

GENERAL GOVERNMENT COMMITTEE

8/11/2008

304 E. Grand River Avenue, Howell, MI

7:30 PM

AGENDA

1. **CALL MEETING TO ORDER**
2. **APPROVAL OF MINUTES**
 - A. Minutes of meeting dated July 14, 2008
3. **APPROVAL OF AGENDA**
4. **REPORTS**
5. **CALL TO THE PUBLIC**
6. **INFORMATION TECHNOLOGY**
 - A. RESOLUTION AUTHORIZING THE PURCHASE OF YASI (YOUTH ASSESSMENT AND SCREENING INSTRUMENT) SOFTWARE FROM ORBIS PARTNERS OF OTTAWA, ONTARIO, CANADA AND BUDGET AMENDMENT/Information Technology / Juvenile Court / Technology Committee / General Government Committee
 - B. RESOLUTION AUTHORIZING ISSUANCE OF A PURCHASE ORDER TO BS&A SOFTWARE FOR SOFTWARE MAINTENANCE FOR THE EQUALIZATION, TREASURERS, ANIMAL CONTROL, AND DRAIN DEPARTMENTS - Information Technology/General Government Committee
 - C. RESOLUTION AUTHORIZING ISSUANCE OF A BLANKET PURCHASE ORDER TO ANALYSTS INTERNATIONAL FOR CONTINUING PROJECTS FOR THE INFORMATION TECHNOLOGY DEPARTMENT FOR THE REST OF 2008 - Information Technology / General Government Committee
7. **PURCHASING**
 - A. RESOLUTION AUTHORIZING THE RENEWAL OF CONTRACT WITH PLANTE & MORAN FOR AUDITING SERVICES - Administration / Purchasing / General Government Committee
8. **L.E.T.S.**
 - A. RESOLUTION AUTHORIZING A CONTRACT BETWEEN THE LIVINGSTON COUNTY BOARD OF COMMISSIONERS AND MDOT FOR THE EXPENDITURE OF FUNDS FOR PREVENTATIVE MAINTENANCE OF L.E.T.S. BUSES AND THE INTERMODAL FACILITY - L.E.T.S./General Government Committee
9. **AIRPORT**
 - A. RESOLUTION TO CONCUR WITH THE LIVINGSTON COUNTY AERONAUTICAL FACILITIES BOARD AND ENTER INTO A GRANT AGREEMENT WITH THE MICHIGAN DEPARTMENT OF TRANSPORTATION TO FUND THE CONSTRUCTION OF AIRPORT PERIMETER FENCING - Airport / General Government Committee
 - B. RESOLUTION TO CONCUR WITH THE LIVINGSTON COUNTY

AERONAUTICAL FACILITIES BOARD AND ENTER INTO AN AGREEMENT WITH RMD HOLDINGS, LTD. OF CHESTERFIELD, MICHIGAN FOR THE INSTALLATION OF PERIMETER FENCING - Airport / General Government Committee

C. RESOLUTION TO CONCUR WITH THE LIVINGSTON COUNTY AERONAUTICAL FACILITIES BOARD AND ENTER INTO AN AGREEMENT WITH R.W. ARMSTRONG FOR CONSTRUCTION ADMINISTRATION FOR THE COMPLETION OF PERIMETER FENCING - Airport / General Government Committee

D. RESOLUTION TO CONCUR WITH THE LIVINGSTON COUNTY AERONAUTICAL FACILITIES BOARD AND AMEND RESOLUTION 199-018 AUTHORIZING AGREEMENT WITH COMMONWEALTH ASSOCIATES, INCORPORATED (Amendment #16) - Airport / General Government Committee

06A RESOLUTION AUTHORIZING THE PURCHASE OF YASI (YOUTH ASSESSMENT AND SCREENING INSTRUMENT) SOFTWARE FROM ORBIS PARTNERS OF OTTAWA, ONTARIO, CANADA AND BUDGET AMENDMENT/Information Technology / Juvenile Court / Technology Committee / General Government Committee

06B RESOLUTION AUTHORIZING ISSUANCE OF A PURCHASE ORDER TO BS&A SOFTWARE FOR SOFTWARE MAINTENANCE FOR THE EQUALIZATION, TREASURERS, ANIMAL CONTROL, AND DRAIN DEPARTMENTS - Information Technology/General Government Committee/Finance Committee

