

# LIVINGSTON COUNTY VETERANS' COMMITTEE

## AGENDA

May 19, 2021

6:00 p.m.

2300 E. Grand River, Conference Room B, Howell, MI

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

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. CONSENT AGENDA

*(Agenda, Minutes, Bills and other voted topics that are deemed house keeping)*

4.1. April 21, 2021 Meeting Minutes

5. CALL TO THE PUBLIC

6. APPLICATIONS FOR RELIEF

7. BUSINESS

7.1. 2022 Millage

7.2. Proposed VINA and Victor for Veterans Program

8. DIRECTOR REPORTS

8.1. 2020 Work Program Report

8.2. New Office Progress Report

9. COMMITTEE DISCUSSION

10. ADJOURNMENT

# **LIVINGSTON COUNTY VETERANS' COMMITTEE**

## **MEETING MINUTES**

April 21, 2021

6:00 p.m.

Veterans' Services Committee Hybrid In-Person and Virtual Meeting

Meeting ID: 512-519-6608

<https://us02web.zoom.us/j/5125196608>

2300 E. Grand River Ave., Conference Room B, Howell, MI, 48843

Members Present	Joe Riker James Wallace Kevin Nagle Bruce Hundley
Members Absent	Robert J. Bezotte
Staff Present	Mary Durst

### **1. CALL TO ORDER**

Chairman Joe Riker called meeting to order at 6.05 p.m.

### **2. PLEDGE OF ALLEGIANCE**

Chairman led Pledge of Allegiance.

### **3. ROLL CALL**

Roll call by Chairman indicates presence of quorum.

### **4. CONSENT AGENDA**

*(Agenda, Minutes, Bills and other voted topics that are deemed house keeping)*

Motion to approve as presented.

**Moved By** B. Hundley

**Seconded By** James Wallace

Yes (3): Joe Riker, James Wallace, and B. Hundley

Absent (2): Robert J. Bezotte, K. Nagle

**Motion Carried (3 to 0)**

**4.1 March 17, 2021 Meeting Minutes**

**5. CALL TO THE PUBLIC**

None.

Kevin Nagle enters meeting via zoom at 6:15 p.m. from Howell, MI.

**6. APPLICATIONS FOR RELIEF**

**6.1 21-41**

\$22,615 failed septic system/sewage hook up

Motion to deny until further information is obtained.

**Moved By** James Wallace

**Seconded By** B. Hundley

Yes (4): Joe Riker, James Wallace, K. Nagle, and B. Hundley

Absent (1): Robert J. Bezotte

**Motion Carried (4 to 0)**

**7. BUSINESS**

**7.1 Proposed millage funding**

Briefly discussed what would be requested for 2022 millage. Will vote next monthly meeting.

**8. DIRECTOR REPORTS**

None.

**9. COMMITTEE DISCUSSION**

None.

**10. ADJOURNMENT**

Motion to adjourn at 6:48 p.m.

**Moved By** James Wallace

**Seconded By** B. Hundley

Yes (4): Joe Riker, James Wallace, K. Nagle, and B. Hundley

Absent (1): Robert J. Bezotte

**Motion Carried (4 to 0)**

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Mary Durst, Recorder

## Livingston County Veterans' Services - Tenant Buildout

## PRELIMINARY STATEMENT OF PROBABLE CONSTRUCTION COSTS

5/12/2021

COMPONENT DESCRIPTION	UNITS	UNIT COST	TOTAL
<b>CONSTRUCTION COSTS</b>			
Heaney General Contracting Bid (Includes \$25K Contingency Fund)	1 l.s.	\$467,600.00	\$467,600.00
			\$467,600.00
<b>COST OF BUILDING CONSTRUCTION</b>			<b>\$467,600.00</b>
<b>FEES</b>			
ARCHITECTURAL FEE (Includes MEP & Projected Bidding & Construction Administration Hourly Rate Services)	1 l.s./hourly	\$33,000.00	\$33,000.00
			\$33,000.00
<b>OWNER EXPENSES</b>			
COUNTY I.T.	1 l.s.	\$0.00	\$56,316.99
FURNITURE	1 l.s.	\$0.00	\$150,000.00
APPLIANCES	1 l.s.	\$0.00	\$5,318.00
SIGNAGE	1 l.s.	\$0.00	\$21,000.00
FLOORING	1 l.s.	\$0.00	\$28,563.65
10% CONTINGENCY	1 l.s.	\$0.00	\$26,120.00
			\$287,318.64
<b>LIVINGSTON COUNTY VETERANS' SERVICES TOTAL</b>			<b>\$787,918.64</b>

