

CHAIRPERSON  
DEBBIE DE LEON

VICE-CHAIRPERSON  
VICTOR CELENTINO

VICE-CHAIRPERSON PRO-TEM  
STEVE DOUGAN

COUNTY SERVICES COMMITTEE

DALE COPEDGE, CHAIR  
ANDY SCHOR  
VICTOR CELENTINO  
MARK GREBNER  
BRIAN McGRAIN  
DONALD VICKERS

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**P.O. Box 319, Mason, Michigan 48854 Telephone (517) 676-7200 Fax (517) 676-7264**

THE COUNTY SERVICES COMMITTEE WILL MEET ON TUESDAY, MAY 18, 2010 AT 7:00 P.M., IN THE PERSONNEL CONFERENCE ROOM (D & E), HUMAN SERVICES BUILDING, 5303 S. CEDAR, LANSING.

Agenda

Call to Order

Approval of the [May 4, 2010](#) Minutes

Additions to the Agenda

Limited Public Comment

1. Interviews - Fair Board
2. Ingham County Parks & Recreation Commission
  - a. Resolution Authorizing Entering into a Contract with [Bergman, Inc.](#) for a Fundraising Source Identification Study for the Potter Park Zoo
  - b. Resolution Authorizing Father's Day as an Additional [Visitor Incentive](#) Program at the Potter Park Zoo
3. Facilities Department
  - a. Resolution to Amend the Contract with [Modernistic Lansing, LLC](#) for Carpet Cleaning at Various County Facilities
  - b. Resolution Authorizing Extending the Contract with [Great Lakes Window Cleaning](#) for Window Cleaning at Various County Facilities
  - c. Resolution Awarding a Contract to [H & C Earthworks and Construction, LLC](#) for Concrete Repair Services at the Mason Courthouse
  - d. Resolution Awarding a Contract to [PM Technologies](#) to Provide Generator Services for Various Back Up Generators Throughout Ingham County
4. Controller/Administrator's Office - Resolution Updating [Various Fees](#) for County Services
5. County Services Committee - Discussion: Performance Evaluations – Peter Cohl, County Attorney (*Materials will be distributed at the Meeting*)

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

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

COUNTY SERVICES COMMITTEE  
May 4, 2010  
Minutes

Members Present: Dale Copedge, Andy Schor, Mark Grebner, Brian McGrain, Donald Vickers and Board Chairperson Debbie De Leon

Members Absent: Victor Celentino

Others Present: Becky Bennett, Tony Lindsey, Sally Auer, Rick Terrill, Jill Rhode, Renee Canady, Deb Brinson, Eric Schertzing, John Neilsen, Jim Hudgins and others

The meeting was called to order by Chairperson Copedge at 7:01 p.m. in the Personnel Conference Room "D & E" of the Human Services Building, 5303 S. Cedar Street, Lansing.

Approval of the April 20, 2010 Minutes

MOVED BY COMM. MCGRAIN, SUPPORTED BY COMM. VICKERS, TO APPROVE THE APRIL 20, 2010 MINUTES AS SUBMITTED.

MOTION CARRIED UNANIMOUSLY. Absent: Comm. Celentino and Comm. Grebner

Additions to the Agenda

None

Limited Public Comment

Ms. Auer, UAW, expressed her support of the Health Department's reorganization plan.

MOVED BY COMM. VICKERS, SUPPORTED BY COMM. MCGRAIN, TO APPROVE A CONSENT AGENDA FOR THE FOLLOWING ITEMS:

1. Health Department
  - a. Resolution to Authorize a Realignment of Health Department Programs and Administrative Structure
  - b. Request to Waive Hiring Freeze and Hiring Delay for Jail Nurse Position
  
2. Facilities Department
  - a. Resolution Authorizing Entering into a Contract with Myers Plumbing and Heating, Inc. for Boiler and Components Replacement at the Jail and the Human Services Building (Including Tri-County Office on Aging)
  - b. Resolution Awarding a Contract to Boynton Fire Service to Provide Fire Prevention Services at Several County Facilities
  - d. Resolution Authorizing Real Steel Production Company to Utilize the Mason Courthouse for the Purpose of Filming the Movie "Real Steel"

4. Controller/Administrator's Office
  - b. Resolution Approving Sparrow Occupational Health as the County's Provider of Occupational Health Services
  - d. Resolution Authorizing an Acceptance of a Charitable Donation from the Marjorie Hahn Trust Bequest for the Potter Park Zoo

MOTION CARRIED UNANIMOUSLY. Absent: Comm. Grebner and Comm. Celentino

MOVED BY COMM. VICKERS, SUPPORTED BY COMM. MCGRAIN, TO APPROVE THE ITEMS ON THE CONSENT AGENDA.

MOTION CARRIED UNANIMOUSLY. Absent: Comm. Grebner and Comm. Celentino

1. Health Department
  - d. Request an Exception to the Current Hiring Freeze for CHR II Sexually Transmitted Infections (STI) Department

Ms. Canady, Health Department, informed the Committee that the employee in the CHR II position vacated as a result of being selected for another internal position. She indicated that it is vital to fill the position quickly in order to maintain the Health Department's statutory responsibilities.

(Comm. Grebner arrived at 7:09 p.m.)

- c. Request to Waive Hiring Freeze and Hiring Delay for Health Center Administrator Position

Ms. Brinson, Health Department, indicated that they are requesting to waive the hiring freeze and delay in order to fill the position to continue statutory health assessments at the jail. She stated that if the position is not filled quickly, the Health Department will be out of compliance.

MOVED BY COMM. GREBNER, SUPPORTED BY COMM. SCHOR, TO APPROVE THE REQUEST TO WAIVE HIRING FREEZE AND HIRING DELAY FOR HEALTH CENTER ADMINISTRATOR POSITION AND THE REQUEST FOR AN EXCEPTION TO THE CURRENT HIRING FREEZE FOR CHR II SEXUALLY TRANSMITTED INFECTIONS (STI) DEPARTMENT.

MOTION CARRIED UNANIMOUSLY. Absent: Comm. Celentino

3. Financial Services Department - Resolution Adopting the Deficit Elimination Plan for the Ingham County Fair Fund

MOVED BY COMM. GREBNER, SUPPORTED BY COMM. VICKERS, TO APPROVE THE RESOLUTION ADOPTING THE DEFICIT ELIMINATION PLAN FOR THE INGHAM COUNTY FAIR FUND.

Ms. Rhode, Financial Services, informed the Committee that as of December 31, 2009, the Ingham County Fair Fund reported a deficit of \$56,803. The State requires that the Governing Body approve a deficit elimination plan. She indicated that for the first year of this plan, it is anticipated that the County will break even. For the next two years, the deficit will be reduced by approximately \$25,000. The plan is to both increase revenues and decrease expenditures.

MOTION CARRIED UNANIMOUSLY. Absent: Comm. Celentino

4. Controller/Administrator's Office

- a. Resolution Providing Additional Funding for the Revolving Drain Fund (Fund 802) County of Ingham, State of Michigan

MOVED BY COMM. GREBNER, SUPPORTED BY COMM. MCGRAIN, TO APPROVE THE RESOLUTION PROVIDING ADDITIONAL FUNDING FOR THE REVOLVING DRAIN FUND (FUND 802) COUNTY OF INGHAM, STATE OF MICHIGAN.