06C RESOLUTION AUTHORIZING ISSUANCE OF A BLANKET PURCHASE ORDER TO ANALYSTS INTERNATIONAL FOR CONTINUING PROJECTS FOR THE INFORMATION TECHNOLOGY DEPARTMENT FOR THE REST OF 2008 - Information Technology / General Government Committee

07A RESOLUTION AUTHORIZING THE RENEWAL OF CONTRACT WITH PLANTE & MORAN FOR AUDITING SERVICES - Administration / Purchasing / General Government Committee

08A RESOLUTION AUTHORIZING A CONTRACT BETWEEN THE LIVINGSTON COUNTY BOARD OF COMMISSIONERS AND MDOT FOR THE EXPENDITURE OF FUNDS FOR PREVENTATIVE MAINTENANCE OF L.E.T.S. BUSES AND THE INTERMODAL FACILITY - L.E.T.S./General Government Committee

09A RESOLUTION TO CONCUR WITH THE LIVINGSTON COUNTY AERONAUTICAL FACILITIES BOARD AND ENTER INTO A GRANT AGREEMENT WITH THE MICHIGAN DEPARTMENT OF TRANSPORTATION TO FUND THE CONSTRUCTION OF AIRPORT PERIMETER FENCING - Airport / General Government Committee

09B RESOLUTION TO CONCUR WITH THE LIVINGSTON COUNTY AERONAUTICAL FACILITIES BOARD AND ENTER INTO AN AGREEMENT WITH RMD HOLDINGS, LTD. OF CHESTERFIELD, MICHIGAN FOR THE INSTALLATION OF PERIMETER FENCING - Airport / General Government Committee

09C RESOLUTION TO CONCUR WITH THE LIVINGSTON COUNTY AERONAUTICAL FACILITIES BOARD AND ENTER INTO AN AGREEMENT WITH R.W. ARMSTRONG FOR CONSTRUCTION ADMINISTRATION FOR THE COMPLETION OF PERIMETER FENCING - Airport / General Government Committee

09D RESOLUTION TO CONCUR WITH THE LIVINGSTON COUNTY AERONAUTICAL FACILITIES BOARD AND AMEND RESOLUTION 199-018 AUTHORIZING AGREEMENT WITH COMMONWEALTH ASSOCIATES, INCORPORATED (Amendment #16) - Airport / General Government Committee

10. ADJOURNMENT

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION AUTHORIZING THE PURCHASE OF YASI (YOUTH ASSESSMENT AND SCREENING INSTRUMENT) SOFTWARE FROM ORBIS PARTNERS OF OTTAWA, ONTARIO, CANADA AND BUDGET AMENDMENT/ Information Technology / Juvenile Court / Technology Committee / General Government Committee

WHEREAS, the Juvenile Court is hereby requesting authorization to purchase software, YASI (Youth Assessment and Screening Instrument) for the purpose of accurately assessing the needs of each juvenile offender; and

WHEREAS, there are very few software packages that are used for this purpose and this one (YASI) is being used successfully in Berrien and Calhoun Counties; and

WHEREAS, YASI has the potential of facilitating the increase of juvenile diversion rates; and

WHEREAS, this software will allow Juvenile Court to identify the most at-risk juveniles, and ensure they are assigned correct remedies; and

WHEREAS, the YASI software will be purchased at a one-time cost of \$28,300, \$1,200 to be paid each year in software maintenance fees; and

WHEREAS, this Resolution has been recommended for approval by the Technology Committee; and

WHEREAS, the funds for said software are in the Juvenile Court budget.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves the purchase of YASI (Youth Assessment and Screening Instrument) at a cost of \$28,300.

BE IT FURTHER RESOLVED that the competitive bid process per the purchasing policy be waived.

BE IT FURTHER RESOLVED that the Livingston County Board of Commissioners hereby approves and adopts the Information Technology Department Fiscal-Year 2008 amended budget as follows:

	2008 Amended Budget	Proposed Budget Amendment	Proposed 2008 Amended Budget
Fund			
636	\$3,487,146	\$28,300	\$3,515,446

The budgetary worksheets showing the line-item changes for the proposed 2008 budget amendment will be attached as part of the resolution.

BE IT FURTHER RESOLVED that the Chairman of the Board of Commissioners be authorized to sign any necessary documents pertaining to this matter upon review of civil counsel.