## Veteran Services Office Relocation Estimated Budget

5/13/21 Fund Bal      \$ 2,685,744 includes investments

BEST CASE SCENARIO (same millage, same grant)									
	2020	2021	2022	2023	2024	2025	2026	2027	2028
Millage	\$ -	\$ 1,096,890	\$ 1,099,613	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
MVAA Grant	\$ -	\$ 115,567	\$ 64,520	\$ 64,520	\$ 64,520	\$ 64,520	\$ 64,520	\$ 64,520	\$ 64,520
Total Revenue	\$ -	\$ 1,212,457	\$ 1,164,133	\$ 1,064,520	\$ 1,064,520	\$ 1,064,520	\$ 1,064,520	\$ 1,064,520	\$ 1,064,520

MID CASE SCENARIO (lower millage and no grant)									
	2020	2021	2022	2023	2024	2025	2026	2027	2028
Millage	\$ -	\$ 1,096,890	\$ 1,099,613	\$ 700,000	\$ 700,000	\$ 700,000	\$ 700,000	\$ 700,000	\$ 700,000
MVAA Grant	\$ -	\$ 115,567	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Revenue	\$ -	\$ 1,212,457	\$ 1,149,613	\$ 700,000	\$ 700,000	\$ 700,000	\$ 700,000	\$ 700,000	\$ 700,000

WORST CASE SCENARIO (failed millage, no grant)									
	2020	2021	2022	2023	2024	2025	2026	2027	2028
Millage	\$ -	\$ 1,096,890	\$ 1,099,613	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
MVAA Grant	\$ -	\$ 115,567	\$ 64,520	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Revenue	\$ -	\$ 1,212,457	\$ 1,164,133	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

EXPENSES AT NEW OFFICE LOCATION									
	2020	2021	2022	2023	2024	2025	2026	2027	2028
Build Out and Rent	\$ -	\$ 832,919	\$ 66,300	\$ 67,625	\$ 68,979	\$ 70,358	\$ 71,765	\$ 73,200	\$ 74,664
All other expenses	\$ -	\$ 786,515	\$ 767,986	\$ 791,391	\$ 815,251	\$ 838,327	\$ 863,477	\$ 889,381	\$ 916,063
Total Expenditures	\$ -	\$ 1,619,434	\$ 834,286	\$ 859,016	\$ 884,230	\$ 908,685	\$ 935,242	\$ 962,581	\$ 990,727

ESTIMATED FUND BALANCE (with office relocation)									
	2020	2021	2022	2023	2024	2025	2026	2027	2028
BEST	\$ 2,685,744	\$ 2,278,767	\$ 2,608,614	\$ 2,814,118	\$ 2,994,408	\$ 3,150,243	\$ 3,279,521	\$ 3,381,460	\$ 3,455,253
MID	\$ 2,685,744	\$ 2,278,767	\$ 2,594,094	\$ 2,435,078	\$ 2,250,848	\$ 2,042,163	\$ 1,806,921	\$ 1,544,340	\$ 1,253,613
WORST	\$ 2,685,744	\$ 2,278,767	\$ 2,608,614	\$ 1,749,598	\$ 865,368	\$ (43,317)	\$ (978,559)	\$ (1,941,140)	\$ (2,931,867)

2029	2030
\$ 1,000,000	\$ 1,000,000
\$ 64,520	\$ 64,520
<b>\$ 1,064,520</b>	<b>\$ 1,064,520</b>

2029	2030
\$ 700,000	\$ 700,000
\$ -	\$ -
<b>\$ 700,000</b>	<b>\$ 700,000</b>

2029	2030
\$ -	\$ -
\$ -	\$ -
<b>\$ -</b>	<b>\$ -</b>

2029	2030
\$ 76,157	\$ 77,681
\$ 943,554	\$ 971,851
<b>\$ 1,019,711</b>	<b>\$ 1,049,532</b>

2029	2030
\$ 3,500,062	\$ 3,450,530
\$ 933,902	\$ (115,630)
<b>\$ (3,951,578)</b>	<b>\$ (5,001,110)</b>