Mr. Lindemann, Drain Commissioner, informed the Committee that he has approximately 50 petitions for which he needs to borrow money in order to get it started, hire the engineers, and do the prep work. He stated that in the past he borrowed from the banks; however, he had the idea to borrow the money from the County at a lower interest rate than the banks. This would save the Drain Office money, and generate revenue for the County.

MOTION CARRIED UNANIMOUSLY. Absent: Comm. Celentino

- c. Resolution Authorizing a Contact with Maximus for the Preparation of the County-wide and Child Care Cost Allocation Plans

MOVED BY COMM. GREBNER, SUPPORTED BY COMM. MCGRAIN, TO APPROVE THE RESOLUTION AUTHORIZING A CONTACT WITH MAXIMUM FOR THE PREPARATION OF THE COUNTY-WIDE AND CHILD CARE COST ALLOCATION PLANS.

Ms. Rhode informed the Committee that Ingham County is required by many of its grantors to have an annual cost allocation plan. The County has contracted with Maximus for several years to provide this service.

MOTION CARRIED UNANIMOUSLY. Absent: Comm. Celentino

2. Facilities Department

- c. Resolution Authorizing a Project Labor Agreement (PLA) for the Potter Park Zoo Rhino Exhibit Expansion Project

MOVED BY COMM. GREBNER, SUPPORTED BY COMM. SCHOR, TO APPROVE THE RESOLUTION AUTHORIZING A PROJECT LABOR AGREEMENT (PLA) FOR THE POTTER PARK ZOO RHINO EXHIBIT EXPANSION PROJECT AND TO CONDITION THE AWARD OF A CONTRACT TO A CONSTRUCTION MANAGER/GENERAL CONTRACTOR.

Mr. Neilsen, Controller's Office, indicated that this is the first construction project recommended for a project labor agreement. He stated that there are two options – either the Construction Manager can negotiate the agreement or the County attorneys can. Mr. McNulty, CST, indicated that the advantage in having the County attorneys negotiate the agreement is that it will set up a model for future projects. Comm. Schor asked if the County is locked into the template for future projects. Mr. McNulty stated that they are not. He indicated that there are certain things that will be unique to each project; however, once a model is established, it is easier to negotiate agreements for future projects. Board Chairperson De Leon asked if the County has looked at other templates used locally as a tool. Mr. McNulty stated that he used the Illinois model as a template and made revisions based on the County's policies. He indicated that the proposal made by the Construction Manager/General Contractor does not address all the issues that the County attorneys did.

**MOVED BY COMM. GREBNER, TO AMEND THE RESOLUTION BY DIRECTLY NEGOTIATING IN GOOD FAITH A PLA WITH ONE OR MORE LABOR ORGANIZATIONS.**

**MOTION FAILED DUE TO LACK OF SUPPORT. Absent: Comm. Celentino**

Mr. Terrill, Facilities, stated that the requirements of the Ingham County PLA policy are not similar to the MSU or LCC PLA policy. Thus, it is staff's recommendation to have the County attorneys negotiate the terms of the agreement and establish a template to work from.

**MOTION TO CONDITION THE AWARD OF A CONTRACT TO A CONSTRUCTION MANAGER/GENERAL CONTRACTOR CARRIED with Comm. Vickers voting No. Absent: Comm. Celentino**

**MOVED BY COMM. SCHOR, SUPPORTED BY COMM. VICKERS, TO SUSPEND THE BOARD RULES IN ORDER TO ALLOW COMM. GREBNER TO VOTE ON THE MINUTES, CONSENT AGENDA, AND ALL RESOLUTIONS.**

**MOTION CARRIED UNANIMOUSLY. Absent: Comm. Celentino**

4. Controller/Administrator's Office
  - e. Discussion - Resolution Updating Various Fees for County Services

The Committee discussed the fees related to County Services.

5. County Services Committee - Letter from Brookover, Carr & Schaberg, P.C. Attorneys Summarizing the Agreement between the Ingham County Road Commission and Patrick E. Lindemann for Attorney Fee

Mr. Lindemann provided the Committee with an overview of the issue. The Committee discussed the matter and its implications.

**COMM. GREBNER DISCLOSED THAT MR. BROOKOVER IS HIS ATTORNEY.**

**CHAIRPERSON COPEEDGE DISCLOSED THAT HE HAS EMPLOYED MR. BROOKOVER IN THE PAST.**

Chairperson Copedge directed Mr. Neilsen to put together a resolution and invite a representative of the Road Commission to the next meeting.

Public Comment

None

Announcements

Comm. Schor announced that he will be attending a meeting on May 5<sup>th</sup> regarding the CCW.

Chairperson Copedge announced that May 5<sup>th</sup> is his 25<sup>th</sup> wedding anniversary.

The meeting adjourned at approximately 8:30 p.m.

Respectfully submitted,

Karsha Sathianathan

RESOLUTION STAFF REVIEW

DATE May 6, 2010

Agenda Item Title: Resolution Authorizing Entering into a Contract with Bergman, Inc. for a Fundraising Source Identification Study for the Potter Park Zoo

Submitted by: Ingham County Parks & Recreation Commission

Committees: LE\_\_\_\_, JD\_\_\_\_, HS\_\_\_\_, CS\_\_X\_\_, Finance \_\_X\_\_

Summary of Proposed Action:

The Potter Park Zoo recently adopted a new and ambitious master plan to guide improvements and the future development of Potter Park Zoo.

The Ingham County Purchasing Department solicited Requests for Proposals (RFP) inviting proposals from qualified individuals and companies pursuant to County guidelines, in order to select an experienced consulting firm to develop a strategy to guide the implementation of a successful and reasonable fundraising campaign. The bids were reviewed by the Ingham County Purchasing Department, Potter Park Zoo Board Members, Ingham County Parks and Recreation Commissioners, Potter Park Zoological Society Members, Parks and Zoo staff and all were in agreement that Bergman, Inc. of East Lansing, Michigan met all specifications and requirements.

The Purchasing Department recommends the proposal submitted by Bergman, Inc. of East Lansing, Michigan

Financial Implications:

Bergman, Inc. of East Lansing, Michigan has submitted a proposal for an amount not to exceed \$23,000.

Funds for this project have been identified within the Potter Park Zoo Millage.

The Board of Commissioners adopted Resolution #10-069 authorizing a \$50,000 adjustment to the 2010 Potter Park Zoo Operating Budget to complete a Fundraising Source Identification Study for the Potter Park Zoo.

Other Implications: This resolution will run concurrent with the May Parks Commission meeting.

Staff Recommendation: JLN X TL \_\_\_\_ TM\_\_\_\_ JC \_\_\_\_

Staff recommends approval of the resolution. As required by the Board Ethics Policy, the role of the Board is to accept or reject the recommendation. If the recommendation is rejected, the committee should state the reason(s) for the rejection and instruct the staff to review the recommendation.