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION AUTHORIZING ISSUANCE OF A PURCHASE ORDER TO BS&A SOFTWARE FOR SOFTWARE MAINTENANCE FOR THE EQUALIZATION, TREASURERS, ANIMAL CONTROL, AND DRAIN DEPARTMENTS - Information Technology / General Government Committee

WHEREAS, due to the need to ensure that technical support services and software upgrades are received for the several departments that share the BS&A software it has been determined that there is a need for this software maintenance for the Equalization, Treasurer’s, Animal Control, and Drain Departments; and

WHEREAS, in compliance with the Livingston County Purchasing Policy, BS&A Software, of Bath, MI, is the sole source for the purchase of the annual BS&A Software maintenance for the departments so mentioned; and

WHEREAS, after the review of the vendor and products, Purchasing recommends that a purchase order with BS&A Software, of Bath, MI, be awarded for a 1 year period from August 1, 2008 to July 31, 2009 for an amount not to exceed \$27,990.00; and

WHEREAS, funding for same is available through the Information Technology Budget.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves a purchase order be issued to BS&A Software for annual software maintenance from August 1, 2008 through July 31, 2009 for the amount not to exceed \$27,990.00.

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION AUTHORIZING ISSUANCE OF A BLANKET PURCHASE ORDER TO ANALYSTS INTERNATIONAL FOR CONTINUING PROJECTS FOR THE REST OF 2008 - Information Technology /Purchasing / General Government Committee

WHEREAS, due to on-going needs of Information Technology High-Tech Services from an out side source, Analysts International, it has been determined that there is a need for issuance of a second Blanket Purchase order to be authorized for on-call and upgrades that are needed through out the year for the Information Technology Department; and

WHEREAS, after review of this request Purchasing and IT recommends that a Blanket Purchase Order with Analysts International, of Lansing, MI., be awarded for the rest of the year, the period from June 1, 2008 through December 31, 2008 for an amount not to exceed \$75,000.00; and

WHEREAS, the cost of tech support is \$135.00 per hour for standard service and \$150.00 per hour for high-end service; and

WHEREAS, funds have been budgeted and approved in the Information Technology Fiscal year 2008 budget.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves a Blanket Purchase Order be issued to Analysts International of Lansing, Michigan, for Tech Services for the period of June 1, 2008 through December 31, 2008 in an amount not to exceed \$75,000.00 at the rate of \$135.00 per hour and \$150.00 per hour for high-end service.

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION AUTHORIZING A CONTRACT BETWEEN THE LIVINGSTON COUNTY BOARD OF COMMISSIONERS AND MDOT FOR THE EXPENDITURE OF FUNDS FOR PREVENTIVE MAINTENANCE OF L.E.T.S. BUSES AND THE INTERMODAL FACILITY – L.E.T.S. / General Government Committee

WHEREAS, the Michigan Department of Transportation has issued a project authorization for the use of Federal Transit Administration funds for the purpose of preventive maintenance of L.E.T.S. buses; and

WHEREAS, the Chairman of the Livingston County Board of Commissioners must sign the contract to use available Section 5307 funds for the purpose stated; and

WHEREAS, monies for this purpose have been awarded from FY 2008 Federal Transit Grant for L.E.T.S.

THEREFORE BE IT RESOLVED that the Livingston county Board of Commissioners hereby approves the contract with MDOT, project authorization #2007-0245-Z4 in an amount not to exceed \$461,995 awarded by Federal Transit Administration grant #MI-90-X557 for FY 2008 for preventative maintenance.

BE IT FURTHER RESOLVED that Livingston County Board of Commissioners hereby authorizes the Board Chair to sign the said contract upon approval of Mr. James Dunn Jr., transit attorney for LE.T.S.

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION TO CONCUR WITH THE LIVINGSTON COUNTY AERONAUTICAL FACILITIES BOARD AND ENTER INTO A GRANT AGREEMENT WITH THE MICHIGAN DEPARTMENT OF TRANSPORTATION TO FUND THE CONSTRUCTION OF AIRPORT PERIMETER FENCING - Airport / General Government Committee

WHEREAS, R.W. Armstrong of Lansing, Michigan has completed the design engineering services for the completion of the perimeter fence at the Livingston County Airport; and

WHEREAS, the Michigan Department of Transportation included the project on its July 11, 2008 bid letting; and

WHEREAS, this grant agreement will fund the construction of the fence by RMD Holdings, Ltd. and construction supervision services by R. W Armstrong; and

WHEREAS, The amount of the grant agreement is \$330,000 and the local share (2.5%) will be \$8,250, which was anticipated in the Airport Loan Agreement.

THEREFORE BE IT RESOLVED the Livingston County Board of Commissioners concurs with the Livingston County Aeronautical Facilities Board to enter into a grant agreement in the amount of \$330,000 with the Michigan Department of Transportation to fund the construction of airport perimeter fencing.