2020 rates listed are subject to change until final on February 1, 2021

CountyCode	CountyName	MillagePurpose	MillageRate
01	Alcona	VETERANS	0.2000
02	Alger	VETERANS	0.1000
03	Allegan	VETERANS	0.0200
04	Alpena	VETERANS	0.2100
09	Bay	VETERANS	0.1000
10	Benzie	VETERANS	0.0400
12	Branch	VETERANS	0.0999
13	Calhoun	VETERANS	0.1000
15	Charlevoix	VETERANS	0.1000
20	Crawford	VETERANS	0.0000
22	Dickinson	VETERANS	0.1000
25	Genesee	VETERANS	0.0991
28	Grand Traverse	VETERANS	0.0800
31	Houghton	VETERANS	0.1498
32	Huron	VETERANS	0.0800
33	Ingham	VETERANS	0.0329
35	Iosco	VETERANS	0.0600
36	Iron	VETERANS	0.0750
41	Kent	VETERANS	0.0487
42	Keweenaw	VETERANS	0.0992
43	Lake	VETERANS	0.0996
44	Lapeer	VETERANS	0.1850
47	Livingston	VETERANS	0.1127
48	Luce	VETERANS	0.4993
49	Mackinac	VETERANS	0.0999
50	Macomb	VETERANS	0.0667
52	Marquette	VETERANS	0.0800
53	Mason	VETERANS	0.0030
58	Monroe	VETERANS	0.0020
59	Montcalm	VETERANS	0.2500
61	Muskegon	VETERANS	0.0751
62	Newaygo	VETERANS	0.0995
64	Oceana	VETERANS	0.1000
65	Ogemaw	VETERANS	0.1250
65	Ogemaw	VETERANS	0.0400
68	Oscoda	VETERANS	0.3333
71	Presque Isle	VETERANS	0.0250
72	Roscommon	VETERANS	0.1670
74	Saint Clair	VETERANS	0.1000
76	Sanilac	VETERANS	0.2000
77	Schoolcraft	VETERANS	0.2000
78	Shiawassee	VETERANS	0.1989
78	Shiawassee	VETERANS	0.1000
79	Tuscola	VETERANS	0.1700
80	Van Buren	VETERANS	0.1000
81	Washtenaw	VETERANS	0.0970
82	Wayne	VETERANS	0.0368
83	Wexford	VETERANS	0.0998





## **VINA Dental is a non-profit dental clinic for residents of Livingston County**

### **Services Provided:**

- |   |  |
|---|--|
| <input type="checkbox"/> Extractions including impactions | <input type="checkbox"/> Cleanings                                 |
| <input type="checkbox"/> Biopsies                         | <input type="checkbox"/> X-rays                                    |
| <input type="checkbox"/> Fillings                         | <input type="checkbox"/> Fluoride Treatments                       |
| <input type="checkbox"/> Partial Dentures/Selective       | <input type="checkbox"/> Oral Surgery                              |
| <input type="checkbox"/> Oral Exams                       | <input type="checkbox"/> Dentures/Selective                        |
| <input type="checkbox"/> Oral cancer screenings           | <input type="checkbox"/> Crowns/Limited                            |
| <input type="checkbox"/> Periodontal Treatment            | <input type="checkbox"/> Oral Hygiene and General Health Education |
| <input type="checkbox"/> Limited Root Canals              |  |

Applications can be picked up at the address below or on our website

## **\$25 Appointments**

No Insurance or Medicaid accepted

**VINA Community Dental Center**  
**400 E Grand River Ave.**  
**Brighton, MI 48116**  
**810-844-0240**  
Vinadental.org

Monetary tax-deductible donations are accepted. Please make checks payable to VINA Dental

# VINA V4V PILOT

## Veteran Recruitment:

Enrollees must be at or below 200% of Poverty Level or be homeless and/or disabled.

Local Veteran organization/s shall provide a Volunteer patient care coordinator who will vet enrollees based on the above criteria and shall provide any needed services (transportation etc.) to bring enrollees to clinic.

## Enrollment:

A total of 30 enrollees will need between 8-10 appointments each. Each appointment time varies from 30 min. to 2 hours depending on procedures. The scope of service is comprehensive care from examination to treatment plan completion; the scope of service is in appendix.

### Volunteer Patient Care Coordinator

1. Collects names and contact information from organizations of potential enrollees.
2. Vets the potential enrollees based on criteria stated
3. Coordinates the schedule with VINA Clinic coordinator  
arranges transportation if needed and insures attendance at appointment

### V for V

#### Scope of Service

This is a list of the procedures we are able to offer our patients

- Oral Examination
- Radiography PBWX, FMX, PAN & PA
- Treatment Plan
- Plan of Treatment
- Soft Tissue Biopsy
- Periodontics
  - D1110, D4910 w/ fluoride application
  - Scaling and Root Plane
  - Composite restorations

Restorative

- Core buildup for Crowns as noted next
- Ceramic crowns for RPD abutment teeth or to restore to SDA Occlusion

#### Prosthodontics

- Removable appliances will only be fabricated to restore occlusion to second bicuspid This means that if a pt has all teeth from 2nd premolar to 2nd premolar in one arch (ex: #20-#29), they are considered to have “bicuspid or Shortened Dental Arch Occlusion (SDA) ” and we will not be replacing any of the missing molars
- RPDs
  - If a pt is receiving a RPD and the opposing arch has first molars in the plane of occlusion, we can add molars to the RPD (note that this is an exception to our philosophy of restoring to bicuspid occlusion)
- Complete dentures
  - Complete dentures will be done in 4 stages after treatment Planning Appointment
    - Appointment 1: Final Impression for Master Model
    - Appointment 2: Jaw Relations on processed denture base
    - Appointment 3: Waxed up Try-in
    - Appointment 4: Placement
    - Follow up 48 hours
- Endodontics
  - 1 or 2 canal procedures
- Oral Surgery
  - Non-surgical Extractions
  - Soft Tissue impactions
  - Partial - bony Extractions
  - Root tip Extractions
  - **Surgical Stent Full Mouth** Extractions and alveoloplasty for Complete Denture
  - Pre - Prosthodontic soft and hard tissue plasty





# Victors for Veterans - VINA



The University of Michigan's Community-Based Collaborative Care and Education Program provides dental services to underserved patients in need by partnering with Health Centers and Community Clinics like VINA. The Victors for Veterans program provides oral health services to veterans to thank them for their service.



The University of Michigan School of Dentistry is continuing to partner with VINA to provide free dental care to veterans for one year.

The Victors for Veterans program is under the direction of Dr. Howard A. Hamerink from the University of Michigan School of Dentistry. The dental school interns and faculty dentists generously donate their time to the program. Specialists who work with VINA donate their time and services as well, including Ward Dental Lab, oral surgeon Dr. Fred Bonine, endodontist Dr. Erika Johnson and Ivoclar Vivadent dental company. The Michigan Dental Association Foundation funds the program.

**To qualify**, your income must be 200% or less of the Federal Poverty Line (FPL) and you must be a resident of one of seven counties: Livingston, Genesee, Shiawassee, Washtenaw, Jackson, Ingham and Oakland. See the chart below for income levels.

Victors for Veterans appointments are scheduled on specific Fridays each month. You **MUST** keep all appointments. If you do not show for your appointments, you **WILL** be removed from the program. You will be asked about your income which is only a requirement for VINA, as we are a community clinic supported by volunteers, grants and gifts.

Free services for those registered in the clinic include full exams, extractions and oral surgery, root canals, fillings, dentures, crowns, bridges and more. The program will be at VINA Community Dental Center aside from any referrals to specialists, as needed, for specialty procedures donated by University of Michigan School of Dentistry and generous local dental specialists.

Family Size	Eligibility
1	\$25,760
2	\$34,840
3	\$43,920
4	\$53,000
5	\$62,080

## THANK YOU FOR YOUR SERVICE!

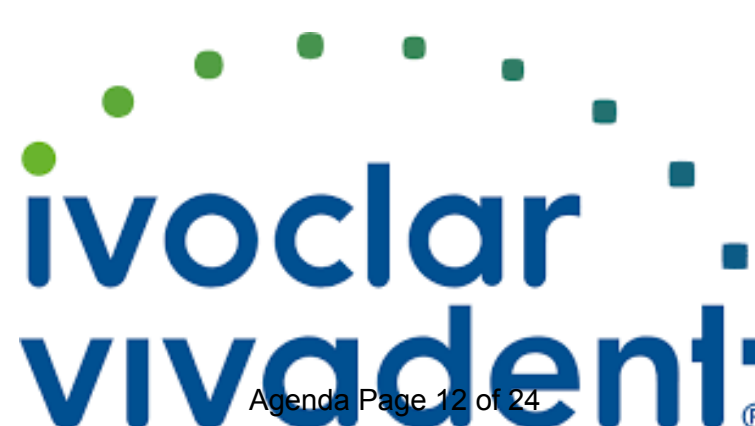
**Unless otherwise specified,  
all appointments will be at:**

VINA Community Dental Center  
400 E. Grand River Ave  
Brighton MI 48116

**For questions about the program and to see if you qualify,**

**Please call (800) 833-3865 and ask for:**

Lori Gurke, Veteran's Advocate Navigator  
Casey Ward, Assistant Veteran's Advocate Navigator







## Eligibility

VINA has a limited amount of openings for patient eligibility. Applications will be accepted by appointment only. Please contact VINA Dental at (810) 844-0240, Monday-Thursday 9:00 am-4:00 pm. Applications can be picked up at the VINA Community Dental Center during business hours at 400 E. Grand River Ave., Brighton, MI 48116 or printed from our website here.

### Eligibility: Patients must meet ALL FOUR requirements:

1. Individuals must live in Livingston County for at least 6 months
2. Individuals must be at least 18 years of age
3. Families must have NO dental insurance or Medicaid
4. Families must have an income at or below [225% of federal poverty](#) level. This also includes public assistance, social security, and unemployment.

Family Size	FPL (100%)	VINA Eligibility
1	\$12,880	\$28,980
2	\$17,420	\$39,195
3	\$21,960	\$49,410
4	\$26,500	\$59,625
5	\$31,040	\$69,840
6	\$35,580	\$80,055
7	\$40,120	\$90,270
8	\$44,660	\$100,485

### Services Provided\*:

- Exams including oral cancer
- Cleanings
- Fillings



- X-rays
- Fluoride Treatments
- Oral Surgery/Extractions/Biopsies
- Dental Education Materials
- Crowns

**Note:** In general, Root Canals and Periodontal services are provided on a limited basis and alternatives may exist that may not be provided within the scope of this clinic.

in

## Services NOT Provided:

- Braces
- Whitening
- Cosmetic Dentistry
- Sedation – IV or oral
- Nitrous Oxide (Laughing Gas)
- Implants
- Bridges

## Application Procedures:

- Applications are accepted on a daily basis
- Patients must complete the Eligibility Forms. You can print them to fill them out by hand, or fill them out electronically at the bottom of this page.
  - [VINA Patient Info](#)
  - [VINA Eligibility Forms](#)
- Patients will be required to pay a scheduling fee of \$25.00 for each visit.
- All appointments must be **PREPAID**
- Patients must bring proof of residence in Livingston County (ie: utility bill, etc.)
- Patients must bring proof of family income (ie: last year's tax return, unemployment statement, or social security statement)
- Patients **must** bring a Michigan photo ID

## Important Information:


- Update proof of "Family Income" (including spouse) and residence once per year.
- Patients must arrive 15 minutes **BEFORE** every appointment
- If patient misses an appointment, co-pay will not be reimbursed and patient will be put at the **END** of the wait list after another payment is made.

## Children:

- Children may not be left alone in waiting room and must be supervised at all times.

## Submission:

Please complete the Patient Eligibility Paperwork below. Once you have finished it, download it to save your changes. You can then **send the downloaded copy available below** (with your

Michigan Veterans Affairs Agency				
County Veteran Service Fund FY20 Work Project Final Report				
Grant No: [Grant Number] 20*1912/21*0492	Grantee/ Name: [County] Livingston	Budget Period: 2020 CVSF grant/Work project Complete	Project Director: [Project Director] Mary Durst	Email Address: [PD Email] mdurst@livgov.com
	SIGMA Address Code:	SIGMA Vendor Code: cv0048182		
Use Additional Sheets if Necessary				
<p>Major Tasks Completed During Reporting Period:</p> <ol style="list-style-type: none"> <li>1. New office lease is signed.</li> <li>2. Build out floor plan has been finalized.</li> <li>3. Bidding has been completed for general contractors. Interviews and final selection to come by 5/12/2021.</li> <li>4. All items and finishes chosen for interior through NBS.</li> <li>5. Children's play area items were purchased locally at Wal-Mart.</li> <li>6. Vinyl Window Perf and "Coming Soon" sign installed.</li> <li>7. IT infrastructure and hardware for new office has been purchased and received.</li> <li>8. Estimated move in date in September 2021.</li> </ol>				
<p>List any challenges to fulfilling the terms of the grant application. Write NA if not applicable</p> <p>-Being able to properly spend the money while meeting county fiscal services policies and procedures. Certain spending is prohibited while other spending situations have a long lead time/long process before we can spend the money.</p> <p>-Communication break-down and IT's unfamiliarity with grant restrictions resulted in many expenditures not being eligible for reimbursement through this grant.</p> <p>-Estimates for IT costs were much higher than actual costs. The estimated amount was encumbered. Time expired before we could re-allocate and spend funds.</p> <p>-Supply chain and delivery was an issue as many items are on backorder or unavailable and had to be refunded after purchase.</p> <p>-Extensive bidding and approval process for general contractor resulted in the grant expiring before any funds could be spent on physical build out infrastructure.</p> <p>-Grant requirements to have items in possession but no storage areas to store items until installation resulted in not being able to buy and receive flooring ahead of time. IT also had difficulty finding storage space on site for IT items to be installed.</p>				
Signature 			Date 5/7/2021	

Work Project FY20

County Veteran Service Fund Grant  
Work Project Reimbursement Request

One initiative per page. Make additional sheets for each initiative.						
Applicant County		Grant Number			SIGMA Vendor Code	
LIVINGSTON		20*1912/21*0492				
<b>I. Project / Initiative Name</b>						
WORK PROJECT						
<b>II. Project Total</b>						
\$51,047.01						
<b>III. Expenditure Details</b>						
Line Item	Date	Item / Service Description	Cost Per Unit	Quantity	Cost	MVAA USE ONLY
1A, 1B	4/25/2021	Badge printer and Ink	\$ 1,982.60	1	\$ 1,982.60	
2	4/25/2021	Brighton Paint-chalk board	\$ 23.99	5	\$ 119.95	
3	4/30/2021	Lindhout Associates Architects	\$ 8,435.00	1	\$ 8,435.00	
4	4/7/2021	Lindhout Associates Architects	\$ 1,907.50	1	\$ 1,907.50	
5	4/30/2021	IT - Safe & Sound	\$ 4,772.35	1	\$ 4,772.35	
6	4/30/2021	IT - Amerinet	\$ 1,712.25	1	\$ 1,712.25	
7	4/30/2021	IT - Identify	\$ 13,891.00	1	\$ 13,891.00	
8	4/30/2021	IT - CDW Government Inc	\$ 277.71	1	\$ 277.71	
9	4/30/2021	IT - CDW Government Inc	\$ 3,919.36	1	\$ 3,919.36	
10	4/30/2021	IT -Logicalis Inc.	\$ 1,388.63	1	\$ 1,388.63	
11	4/29/2021	IT - Amerinet of Michigan Inc.	\$ 732.00	1	\$ 732.00	
12	4/21/2021	IT - Gov Connections Inc	\$ 931.92	1	\$ 931.92	
13	4/30/2021	The Sign Guys/imge360	\$ 9,609.33	1	\$ 9,609.33	
14	4/21/2021	The Sign Guys/imge360	\$ 423.38	1	\$ 423.38	
15	4/25/2021	WalMart Kids play area/video security	\$ 308.24	1	\$ 308.24	
16	4/25/2021	IT - Amazon Barcode Scanner	\$ 44.97	1	\$ 44.97	