**MEMORANDUM**

TO: County Services and Finance Committees  
 FROM: Jim Hudgins, Director, Purchasing Department  
 DATE: May 10, 2010  
 SUBJECT: Proposal Summary – Fund Raising Source Identification Study

Project Description:

The project involves entering into a contract with an experienced consulting firm to conduct a feasibility study and to recommend a strategy to guide the implementation of a reasonable fundraising campaign for Potter Park Zoo.

Proposal Summary:

Vendors contacted: 8            Local: 3  
 Vendors responding: 5        Local: 1

Company Name	Cost	Local
Hopkins Fundraising	\$12,000	N – Ada
Jones Consulting Group	\$14,988	N – Troy
Bergman, Inc.	\$23,000	Y – East Lansing
Strategic Partners, Inc.	\$24,000	N – Canton
Skystone Ryan, Inc.	\$38,500	N – Cincinnati, OH

Recommendation:

It is the recommendation of the Evaluation Committee to award a contract to Bergman, Inc. in an amount not to exceed \$23,000. Bergman is a local company, has past experience working with governmental and non-profit organizations, and has quality references. Bergman is also presently working with the Steering Committee for the PPZ Zoo Mileage Ballot Initiative Campaign.

Advertisement:

The RFP was advertised in the Lansing State Journal, El Central and posted on the Purchasing Department Web Page.

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION AUTHORIZING ENTERING INTO A CONTRACT WITH BERGMAN, INC. FOR A FUNDRAISING SOURCE IDENTIFICATION STUDY FOR THE POTTER PARK ZOO**

WHEREAS, the Potter Park Zoo recently adopted a new and ambitious master plan to guide improvements and the future development of Potter Park Zoo; and

WHEREAS, despite current financial challenges of the State of Michigan and national economies, all parties involved in the preparation, input, and approval of the master plan wholeheartedly believe its implementation is not only achievable, but plays a vital role in our community's recovery beyond the recession and will be well-received by the mid-Michigan region; and

WHEREAS, the Ingham County Board of Commissioners adopted Resolution #10-069 authorizing a \$50,000 adjustment to the 2010 Potter Park Zoo Operating Budget to complete a Fundraising Source Identification Study for the Potter Park Zoo; and

WHEREAS, the Ingham County Purchasing Department solicited Requests for Proposals (RFP) inviting proposals from qualified individuals and companies pursuant to County guidelines, in order to select an experienced consulting firm to develop a strategy to guide the implementation of a successful and reasonable fundraising campaign; and

WHEREAS, the bids were reviewed by the Ingham County Purchasing Department, Potter Park Zoo Board Members, Ingham County Parks and Recreation Commissioners, Potter Park Zoological Society Members, Parks and Zoo staff and all were in agreement that Bergman, Inc. of East Lansing, Michigan met all specifications and requirements; and

WHEREAS, the Purchasing Department recommends the proposal submitted by Bergman, Inc. of East Lansing, Michigan be accepted; and

WHEREAS, the Potter Park Zoo Board and the Parks & Recreation Commission passed resolutions in support of this contract at their May meetings and recommend the Board of Commissioners enter into a contract with Bergman, Inc. for the Potter Park Zoo Fundraising Identification Study; and

WHEREAS, funds for this project have been identified within the Potter Park Zoo Millage.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a contract with Bergman, Inc. of East Lansing, Michigan for the Potter Park Zoo Fundraising Identification Study for an amount not to exceed \$23,000, for the time period of June 14, 2010 to September 27, 2010.

BE IT FURTHER RESOLVED, that the Ingham County Board Chairperson and County Clerk are authorized to sign any contract documents consistent with this resolution after approval as to form by the County Attorney.

RESOLUTION STAFF REVIEW

DATE May 6, 2010

Agenda Item Title: Resolution Authorizing Father’s Day as an Additional Visitor Incentive Program at the Potter Park Zoo

Submitted by: Ingham County Parks & Recreation Commission

Committees: LE\_\_\_\_, JD\_\_\_\_, HS\_\_\_\_, CS\_ X\_, Finance \_X\_

Summary of Proposed Action:

Increasing visitation and positive visitor experiences at the Zoo are believed to be key elements to a successful renewal millage in 2010. The Potter Park Zoo and Zoo Marketing Committee wish to develop incentive programs internally and with outside partners to increase visitation at the Potter Park Zoo.

Board of Commissioners Resolution #10-040 authorized Mother’s Day, Grandparent’s Day, and College Day visitor incentive programs for Ingham County residents at the Potter Park Zoo with the following fee changes:

- Mother’s Day ~ Mothers and Children are free
- Grandparent’s Day ~ Grandparent and Grandchildren are free
- College Day ~ ½ off one Adult Admission with Student ID

The Parks & Recreation Commission expressed a desire to initiate a Father’s Day visitor incentive where fathers and children receive free admission in addition to the three visitor incentive days previously authorized. Potter Park Zoo staff will provide statistical feedback regarding the viability of all incentive programs to the Potter Park Zoo Board and the Ingham County Parks and Recreation Commission.

Financial Implications:

The addition of a Father’s Day visitor incentive has been reviewed by the Zoo Financial Coordinator and Zoo Director prior to recommending them to the Parks Director.

Other Implications: None.

Staff Recommendation: JLN X TL \_\_\_\_ TM\_\_\_\_ JC \_\_\_\_  
Staff recommends approval of the resolution.

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION AUTHORIZING FATHER'S DAY AS AN ADDITIONAL VISITOR INCENTIVE PROGRAM AT THE POTTER PARK ZOO**

WHEREAS, the citizens of Ingham County have invested several million dollars in improvements to the Potter Park Zoo; and

WHEREAS, increasing visitation and positive visitor experiences at the Zoo are believed to be key elements to a successful renewal millage in 2010; and

WHEREAS, the Potter Park Zoo and Zoo Marketing Committee wish to develop incentive programs internally and with outside partners to increase visitation at the Potter Park Zoo; and

WHEREAS, the Board of Commissioners authorized Mother's Day, Grandparent's Day, and College Day visitor incentive programs for Ingham County Residents at the Potter Park Zoo with the passage of Resolution #10-040 in February of 2010 with the following fee changes:

- Mother's Day ~ Mothers and Children are free
- Grandparent's Day ~ Grandparent and Grandchildren are free
- College Day ~ ½ off one Adult Admission with Student ID

WHEREAS, the Parks & Recreation Commission expressed a desire to initiate a Father's Day visitor incentive, where fathers and children receive free admission in addition to the three visitor incentive days previously authorized; and

WHEREAS, the Potter Park Zoo Board and the Parks & Recreation Commission supported the concept of the addition of a Father's Day visitor incentive to the visitor incentive program by passage of resolutions at their May meetings.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners approves the addition of Father's Day to the existing visitor incentive programs for Ingham County residents at the Potter Park Zoo.

BE IT FURTHER RESOLVED, fathers and children will receive free admission to the Potter Park Zoo during this visitor incentive.

BE IT FURTHER RESOLVED, Potter Park Zoo staff is directed to provide statistical feedback regarding the viability of all incentive programs to the Potter Park Zoo Board and the Ingham County Parks and Recreation Commission.