BE IT FURTHER RESOLVED the Chair be authorized to sign the Agreement upon review by Civil Counsel.

BE IT FURTHER RESOLVED the local share of \$8,250.00 shall be advanced from the Airport Loan Agreement upon receipt of an invoice from MDOT.

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Moved:

Seconded:

Carried:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

**RESOLUTION TO CONCUR WITH THE LIVINGSTON COUNTY AERONAUTICAL FACILITIES BOARD AND ENTER INTO AN AGREEMENT WITH RMD HOLDINGS, LTD. OF CHESTERFIELD, MICHIGAN FOR THE INSTALLATION OF PERIMETER FENCING --
Aairport / General Government Committee**

WHEREAS, the completion of the perimeter fence at the Livingston County Airport was included on the July 11, 2008 MDOT bid letting; and

WHEREAS, a total of three bids were received, with RMD Holdings, Ltd. of Chesterfield, Michigan submitting the lowest bid of \$310,914.20; and

WHEREAS, funding for this contract will be on a 90/17.5/2.5 basis.

THEREFORE BE IT RESOLVED the Livingston County Board of Commissioners concurs with the Livingston County Aeronautical Facilities Board to enter into an agreement with RMD Holdings, Ltd. of Chesterfield, Michigan for the completion of the perimeter fencing at the Livingston County Airport at a cost of \$310,914.20.

BE IT FURTHER RESOLVED the Chair be authorized to sign the Agreement upon review by Civil Counsel.

BE IT FURTHER RESOLVED the funding for this project is included in a \$330,000 grant from MDOT.

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION TO CONCUR WITH THE LIVINGSTON COUNTY AERONAUTICAL FACILITIES BOARD AND ENTER INTO AN AGREEMENT WITH R.W. ARMSTRONG FOR CONSTRUCTION ADMINISTRATION FOR THE COMPLETION OF PERIMETER FENCING - Airport / General Government Committee

WHEREAS, the Livingston County Airport is not completely fenced at the present time; and

WHEREAS, the additional fencing needed to complete the project was included on the July 11, 2008 MDOT bid letting; and

WHEREAS, R.W. Armstrong will perform construction administration services for the project, which will include staking the property lines prior to fence construction; and

WHEREAS, The amount of the contract agreement, which has been approved by MDOT, is \$32,350 and the local share (2.5%) will be \$808.75.

THEREFORE BE IT RESOLVED the Livingston County Board of Commissioners concurs with the Livingston County Aeronautical Facilities Board to enter into an agreement with R.W. Armstrong of Lansing, Michigan to provide construction administration services, including property line staking, for the completion of the perimeter fencing at the Livingston County Airport at a cost of \$32,350.

BE IT FURTHER RESOLVED the Chair be authorized to sign the Agreement upon review by Civil Counsel.

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Moved:

Seconded:

Carried:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION TO CONCUR WITH THE LIVINGSTON COUNTY AERONAUTICAL FACILITIES BOARD AND AMEND RESOLUTION 199-018 AUTHORIZING AGREEMENT WITH COMMONWEALTH ASSOCIATES, INCORPORATED (Amendment #16) - Airport / General Government Committee

WHEREAS, The services of a Land Consultant are needed for the purchase of property and avigation easements necessary for ongoing airport improvements; and

WHEREAS, Commonwealth Associates, Incorporated, of Jackson, Michigan has been selected to perform these services in accordance with Federal Aviation Administration (FAA) and Michigan Department of Transportation (MDOT) procedures; and

WHEREAS, during the negotiations for Parcel E42, an avigation easement, the property owner indicated a willingness to sell the parcel in fee simple for the appraised value (increased slightly by an administrative amendment); and

WHEREAS, and MDOT – Aeronautics has advised that there are currently funds available for the purchase of this parcel in fee to protect the west approaches to the airport; and

WHEREAS, this amendment to the agreement with Commonwealth Associates totals \$2,870 and will be funded with a 2.5% local share, which was included in the Airport Loan Agreement.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners concurs with the Livingston County Aeronautical Facilities Board to amend their agreement with Commonwealth Associates, Incorporated of Jackson, Michigan to include consultant services for the completion of a Phase I Environmental Study for the purchase of Parcel E42 in fee.

BE IT FURTHER RESOLVED the Chair be authorized to sign Amendment #16 upon review by Civil Counsel.

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Moved:

Seconded:

Carried: