a permanent non-union division within MERS for Building Department employees was agreed upon as being fiscally prudent and to be recommended to the Board of Commissioners; and

WHEREAS, creating a new division would permit the Building Department to fully fund the currently projected non-union liability attributable to the Building Department's non-union employees which is projected to reduce the annual required contribution going forward; and

WHEREAS, Livingston County requested and received a supplemental valuation from the MERS actuarial services team to carve out the Building Department from the Non-Union Division and create a new Non-Union Division specifically for and limited to Building Department current and future employees as well as retirees; and

WHEREAS, the pension benefits would not change in any way from those in the original Non-Union Division and the Building Department employees would be carved out into the same plan, DB or Hybrid that they currently are in; and

WHEREAS, the estimated cost for the Building Department to proceed with this option is \$962,712 which currently can be funded by use of the unobligated funds in Enterprise Fund 542 Building and Safety Fund and would not require any General Fund dollars to be contributed.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners authorizes the County to carve out the Building Department Non-Union Employees from the original Non-Union Division and creating a new MERS Division for Building Department Non-Union employees.

BE IT FURTHER RESOLVED that the Board of Commissioners authorizes a payment to MERS from Fund 542 Building and Safety Fund in the amount of \$962,712 to the new Building Department Non-Union division, once it is created, to fund the pension liability for the Building Department employees.

BE IT FURTHER RESOLVED, that the Chairperson of the Livingston County Board of Commissioners is authorized to execute any agreements, plan addendums or other documents requiring the Chair's signature by MERS to effectuate this Resolution after approval as to form by the County Attorney.

RESOLUTION NO: #

PAGE: 2

BE IT FURTHER RESOLVED that the Board of Commissioners authorizes any budget amendments needed to effectuate this payment.

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MOVED:
SECONDED:
CARRIED:

RESOLUTION

NO: [Title]

LIVINGSTON COUNTY

DATE: Click or tap to enter a date.

Resolution to Authorize the Creation of New Non-Union Division within MERS and Payment of the Unfunded Liability For LETS Department Employees - Fiscal Services

WHEREAS, County Administration has worked with the LETS Department, with guidance from our auditors, to consider options to reduce the unfunded pension liability specific to the LETS Department employees; and

WHEREAS, the option to create a permanent non-union division within MERS for LETS Department employees was agreed upon as being fiscally prudent and to be recommended to the Board of Commissioners; and

WHEREAS, creating a new division would permit the LETS Department to fully fund the projected non-union liability attributed to the LETS Department non-union employees which is projected to reduce the annual required contribution going forward; and

WHEREAS, Livingston County requested and received a supplemental valuation from the MERS actuarial services team to carve out the LETS Department from the Non-Union Division and create a new Non-Union Division specifically for and limited to LETS Department current and future employees as well as retirees; and

WHEREAS, the pension benefits would not change in any way from those in the original Non-Union Division and the LETS Department employees would be carved out into the same plan, DB or Hybrid, that they currently are in; and

WHEREAS, the estimated cost for the LETS Department to proceed with this option is \$1,556,364 which will be funded by FY 2020 CARES Act Section 5307 Operating funds at 100% Federal share and would not require any General Fund dollars to be contributed.

WHEREAS, the CARES Act legislation's intent is to support transit systems and their employees by ensuring current obligations are met, followed by actions that improve long-term financial sustainability; and

WHEREAS, the payment is an eligible operating expense under the Section 5307 program rules per FTA Circular 9030.1 E and additional written guidance provided by FTA.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners authorizes the County to carve out the LETS Department Non-Union Employees from the original Non-Union Division and creating a new MERS Division for LETS Department Non-Union employees.

BE IT FURTHER RESOLVED that the Board of Commissioners authorizes a payment to MERS from LETS Fund 588 in the amount of \$1,556,364 to the new LETS Department Non-Union division, once it is created, to fund the pension liability for the LETS Department employees.

BE IT FURTHER RESOLVED that the Chairperson of the Livingston County Board of Commissioners is authorized to execute any agreements, plan addendums, or other documents requiring his signature by MERS, to effectuate this Resolution after approval as to form by the County Attorney.

BE IT FURTHER RESOLVED that the Board of Commissioners authorizes any budget amendments needed to effectuate this payment.

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MOVED:
SECONDED:
CARRIED:

RESOLUTION

NO: [Title]

LIVINGSTON COUNTY

DATE: Click or tap to enter a date.

Resolution Authorizing a Contract with Lindhout Associates Architects for Architectural Services – Facility Services

WHEREAS, Livingston County maintains a number of buildings at the East and West complexes, as well as downtown Howell; and

WHEREAS, in order to properly maintain these buildings, continual adjustments and modifications are required; and,

WHEREAS, the most cost-effective manner in insuring the maintenance and modifications are accomplished in compliance with the various codes and ordinances includes the input of professional architectural services; and

WHEREAS, Facility Services department along with Co Pro solicited proposals from architectural firms and received 16 proposals; and

WHEREAS, a committee consisting of staff from Facility Services, Sheriff's office, Court Services, Building Department, and County Administration independently reviewed and ranked each proposal and from which this recommendation for award is based, and

WHEREAS, pricing will be per the attached pricing schedule which will remain fixed for five (5) years with no renewals.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorize a five (5) year contract with the firm Lindhout Associates Architects, aia, pc. per the attached pricing schedule which will remain fixed for five (5) years.

BE IT FURTHER RESOLVED that the Chairperson of the Livingston County Board of Commissioners is hereby authorized to sign the above referenced contract upon review and approval of civil counsel.

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MOVED:
SECONDED:
CARRIED:



Livingston County Facility Services

420 South Highlander Way
Howell, MI 48843
(517) 546-6491

DATE: March 16, 2021

TO: Livingston County Board of Commissioners

FROM: Chris Folts

RE: Resolution Authorizing a Contract with Lindhout Associates Architects for Architectural Services – Facility Services Department

Livingston County has a need to retain architectural services for modifications and renovations of Livingston County facilities. The Facility Services department along with Co Pro published an RFP and received proposals from 16 architectural firms.

A committee formed by department heads and county administration evaluated all proposals and moved forward with interviewing five architectural firms for final consideration. Lindhout Associates Architects, AIA, PC, was selected based on overall score and pricing.

Therefore, Facility Services along with the selection committee is requesting entering into a contract with Lindhout Associates Architects, not to exceed five years. If you have any questions or concerns, please feel free to contact me.



**Bid Recap
For
Architectural Consulting Services**

Lead Public Agency: Livingston County
Solicitation: RFP-LC-20-30

RFP Issued & Publicly Posted: 12/14/20
Public Posting: Livingston County Fiscal
Services Website and BidNet

RFP Proposals Due Date: 01/11/21

Proposals Received: 16

Livingston County received sixteen proposals in response to the Request for Proposal (RFP) referenced above. Below is a recap of the bid evaluation.

The following architectural firms provided a response within the timeframe outlined in the RFP:

A3C – Collaborative Architecture
DLZ
Fishbeck
Hobbs + Black Architects
Hooker DeJong Inc.
Hubbell Roth and Clark
JFR Architects
John Stewart Associates

Lindhout Associates
Mitchell & Mouat Architects
Niagara Murano
NORR
NSA Architecture
Partners in Architecture
Straub Pettitt Yaste Architects
Tower Pinkster Titus Associates Inc.

The evaluation consisted of a review of the responses to the Request for Proposal Scope of Work. A review of the minimum requirements revealed that the firms met the minimum mandatory requirements (Section 1.1), and confirmed their understanding of the Scope of Work (Sections 1.2 through 1.4). The firms were determined to be responsive and responsible after a review of the answers to the Scope of Work sections and the information provided on the requisite forms.

The Evaluation Review Committee (ERC) consisted of six members. The ERC evaluated the proposals submitted by each vendor using the following scoring criteria:

- Proposal Responses (up to 50 points)
- Company Profile (up to 25 points)
- References (up to 25 points)

Based on this scoring criteria, the points awarded to each firm were averaged and the firms were ranked in order from 1 to 15. Two out of the sixteen firms had a tie score and were ranked fourth respectively. The results were as follows:



	Firms							
	Lindhout	Fishbeck	DLZ	NORR	NSA	Hobbs + Black	Partners	A3C
Proposal Responses	40.83	42.5	42.67	39.5	39.17	39.83	38.83	40.0
Company Profile	20.33	20.5	18.67	18.67	18.17	17.0	16.67	15.17
References	20.5	18.33	19.83	19.17	20.0	18.67	19.67	19.83
Total	81.66	81.33	81.17	77.34	77.34	75.5	75.17	75.0

	Firms							
	Mitchell & Mouat	Hubbell Clark & Roth	Tower Pinkster Titus	JFR Architects	Niagara Murano	Hooker DeJong	Straub Pettitt Yaste	John Stewart
Proposal Responses	40.17	38.33	39.50	32.5	33.0	29.83	29.83	27.0
Company Profile	16.33	16.33	14.83	12.33	8.83	11.0	9.0	10.83
References	18.17	20.0	19.83	18.67	16.50	16.0	14.50	15.33
Total	74.67	74.66	74.16	63.5	58.33	56.83	53.33	53.16

One-hour interviews were conducted with the top five scoring firms on Monday, February 22, 2021. Because two of the firms were ranked fourth in the overall scoring, DLZ, Fishbeck, Lindhout Associates, NORR, and NSA Architecture were selected for interview. The ERC then met on Wednesday, February 24, 2021 to discuss the information obtained from the interviews as well as the technical and pricing proposals.

The ERC recommended that additional questions be asked of the following two firms in order to make a final recommendation for award: Lindhout Associates and DLZ. Additional questions were sent to both firms on Thursday, February 25, 2021. Answers to the questions were submitted by the firms on Monday, March 1, 2021.

Based on the entire evaluation process, Lindhout Associates provided the proposal that offered the greatest overall value to the county. It is recommended that a five-year contract be awarded to Lindhout Associates. Lindhout Associates will also be awarded a CoPro+ cooperative contract not to exceed five years.