**RESOLUTION STAFF REVIEW**

**DATE** May 6, 2010

**Agenda Item Title:** Resolution to Amend the Contract with Modernistic Lansing, LLC for Carpet Cleaning at Various County Facilities

**Submitted by:** Facilities Department

**Committees:** LE\_\_\_\_, JD\_\_\_\_, HS\_\_\_\_, CS X, Finance X

**Summary of Proposed Action:**

This resolution will authorize entering into a contract with Modernistic Lansing, LLC, for carpet cleaning services for the Sheriff/Jail, Mason Courthouse, Hilliard Building, Drain, 55<sup>th</sup> District Court, Grady Porter Building/Veterans Memorial Courthouse, Human Services, Ingham County Family Center, Youth Center, Willow Clinic, and Well Child Clinic. Resolution #07-163 provides for a two year renewal option and the current contract is due to expire on August 31, 2010.

**Financial Implications:**

Total cost for the two year renewal is \$85,520.00, for the time period September 1, 2010 to August 31, 2012. The contract will include the addition of the Ingham County Family Center and the new carpet addition at the 55<sup>th</sup> District Court.

**Other Implications:**

The Facilities and Purchasing Departments concur that a two year contract with Modernistic Lansing, LLC be approved. Modernistic is willing to hold their prices at the same rates as the previous contract.

**Staff Recommendation:** JLN X TL \_\_\_\_ TM\_\_\_\_ JC \_\_\_\_

Staff recommends approval of the resolution. As required by the Board Ethics Policy, the role of the Board is to accept or reject the recommendation. If the recommendation is rejected, the committee should state the reason(s) for the rejection and instruct the staff to review the recommendation.

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION AWARDING A CONTRACT TO MODERNISTIC LANSING, LLC  
FOR CARPET CLEANING AT VARIOUS COUNTY FACILITIES**

**RESOLUTION #07-163**

WHEREAS, Ingham County Purchasing solicited "Invitations for Sealed Bids" from qualified and experienced firms for the purpose of providing carpet cleaning and maintenance services at various County facilities; and

WHEREAS, the payment of said services will be taken from the proper operational budgets located within the 931100 Maintenance Contractual account; and

WHEREAS, both the Facilities and Purchasing Departments concur that a contract be awarded to Modernistic Lansing, LLC to provide carpet cleaning services at various County facilities, for a period of three (3) years with an option to renew for two (2) additional years upon the mutual written consent of both the County and Contractor.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes entering into a contract with Modernistic Lansing, LLC, 4411 Empire Way, Lansing, MI 48917 to provide carpet cleaning services for the Sheriff/Jail, Mason Courthouse, Hilliard Building, Drain, 55<sup>th</sup> District Court, Grady Porter Building/Veterans Memorial Courthouse, Human Services, Youth Center, Willow Clinic, and Well Child Clinic for a total three (3) year cost of \$123,484.00

BE IT FURTHER RESOLVED, the Board authorizes the option of a two (2) year extension upon the recommendation of the County Controller and approval of the County Services Committee.

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

**COUNTY SERVICES: Yeas:** Nolan, Copedge, Soule, Severino, Dougan  
**Nays:** None    **Absent:** De Leon    **Approved 7/17/07**

**FINANCE:** Celentino, Weatherwax-Grant, Grebner, Hertel, Tennis, Dougan  
**Nays:** None    **Absent:** None    **Approved 7/18/07**

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AMEND THE CONTRACT WITH MODERNISTIC LANSING, LLC  
FOR CARPET CLEANING AT VARIOUS COUNTY FACILITIES**

WHEREAS, Resolution #07-163 approved entering into a contract with Modernistic Lansing, LLC which is due to expire on August 31, 2010, for the Sheriff's Office/Jail, Mason Courthouse, Hilliard Building, Drain, 55<sup>th</sup> District Court, Grady Porter Building/Veterans Memorial Courthouse, Human Services, Youth Center, Willow Clinic, and Well Child Clinic; and

WHEREAS, Resolution #07-163 states that a two (2) year renewal option is available at the end of the original contract; and

WHEREAS, the cost would be \$85,520.00 for the additional two (2) year renewal and this includes the addition of the Ingham County Family Center and the new carpet addition at the 55<sup>th</sup> District Court; and

WHEREAS, the payment of said services will be taken from the proper operational budgets located within the 931100 Maintenance Contractual account; and

WHEREAS, the Purchasing and Facilities Departments concur that a two (2) year renewal (September 1, 2010 to August 31, 2012) be extended to Modernistic Lansing, LLC, who currently have a contract with Ingham County through August 31, 2010.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes entering into a two year contract with Modernistic Lansing, LLC, 4411 Empire Way, Lansing, MI 48917, to provide carpet cleaning services for the Sheriff/Jail, Mason Courthouse, Hilliard Building, Drain, 55<sup>th</sup> District Court, Grady Porter Building/Veterans Memorial Courthouse, Human Services, Ingham County Family Center, Youth Center, Willow Clinic, and Well Child Clinic for a total cost of \$85,520.00, for the time period of September 1, 2010 to August 31, 2012.

BE IT FURTHER RESOLVED, Modernistic Lansing, LLC is willing to hold their prices at the same rates for the remainder of the contract as set forth in Resolution #07-163.

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

RESOLUTION STAFF REVIEW

DATE May 6, 2010

Agenda Item Title: Resolution Authorizing Extending the Contract with Great Lakes Window Cleaning for Window Cleaning at Various County Facilities

Submitted by: Facilities Department

Committees: LE\_\_\_\_, JD\_\_\_\_, HS\_\_\_\_, CS X, Finance X

Summary of Proposed Action:  
This resolution will authorize entering into a contract with Great Lakes Window Cleaning to provide semi-annual window and glass cleaning services for various County facilities. Resolution #07-076 provides for a two year renewal option and the current contract is due to expire on July 31, 2010.

Financial Implications:  
The annual cost of the contract is \$13,280.00, with a total contract cost not to exceed \$26,560.00, for the time period of August 1, 2010 to July 31, 2012.

Other Implications:  
The Facilities and Purchasing Departments concur that a two year contract with Great Lakes Window Cleaning be approved. Great Lakes Window Cleaning is willing to hold their prices at the same rates as the previous contract.

Staff Recommendation: JLN X TL \_\_\_\_ TM\_\_\_\_ JC \_\_\_\_  
Staff recommends approval of the resolution. As required by the Board Ethics Policy, the role of the Board is to accept or reject the recommendation. If the recommendation is rejected, the committee should state the reason(s) for the rejection and instruct the staff to review the recommendation.