Work Project FY20

**County Veteran Service Fund Grant  
Work Project Reimbursement Request**

17	4/25/2021	IT - Amazon Barcode Scanner cards	\$ 315.96	1	\$ 315.96	
18	4/25/2021	HomeGoods play area supplies	\$ 274.86	1	\$ 274.86	
			<b>Total</b>		<b>\$51,047.01</b>	

**IV. Authorization and Certification**

I certify that this is a true and correct statement of expenditures for the above named items during the listed reporting period and that the documentation to support these expenditures is available for review.

Prepared By

Mary Durst

Date

5/7/2021

Email Address

mdurst@livgov.com

Signature

*Cynthia Catanach*

Phone Number

517.552.6902

Cynthia Catanach, Deputy Co. Admin. / Financial Officer

**\*Please number each receipt clearly to identify with the line item it represents\***

# LEDGER MINUS UNREIMBURSABLES

LINE ITEMS	ORG	OBJECT	EFF DATE	PROJECT STRING	AMOUNT	CHECK NO	WARRANT	VDR NAME/ITEM DESC
1A,1B	29768900	747000	04/25/2021	689VETSV20-SUPPLIES -	1,982.60	0	PCAR0421	AMAZON MKTPLACE PMTS
2	29768900	983001	04/25/2021	689VETSV20-CONSTRUCT -	119.95	0	PCAR0421	BRIGHTON PAINT CO
3	29768900	983001	04/30/2021	689VETSV20-CONSTRUCT -	8,435.00	449830	SP042921	LINDHOUT ASSOCIATES ARCHITECTS
4	29768900	983001	04/07/2021	689VETSV20-CONSTRUCT -	1,907.50	449111	CL040721	LINDHOUT ASSOCIATES ARCHITECTS
5A	29768900	983001	04/30/2021	689VETSV20-INFOTECH -	8,794.85	449835	SP043021	SAFE & SOUND 1, INC
5B	29768900	977000	04/30/2021	689VETSV20-INFOTECH -	-4,022.50	449835	SP043021	SAFE & SOUND 1, INC labor
6A	29768900	977000	04/30/2021	689VETSV20-INFOTECH -	3,624.75	449831	SP043021	AMERINET OF MICHIGAN INC
6B	29768900	977000	04/30/2021	689VETSV20-INFOTECH -	-1,912.50	449831	SP043021	future support and labor
7	29768900	977000	04/30/2021	689VETSV20-INFOTECH -	13,891.00	449833	SP043021	IDENTIFY INC
8	29768900	977000	04/30/2021	689VETSV20-INFOTECH -	277.71	449832	SP043021	CDW GOVERNMENT INC
9	29768900	977000	04/30/2021	689VETSV20-INFOTECH -	3,919.36	449832	SP043021	CDW GOVERNMENT INC
10	29768900	977000	04/30/2021	689VETSV20-INFOTECH -	1,388.63	449834	SP043021	LOGICALIS INC
11A	29768900	977000	04/29/2021	689VETSV20-INFOTECH -	4,461.00	449829	SP042921	AMERINET OF MICHIGAN INC
11B	29768900	977000	04/29/2021	689VETSV20-INFOTECH -	-3,729.00	449829	SP042921	prepay for next two years of service
12	29768900	977000	04/21/2021	689VETSV20-INFOTECH -	931.92	449439	CL042121	GOV CONNECTION INC
13	29768900	983001	04/30/2021	689VETSV20-SIGNAGE -	9,609.33	449836	SP043021	THE SIGN GUYS INC
14	29768900	983001	04/21/2021	689VETSV20-SIGNAGE -	423.38	449491	CL042121	THE SIGN GUYS INC
15	29768900	747000	04/25/2021	689VETSV20-SUPPLIES -	308.24	0	PCAR0421	WALMART #4540
16	29768900	747000	04/25/2021	689VETSV20-SUPPLIES -	44.97	0	PCAR0421	AMAZON MKTPLACE PMTS
17	29768900	747000	04/25/2021	689VETSV20-SUPPLIES -	315.96	0	PCAR0421	AMAZON MKTPLACE PMTS
18	29768900	747000	04/25/2021	689VETSV20-SUPPLIES -	274.86	0	PCAR0421	HOMEGOODS
TOTAL					51,047.01			

**RESOLUTION**

**NO:**

**LIVINGSTON COUNTY**

**DATE:**

---

**RESOLUTION – Authorizing Livingston County Veterans Services Build out Project /General Government**

**WHEREAS**, the Livingston County Veterans Services Department has leased space at 1420 Lawson Drive, Howell, MI that requires that space to be built out; and

**WHEREAS**, this project has been budgeted for and will be payed from the veteran's millage and special revenue fund; and

**WHEREAS**, the Veterans Service Department has utilized Lindhout Associates to design and determine best use of the space; and

**WHEREAS**, Lindhout Associates working with the Veterans Services and Facility Services Departments have developed specifications that would suit the needs of the Veterans Services Department; and

**WHEREAS**, utilizing current contracts for furniture and flooring an RFP was developed and published for the construction services needed to build out the space; and

**WHEREAS**, four bids were received for the build out construction services and after careful consideration Heaney General Contracting company has been selected for the construction portion of the project.; and

**WHEREAS**, the total cost of the buildout project includes \$467,600 for Construction, \$33,000 for Architectural Services, and \$287,319 for those items deemed Owner Expenses for a total project cost of \$787,919.

**THEREFORE, BE IT RESOLVED** that the Livingston County Board of Commissioners hereby authorizes entering into a with Heaney General Contracting in the amount not to exceed \$467,600 for construction build out services, which includes \$25,000 for contingency.

**BE IT FURTHER RESOLVED** that Livingston County Board of Commissioners hereby authorizes an architectural services contract with Lindhout and Associates

in an amount not to exceed \$33,000 to oversee the Veterans buildout project.

**BE IT FURTHER RESOLVED** that the Board of Commissioners authorizes the following owner responsibility project related costs estimated at \$261,199 for products and services, plus 10% contingency of \$26,120. The total not to exceed cost for Owner Expenses is \$287,319. The following Owner services/equipment expenses related to this project are listed below:

- Utilization of existing County contracts with both NBS furniture for the office in the amount of \$150,000 and Seelye Group for flooring and installation services in the amount of \$28,564
- Information Technology equipment, services, and set up in the amount of \$56,317
- Appliances in the amount of \$5,318
- Signage in the amount of \$21,000
- Contingency \$26,120

**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 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.





**2300 E. Grand River  
Suite 109**

**Howell, MI 48843**

**Phone 517-546-6338 Fax 517-546-0942**

**Web Site: [www.livgov.com/veterans](http://www.livgov.com/veterans)**

## Memorandum

**To: Livingston County Board of Commissioners**  
**From: Mary Durst, Veteran Services Director**  
**Date: May 5, 2021**  
**Re: RESOLUTION AUTHORIZING LIVINGSTON COUNTY  
VETERAN SERVICES BUILD OUT PROJECT**

I am respectfully requesting BOC approval to award the build out contract to Heaney General Contractors, funding approval for current contractors Seelye and NBS interiors and a 10% contingency on all owner expenses.

Four General Contractor bids were submitted. The highest bidder was ruled out and the remaining three of the four contractors were interviewed by Brad Alvord (Lindhout Associates), Chris Folts and myself. Heaney General Contractors Inc. was the lowest bidder. After thoughtful discussion and price comparisons, it was unanimously decided to recommend awarding Heaney the bid. In addition to being the lowest bidder, they had positive references and impressed Brad with the level of thoroughness in which they reviewed, and understood, the contract.

Both Seelye and NBS interiors are current vendors with the County with current contracts, however budget approval will be needed for these items.

As always, I am more than happy to answer any questions, concerns or clarifications needed.

Mary



May 5, 2020

COMM. NO. 21010

Livingston County Veterans' Services Tenant Buildout

REVISED BID TABULATION

CONTRACTOR	BASE PROPOSAL - AS SUBMITTED 4/30/21	ALTERNATE PROPOSAL 01: EXTERIOR DOOR REPLACEMENT C3 & 121B	BASE PROPOSAL - SUBMITTED CONTINGENCY FUND	BASE PROPOSAL - W/ ALT. PROP. NO.1 & LESS SUBMITTED CONTINGENCY FUND	POST BID ADDENDUM NO.1 COSTS	ASSIGNED CONTINGENCY FUND (\$25,000)	TABULATED BID TOTAL	FEES		COMP. DAYS
								SUBS %	OWN %	
Heaney General Contracting Inc.	\$445,900.00	\$14,000.00	-\$24,000.00	\$435,900.00	\$6,700.00	\$25,000.00	\$467,600.00	5.0%	15.0%	90
Polymath Development Company	\$481,900.00	\$9,932.00	-\$43,030.00	\$448,802.00	\$1,000.00	\$25,000.00	\$474,802.00	15.0%	10.0%	112
D&S Contractors Inc.	\$464,050.00	\$9,200.00	\$0.00	\$473,250.00	\$0.00	\$25,000.00	\$498,250.00	11.0%	10.0%	150
NRC Builders	\$575,000.00	\$13,500.00	-\$57,500.00	\$531,000.00	\$0.00	\$25,000.00	\$556,000.00	15.0%	15.0%	120