RFP-LC-20-30 Ranking Review Criteria	Scorer	Firm 7 A3C	Comments	Scorer
Minimum Mandatory Requirements	NB KE CF JR	P P P P	Never specifically acknowledged items 1.2 (1) through 1.2 (10)	NB KE CF JR
	RS	P	Not organized to respond to RFP, hard to follow	RS
	JW	P	All requirements included except for 3 year financial statements.	JW
Proposal Responses	NB	38	Well qualified, numerous awards/industry recognition; 35 years in business	NB
	KE	40	Meets requirements.	KE
	CF	40		CF
	JR	45	Proposal specifically spelled out site inspections on projects at least once a week. Other did not. Also state that project schedules will be reviewed bi-weekly	JR
	RS	35	ADA; Comparable projects not really comparable reg as needed	RS
	JW	42		JW
		240.00		
Total		40.00		
Company Profile	NB	15	Did not provide audited financial statements, but will if awarded. Other items submitted.	NB
	KE	11	No financials, 2017 W-9 not current.	KE

	CF	15	Missing financials.	CF
	JR	20		JR
	RS	15	Since 1983; No financial statements; Ann Arbor local work - Genoa Township Hall, Howell Chamber	RS
	JW	15		JW
		91.00		
Total		15.17		
References	NB	19	Gov't references provided, 1 for 7+ years (additional project-specific references throughout proposal)	NB
	KE	20	References provide support.	KE
	CF	20		CF
	JR	25	The Building Department has worked with this firm on numerous projects. I don't recall any issues. Numerous projects completed throughout the County	JR
	RS	15	References not on point; Examples of IDIQ?; Awards; POC: not clear	RS
	JW	20	Some gov't work.	JW
		119.00		
Total		19.83		
Overall Total		75.00		

Firm 3 DLZ	Comments	Scorer	Firm 2 Fishbeck	Comments
P	Well organized!	NB	P	
P		KE	P	
P		CF	P	
P	Specifically acknowledged items in 1.2	JR	P	Did not acknowledge section 1.2
P	Excellent - Addresses minimum mandatory requirements	RS	P	Excellent understanding of desired services
P	Missing certificate of insurance.	JW	P	Proposal was complete and very thorough.
44	Very thorough proposal; Industry recognized (ranked top 10 in the Midwest); Large staff	NB	42	Emphasizes client service; 64 years in MI; Significant gov't work/experience.
40	Clear and concise.	KE	40	Demonstrated ability.
40		CF	40	
50	Highly experienced	JR	40	Aesthetically creative designs in proposal
40	Quality management, Methodology, Good technical approach, Good highlight of comparable, family and minority owned, but resumes some female, No ADA attention other than claim of leading ADA consultant, POC: Laurie Frey	RS	45	Good philosophy and mission, Methodology excellent, Capacity 20 - mostly in house but subs available
42	Same as above, not sure why certificate of insurance is missing.	JW	48	Many years of experience.
256.00			255.00	
42.67			42.50	
19	Missing insurance certificate, but "agrees to provide necessary coverage."; All other items submitted.	NB	20	All requested items were provided.
13	2014 W-9 not current, incomplete profile	KE	20	2018 W-9. Complete.

15	Missing current W-9.	CF	20	
25	Large experienced firm. Organized, easy to read proposal. Very comprehensive. Cross out canned language on "Exceptions" page 51 of their proposal, Minority owned with over 700 employees	JR	20	Large employee owned company
20	90% work with public entities since 1916, in MI since 1957, capacity good, 200 projects/year, agrees to provide insurance info, clear understanding of IDIQ good	RS	20	490 employees; since 1965 employee owned corp; ADA - good emphasis; IDIQ ? with cities; 90% of revenue from repeat clients; Facetime own it
20	Talented team (well versed)	JW	23	Received all of the required information
112.00			123.00	
18.67			20.50	
19	3 Gov't references provided, 2 for 5+ years	NB	19	3 Gov't references provided, but no date ranges provided.
20	References meet requirement.	KE	15	No reference start dates.
20		CF	20	
20		JR	18	All references from municipalities. Little or no work performed within Livingston County
20	County references excellent, on point	RS	15	Consulting list -No counties, lots of cities; No annual volume; Ottawa Co facilities director listed as reference; References not for consulting; POC: Lake Finney, less than 1 year with Fishbeck
20		JW	23	Excellent and well rounded references.
119.00			110.00	
19.83			18.33	
81.17			81.33	

Scorer	Firm	Comments	Scorer	Firm	Comments	Scorer
	5			13		
	Hobbs+ Black			Hooker DeJong		
NB	P	Well organized!	NB	P		NB
KE	P		KE	P		KE
CF	P		CF	P		CF
JR	P		JR	P		JR
RS	P	Methodology?; Capacity?	RS	P	Capacity	RS
JW	P	Missing balance sheet for last 3 years.	JW	F	W-9 not completed. Missing page from technical proposal.	JW
NB	42	Well organized proposal and narrative; Significant government specific experience	NB	38	In business since 1936; No local office presence (Muskegon and Grand Rapids)	NB
KE	40	Directly answered all requirements.	KE	35	Directly addressed 1.3 and 1.4. Narrative somewhat satisfies 1.2.	KE
CF	40		CF	40		CF
JR	50	Specifically addressed items in section 1.2	JR	31	Did not address section 1.2 specifically	JR
RS	25	Good reg Min Mandatory Reqs; Design services; No ADA other than verbatim RFP	RS	35	ADA; On call, project specific understanding - good	RS
JW	42	See above.	JW			JW
	239.00			179.00		
	39.83			29.83		
NB	17	Balance Sheet in place of audited financial statements.	NB	14	Missing financial statements.	NB
KE	13	2018 W-9. Had unaudited balance sheets.	KE	10	Blank W-9. No financial statements: If chosen, would provide at interview.	KE

CF	15	Sent balance sheet instead of audited financials.	CF	12	Missing W-9 and financial information.	CF
JR	20		JR	20	Relatively short outcome dates (turn-around)	JR
RS	15	50 profs; Honors and awards nice; Clear understanding of desired services not demonstrated	RS	10	1936; 54 profs; typos on profile page; Blank W-9	RS
JW	22	Seems to be reputable company.	JW			JW
	102.00			66.00		
	17.00			11.00		
NB	17	2 Gov't references provided, 1 for 5+ years within the last 7	NB	19	3 Gov't references provided, date ranges from 2014 and 2015 to present	NB
KE	20	Proven support.	KE	20	All references met the requirements and provide support for award. All government entities.	KE
CF	20		CF	20		CF
JR	20	The building department has worked with this firm in the past on customer's projects within the County	JR	17	No projects listed in Livingston County	JR
RS	15	Not on point; Cover letter poorly drafted and non-responsive; POC: Brian Bagnick	RS	20	Excellent on point references; Looks to provide Oakland with same services sought; POC: Phil Komen, but not included in team resumes?	RS
JW	20		JW			JW
	112.00			96.00		
	18.67			16.00		
	75.50			56.83		

Firm 9	Comments	Scorer	Firm 11	Comments
Hubbell Roth & Clark			JFR Architects	
P		NB	P	
P		KE	P	
P		CF	P	
P		JR	P	
P	Lots of work with City of Howell	RS	P	Typos in sample invoice - so many typos; capacity -?; Narrative: project methology or methodology?
P	Missing page from technical proposal.	JW	P	
42	Good governmental experience, NB including many projects with Liv Co; Substantial awards and industry recognition		36	Thorough narrative, stresses communication; Emphasizes size (small firm, individual attention) as a strength
40	All responses demonstrated ability.	KE	40	
40		CF	40	
35	Did not specifically address items 1.2 (1) through 1.2 (10). All examples of work and 2 of the references were minor renovation work	JR	32	Did not specifically address the items in section 1.2
35	Capacity; Aspire to be in middle and do all the work; ADA; Permitting process; Municipal consulting	RS	10	Quality level questionable, ADA - no
38	Most information included. Somewhat difficult to read.	JW	37	Missing audited financial statements/notarized certificate of compliance
230.00			195.00	
38.33			32.50	
15	Missing financial statements, offers to provide at a venue of our choosing; Other items submitted	NB	14	Didn't provide audited financial statement and states that they are "not required...."; Other items submitted.
13	No financials.	KE	5	No financials, not notarized.

15	Missing financials.	CF	12	Missing financials, not notarized compliance.
25	Firm has done a lot of work for the County's local municipalities. Mostly infrastructure projects	JR	16	Seems to be a 1 architect company but priced in the lower range
10	260+ profs; Professional integrity - good; Overview impressive; Good understanding; No statements	RS	7	Since 2005; No statements
20		JW	20	
98.00			74.00	
16.33			12.33	
20	Gov't references provided, all with 5+ years	NB	19	Gov't references provided, 2 of 3 for 5+ years
20	All provide support.	KE	20	
20		CF	20	
20		JR	20	Extra references supplied
20	Comparable projects truly comparable; Ok references; Nothing very big; POC: Adrianna Melchoir	RS	15	Exceeded # of references; No annual volume; Not on point reg type of service
20		JW	18	References limited.
120.00			112.00	
20.00			18.67	
74.66			63.50	

Scorer	Firm	Comments	Scorer	Firm
	15			1
	John Stewart			Lindhout
	Assoc			Assoc
NB	P		NB	P
KE	P		KE	P
CF	P		CF	P
JR	P		JR	P
RS	F	Current vendor, 4 missing components - financial statements, insurance, W-9, checklist	RS	P
JW	P		JW	P
NB	25	A lot of Liv Co knowledge and experience; Technical proposal missing items; Section 1.4 lacking - Methodology? Capacity?; Not enough information provided	NB	42
KE	40	Demonstrated ability.	KE	40
CF	40		CF	40
JR	20	Did not provide the required information	JR	42
RS		Non-responsive to minimum mandatory requirements.	RS	35
JW	37	Missing several documents.	JW	46
	162.00			245.00
	27.00			40.83
NB	10	Profile submitted, but several requested items are missing: W-9, Financial Statements, Certificate of Insurance	NB	20
KE	5	Pricing proposal included in proposal bid document. Missing financial statements, W-9, proposal checklist.	KE	20

CF	12	Missing many articles of compliance.	CF	20
JR	20	As built docs supplied at end.	JR	20
RS			RS	20
JW	18		JW	22
	65.00			122.00
	10.83			20.33
NB	13	References light on gov't entities; References marked as recent without establishing 5+ years of ACS for gov't entities	NB	20
KE	20	References provide award.	KE	20
CF	20		CF	20
JR	16	Not a lot of clear information. Pictures of projects have no scope description. Pricing is based on percentage based on construction costs.	JR	20
RS		2/3 references Liv Co	RS	20
JW	23	Has experience working with county government.	JW	23
	92.00			123.00
	15.33			20.50
	53.16			81.66

Comments	Scorer	Firm 8 Mitchell & Mouat	Comments	Scorer	Firm 12 Niagara Murano
Complete proposal.	NB KE CF JR	P P P P	Well organized	NB KE CF JR	P P P P
Current vendor.	RS	P	Organized, clear	RS	P
All requirements included.	JW	P	No audited financials.	JW	F
Significant experience in Liv Co, both for the County and for other local governments; Well organized response covering key topics (experience, capacity, comparable projects, methodology)	NB	42	Thorough and well organized proposal	NB	38
Proposal provided clear responses to each section.	KE CF	40 40	Directly addressed sections 1.2, 1.3, and 1.4.	KE CF	40 40
Did not specifically address the items in sections 1.2	JR	44	Specifically addressed the items in section 1.2.	JR	40
Relies heavily on existing knowledge of ability and relationships; Methodology ok; Checklist not responsive to 1.3	RS	40	Methodical reg projects based on MI standard K	RS	40
	JW	35	See above. Not a lot of information about the team.	JW	
		241.00 40.17			198.00 33.00
Provided all requested materials.	NB	14	Missing audited financial statements	NB	11
2018 W-9. Complete profile.	KE	15	2018 W-9. No audited financials.	KE	3