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION AUTHORIZING A CONTRACT WITH GREAT LAKES WINDOW CLEANING FOR WINDOW CLEANING AT VARIOUS COUNTY FACILITIES**

**RESOLUTION #07-076**

WHEREAS, the current contract for window cleaning will expire on July 31, 2007; and

WHEREAS, the Purchasing Department has solicited bids from qualified and experienced firms for the purpose of providing window and glass cleaning services at various County facilities on a semi-annual basis; and

WHEREAS, the funds for these services will be budgeted in the appropriate 931100 Maintenance Contractual accounts; and

WHEREAS, the Facilities Department in concurrence with the Purchasing Department has recommended that a contract be awarded to Great Lakes Window Cleaning for a three (3) year agreement period beginning on August 1, 2007 through July 31, 2010, with an option to renew for two (2) years upon the mutual written consent of both the County and Contractor, the locations and services provided will be billed to the County as follows:

<b>Facility</b>	<b>Cleaning Services</b>	<b>Cost per Facility</b>	<b>Semi-Annual</b>	<b>Total Annual Cost</b>
Hilliard Bldg	Interior/Exterior	\$1,200.00	2 visits	\$2,400.00
Mason Cthouse	Interior/Exterior	\$1,575.00	2 visits	\$3,150.00
VMC	Exterior	\$1,325.00	2 visits	\$2,650.00
GPB	Exterior	\$1,000.00	2 visits	\$2,000.00
HSB	Exterior	\$1,325.00	2 visits	\$2,650.00
Youth Center	Exterior	\$ 100.00	2 visits	\$ 200.00
<b>Annual Total</b>				<b>\$13,050.00</b>
<b>3 Year Cost</b>				<b>\$39,150.00</b>

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes entering into a contract with Great Lakes Window Cleaning, 501 W. Mount Hope, Lansing, Michigan 48910, to provide semi-annual window and glass cleaning services for various County facilities for an annual cost of \$13,050.00, with a total contract cost not to exceed \$39,150.00.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes the option of a two (2) year extension upon the recommendation of the County Controller and approval of the County Services Committee.

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

**COUNTY SERVICES: Yeas:** De Leon, Tennis, Copedge, Severino, Dougan

**Nays:** None **Absent:** Nolan **Approved 4/3/07**

**FINANCE: Yeas:** Celentino, Grant, Grebner, Dougan

**Nays:** None **Absent:** Hertel, Soule **Approved 4/04/07**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING EXTENDING THE CONTRACT WITH GREAT LAKES WINDOW CLEANING FOR WINDOW CLEANING AT VARIOUS COUNTY FACILITIES**

WHEREAS, Resolution #07-076 authorized entering into a contract for window cleaning services with Great Lakes Window Cleaning which will expire on July 31, 2010; and

WHEREAS, the resolution states that a two (2) year renewal option is available; and

WHEREAS, the funds for these services will be budgeted within the appropriate 931100 Maintenance Contractual accounts; and

WHEREAS, the Purchasing and Facilities Departments concur that a two (2) year renewal (August 1, 2010 to July 31, 2012) will be extended to Great Lakes Window Cleaning who currently have a contract with Ingham County through July 31, 2010 for the following locations which includes the addition of the new Family Center location:

Facility	Cost per Facility	Semi-Annual	Total Annual Cost
Hilliard Bldg	\$1,200.00	2 visits	\$2,400.00
Mason Cthouse	\$1,575.00	2 visits	\$3,150.00
VMC	\$1,325.00	2 visits	\$2,650.00
GPB	\$1,000.00	2 visits	\$2,000.00
HSB	\$1,325.00	2 visits	\$2,650.00
Youth Center	\$100.00	2 visits	\$200.00
Family Center	\$230.00	2 visits	\$230.00
<b>Total</b>			<b>\$13,280.00</b>
<b>2 Year Cost</b>			<b>\$26,560.00</b>

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes entering into a contract with Great Lakes Window Cleaning, 501 W. Mount Hope, Lansing, Michigan 48910, to provide semi-annual window and glass cleaning services for various County facilities for an annual cost of \$13,280.00, with a total contract cost not to exceed \$26,560.00, for the time period of August 1, 2010 to July 31, 2012.

BE IT FURTHER RESOLVED, Great Lakes Window Cleaning is willing to hold their prices at the same rates for the remainder of the contract as set forth in Resolution #07-076.

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

RESOLUTION STAFF REVIEW

DATE May 6, 2010

Agenda Item Title: Resolution Awarding a Contract to H & C Earthworks and Construction, LLC for Concrete Repair Services at the Mason Courthouse

Submitted by: Facilities Department

Committees: LE\_\_\_\_, JD\_\_\_\_, HS\_\_\_\_, CS X, Finance X

Summary of Proposed Action:

This resolution will authorize a contract with H & C Earthworks and Construction to make concrete restorations to areas around the Mason Courthouse. The project will include removing and replacing a 12' by 30' sidewalk, removing five concrete steps and replacing with four steps, and restoring a ramp.

Financial Implications:

The contract is for an amount not to exceed \$5,960; funds for these repairs are available within CIP Line Item 245-90212-931000-5FAC4.

Other Implications:

H & C Earthworks and Construction, LLC submitted the lowest bid and whose office is located in Bath, Michigan.

Staff Recommendation: JLN X TL \_\_\_\_ TM \_\_\_\_ JC \_\_\_\_

Staff recommends approval of the resolution. As required by the Board Ethics Policy, the role of the Board is to accept or reject the recommendation. If the recommendation is rejected, the committee should state the reason(s) for the rejection and instruct the staff to review the recommendation.

**MEMORANDUM**

TO: County Services and Finance Committees  
FROM: Jim Hudgins, Director, Purchasing Department  
DATE: May 6, 2010  
SUBJECT: Bid Summary – Concrete Restorations for the Mason Courthouse

Project Description:

This project is for making concrete restorations to areas around the Mason Courthouse. The work includes removing and replacing a 12' by 30' sidewalk, removing 5 concrete steps and replacing with four steps, and restoring a ramp.

Bid Summary:

Vendors contacted: 3            Local: 1  
Vendors responding: 3        Local: 1

<b>Company Name</b>	<b>Cost</b>	<b>Local</b>
H & C Earthworks and Construction, LLC	\$5,960	N – Bath
Cusack’s Masonry Restoration, Inc.	\$6,250	N – Hubbardston
Bornor Restoration, Inc.	\$9,091	Y – Lansing

Recommendation:

Award a contract to H & C Earthworks and Construction, LLC in an amount not to exceed \$5,960.

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION AWARDING A CONTRACT TO H & C EARTHWORKS AND CONSTRUCTION,  
LLC FOR CONCRETE REPAIR SERVICES AT THE MASON COURTHOUSE**

WHEREAS, some areas of concrete around the Mason Courthouse are deteriorating; and

WHEREAS, services would include removing and replacing a 12-foot by 30-foot sidewalk, removing five steps and replacing with four steps on the West side of the Courthouse, as well as fixing the ramp and two steps on the North side of the Courthouse; and

WHEREAS, funds for these repairs are available within CIP Line Item 245-90212-931000-5FAC4; and

WHEREAS, it is the recommendation of the Facilities and Purchasing Departments to use H & C Earthworks and Construction, LLC, who submitted the lowest bid.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby authorizes entering into a contract with H & C Earthworks and Construction, LLC, 13111 Watson Road, Bath, Michigan 48808, to replace and repair some areas of concrete around the Mason Courthouse for a not to exceed cost of \$5,960.00 for the time period of June 1 through June 18, 2010.

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

RESOLUTION STAFF REVIEW

DATE May 7, 2010

Agenda Item Title: Resolution Awarding a Contract to PM Technologies to Provide Generator Services for Various Back Up Generators Throughout Ingham County

Submitted by: Facilities Department

Committees: LE\_\_\_\_, JD\_\_\_\_, HS\_\_\_\_, CS\_ X\_, Finance\_ X\_\_

Summary of Proposed Action:

This resolution will authorize entering into a three (3) year contract with PM Technologies for the preventative maintenance, repair and emergency services for (13) back-up generators located at various County facilities. This contract would include the four Emergency Services E911 back-up generators. Load Bank testing on an as-needed basis is also included in this contract. Contract time period will be August 1, 2010 through July 31, 2013, with an option of a two-year renewal.

Financial Implications:

- Funds for the nine (9) various county back-up generators (Hilliard, Human Services Building, Jail, Veterans Memorial Courthouse and the Youth Center are located within the appropriate operating building budgets, 931100 Maintenance Contractual (\$10,075.00 total for three years);
- The four Emergency 911 back-up generators (Pennsylvania Avenue, Dobie Road, Leslie and Dansville sites) are available in line item 261-34600-818000 (\$3,735.00 total for three years).
- Load Bank testing on an as needed basis at a cost not to exceed \$425.00 per generator.
- Cost not to exceed \$13,810.00.

Other Implications:

PM Technologies of Wixom, Michigan submitted the lowest bid.

Staff Recommendation: JLN X TL \_\_\_\_ TM\_\_\_\_ JC \_\_\_\_

Staff recommends approval of the resolution. As required by the Board Ethics Policy, the role of the Board is to accept or reject the recommendation. If the recommendation is rejected, the committee should state the reason(s) for the rejection and instruct the staff to review the recommendation.

MEMORANDUM

TO: County Services and Finance Committees
FROM: Jim Hudgins, Director, Purchasing Department
DATE: May 6, 2010
SUBJECT: Bid Summary – Generator Preventative Maintenance Service

Project Description:

This project is for entering into a 3-year contract with a qualified firm for the preventative maintenance, repair and emergency services for (13) back-up generators located at various County facilities. (Included in the inventory are (4) Emergency Services E-9-1-1 back-up generators.) Load bank testing on an as-needed basis is also included.

Bid Summary:

Vendors contacted: 22 Local: 4
Vendors responding: 5 Local: 1

Table with 4 columns: Company Name, Maintenance 3-Year Cost, Load Bank Testing Per Generator, Local. Rows include PM Technologies, Wolverine Power Systems, Cummins Bridgeway, LLC, W.W. Williams, and Michigan CAT.

Some of the local firms contacted who did not respond to this solicitation cited that they do not provide generator preventative maintenance services.

Recommendation:

Award a 3-year contract with an option to renew for 2 additional years to PM Technologies for \$13,810 for preventative maintenance, repair and emergency repairs and \$425 per generator on an as-needed basis for load bank testing.

Advertisement:

The RFP was advertised in the Lansing State Journal, El Central, various construction news services, and posted on the Purchasing Department Web Page.

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION AWARDING A CONTRACT TO PM TECHNOLOGIES TO PROVIDE GENERATOR SERVICES FOR VARIOUS BACK UP GENERATORS THROUGHOUT INGHAM COUNTY**

WHEREAS, the County has thirteen back-up generators located at various County facilities which includes four Emergency Services 911 back-up generators; and

WHEREAS, these thirteen generators require regular preventative maintenance, repair and emergency services; and

WHEREAS, the cost to provide these services is \$13,810.00 for a three year period; and

WHEREAS, load bank testing is available on an as needed basis for a cost of \$425.00 per generator; and

WHEREAS, the funds for the nine (9) various county back-up generators (Hilliard, Human Services Building, Jail, Veterans Memorial Courthouse and the Youth Center are located within the appropriate operating building budgets, 931100 Maintenance Contractual (\$10,075.00 total for three years); and

WHEREAS, the funds for the four Emergency 911 back-up generators (Pennsylvania Avenue, Dobie Road, Leslie and Dansville sites) are available in line item 261-34600-818000 (\$3,735.00 total for three years); and

WHEREAS, the contract term would be for three (3) years, for a cost not to exceed \$13,810.00, the contract will include an option to renew for an additional two (2) years with a mutual agreement between the County and the Contractor.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby authorizes entering into a three year contract with PM Technologies, 29395 Wall Street, Wixom, Michigan 48393, for a total cost of \$13,810.00, for the time period August 1, 2010 through July 31, 2013, with an option of a two-year renewal.

BE IT FURTHER RESOLVED, PM Technologies will provide load bank testing on an as needed basis at a cost not to exceed \$425.00 per generator.

BE IT FURTHER RESOLVED, PM Technologies will provide regular preventative maintenance, repair and emergency services for the County's thirteen generators.

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

RESOLUTION STAFF REVIEW

DATE May 7, 2010

Agenda Item Title: Resolution Updating Various Fees for County Services

Submitted by: Controller/Administrator's Office

Committees: LE X, JD X, HS X, CS X, Finance X

**Summary of Proposed Action:** This resolution will authorize the adjustment of various fees for county services to be effective for the Health Department and Friend of the Court on October 1, 2010, and for all other departments on January 1, 2011. These adjustments are based on an update of the "Cost of Services Analysis" completed by Maximus in 2002. Updated costs were then multiplied by the target percent of cost to be recovered by the fee for services as identified by the Board of Commissioners. Input was solicited from county departments and offices as part of the process of making these recommended adjustments. A full analysis of each fee was presented to all committees at the previous round of meetings. In the Human Services and Finance packets, the full analysis for the Health Department is presented here again, as several changes have been made to the Environmental Health Fees schedule since the last presentation.

**Financial Implications:** If the fee adjustments are passed as proposed, additional annual revenue would total approximately \$493,088. This total changed slightly from the \$498,775 calculated for the previous round of meetings due to the update of target percentages and cost calculations for certain Environmental Health Fees as well as some added and deleted fees. These are shown in the detailed attachment from the Health Department. This additional revenue will be recognized in the 2011 Controllor Recommended Budget.

**Other Implications:** As directed by the Board of Commissioners, the Controllor's Office has incorporated the update of county fees into the annual budget process. This will allow the county to annually and incrementally adjust fees based on changing costs, rather than to make large adjustments at one time.