Livingston County Veterans' Services - Tenant Buildout

PRELIMINARY STATEMENT OF PROBABLE CONSTRUCTION COSTS

5/12/2021

COMPONENT DESCRIPTION	UNITS	UNIT COST	TOTAL
<b>CONSTRUCTION COSTS</b>			
Heaney General Contracting Bid (Includes \$25K Contingency Fund)	1 l.s.	\$467,600.00	\$467,600.00
			\$467,600.00
<b>COST OF BUILDING CONSTRUCTION</b>			<b>\$467,600.00</b>
<b>FEES</b>			
ARCHITECTURAL FEE (Includes MEP & Projected Bidding & Construction Administration Hourly Rate Services)	1 l.s./hourly	\$33,000.00	\$33,000.00
			\$33,000.00
<b>OWNER EXPENSES</b>			
COUNTY I.T.	1 l.s.	\$0.00	\$56,316.99
FURNITURE	1 l.s.	\$0.00	\$150,000.00
APPLIANCES	1 l.s.	\$0.00	\$5,318.00
SIGNAGE	1 l.s.	\$0.00	\$21,000.00
FLOORING	1 l.s.	\$0.00	\$28,563.65
10% CONTINGENCY	1 l.s.	\$0.00	\$26,120.00
			\$287,318.64
<b>LIVINGSTON COUNTY VETERANS' SERVICES TOTAL</b>			<b>\$787,918.64</b>

	A	C	D	E	F	G	H	I	J	K
1	Veteran Services Office Relocation Estimated Budget									
2	Total Fund	\$2,685,744 includes investments								
3	BEST CASE SCENARIO (same millage, same grant)									
4		2021	2022	2023	2024	2025	2026	2027	2028	2029
5										
6	Millage	\$ 1,096,890	\$ 1,099,613	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
7	Grants	\$ 115,567	\$ 64,520	\$ 64,520	\$ 64,520	\$ 64,520	\$ 64,520	\$ 64,520	\$ 64,520	\$ 64,520
8	Total Rev	\$ 1,212,457	\$ 1,164,133	\$ 1,064,520	\$ 1,064,520	\$ 1,064,520	\$ 1,064,520	\$ 1,064,520	\$ 1,064,520	\$ 1,064,520
9										
10	MID CASE SCENARIO (lower millage and no grant)									
11		2021	2022	2023	2024	2025	2026	2027	2028	2029
12										
13	Millage	\$ 1,096,890	\$ 1,099,613	\$ 700,000	\$ 700,000	\$ 700,000	\$ 700,000	\$ 700,000	\$ 700,000	\$ 700,000
14	Grant	\$ 115,567	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
15	Total Rev	\$ 1,212,457	\$ 1,149,613	\$ 700,000	\$ 700,000	\$ 700,000	\$ 700,000	\$ 700,000	\$ 700,000	\$ 700,000
16										
17	WORST CASE SCENARIO (failed millage, no grant)									
18		2021	2022	2023	2024	2025	2026	2027	2028	2029
19										
20	Millage	\$ 1,096,890	\$ 1,099,613	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
21	Grants	\$ 115,567	\$ 64,520	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Total Rev	\$ 1,212,457	\$ 1,164,133	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
23										
24	EXPENSES AT NEW OFFICE LOCATION									
25		2021	2022	2023	2024	2025	2026	2027	2028	2029
26										
27	Const/Rent	\$ 832,919	\$ 66,300	\$ 67,625	\$ 68,979	\$ 70,358	\$ 71,765	\$ 73,200	\$ 74,664	\$ 76,157
28	Other exp.	\$ 786,515	\$ 767,986	\$ 791,391	\$ 815,251	\$ 838,327	\$ 863,477	\$ 889,381	\$ 916,063	\$ 943,554
29	Total Exp.	\$ 1,619,434	\$ 834,286	\$ 859,016	\$ 884,230	\$ 908,685	\$ 935,242	\$ 962,581	\$ 990,727	\$ 1,019,711
30										
31	ESTIMATED FUND BALANCE (with office relocation)									
32		2021	2022	2023	2024	2025	2026	2027	2028	2029
33										
34	BEST	\$ 2,278,767	\$ 2,608,614	\$ 2,814,118	\$ 2,994,408	\$ 3,150,243	\$ 3,279,521	\$ 3,381,460	\$ 3,455,253	\$ 3,500,062
35	MID	\$ 2,278,767	\$ 2,594,094	\$ 2,435,078	\$ 2,250,848	\$ 2,042,163	\$ 1,806,921	\$ 1,544,340	\$ 1,253,613	\$ 933,902
36	WORST	\$ 2,278,767	\$ 2,608,614	\$ 1,749,598	\$ 865,368	\$ (43,317)	\$ (978,559)	\$ (1,941,140)	\$ (2,931,867)	\$ (3,951,578)