	CF	12	Missing ??? article of compliance.	CF	12
I have extensive experiences with the Lindhout Staff over more than 15 years	JR	22	As built docs supplied at end.	JR	20
64 years; 20 profs; 13 certified architects; Capacity; Subcontractors for services not directly provided?	RS	15	27 years; 7 profs, 4 architects; No ADA, No clear understanding of IDIQ; Experience with projects; Services and subconsultants; Awards	RS	7
	JW	20		JW	
		98.00			53.00
		16.33			8.83
Provided 3 Gov't references all for 5+ years	NB	20	Gov't references provided	NB	19
All references provide support and meet requirements.	KE	11	References had no start/stop service dates.	KE	20
	CF	20		CF	20
Extra references supplied however my name was also used for a reference	JR	25	Extensive work history with many different types of projects	JR	15
Liv Co Ref??; References provide support Ok; POC: Bradley Alvord	RS	15	References not on point; Project oriented; POC: John Mouat or Mark Borys	RS	25
Has done a lot of projects in Livingston County.	JW	18	Government work seemed to be limited.	JW	
		109.00			99.00
		18.17			16.50
		74.67			58.33

Comments	Scorer	Firm 4 NORR	Comments	Scorer	Firm 4 NSA Architecture
	NB	P		NB	P
	KE	P		KE	P
	CF	P		CF	P
	JR	P		JR	P
Cooperative K static	RS	P		RS	P
Several documents missing that are not difficult to include	JW	P	All requirements covered.	JW	P
Nice samples of comparable work	NB	42	Experience includes projects for (Emergency Center) and in (Brighton Mill Pond, Howell Fountain, etc.) Liv Co; Thorough proposal covered all requested items.	NB	42
	KE	40		KE	40
	CF	40		CF	40
Did not comment on the items in section 1.2	JR	37	Did not specifically address items in section 1.2 nor was it clear in their methodology	JR	33
Excellent methodology; Key issues for success - good; Capacity min	RS	31	Ok	RS	35
	JW	47	Excellent job laying out ADA compliance.	JW	45
		237.00			235.00
		39.50			39.17
Profile submitted, missing items: W-9, Financial Statements	NB	20	Provided all requested materials.	NB	20
Missing financials, missing W-9, incomplete pricing proposal.	KE	15	Pricing proposal not separate.	KE	15

Missing information.	CF	20		CF	15
As built docs supplied at end.	JR	22	As built docs supplied at end.	JR	20
20 years; 12 profs; Good subconsultant list; ADA min; Excellent comparables - full spectrum so many; Security	RS	16	14 years in MI; 105 profs; Employee owned; ADA; Global 700+; Capacity - in house services listed, subconsultants with PEA; No clear understanding; On call advising	RS	18
	JW	19		JW	21
		112.00			109.00
		18.67			18.17
Gov't references provided, 2 of 3 for 5+ years	NB	19	Provided gov't references, 2 for 5+ years	NB	20
	KE	20		KE	18
	CF	20		CF	20
Not a lot of clear information. Much of the work not similar to LC projects. Hourly rates on the lower side	JR	20	A lot of work in the County	JR	20
References on point; POC: Delia Rodi	RS	16	Ok; POC: Dan Schneider, 1 year with NORR	RS	20
	JW	20	Most work completed in Wayne County.	JW	22
		115.00			120.00
		19.17			20.00
		77.34			77.34

Comments	Scorer	Firm	Comments	Scorer
		6 Partners in Architecture		
	NB	P	Well organized.	NB
	KE	P		KE
	CF	P		CF
	JR	P		JR
Good emphasis on understanding nature of master services agreement	RS	P	P6 - clear	RS
All required information included.	JW	P		JW
Many projects in Liv Co; Thorough proposal, provided all requested items.	NB	40	Significant gov't experience (98% of work w/ public entities)	NB
Demonstrated ability.	KE	40	Demonstrated ability.	KE
	CF	40		CF
Did not specifically address the items in section 1.2	JR	40	Applicant did specifically address all the items in section 1.2	JR
Partnerships with subs = team ok	RS	31		RS
	JW	42	Missing 3 year statement of operation.	JW
		233.00		
		38.83		
Provided all requested items.	NB	19	Statement of Operations for 3 years in place of audited financial statements.	NB
2018 W-9. Financial documents not audited.	KE	12	Missing financials: Provided 3 years of statement unaudited.	KE

Financials not audited and missing 1 year.	CF	13	Missing statement of operations.	CF
As built docs supplied at end.	JR	20	As built docs supplied at end.	JR
60 years; 18 NSA profs; Capacity with subs; No ADA ref; Methodology ok; Good understanding of IDIQ; PEA and MAI total 204; Scope copied	RS	16	30 + 150 profs; ADA min; Lot of subs, capacity unclear	RS
Extensive history with government building projects.	JW	20		JW
		100.00		
		16.67		
Provided 5 gov't references, 3 for 5+ years	NB	20	Gov't references provided, all three for 5+ years	NB
Meets, would have liked 3 separate references, (2) NOVI Entity.	KE	20	References provide recommendation.	KE
	CF	20		CF
Extensive number of County projects in their resume although some were never brought to fruition or done by and employee they were working for another company.	JR	20		JR
Examples of IDIQ Ks; POC: Brooke Smith	RS	16	IDIQ K examples; POC: Project manager unclear	RS
More than 3 references listed.	JW	22		JW
		118.00		
		19.67		
		75.17		

Firm	Comments	Scorer		Comments
14			10	
Straub Petitt			Tower	
Yaste			Pinkster	
P		NB	P	
P		KE	P	
P		CF	P	
P		JR	P	
P	Hard to follow, not clearly responsive	RS	P	
F	Several documents missing.	JW	P	Missing balance sheet and 3 year statement of operation.
39	Detailed narrative; 65 years in business; Wide variety of gov't experience	NB	40	Nice proposal w/ details on specific experience; No local office presence (Grand Rapids, Kalamazoo)
40		KE	40	Demonstrated ability.
40		CF	40	
32	Did not specifically address the items in section 1.2	JR	32	Did not specifically address the items in section 1.2
28	Capacity not clear; No ADA address; Methodology?	RS	40	Capabilities extensive; Methodology; All services in house, but subs available
		JW	45	Well put together proposal.
179.00			237.00	
29.83			39.50	
14	Missing financial statements, other items submitted.	NB	19	Statement of Operations for 3 years and balance sheets in place of audited financial statements.
5	Missing financials, not notarized, incomplete pricing proposal.	KE	5	Incomplete financials, incomplete pricing proposal.

12	Missing notarization.	CF	12	Missing balance sheet and operations 3 year document.
16	Little or no experience with projects located in Livingston County	JR	18	Not many projects in the portfolio located in Livingston County although a lot of municipal projects
7	60; IDIQ Ks? - no clear understanding; Invoice missing; Reimbursement expenses missing; Statements missing	RS	15	150 profs; Good understanding of IDIQ; No ADA section; Consistent and responsive team; Missing reimbursement expenses
		JW	20	Definitely experienced in working with government projects.
54.00			89.00	
9.00			14.83	
14	Gov't references provided, but no time range provided ("multiple projects")	NB	19	2 Gov't references provided, each 5+ years
20		KE	20	
20		CF	20	
20		JR	20	
13	References not on point; No annual volume; POC: not clear	RS	20	References on point; POC unclear, Adam or Eric
		JW	20	
87.00			119.00	
14.50			19.83	
53.33			74.16	

A3C - Collaborative Architecture

Hourly Rate

Fees

Design Professionals

A3C - Architect

Senior Principal	\$145
Senior Project Architect/Manager	\$110
Project Architect/Manager II	\$90
Intern III	\$75
Administrative Support	\$60

Sub-consultants

Hourly Rate

Fees/Upcharges

Cooper Design - Historic Preservation

Gary Cooper	\$130
Intern Architect	\$85

Commtech Design - Low Voltage/AV/Security

Technology Designer	\$130
CAD Tech/Designer	\$80

Osborn Engineering - Structural Engineers

Principal	\$195
Director	\$179
Senior Project Manager	\$164
Project Manager	\$151
Engineer II	\$125
Engineer III	\$108
Technician/Intern/Admin Support	\$69

Robert Darvas Associates - Structural Engineers

Principal	\$175
Project Manager	\$135
Administrative Support	\$75

IMEG - Structural Engineers

Senior Engineer	\$160
Project Engineer	\$130
Engineer	\$120
Virtual Design Technician	\$95

Peter Basso Associates - MEP Engineers

Principal Mechanical Engineer	\$182
Principal Electrical Engineer	\$182
Project Mechanical Engineer	\$94
Project Electrical Engineer	\$85
CAD Specialist	\$55

Osborn Engineering

Principal	\$195
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Sr. Project Manager	\$164
Project Manager	\$151
Engineer I	\$132
Engineer II	\$125
Engineer III	\$108
Engineer IV	\$92
Engineer V	\$84
Tech/Intern/Admin Support	\$69

IMEG - MEP Engineers

Senior Engineer	\$160
Project Engineer	\$130
Engineer	\$120
Designer IV	\$120
Designer III	\$115
Designer II	\$110
Designer	\$105
Sr. Virtual Design Coordinator	\$105
Virtual Design Technician	\$95
Sr. Commissioning Authority/Engineer	\$195
Administrative Assistant	\$80

MA Engineering - MEP Engineers

Principal	\$175
Senior Engineer	\$130
Engineer I/Designer	\$110
CAD Support	\$80

Metro Consulting Associates - Civil Engineers

Project Manager	\$115
Sr. Project Engineer/Surveyor/Planner	\$100
Project Engineer/Surveyor/Planner II	\$90
Engineering/Surveying Technician	\$70
Chief Field Surveyors (1 Person Crew)	\$110
Senior Ecological Scientist	\$110

Beckett & Raeder, Inc. - Civil Engineers and Landscape Architects

Principal - Civil Engineering	\$145
Senior Associate - Civil	\$135
Principal - Landscape Architect	\$145
Associate Landscape Architect	\$125

Additional Service Offerings:

Kitchen Design
Theater Design
Graphic Design
Specialty Labs (wind, solar, etc.)

Schedule of Reimbursable Expenses

Example of reimbursable expenses:
Printing, Transportation if outside the County,
Permit Fees, Special Testing

Reimbursable expenses are
invoiced at direct cost plus
10%

Other Information

Propose that all hourly rates
be adjusted each year on
January 1 at a rate of 2% per
year.
See pg 7 of Pricing Proposal.