**Staff Recommendation:** JLN \_\_\_ TL \_\_\_ TM X JC \_\_\_  
Staff recommends approval of the resolution.

Introduced by the Finance Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION UPDATING VARIOUS FEES FOR COUNTY SERVICES**

WHEREAS, the Board of Commissioners set various fees for county services in Resolution #02-155 based on information and recommendations of the *Maximus Cost of Services Analysis* completed in 2002; and

WHEREAS, the Board of Commissioners also established the percent of the cost of providing the services which should be recovered by such fees, referred to in this process as a “target percent”; and

WHEREAS, the Board of Commissioners has directed the Controller’s Office to establish a process for the annual review of these fees and target percents; and

WHEREAS, this process begins with the calculation of a cost increase factor, which is equal to the previous three year average increase in General Fund Adopted Budget for the appropriate departments; and

WHEREAS, this cost increase factor is applied to the previous year’s calculated cost and multiplied by the target percent and in most cases rounded to the lower full dollar amount in order to arrive at a preliminary recommended fee for the upcoming year; and

WHEREAS, in cases where the calculated cost multiplied by target percent is much higher than the current fee, the fee will be recommended to increase gradually each year until the full cost multiplied by target percent is reached, in order to avoid any drastic increases in fees; and

WHEREAS, in cases where the calculated cost multiplied by target percent is lower than the current fee, no fee increase will be recommended for that year; and

WHEREAS, after initial recommendations are made by the Controller/Administrator, these recommendations are distributed to the affected offices and departments, in order to receive their input; and

WHEREAS, after reviewing the input from the affected offices and departments, the Controller/Administrator makes final recommendations to the Board of Commissioners; and

WHEREAS, the Controller/Administrator’s Office has finished its annual review of these fees and recommended increases, where appropriate, based on increased costs of providing services supported by these fees and the percent of the cost of providing the services which should be covered by such fees as established by the Board of Commissioners; and

WHEREAS, the Board of Commissioners has reviewed the Controller/Administrator's recommendations including the target percentages, along with recommendations of the various county offices, departments, and staff.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes or encourages the following fee increases in Attachments A and B at the rates established effective January 1, 2011, with the exception of the Health Department and Friend of the Court where new rates will be effective October 1, 2010.

BE IT FURTHER RESOLVED, that the fees within major Health Department services are not included on the attachments and were not set by the policy above, but rather through policy established in Resolutions #05-166 and #05-242.

Location of Service	Fee Description	2010 Fee	2011 Fee	Target Percent
Animal Control	RABIES DECAP	\$30.00	\$40.00	100.0%
Animal Control	TRANQ. AT-LARGE FEE	\$15.00	\$30.00	100.0%
Animal Control	Rabies vaccination on redeemed dogs	\$0.00	10.00	100.0%
Animal Control	Bordatella Vaccination on redeemed dogs	\$0.00	5.00	100.0%
Pros Atty	Diversion - Service Fee-Misdemeanor Offender	\$420.00	\$440.00	50.0%
Pros Atty	Diversion - Service Fee-Felony Offender	\$730.00	\$750.00	50.0%
Pros Atty	Costs-eligible convictions - Guilty Plea	\$100.00	\$105.00	75.0%
Jail	Day Rate	\$50.00	\$52.44	100.0%
Sheriff	Costs for Command	55.00	\$62.35	100.0%
Coop. Ext.	Soil Box Analysis	\$12.00	\$15.00	100.0%
Comm. Health	Conting Ed. Fee Diseased Control/Imm.	\$12.00	\$13.00	100.0%
Comm. Health	INS Vaccination Verif Form I-693	\$31.00	\$33.00	100.0%
Comm. Health	Immuniz Record Copying Fee	\$3.00	\$4.00	100.0%
Comm. Health	MIHP Tran. Bus/Van	\$29.72	\$31.29	100.0%
Comm. Health	MIHP - Trans Taxi	\$27.18	\$28.62	100.0%
Comm. Health	MIHP Trans. Volunteer	\$0.29	\$0.31	100.0%
Comm. Health	Compreh Envir Investigation	\$255.00	\$265.00	100.0%
Comm. Health	Assessment of Home	\$105.00	\$110.00	100.0%
Comm. Health	Immigration Physical Exams	\$165.00	\$170.00	100.0%
Imm. Clinic	Internat'l Travel Consult	\$52.00	\$55.00	100.0%
Imm. Clinic	Influenza - Mass Vacc. Clinic	\$34.00	market price	75.0%
Med Examiner	Cremation Permits	\$22.00	\$23.00	100.0%
Med Examiner	Autopsy Report Copies (family)	\$14.00	\$15.00	100.0%
Med Examiner	Autopsy Report Copies (others)	\$37.00	\$39.00	100.0%
Env. Health	FSE Initial License incl.2 hrs Plan Rev	\$1,150.00	\$1,200.00	50.0%
Env. Health	FSE Initial Restricted License	\$590.00	\$620.00	50.0%
Env. Health	FSE Initial License (Mobile)	\$415.00	\$430.00	50.0%
Env. Health	FSE-Multiple facility renewal license	\$180.00	\$190.00	50.0%
Env. Health	FSE Renewal Lic -At least \$750,000	\$950.00	\$1,000.00	50.0%
Env. Health	FSE Renewal Lic-At least \$500,000,less than \$750,000	\$800.00	\$840.00	50.0%
Env. Health	FSE Renewal Lic-At least \$250,000,less than \$500,000	\$620.00	\$650.00	50.0%

<b>Location of Service</b>	<b>Fee Description</b>	<b>2010 Fee</b>	<b>2011 Fee</b>	<b>Target Percent</b>
Env. Health	FSE Renewal Lic-Less than \$250,000	\$425.00	\$450.00	50.0%
Env. Health	Fixed Food Svc Estab-Nonprofit	\$250.00	\$230.00	25.0%
Env. Health	FSE Seasonal Renewal -Gross sales exc. \$750,000	\$590.00	\$600.00	50.0%
Env. Health	FSE Seasnl renewal- at least \$500,000,less \$750,000	\$480.00	\$500.00	50.0%
Env. Health	FSE Seasnl Renewal -at least \$250,000,less \$500,000	\$370.00	\$390.00	50.0%
Env. Health	FSE Seasonal renewal -less than \$250,000	\$265.00	\$275.00	50.0%
Env. Health	profit	\$92.00	\$130.00	25.0%
Env. Health	FSE - DOE Schools Program - Production Kitchen	\$450.00	\$490.00	50.0%
Env. Health	FSE - DOE Schools Program - Satellite Kitchen	\$300.00	\$310.00	50.0%
Env. Health	Change of Ownership of FSE	\$350.00	\$360.00	50.0%
Env. Health	Initial Lic Fee Exmpt (plan revw only) Govt hourly rate	\$102.00	\$105.00	100.0%
Env. Health	Late licence renewal fee	\$120.00	\$125.00	100.0%
Env. Health	Public Pool Inspection	\$200.00	\$210.00	100.0%
Env. Health	Each add'l pool at same location	\$100.00	\$105.00	100.0%
Env. Health	Pool Reinspection (after violation)	\$100.00	\$105.00	100.0%
Env. Health	DHS Licensing Inspection - municipal	\$190.00	\$200.00	100.0%
Env. Health	DHS Licensing Inspection-well & septic	\$315.00	\$330.00	100.0%
Env. Health	DHS Licensing well & septic only	\$125.00	\$130.00	100.0%
Env. Health	DHS Licensing re-inspection fee hourly rate	\$100.00	\$105.00	100.0%
Env. Health	DHS Initial Licensing Plan Review	\$350.00	\$380.00	100.0%
Env. Health	STFU late inspection request	\$200.00	\$210.00	100.0%
Env. Health	Special food svc estab surchrg 2nd step of enforcement	\$220.00	\$230.00	100.0%
Env. Health	Special food svc estab surchrg 3rd step of enforcement	\$450.00	\$460.00	100.0%
Env. Health	Tattooing Business Initial License	\$750.00	\$780.00	100.0%
Env. Health	Tattooing Lic-late renewal-additional	\$120.00	\$125.00	100.0%