Sample Copy of Firm's Invoice

See Technical Proposal - Pg
36

DLZ Michigan Inc.		
	Hourly Rate	Fees
Design Professionals		
Principal Architect	\$190	See Pricing Proposal
Project Manager	\$150	for yearly hourly rate
Architect IV	\$140	adjustments.
Architect III	\$120	
Architectural Associate II	\$100	
Architectural Associate I	\$90	
Engineer IV	\$150	
Engineer III	\$130	
Engineer III	\$110	
Engineer I	\$90	
Landscape Architect	\$120	
Sub-consultants		
	Hourly Rate	Fees/Upcharges
Engineer IV	\$150	See Pricing Proposal
Engineer III	\$130	for yearly hourly rate
Engineer II	\$110	adjustments.
Engineer I	\$90	
Cost Estimator	\$120	

Schedule of Reimbursable Expenses

Mileage	\$0.58/mile, Cost plus 10%
Travel Expenses	Cost plus 10%

Direct Expenses (Reproduction, Equipment Rental, etc. Cost plus 10%

Plan Review Fees	Cost plus 10%
Sample Copy of Firm's Invoice	See Pricing Proposal

	Fishbeck	
	Hourly Rate	Fees
Design Professionals		
Luke Finney, RA, LEED AP BD+C	\$150	
Bob Pomeroy, AIA	\$243	
Mark Mitchell, AIA, LEED AP	\$184	
Lisa Galdis, IIDA, CDT, LEED AP ID+C	\$122	
Jerry Hirth, PE, LEED AP	\$184	
Jim Miloch, PE, LEED AP	\$206	
Eric Dickinson, PE	\$147	
Jeff Brown, PE	\$243	
Kent Moeggenborg	\$203	
Mike Alsgaard, CPE	\$166	
Sub-consultants		
N/A	Hourly Rate	Fees/Upcharges
Rate Schedule		
Principal	\$243	
Architect Construction Engineer/Manager/Administrator Engineer Estimator Geologist Hydrogeologist Industrial Hygienist Interior Designer Project Manager Scientist Surveyor		
Senior Level	\$135 - \$235	
Mid Level	\$122 - \$135	
Staff Level	\$79 - \$122	
Architectural Specialist Engineering Specialist Environmental Specialist Health & Safety Specialist Operations Specialist Technical Specialist Project Superintendent Survey Specialist		
Senior Level	\$141 - \$212	
Mid Level	\$101 - \$141	
Staff Level	\$79 - \$101	
Technician		
Senior Level	\$110 - \$128	
Mid Level	\$93 - \$110	
Staff Level	\$70 - \$93	
Production Support	\$82	

Schedule of Reimbursable Expenses:

Photocopies	\$0.10/Copy
Mileage/Passenger Vehicles	\$0.70/Mile
Field and Service Vehicles	\$0.95/Mile (\$37/Day min.)
Equipment Schedule	Separate Schedule
Expenses and Outside Services	Cost plus 10%

Other Information

Compensation to be at one and one-half times the hourly rate for approved overtime.

Sample Copy of Firm's Invoice

See Pricing Proposal

Invoices are rendered every four weeks and payment is due upon receipt. A service charge of 1% per four-week period is added to accounts unpaid after 28 days from date of billing.

Hoobs+Black Architects

Design Professionals

Hourly Rate	Fees
Project Principals	\$240 – \$275
Project Director	\$150 – \$195
Project Manger (Brian Bagnick)	\$125 – \$150
Project Architect (Jon Pearn)	\$125 – \$150
Senior Designer (Ryan Wrigley)	\$140 – \$175
Assistant Project Manager	\$70– \$85
Designer	\$75– \$90
CAD Technician (Erin Bailey)	\$75– \$85
Support Staff (Indri Shehu)	\$65

Sub-consultants

Hourly Rate Fees/Upcharges

MATRIX

Principal/S. Engineer (Joe Sovis)	\$160
Principal/Senior Technician	\$160
Engineering PM (Brent Huhn)	\$136
Lead Project Engineer	\$118
Project Engineer	\$109
Design Engineer II	\$99
Design Engineer I	\$89
Designer IV	\$112
Designer III	\$94
Designer II	\$84
Designer I	\$70
Cad Operator II	\$61
Cad Operator I	\$52
Clerical	\$50

JDH

Senior Consultant	\$155
Senior PM (Keith Ritsema)	\$150
Senior Engineer	\$125
Project Engineer	\$105
Engineer I	\$85
Intern Engineer	\$60
Senior Technician	\$85
Technician	\$60
Administrative	\$50

DESINE INC.

Principal (Wayne Perry)	\$145
Professional Engineer	\$100
Engineer II	\$85
Engineering Tech III	\$70
Engineering Tech IV	\$55
Designer I	\$80
Designer Tech II	\$65
Designer Tech III	\$50

Professional Surveyor	\$100
Surveyor II	\$85
Surveyor III	\$70
Surveyor IV	\$55
Survey Crew	\$140
Lot Monumentation	\$110
Administration	\$35

Schedule of Reimbursable Expenses:

Mileage	\$0.62/Mile		
	Letter	11 x 17	24 x 36
BW	\$0.09	\$0.15	\$1.02
with 10% included for processing	\$0.10	\$0.17	\$1.12
Color	\$1.00	\$1.25	\$12.00
with 10% included for processing	\$1.10	\$1.38	\$13.20
Sample Copy of Firm's Invoice	See Pricing Proposal		

		Hooker DeJong Inc.	
		Hourly Rate	Fees
Design Professionals			
Principal		\$265	
Chief Officer		\$195	
Senior Director		\$175	
Project Specialist		\$130	
Senior Project Manager		\$160	
Project Manager		\$130	
Senior Architect II		\$135	
Senior Architect		\$125	
Architect II		\$105	
Architect		\$95	
Graduate Architect III		\$80	
Graduate Architect II		\$65	
Graduate Architect		\$60	
Senior Engineer II		\$145	
Senior Engineer		\$125	
Engineer IV		\$105	
Engineer III		\$95	
Engineer II		\$80	
Engineer		\$75	
Senior Interior Designer II		\$90	
Senior Interior Designer		\$80	
Interior Designer II		\$70	
Interior Designer		\$55	
Senior BIM Specialist II		\$105	
Senior BIM Specialist		\$95	
BIM Specialist II		\$90	
BIM Specialist		\$75	
Sr. Construction Specialist		\$95	
Construction Admin. Specialist		\$85	
Assistant to Project Management		\$65	
Business Manager		\$95	
Graphic Designer		\$75	
Assistant to Client Services		\$45	
Student Intern		\$45	
Office helper		\$25	
Sub-consultants		Hourly Rate	Fees/Upcharges
N/A			

Schedule of Reimbursable Expenses:

Miscellaneous

Electronic File .pdf \$50.00 for first, \$25.00 each
thereafter

Electronic File .dxf, .dwg, .dgn, or similar \$150.00 for
first, \$35.00 each thereafter

Specifications Cost + 15%

UPS Shipping Cost + 15%

Outsourced Services Cost + 15%

Black & White Printing Per Sheet		Color Printing Per Sheet	
8 ½ x 11	\$0.25	8 ½ X 11	\$1.40
11 x 17	\$0.50	11 x 17	\$2.75
12 x 18	\$2.50	24 x 36	\$41.00
15 x 21	\$4.00	30 x 42	\$57.00
24 x 36	\$5.00		
30 x 42	\$10.00		
Construction Documents Per Sheet			
12 x 18	\$0.60		
15 x 21	\$0.90		
24 x 36	\$1.25		
30 x 42	\$1.75		
Mounting Per Sheet		Mounting & Laminating Per Sheet	
24 x 36	\$25.00	24 x 36	\$50.00
30 x 42	\$54.00	30 x 42	\$85.00
Travel Expenses	Travel time is invoiced at Staff Hourly Rates. Mileage is reimbursed at the current IRS rate. Meals and accommodations are reimbursed at cost.		
Sample Copy of Firm's Invoice	See Pricing Proposal		

Hubbell Roth & Clark Inc.

Hourly Rate Fees

Design Professionals

Principal	\$142 - \$178
Sr. Associate/Managing Engineer	\$164 - \$183
Associate/Managing Engineer	\$113 - \$162
Manager	\$97 - \$157
Supervisor	\$87 - \$126
Sr. Project Engineer/Architect/Surveyor	\$116 - \$147
Project Engineer/Architect/Surveyor	\$101 - \$118
Staff Engineer/Architect/Surveyor	\$87 - \$111
Senior Project Analyst	\$128 - \$145
Project Analyst	\$91 - \$117
Staff Analyst	\$74 - \$80
Graduate Engineer/Architect I/II	\$65 - \$99
Technical Specialist	\$95 - \$137
Sr. Designer	\$109 - \$119
Designer	\$90 - \$127
CADD Technician	\$52 - \$108
Sr. Survey Office Technician	\$97 - \$97
Survey Party Chief	\$75 - \$112
Survey - Field Technician	\$48 - \$58
Project Representatives	\$94 - \$127
Sr. Construction Observer	\$76 - \$89
Construction Observer I/II	\$48 - \$72
Construction - Office Technician	\$46 - \$65
Supervisor Lab Testing	\$75 - \$75
Testing Technician	\$45 - \$65
Administrative Support**	\$42 - \$65

Wage rates above are for 2021 thru 2023.
Rates for 2024 thru Feb 28, 2026 will be
increased 3% annually.

**This category includes computer,
reproduction, and administrative staff.
Rates shown above include a 2%
administrative fee to be remitted to CoPro+
on a quarterly basis

Billable rates for HRC include Unemployment
and Payroll Taxes, contributions for Social
Security, Retirement benefits, Medical and
Life insurance benefits, normal printing cost,
telephones, fax, computer time, mileage,
other overhead costs and profits.

Sub-consultants

Hourly Rate Fees/Upcharges

Per RFP, HRC has identified EAM

Engineers as its mechanical subconsultant.
Per Addendum #1, EAM's rates will fall
within the rate schedule provided by HRC,
for HRC services.

If specialty type subconsultants such as
geotechnical or materials testing services
are required by a County project, the extent
of those services will be determined on a
project by project basis, and fees for those
specialty services will be identified by
HRC's scope of services proposal for the
project.

Schedule of Reimbursable Expenses:

Allowable Reimbursable expenses will be invoiced at HRC cost which is defined as the direct costs plus 12%.

Sample Copy of Firm's Invoice

See Pricing
Proposal

JFR Architects, PC

Hourly Rate

Fees

Design Professionals

Architect Principal
Project Manager
Senior Architect
Architect
Architect Assistant
CAD / Draftsperson
Code Analyst
Cost Estimator
Specification Writer
Administrative Support

\$78
\$72
\$68
\$57
\$50
\$52
\$67
\$62
\$57
\$45

Design Professionals

John Stewart - Architect
Daniel Stewart - Project Director
CADD Technician
Clerical Staff

Sub-consultants

Surveyor
Landscape Architect
Civil Engineer
Pr. Structural Engineer
Structural Engineer
Pr. Mechanical Engineer
Mechanical Engineer
Pr. Electrical Engineer
Electrical Engineer
Support & Clerical
Interns E.I.T.

Hourly Rate
\$110 - \$145
\$100 - \$135
\$115 - \$155
\$188 - \$218
\$133 - \$153
\$125 - \$140
\$110 - \$120
\$125 - \$140
\$110 - \$120
\$68 - \$93
\$60 - \$72

Fees/Upcharges

Sub-consultants

Green Tech Engineers - Principal
Green Tech Engineers - Sr. Engineer

Boryn Engineers - Principal

McCardell Engineers

Schedule of Reimbursable Expenses:

JFR Architects, PC will have reimbursable expenses which will be billed at a direct cost to Livingston County. Reimbursable expenses are not marked up by JFR Architects, PC.

NOTE: No reimbursable expenses are charged by JFR Architects, PC for travel and mileage (within 100 miles of Livingston County), hotels, meals, phone, fax or office equipment.

Schedule of Reimbursable Expenses:

Architectural Renderings

Printing Costs

Document Set Printing, Reproductions, Plots, Standard Form Documents will be provided by outside printing company as direct cost reimbursable.

Fees paid for securing approval of authorities having jurisdiction over the project will be provide as direct cost reimbursable.

Express mailing and shipping of documents will be provided as direct cost reimbursable.

Renderings, 3-D video images, models and mock-ups requested by the owner will be providing as direct cost reimbursable.

Required soil borings, environmental testing and investigation reports, topographical land surveys, air-land surveys will be provided as direct cost reimbursable.

Technology, CCTV, information technology and data design services will be provided as direct cost reimbursable.

Accounting, business planning and marketing services will be provided as direct cost reimbursable.

Construction legal analysis and consulting services will be provided as direct cost reimbursable.

Mileage

Interior Design Work

Specialty Acoustic Design

Data & Sound Engineering Reqmts

Architectural Fee Schedule Based on Project Construction Cost:

8.25% for projects

7.50% for projects

6.50% for projects

6.00% for projects

5.50% for projects

Sample Copy of Firm's Invoice

See Pricing
Proposal

Sample Copy of Firm's Invoice

John Stewart Associates

Hourly Rate Fees

\$120

\$75

\$75

\$45

Design Professionals

Lindhout Associates architects aia pc

CEO & President

Principal

Project Manager

Senior Project Architect

Project Architect

Architect

Planner / Designer

Intern Architect III

Intern Architect II

Intern Architect I

Lin

Hourly Rate

\$130

\$105

\$86

\$82

\$80

\$75

\$72

\$70

\$65

\$60

Hourly Rate

Fees/Upcharges

Sub-consultants

Hourly Rate

\$140

\$120

\$125

\$125

Paradis Associates, Inc. (Structural)

Structural Design & Review

Cad & Correspondence

\$190

\$110

MEEC (MEP)

Principal

Associated Engineer

Senior Engineer

Engineer

Specification/Support

\$145

\$130

\$120

\$100

\$45

Desine Inc. (Civil & Land Surveying)

Principal

Professional Engineer

Engineer II

Engineering Tech III

Engineering Tech IV

Designer I

Designer Tech II

Designer Tech III

Professional Surveyor

Surveyor II

Survey Tech III

Survey Tech IV

Survey Crew

Lot Monumentation

Administration

\$145

\$100

85

70

55

80

65

50

\$100

\$85

\$70

\$55

\$140

\$110

\$35

		Schedule of Reimbursable Expenses:	
Pencil Sketches	500	In-House Printing	
Small Architectural Renderings	\$1,000		
Large Architectural Renderings	\$2,500	Black & White Copies	8.5 x 11
			11 x 17
			24 x 36
			30 x 42
24 x 36	\$2.50/sheet		
8.5 x 11	\$0.25/sheet		

\$0.56/mile	Color Copies	8.5 x 11
		11 x 17
1.75% Project Cost		24 x 36
		30 x 42
2.00% Project Cost	Covers & Binding	Cover/Tab
To be bid per project		Binding

\$1.00 - \$150,000

\$150,000 - \$350,000

\$350,000 - \$600,000

\$600,000 - 1,000,000

1,000,000 - 2,000,000

See Proposal

Sample Copy of Firm's Invoice

See Pricing
Proposal

dhout Associates**Fees**

See Design Fee Matrix in
Pricing Proposal - pg 3

Design Professionals**MITCHELL AND MOUAT**

Principal Architect
Project Manager/Architect
Intern Architect
Clerical Staff

Mitchell & Mouat Architects**Hourly Rate****Fees**

\$140 Federal Mileage Rate
\$120 Drawing Printing \$2/sheet
\$90 Postage at Market Rate
\$50

Fees/Upcharges**Sub-consultants****Hourly Rate****Fees/Upcharges****MIDWESTERN CONSULTING (MCI)**

Civil Project Manager
Civil Project Engineer
Landscape Architect
Surveyor

\$173 See Pricing Proposal for
\$141 additional hourly rates &
\$136 reimbursable expenses - pg 4
\$107

MEEC

Principal \$145
Associate Engineer \$130
Senior Engineer \$120
Engineer \$100
CAD Tech/Designer \$85
Specification/Support \$45

DAILEY ENGINEERING

Professional Engineer \$155
AutoCAD Designer \$70
Expert Witness Testimony \$250
Clerical \$45

No additional charges for
computer time, plotting
fees, etc.

Plots (24 x 36) - \$3.50/sheet
under 50, \$3.00/sheet over 50

Plots (8.5 x 11, 11 x 17) - \$1.50/
sheet under 50, \$1.00/sheet
over 50

\$0.10
\$0.20
\$1.75
\$3.15

\$0.70
\$1.30
\$3.50
\$6.30

\$0.10
\$2.00

Sample Copy of Firm's Invoice

See Pricing
Proposal

Niagara Murano LLC

Hourly Rate Fees

Design Professionals

Architect	\$100
Sr. Architect Principal	\$125
Architect Assistant	\$90
Admin Support/Clerical	\$55
Draftperson	\$60
CAD Designer	\$65
Project Manager	\$100
Code Analyst	\$105
Cost Estimator	\$100
Specification Writer	\$95
Lighting Designer	\$80

Sub-consultants

	Hourly Rate	Fees/Upcharges
Sr. Mechanical Engineer	\$120	No Upcharge for
Mechanical Engineer	\$100	Subconsultants
Sr. Electrical Engineer	\$120	
Electrical Engineer	\$100	
Structural Engineer	\$100	
Sr. Structural Engineer	\$95	
Civil Engineer	\$100	
Sr. Civil Engineer	\$120	

Design Professionals

Vice President
Executive-in-Charge/Principal
Studio Manager
Project Manager
Practice Leader - Architecture
Architectural Designer
Design Director
Production Architect
Interior Design
Engineering Studio Manager
Structural Designer
Structural Engineer (PE)
Mechanical Designer
Mechanical Engineer (PE)
Electrical Designer
Electrical Engineer (PE)
Project Coordinator/Clerical

Sub-consultants

2-Person Survey Crew
Landscape Architect
Senior Project Manager
Project Surveyor/Engineer
Staff Engineer II

Schedule of Reimbursable Expenses:

Travel and subsistence expenses when traveling.

(Car mileage allowance is based on allowable IRS mileage rate at time of automobile usage).

Sample Copy of Firm's Invoice

See Pricing
Proposal

Sample Copy of Firm's Invoice

NOOR	
Hourly Rate	Fees

Design Professionals

	NSA Architecture
	Architecture & Interior Design
\$240	
\$195	
\$140	
\$125	Principal
\$140	Associate Principal
\$85	Senior Project Manager
\$150	Project Administrator
\$115	Field Administrator
\$105	Senior Architect
\$165	Architect
\$95	Junior Architect
\$120	Intern Architect
\$95	Senior Interior Designer
\$130	Interior Designer
\$95	Junior Interior Designer
\$120	Senior CAD Operator / Designer
\$70	CAD Operator / Designer
	Senior Administrative Staff
	Administrative Staff

NSA Architecture	
Hourly Rate	Fees

\$195	
\$175	
\$155	
\$135	
\$105	
\$145	
\$125	
\$115	
\$95	
\$130	
\$110	
\$95	
\$85	
\$70	
\$65	
\$55	
Above hourly rates subject to an annual adjustment up to 3%.	

Hourly Rate	Fees/Upcharges	Sub-consultants
-------------	----------------	-----------------

\$170		MEP & Structural Engineering
\$115		Principal Engineer
\$165		Associate Engineer
\$130		Scanning Technician
\$105		Senior Project Engineer
		Senior Engineering Technician
		Project Engineer
		Senior Design Engineer
		Senior Technician
		Design Engineer
		Engineer
		Senior CAD Drafter
		Technician
		CAD Drafter
		Clerical
		Survey & Civil Engineering
		Senior Project Manager
		Project Manager
		Project Coordinator
		Senior Surveyor/Engineer
		Project Surveyor/Engineer
		Senior Staff Surveyor/Engineer
		Project Designer II
		Project Designer I
		Staff Engineer III
		Staff Engineer II
		Staff Engineer I
		Staff Surveyor III

Hourly Rate	Fees/Upcharges
-------------	----------------

\$148	Subject to a 5.0% markup
\$128	Subject to a 5.0% markup
\$128	Subject to a 5.0% markup
\$123	Subject to a 5.0% markup
\$123	Subject to a 5.0% markup
\$108	Subject to a 5.0% markup
\$98	Subject to a 5.0% markup
\$96	Subject to a 5.0% markup
\$92	Subject to a 5.0% markup
\$85	Subject to a 5.0% markup
\$83	Subject to a 5.0% markup
\$81	Subject to a 5.0% markup
\$77	Subject to a 5.0% markup
\$61	Subject to a 5.0% markup
\$165	Subject to a 5.0% markup
\$150	Subject to a 5.0% markup
\$122 - \$145	Subject to a 5.0% markup
\$140	Subject to a 5.0% markup
\$130	Subject to a 5.0% markup
\$115	Subject to a 5.0% markup
\$135	Subject to a 5.0% markup
\$110	Subject to a 5.0% markup
\$110	Subject to a 5.0% markup
\$105	Subject to a 5.0% markup
\$100	Subject to a 5.0% markup
\$110	Subject to a 5.0% markup