<b>Location of Service</b>	<b>Fee Description</b>	<b>2010 Fee</b>	<b>2011 Fee</b>	<b>Target Percent</b>
Env. Health	Tattooing w/o initial license/reinstatement of revoked	\$500.00	\$525.00	100.0%
Env. Health	Tattooing non-compliant with inspection	\$100.00	\$105.00	100.0%
Env. Health	Temp FSE - Non-Profit	\$120.00	\$105.00	25.0%
Env. Health	Temp Nonprf FSE-Ops Beg Bef Licg (double)	\$190.00	\$200.00	100.0%
Env. Health	Temp FSE- Preparation Type	\$200.00	\$215.00	50.0%
Env. Health	Temp FSE-Ops Began Before Licg (double)	\$400.00	\$420.00	100.0%
Env. Health	Temp FSE-each add'l lic.after 2 at 1 loc	\$66.00	\$69.00	50.0%
Env. Health	Temp Event Inspection Request - Late Fee-profit	N/A	\$400.00	100.0%
Env. Health	Temp Event Inspection Request - Late Fee-Nonprofit	N/A	\$200.00	100.0%
Env. Health	Vending:1-3 Licensable Mach. in Same Loc.	\$74.00	\$78.00	50.0%
Env. Health	Vending: 4-6 Licensable Mach. in Same Loc.	\$95.00	\$100.00	50.0%
Env. Health	Vending: 7-10 Licensable Mach. in Same Loc.	\$130.00	\$135.00	50.0%
Env. Health	Failing to apply - vending lic.	N/A	\$180.00	100.0%
Env. Health	Sewage Only (new)	\$500.00	\$540.00	100.0%
Env. Health	Well Only (new)	\$500.00	\$540.00	100.0%
Env. Health	Vacant Land Evaluation	\$500.00	\$520.00	100.0%
Env. Health	On-Site Sewage repair/replace	\$480.00	\$520.00	100.0%
Env. Health	Repair - Well	\$180.00	\$190.00	100.0%
Env. Health	Altern On-site Sewage Syst Plan Revw	\$380.00	\$400.00	100.0%
Env. Health	Hourly Rate Over Standard Service	\$102.00	\$105.00	100.0%
Env. Health	Subdivision Evaluation of Preliminary Plat	\$200.00	\$210.00	100.0%
Env. Health	Bathing Area Operational Permit	\$200.00	\$210.00	100.0%
Env. Health	Reinstmt of bathing area permit	\$102.00	\$105.00	100.0%
Env. Health	Sanitary Surv for Prop. Bathg Beach	\$400.00	\$420.00	100.0%
Env. Health	Munic Requ Eval. of Well/Septic	\$102.00	\$105.00	100.0%
Env. Health	Septic or Well ownershp trsfr,not installed at time of transfer.	\$170.00	\$175.00	100.0%
Env. Health	Septic tank repair or replacement inspection fee	\$260.00	\$265.00	100.0%

<b>Location of Service</b>	<b>Fee Description</b>	<b>2010 Fee</b>	<b>2011 Fee</b>	<b>Target Percent</b>
Env. Health	Campground Inspection 0-99 Sites	\$135.00	\$140.00	100.0%
Env. Health	Campground Inspection 100-199 Sites	\$205.00	\$215.00	100.0%
Env. Health	Campground Inspection 200+ Sites	\$270.00	\$280.00	100.0%
Env. Health	Campground 0-99 sites -after July 1 fine for late inspection -150%	N/A	\$210.00	150.0%
Env. Health	Campground 100-199 Sites after July 1 fine for late inspection	N/A	\$322.00	150.0%
Env. Health	Campground 200+ Sites after July 1 fine for late inspection 150%	N/A	\$420.00	150.0%
Env. Health	Campground 0-99 Sites after Sept 1 fine for late inspection 200%	N/A	\$280.00	200.0%
Env. Health	Campground 100-199 Sites after Sept 1 fine for late inspection 200%	N/A	\$430.00	200.0%
Env. Health	Campground 200+ Sites fine for late inspection after Sept 1 -200%	N/A	\$560.00	200.0%
Env. Health	Collection of water samples for Type II Non-Community Water Sampling per hr	\$102.00	\$105.00	100.0%
Env. Health	Type II Non Community - Sanitary Survey	\$400.00	\$420.00	100.0%
		flat rate	flat rate	
Env. Health	Board of Health appeal fee	\$115.00	\$119.00	100.0%
Env. Health	Reinstatmt of Susp FSE	\$500.00	\$560.00	100.0%
Env. Health	Surchrge-Fail submit plans/chg own	\$500.00	\$540.00	100.0%
Env. Health	Surcharge-Fail of applic - vending	\$170.00	\$180.00	100.0%
Env. Health	Critical Follow-up Inspection fee	\$120.00	\$130.00	100.0%
Env. Health	Reinstmt of Susp Tattooing License	\$190.00	\$195.00	100.0%
Env. Health	Point of Sale- appl processing fee	\$175.00	\$180.00	100.0%
Env. Health	Point of Sale- on site evaluation well & waste treatment system by ICHD	\$350.00	\$360.00	100.0%
Env. Health	Waste Treatment Inspection by ICHD (excludes pumping fees)	\$200.00	\$210.00	100.0%
Env. Health	Well Inspection by ICHD (includes water samples for bacteria and partial chemicals)	\$145.00	\$150.00	100.0%
Env. Health	Point of Sale- follow up/hr. - Extension Evaluations	\$95.00	\$105.00	100.0%

<b>Location of Service</b>	<b>Fee Description</b>	<b>2010 Fee</b>	<b>2011 Fee</b>	<b>Target Percent</b>
Env. Health	Point of Sale- Annl Inspector renwl fee	\$115.00	\$120.00	100.0%
Health Ed.	License- Tobacco Sales- 1yr.- Retailer	\$280.00	\$290.00	100.0%
Health Ed.	License- Tobacco Sales- 1yr.- Vend. Mach.	\$280.00	\$290.00	100.0%
Health Ed.	Tobacco -Temporary Sampling Permit Fee	\$110.00	\$115.00	100.0%
Vet. Affairs	County User Fee	\$20.52	\$22.06	100.0%

**ATTACHMENT B: FEES FOR WHICH AN ADJUSTMENT IS RECOMMENDED**

<b>Location of Service</b>	<b>Fee Description</b>	<b>2010 Fee</b>	<b>2011 Fee</b>	<b>Target Percent</b>
Family Division	Delinquency Costs	\$150.00	\$175.00	100.0%
Family Division	Tether	\$15.00	\$20.00	25.0%
FOC	FOC Bench Warrants	\$225.00	\$250.00	100.0%