Staff Surveyor II	\$103	Subject to a 5.0% markup
Staff Surveyor I	\$100	Subject to a 5.0% markup
Survey/Engineering Technician IV	\$110	Subject to a 5.0% markup
Survey/Engineering Technician III	\$100	Subject to a 5.0% markup
Survey/Engineering Technician II	\$95	Subject to a 5.0% markup
Survey/Engineering Technician I	\$85	Subject to a 5.0% markup
CAD Technician III	\$95	Subject to a 5.0% markup
CAD Technician II	\$90	Subject to a 5.0% markup
CAD Technician I	\$85	Subject to a 5.0% markup
Administrative Staff	\$65	Subject to a 5.0% markup
Landscape Architecture		
Sr. Project Manager	\$165	Subject to a 5.0% markup
Project Manager	\$150	Subject to a 5.0% markup
Project Coordinator	\$122 - \$145	Subject to a 5.0% markup
Sr. Landscape Architect	\$122	Subject to a 5.0% markup
Landscape Architecture	\$115	Subject to a 5.0% markup
Landscape Designer IV	\$107	Subject to a 5.0% markup
Landscape Designer III	\$102	Subject to a 5.0% markup
Landscape Designer II	\$87	Subject to a 5.0% markup
Landscape Designer I	\$77	Subject to a 5.0% markup
CAD Technician III	\$95	Subject to a 5.0% markup
CAD Technician II	\$90	Subject to a 5.0% markup
CAD Technician I	\$85	Subject to a 5.0% markup
Administrative Staff	\$65	Subject to a 5.0% markup

Schedule of Reimbursable Expenses:

Reproductions	Net Cost	Subject to a 10% Markup
Office Supplies	Net Cost	Subject to a 10% Markup
Permit and Application Fees	Net Cost	Subject to a 10% Markup
Postage and Shipping	Net Cost	Subject to a 10% Markup
Out of Town Travel	Net Cost	Subject to a 10% Markup
Meals	Net Cost	Subject to a 10% Markup

Parking	Net Cost	Subject to a 10% Markup
Mileage	Net Cost	Subject to a 10% Markup

Other Information

Requests to perform work on an overtime or accelerated basis will be invoice 1.5 times the Standard Bill Rates that are in place at that time.

Invoices submitted on a monthly basis.

Payments shall be issued Net 30 days from receipt and acceptance of invoices.

See Proposal

Sample Copy of Firm's Invoice

See Pricing
Proposal

Partners in Architecture		
	Hourly Rate	Fees
Design Professionals		
Principal Architect	\$130	
Sr. Project Manager	\$110	
Project Manager	\$100	
Project Architect	\$92	
Architectural Designer	\$85	
Interior Designer	\$85	
CAD Draftsman	\$72	
Clerical/Administrative	\$52	
Sub-consultants		
	Hourly Rate	Fees/Upcharges
Peter Basso Associates Inc.		
Principal Mechanical Engineer	\$182	
Principal Electrical Engineer	\$182	
Project Engineer - Mechanical	\$94	
Project Engineer - Electrical	\$85	
CAD Specialist	\$55	
Spalding DeDecker Associates Inc.		
Sr. Project Manager	\$180	
Project Manager	\$160	
Sr. Project Engineer	\$130	
Project Engineer	\$120	
Graduate Engineer	\$100	
CAD Technician	\$87	
Sr. Project Surveyor	\$142	
Project Surveyor	\$120	
Survey Technician	\$98	
J. Eppink Partners Inc.		
Sr. Landscape Architect	\$120	
Landscape Architect	\$90	
Shymanski and Associates Inc.		
Principal Structural Engineer	\$160	
Structural Engineer	\$130	
CAD Technician	\$75	
Clerical/Administrative	\$45	
G2 Consulting Group		
Principal	\$175	
Project Consultant	\$160	
Project Manager	\$150	
Sr. Project Engineer	\$125	
Project Engineer	\$120	
Field Engineer	\$90	
Consultant Fees		
All consultant costs are marked up 5%.		
Fee Allocation per Phase of Project		
Programming/Schematic Design	15%	See Pricing
Design Development	20%	Proposal for

Construction Documents	40%	additional information.
Bidding and Negotiation	3%	
Construction	22%	
1 & 5 Year Post Occupancy Reviews	0%	

Schedule of Reimbursable Expenses:

Mileage (per current IRS rates), Bid Set Printing, Express Mailing and Plan Review Fees/Deposits.	Subject to a 5% Markup
---	---------------------------

In-house printing/plotting and regular postage not considered reimbursable expenses and will not bill for these.

Sample Copy of Firm's Invoice

See Pricing Proposal

Straub Pettitt Yaste Architects

Hourly Rate

Fees

Design Professionals

Straub Pettitt Yaste Architects

J. Stuart Pettitt, FAIA Principal Architect	\$131
Richard A. Mann, AIA Principal Architect	\$118
Larry Bertollini, RA Architectural Designer	\$84
As Selected Architectural CADD	\$67
As Selected Architectural Clerical	\$47
Richard Kozlowicz, PE	\$118

Sub-consultants

Hourly Rate

Fees/Upcharges

Potapa-VanHoosear Engineering - Mechanical

Jayson VanHoosear, PE Principal Mechanical Engineer	\$114
Karl Potapa Mechanical Engineer	\$114
Kyle Potapa Mechanical Engineer	\$94
As Selected Mechanical CADD	\$71
As Selected Mechanical Clerical	\$43

TAC Associates - Electrical

Thomas Crowe, PE Principal Electrical Engineer	\$132
As Selected Electrical Engineer	\$119
As Selected Electrical Designer	\$94
As Selected Electrical CADD	\$71
As Selected Electrical Clerical	\$43

Sample Copy of Firm's Invoice

Tower Pinkster Titus Associates Inc.

Hourly Rate

Fees

Design Professionals

Adam Doubblestein // Principal	\$208
Eric Hackman // Project Manager	\$149
Rob Courter // Project Architect	\$149
Jason Novotny // Design Architect	\$208
Meghan Boyer // Interior Designer	\$110
Ron Masek // Landscape Architect	\$130
Ryan Eversole // Structural Engineer	\$149
Jon Rumohr // Mechanical Engineer	\$149
Lentz Becraft // Electrical Engineer	\$149
Eric Rinehart // Security + Technology Designer	\$130

TowerPinkster Fee/Rate Schedule

Hourly Rate

Fees/Upcharges

Principal	\$208
Sr. Associate Staff	\$149
Sr. Professional Staff Level I	\$149
Sr. Professional Staff Level II	\$130
Professional Staff	\$117
Sr. Technical Staff I	\$110
Sr. Technical Staff II	\$99
Technical Staff I	\$85
Technical Staff II	\$67
Technical Staff III	\$44
Support Staff	\$67

If necessary, our team may be supplemented by a civil engineering firm or other sub-consultant of your choice. Those rates will be vetted at that time.

Sample Copy of Firm's Invoice

See Pricing
Proposal

Proposal Documents

	A3C - Collaborative Architecture	DLZ Michigan, Inc.	Fishbeck
Proposal Narrative	X	X	X
Section 1.2	X	X	X
Section 1.3	X	X	X
Section 1.4	X	X	X
Company Profile	X	X	X
3 Years of Audited Financial Statements	Missing - see page 34 of technical proposal	X	X
Current W-9	X	X	X
Certificate of Insurance	X	Missing - see page 45 of technical proposal	X
References	X	X	X
Certificate of Compliance	X	X	X
Proposal Submission Checklist	X	X	X
Supplemental Information - Optional	X	N/A	N/A
Pricing Proposal - Attachment A	X	X	X
Schedule of Reimbursable Expenses	X		X
Sample Copy of Firm's Invoice	X	X	X
Addendum #1 - Signature Page	X	X	X

FIRMS

Hobbs+Black Architects	Hooker DeJong Inc.	Hubbell, Roth, & Clark, Inc.	John Stewart Associates	JFR Architects, PC	Lindhout Associates, Architects
X	X	X	X	X	X
X	X	X	X	X	X
X	X	X	X	X	X
X	X	X	X	X	X
X	X	X	X	X	X
Balance Sheet for Three Years	Missing - see page 6 of technical proposal	Missing - see page 53 of 62 in technical proposal		Missing -see footnote in Company Profile	
X	X - Blank Form	X	Missing Missing	X	X
X	X	X	Missing	X	X
X	X	X	X	X	X
X	X	X	X	X - not notarized	X
X	X	X	Missing	X	X
X	N/A	N/A	N/A	N/A	N/A
X	X	X	X	X	X
X	X	X	X	X	X
X	X	X	X	X	X
X	X	X	X	X	X

Mitchell & Mouat Architects	Niagara Murano LLC	NORR	NSA Architecture	Partners in Architecture, PLC	Straub Pettitt Yaste Architects
X	X	X	X	X	X
X	X	X	X	X	X
X	X	X	X	X	X
X	X	X	X	X	X
X	X	X	X	X	X
No audited financials available - see Proposal Submission Checklist, Balance Sheet for 2020	Missing	X	X - unaudited	Statement of Operations for 3 Years	Missing
X	Missing	X	X	X	X
X	X	X	X	X	X
X	X	X	X	X	X - not notarized
X	X	X	X	X	X
N/A	N/A	N/A	N/A	X	X
X	X	X	X	X	X
X	Missing	X	X	X	Missing
X	X	X	X	X	Missing
X	X	X	X	X	X

Tower Pinkster
Titus Associates
Inc.

X

X

X

X

X

Balance Sheet
and Statement
of Operations
for 3 years

X

X

X

X

X

X

X

Missing

X

X

RESOLUTION

NO: [Title]

LIVINGSTON COUNTY

DATE: Click or tap to enter a date.

Resolution Authorizing the Write-off of Aged Receivables – Emergency Medical Services

WHEREAS, Livingston County EMS Department has identified accounts from the year 2017 as aged receivables in the amount of \$447,705.50; and

WHEREAS, extensive efforts have been made to collect said monies; and

WHEREAS, it is the recommendation of the county auditor after 3 years to write-off aged receivables; and

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners authorize the total amount of \$447,705.50 for the year 2017, to be categorized as aged receivables and removed from the Accounts Receivable Control Account as outlined above.

BE IT FURTHER RESOLVED that the Livingston County Treasure is authorized to reflect the attached accounts, as outlines and in the amount of \$447,705.50 for the year 2017 be categorized as aged receivables.

#

#

#

MOVED:
SECONDED:
CARRIED:

David Feldpausch
Director



Amy Chapman
Operations Manager

1911 Tooley Rd * Howell, MI 48855
Business (517) 546-6220 * Fax (517) 546-6788 * Emergency 911
www.livgov.com

Memorandum

To: Livingston County Board of Commissioners
Fr: David Feldpausch, EMS Director
Date: 03/31/2021
Re: Resolution on Aged Receivables

This resolution is our annual request to write off the Accounts Receivable balance for accounts greater than 3 years old. This request includes the balance of receivables from 2017 in the amount of \$447,705.50.

As established by best accounting practices, we are requesting that these accounts be removed from Livingston County EMS accounts receivable. I have reviewed these accounts and I am confident that we have made every attempt possible to collect said monies.

If you have any questions regarding this matter, please contact me.

Just to give you a heads up Jennifer Nash and I will be looking at the Write Off process and recommending some changes to how they are handled. The industry standard is that accounts are written off from the Accounts Receivable when they are sent to collections. If payment is received, then those funds are recorded as bad debt recovery and not credited back to the individual accounts. The process of crediting these balances back is extremely time consuming and in many cases where we receive small monthly payments we lose money processing them.

Writing off the Accounts receivable balance when sending accounts to collection would eliminate the need for this annual write off as all of the accounts that are 3 years old will be in the collection process. These write off amounts are still recorded and can be tracked against the bad debt recovery to continually monitor collection effectiveness.

A/R Analysis

A/R Analysis

By Payer or RevNet Payer Group: RevNet Payer Group | Agency: Livingston County EMS | Service Date: From 01/01/2017 Through 12/31/2017

Livingston County EMS						
Payer/Payer Group	Trips	U&C Charges	Contractual Allowance + Primary Adj	Payments - Total	Adjustments - Subsequent	Bad Debts - Total
Medicare	7850	\$5,608,099.48	\$1,878,092.39	\$2,843,164.50	\$2,857.94	\$3,888.21
Blue Cross Blue Shield	2802	\$2,162,199.20	\$201,454.00	\$1,642,943.35	\$800.91	\$600.30
Medicaid	1987	\$1,518,283.80	\$1,068,384.38	\$474,411.90	\$226,435.46	\$0.00
Commercial	1622	\$1,230,714.20	\$90,781.72	\$1,096,058.28	\$3,695.46	\$1,871.66
SELF PAY	414	\$307,810.20	\$11,955.04	\$715,588.47	\$26,464.96	\$91,680.91
	14675	\$10,827,106.88	\$3,250,667.53	\$6,772,166.50	\$260,254.73	\$98,041.08

**Livingston County EMS
A/R BALANCE WORKSHEET**

REPORT DATE: 03-18-2021

YEAR: 2017

TOTAL CHARGES THRU 02-28-2021 \$10,827,106.88

LESS CREDITS & PAYMENTS 2017 THRU 02/28/2021 \$10,381,129.84

PLUS PAYMENTS 2021 \$1,728.46

= A/R AS OF 03-03-2020 \$447,705.50

**Livingston County EMS
A/R BALANCE WORKSHEET**

REPORT DATE: 03-18-2021

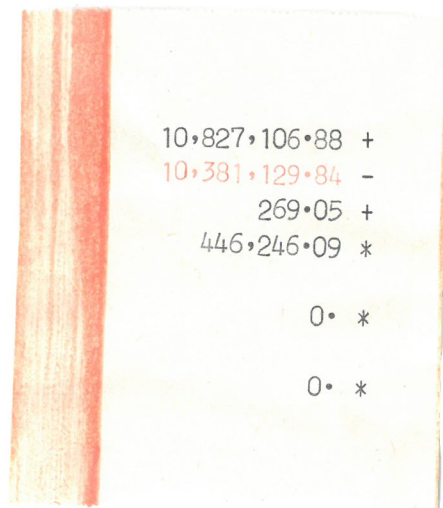
YEAR: 2017

TOTAL CHARGES THRU 02-28-2021 \$10,827,106.88

LESS CREDITS & PAYMENTS 2017 THRU 02/28/2021 \$10,381,129.84

PLUS PAYMENTS 2021 \$269.05

= A/R AS OF 03-03-2020 \$446,246.09



10,827,106.88 +
10,381,129.84 -
269.05 +
446,246.09 *

0. *

0. *

A/R Analysis

A/R Analysis

By Payer or RevNet Payer Group: RevNet Payer Group | Agency: Livingston County EMS | Service Date: From 01/01/2017 Through 12/31/2017
Livingston County EMS

Payer/Payer Group	Trips	U&C Charges	Contractual Allowance + Primary Adj	Payments - Total	Adjustments - Subsequent	Bad Debts - Total
Medicare	7850	\$5,608,099.48	\$1,878,092.39	\$2,843,164.50	\$2,857.94	\$3,888.21
Blue Cross Blue Shield	2802	\$2,162,199.20	\$201,454.00	\$1,642,943.35	\$800.91	\$600.30
Medicaid	1987	\$1,518,283.80	\$1,068,384.38	\$474,411.90	\$226,435.46	\$0.00
Commercial	1622	\$1,230,714.20	\$90,781.72	\$1,096,058.28	\$3,695.46	\$1,871.66
SELF PAY	414	\$307,810.20	\$11,955.04	\$715,588.47	\$26,464.96	\$91,680.91
	14675	\$10,827,106.88	\$3,250,667.53	\$6,772,166.50	\$260,254.73	\$98,041.08

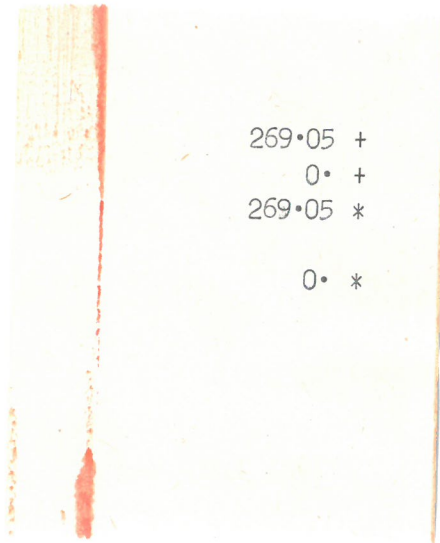
0 *	3,250,667.53 +
	6,772,166.5 +
	260,254.73 +
	98,041.08 +
	10,381,129.84 *
0 *	

Cash Receipts Summary

By Payer or RevNet Payer Group: RevNet Payer Group | Agency: Livingston County EMS | Cash Receipt
Date: From 01/01/2017 Through 12/31/2017 | Service Date: From 01/01/2021 Through 02/28/2021

No data has been found that matches the report criteria chosen. Please reselect the report criteria and try again. If the problem persists, please contact product support.

Details: No Results To Display.



Adjustments Summary

By Payer or RevNet Payer Group: RevNet Payer Group | Agency: Livingston County EMS | Adjustment
Date: From 01/01/2021 Through 02/28/2021 | Service Date: From 01/01/2017 Through 12/31/2017

Agency: Livingston County EMS

Livingston County EMS	
Payer	Amount
SELF PAY	\$269.05
Total:	\$269.05
Total (Livingston County EMS):	\$269.05

RESOLUTION

NO: [Title]

LIVINGSTON COUNTY

DATE: Click or tap to enter a date.

Resolution Authorizing the Issuance of a Blanket Purchase Order for 2021 Covid 19 Vaccination Clinic Supplies – Health Department

WHEREAS, the Livingston County Health Department has been conducting Covid 19 vaccination clinics;
and

WHEREAS, Medical supplies need to be procured including nitrile gloves, sharps containers, Band-Aids and other vaccination related supplies; and

WHEREAS, various vendors will be utilized based on quality, timeliness, and experience, we are requesting that the competitive bid process per the Purchasing Policy be waived; and

WHEREAS, all funding for these expenses comes from state and federal Covid 19 vaccination sources; and

WHEREAS, the additional funds and expenses will be added to the 2021 budget with the 1st quarter budget amendment brought forth by County Fiscal Services.

THEREFORE BE IT RESOLVED the Livingston County Board of Commissioners hereby authorizes the issuance of a blanket purchase order for 2021 Covid 19 vaccination clinic supplies, which includes nitrile gloves, sharps containers, Band-Aids, and other vaccination related supplies from line item 22160100-761000 for an amount not to exceed \$100,000.

BE IT FURTHER RESOLVED that the competitive bid process per the Purchasing Policy be waived.

BE IT FURTHER RESOLVED that the Board of Commissioners authorize any budget amendment to effectuate the above.

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MOVED:
SECONDED:
CARRIED:



LIVINGSTON COUNTY HEALTH DEPARTMENT

2300 East Grand River Avenue, Suite 102
Howell, Michigan 48843-7578

www.lchd.org

PERSONAL/PREVENTIVE HEALTH SERVICES

P: (517) 546-9850

F: (517) 546-6995

ENVIRONMENTAL HEALTH SERVICES

P: (517) 546-9858

F: (517) 546-9853

March 23, 2021

To: Livingston County Board of Commissioners

From: Barton Maas

Re: Resolution Authorizing the Issuance of a Blanket Purchase Order for 2021 Covid 19 Vaccination Clinic Supplies

The attached resolution is requesting the competitive bid process per the Livingston County Purchasing Policy be waived, in order to create one or more blanket purchase orders to procure Covid-19 vaccination clinic supplies.

The supplies that we will be purchasing will include nitrile gloves, Sharps Containers, Band-Aids, Syringes, and needles. These supplies are essential in order for us to carry on vaccinating our county to protect against the Covid-19 pandemic. However, these supplies are used in large quantities and are limited in availability; so when they are available, we need to get them ordered as soon as possible. Allowing us to create the blanket purchase orders as described in this resolution will allow us to order supplies in large quantities as soon as they are needed; ensuring that we get the proper supplies to make our county as safe as possible.

As requested in this resolution, the total amount for these blanket purchase orders will not exceed \$100,000, and will be funded by state and federal sources. No additional general fund dollars are requested for this purpose.

Please do not hesitate to contact me should you have any questions.

RESOLUTION

NO: [Title]

LIVINGSTON COUNTY

DATE: Click or tap to enter a date.

Resolution to Amend the Agreement with DoubleMap, Inc. to Purchase the Ecolane Interactive Voice Response (IVR) System – LETS

WHEREAS, Livingston County and DoubleMap, Inc. entered into an agreement to provide dispatch software and mobile data terminals for LETS transit operations as authorized by Resolution 2019-07-103; and

WHEREAS, in the early stages of implementation LETS determined that DoubleMap's TapRide software could not perform several critical functions and therefore does not meet the technical specifications outlined in the bid; and

WHEREAS, DoubleMap subsequently proposed a partnership with Ecolane USA, Inc. to provide its DRT software which does meet the required technical specifications, and LETS requested an amendment to the agreement adding Ecolane as a subcontractor, which was authorized by Resolution 2020-11-268; and

WHEREAS, LETS successfully launched the Ecolane DRT software in March 2021 and is satisfied with its performance and the vendor's product support during implementation; and

WHEREAS, in an effort to improve customer service and take full advantage of the platform's capabilities LETS is requesting authorization to purchase Ecolane's Interactive Voice Response (IVR) system which provides customers with automated ride reminder calls, including the option to cancel their ride over the phone; and

WHEREAS, the automated ride reminders and cancellations have the potential to significantly reduce the volume of passenger no-shows, which are an ongoing source of waste and inefficiency costing LETS an estimated \$68,740 in FY 2019 as a result of customers forgetting scheduled rides or failing to cancel scheduled rides they no longer need; and

WHEREAS, the total cost of the IVR system is \$63,900 for the first year and \$19,400 per year for licensing costs in years 2-5 with the option to discontinue at any time; and

WHEREAS, LETS has federal and state grant funding available to reimburse 100% of project costs in years 1-5.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes an amendment to the agreement with DoubleMap, Inc. to purchase the Ecolane Interactive Voice Response (IVR) system at a cost not to exceed \$63,900 for the first year and \$19,400 for annual licensing costs in years 2-5.

BE IT FURTHER RESOLVED that the Livingston County Board of Commissioners authorizes any budget amendments necessary to effectuate the above.

BE IT FURTHER RESOLVED that the Board Chair is authorized to sign the amended agreement and future renewals upon review and/or preparation by Mark Koerner, LETS Transit Attorney.

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MOVED:

SECONDED:

CARRIED:



Memorandum

To: Livingston County Board of Commissioners
From: Greg Kellogg, Transportation Director
Date: 03/30/2021
Re: Resolution to Amend the Agreement with DoubleMap, Inc. to Purchase the Ecolane Interactive Voice Response (IVR) System – LETS

Livingston County and DoubleMap, Inc. entered into an agreement to provide dispatch software and mobile data terminals for LETS transit operations as authorized by Resolution 2019-07-103. However, in the early stages of implementation LETS determined that DoubleMap's TapRide software could not perform several critical functions and therefore does not meet the technical specifications outlined in the bid.

DoubleMap subsequently proposed a partnership with Ecolane USA, Inc. to provide its DRT software which does meet the required technical specifications. After a comprehensive product demonstration, and with knowledge of Ecolane's long-standing and favorable reputation in the transit industry, LETS requested an amendment to the agreement to add Ecolane as a subcontractor which was authorized by Resolution 2020-11-268.

LETS successfully implemented the Ecolane DRT software in March 2021 and is satisfied with its performance and the high level of product support offered by the vendor during implementation. The current agreement includes SMS text messaging ride reminders, and we have received positive feedback from our customers on that feature, but many LETS customers do not have the capability to receive SMS text messages.

Therefore, in an effort to improve customer service for customers without SMS messaging capabilities, and to take full advantage of the platform's capabilities, LETS is requesting authorization to purchase Ecolane's Interactive Voice Response (IVR) system which provides customers with an automated ride reminder via phone call the day before and day of their ride, and also allows the customer to cancel their ride during the call. Currently, customers must contact our dispatch office to cancel a scheduled ride.

The automated ride reminders and cancellations have the potential to significantly reduce the volume of passenger no-shows, which are an ongoing source of waste and inefficiency costing LETS an estimated \$68,740 in FY 2019 (based on average no-show rate of 2% and average gross cost of \$23 per trip). Most no-shows are a result of passengers forgetting their scheduled ride or failing to cancel a scheduled ride that they no longer need.

The total cost of the IVR system is \$63,900 for the first year and \$19,400 per year for licensing costs in years 2-5 with the option to discontinue at any time. LETS has federal and state grant funding available to reimburse 100% of project costs in years 1-5

Please do not hesitate to contact me with any questions at 517-540-7843.



101 W. Washington Street, Suite 700 East
Indianapolis, IN 46204

**Prices will remain firm for 60 days*

Pricing Exhibit - Confidential

DATE: March 29, 2021

TO: Greg Kellogg

County of Livingston

gkellogg@livgov.com

						Subtotal	
LN	Note	Hardware	Item	Qty	Price	Capital	Subscription
1			Ecolane IVR				
2	a.		Ecolane IVR	1	\$ 40,000.00	\$ 40,000.00	
3	b.		UDI Setup costs and licenses	1	\$ 12,500.00	\$ 12,500.00	
4	c.		UDI Monthly IVR Costs for 1 year (\$19,400/year for Years 2-5)	12	\$ 950.00		\$ 11,400.00
5							
6			Annual Licensing Support				
7			Hosting Costs	1	Included		
8			Server Maintenance	1	Included		
9			24/7/365 Support via web, email and phone	1	Included		
10			Map Updates	1	Included		
11			Upgrades and Updates	1	Included		
12			Free monthly webinar training and access to Aha! Idea portal	1	Included		
13			Access to Learning Management System (LMS), Ecolane University	1	Included		

Notes	
a.	Initial License cost, flat rate. 3rd party charges will apply.
b.	Includes call flows for Night before and Vehicle Arrival notifications along with Spanish Language option, Flood Gate messaging (web-based call flow reports included)
c.	Customer will be responsible for overages set at \$0.044/min, allotted 11,200 minutes/month, which is based upon # of trips performed weekly

Quote Summary	
Capital Costs	\$ 52,500.00
Subscription Costs	\$ 11,400.00
Total for First Year	\$ 63,900.00
Annual Cost for Years 2-5	\$ 19,400.00

*All applicable sales/use tax are additional

Payment Terms:

First Subscription Fee invoiced upon contract signing	\$ 11,400.00
50% of Capital Costs (less Hardware) invoiced upon completion of kickoff call	\$ 26,250.00
100% of Hardware invoiced upon shipment of hardware to customer	\$ -
50% of Capital Costs (less Hardware) invoiced upon release of application to riders	\$ 26,250.00

RESOLUTION

NO: [Title]

LIVINGSTON COUNTY

DATE: Click or tap to enter a date.

Resolution to Accept Supplemental Section 5307 Grant Funding from the American Rescue Plan Act of 2021 – LETS

WHEREAS, the American Rescue Plan Act of 2021 provides supplemental Federal Section 5307 funding to help transit agencies recover from the COVID-19 pandemic; and

WHEREAS, the funding is apportioned to transit agencies based on the Section 5307 funding formula and provides 100% reimbursement for operating expenses including payroll and vehicle operating costs; and

WHEREAS, LETS has been awarded \$703,877 from this program and the funding must be used by September 30, 2024; and

WHEREAS, this supplemental funding is in addition to the regular FY 2021 Section 5307 apportionment and will be used for operating expenses associated with COVID-19 recovery operations.

THEREFORE, BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes LETS to accept \$703,877 in supplemental Federal Section 5307 funding for COVID-19 recovery operations at 100% Federal share.

BE IT FURTHER RESOLVED that the Livingston County Board of Commissioners hereby authorizes the Board chair to sign all documents associated with the grant upon review by LETS transit attorney Mark Koerner of Foster, Swift, Collins & Smith PC.

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MOVED:
SECONDED:
CARRIED:

American Rescue Plan Act of 2021

Signed into Law March 11, 2021



Section 7006. Federal Transit Administration Grants \$30.46 billion for Public Transportation to remain available until September 30, 2024

All funds:

- Available at 100% federal share
- Available for payroll and operations, unless the recipient certifies that it has not furloughed any employees
- Available for:
 - Payroll for public transit providers, including private providers of public transportation
 - Operating costs of public transit during the public health emergency, including the purchase of personal protective equipment
 - Administrative leave for operations or contractor personnel due to reductions in service
- Must be obligated by September 30, 2024, and disbursed by September 30, 2029

\$26.1 billion– Urbanized Area Formula (§ 5307)

- [Apportioned](#) to provide urbanized areas amounts necessary to receive 132% of 2018 operating expenses when combined with CARES Act and CRRSAA funds previously received. Urbanized area already exceeding the 132% cap receive an additional 25 percent of the urbanized area's 2018 operating costs.
- \$1,467,770 for FTA oversight expenses.

\$317.2 million - [Rural Formula Program \(§ 5311\)](#)

- Includes \$30 million for [Tribal Formula Program](#)
- Includes \$5 million for Tribal Competitive Program
- \$6.35 million is available for the [Rural Transit Assistance Program](#)
- Funds are apportioned based on amounts received under CARES Act and CRRSAA with states that received 150% of their 2018 rural operating expenses receiving an additional 5%; states between 140-150% receiving an additional 10%, and states at less than 140% receiving an additional 20%.

\$100 million - [Intercity Bus \(§ 5311\(f\)\)](#)

- Funds are apportioned to states and territories using FY 2020 Rural Formula proportions.
- States/territories would provide grants to bus operators that partner with recipients and subrecipients of rural intercity bus services eligible for funding under [§ 5311\(f\)](#)

\$50 million - [Enhanced Mobility of Seniors and Individuals with Disabilities Formula \(§ 5310\)](#)

- Funds apportioned using the § 5310 formula in the same ratio as allocated for FY20

\$1.675 billion - [Capital Investment Grants \(§ 5309\)](#)

- **\$1.425 billion for New Starts and Core Capacity**
 - **\$1.25 billion** to projects with existing Full funding Grant Agreements (FFGAs) that received allocations of FY19 or FY20 funds.
 - Recipients with projects open for revenue service are not eligible

- **\$175 million** to projects with existing FFGAs, not yet open for service, that received an allocation *only* prior to fiscal year 2019 Federal funds provided notwithstanding any calculated limits of federal assistance
- **\$250 million for Small Starts (§ 5309(h))**
 - Eligible recipients are any recipient with an allocation under § 5309(h) or with a project in the Small Starts project development phase
 - Federal funds provided notwithstanding any calculated limits of federal assistance

\$2.2 billion – Competitive funding for § 5307 and § 5311 recipients and subrecipients that need additional assistance because of COVID

- FTA will publish a Notice of Funding Opportunity
- Project selections will be announced on FTA’s website
- Funds under this program will be available *only* for operating expenses
- Recipients will be selected based on financial need. Eligible recipients will have expended at least 90% of their CARES Act funding.
- Amounts unobligated on September 30, 2023 will be available for obligation for any purpose eligible under §§ 5307/5311 until September 30, 2024

\$25 million – Competitive Planning grants under § 5307

- **FTA will publish a Notice of Funding Opportunity**
- Funds will be made available for planning of public transportation associated with the restoration of services as the coronavirus public health emergency concludes.



Memorandum

To: Livingston County Board of Commissioners
From: Greg Kellogg, Transportation Director
Date: 03/30/2021
**Re: Resolution to Accept Supplemental Section 5307 Grant Funding from
the American Rescue Plan Act of 2021 – LETS**

The American Rescue Plan Act of 2021 provides supplemental Federal Section 5307 funding to help transit agencies recover from the COVID-19 pandemic. The funding is apportioned to transit agencies based on the Section 5307 urban area funding formula and provides 100% reimbursement for operating expenses including payroll and vehicle operating costs.

LETS has been apportioned \$703,877 from this program and the funding must be used by September 30, 2024. This supplemental funding is in addition to the regular FY 2021 Section 5307 apportionment and will be used for operating expenses associated with COVID-19 recovery operations.

Please contact me if you have any questions at 517-540-7843.