



**Board of
Commissioners'
Meeting**

July 7, 2015

**NOTICE AND AGENDA FOR
JULY 7, 2015 MEETING
OF THE
KALAMAZOO COUNTY BOARD OF COMMISSIONERS**

PLEASE TAKE NOTICE that a regular meeting of the Kalamazoo County Board of Commissioners is scheduled for Tuesday, July 7, 2015, at 7:00 p.m. in the Board of Commissioners Room, second floor, County Administration Building, 201 West Kalamazoo Avenue, Kalamazoo, Michigan, for the purpose of considering the following items:

- ITEM 1 Call to Order
- ITEM 2 Invocation
- ITEM 3 Pledge of Allegiance
- ITEM 4 Roll Call
- ITEM 5 Approval of Minutes
- ITEM 6 Communications
- ITEM 7 Citizens' Time
- ITEM 8 For Consideration

- A. Request for Approval of a Resolution Honoring Kalamazoo Rotary

CONSENT AGENDA

Circuit Court

- B. Request for Approval of a Contract with Robert Griffith, PsyD, ABAP

Finance

- C. Request for Approval of a Contract Agreement with MAXIMUS Consulting Services

Health & Community Services

- D. Request for Approval of Household Hazardous Waste (HHW) Contract Amendments with Multiple Townships and Municipalities
- E. Request for Approval of Contract Addendum with Harmony Information Systems
- F. Request for Approval to Terminate a Contract for Professional Services with Patricia Goodman
- G. Request for Approval of Advertising Contract with Smartlite
- H. Request for Approval of 2015-2016 Advertising Agreement with YP-Yellow Pages
- I. Request for Approval of Business Agreement with Bronson Methodist Hospital
- J. Request for Approval of Data Sharing Agreement with Kalamazoo Regional Education Service Agency (KRESA)
- K. Request for Approval of Creation of Position (Grant Funds)

Prosecuting Attorney

- L. Request for Approval of 2014-2015 Victims of Crime Act (VOCA) Grant Amendment #1 with the Michigan Department of Community Health

Treasurer

- M. Request for Approval to Accept Field of Interest Grant from the Local Initiatives Support Corporation (LISC)

N. Request for Approval of Resolution to Acquire Tax Foreclosed Property

Board of Commissioners

O. Request for Approval of Transfers and Disbursements

P. Request for Approval of Appointments to Various Advisory Boards

Q. Request for Approval of Cash Advance to the Kalamazoo County Consolidated Dispatch Authority

R. Request for Approval of Letter of Support to MDEQ to Waive a Public Hearing for the City of Portage's Application for the Bikeway

NON-CONSENT AGENDA ITEMS

The following items are Non-Consent Agenda Items and will be voted on individually.

S. Request for Authority to Negotiate Employment Contract for County Administrator Position

ITEM 9 Old Business

Sheriff

T. Request for Approval of a Contract with McDonalds Towing and Rescue

ITEM 10 New Business

ITEM 11 County Administrator's Report

ITEM 12 Chairperson's Report

ITEM 13 Vice Chairperson's Report

ITEM 14 Members' Time

ITEM 15 Adjournment

Dina Sutton

Dina Sutton

Office Manager for Administrative Services

JULY 1, 2015

MEETINGS OF THE KALAMAZOO COUNTY BOARD OF COMMISSIONERS ARE OPEN TO ALL WITHOUT REGARD TO RACE, SEX, COLOR, AGE, NATIONAL ORIGIN, RELIGION, HEIGHT, WEIGHT, MARITAL STATUS, POLITICAL AFFILIATION, SEXUAL ORIENTATION, GENDER IDENTITY OR DISABILITY. KALAMAZOO COUNTY WILL PROVIDE NECESSARY REASONABLE AUXILIARY AIDS AND SERVICES, SUCH AS SIGNERS FOR THE HEARING IMPAIRED AND AUDIO TAPES OF PRINTED MATERIALS BEING CONSIDERED AT THE MEETING/HEARING, TO INDIVIDUALS WITH DISABILITIES AT THE MEETING/HEARING UPON FOUR (4) BUSINESS DAYS' NOTICE TO THE COUNTY. INDIVIDUALS WITH DISABILITIES REQUIRING AUXILIARY AIDS OR SERVICES SHOULD CONTACT THE COUNTY BY WRITING OR CALLING:

Dina Sutton

Office Manager for Administrative Services

KALAMAZOO COUNTY GOVERNMENT

201 West Kalamazoo Avenue

Kalamazoo, Michigan 49007

TELEPHONE: (269)384-8111

B.

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: July 7, 2015

DEPARTMENT: Circuit Court – Family Division

PREPARED BY: Suzanne Darling

SUBJECT: Contract with Robert Griffith, PsyD, ABAP

SPECIFIC ACTION REQUESTED:

Execution of contract between the County of Kalamazoo and Robert Griffith, PsyD, ABAP for the purpose of evaluating juveniles for competency and/or criminal responsibility.

DESCRIPTION OF ACTION (dollar amount, purpose):

County shall pay Consultant \$700 per occurrence for forensic evaluation of juveniles; one hundred sixty dollars per hour, one hour minimum and one hour of preparation time, for testimony in court. This contract will ensure continuation of services from the time Dr. Fenimore Johnson retires until the time his replacement is hired.

TIME FRAME OF ACTION:

Timeframe depends on how long it takes to find a suitable replacement for Dr. Fenimore Johnson.

FUNDING SOURCE IF REQUIRED (Federal, State, or Local):

292-622; 50% State Child Care Fund, 50% General Fund

PERSONNEL IF REQUIRED:

(indicate if elimination or creation and list FTE; job title; grade; full-time salary range; account number; and, if known, position number)

N/A

NEW OR RENEWAL OR AMENDMENT:

(If an amendment to a contract/agreement please provide the date in which the original was approved by the Board of Commissioners)

New

ANY OTHER PERTINENT INFORMATION:

PROCUREMENT INFORMATION:

(indicate if the contract was bid out, if not, state reason(s) why; indicate last time contract was bid out; indicate if awarded bidder was the lowest bidder, if not, indicate why)

Bids were not requested. The service is specialized and there are a limited number of service providers with acceptable credentials and experience.

CONTACT PERSON WITH PHONE NUMBER:

Suzanne Darling, Circuit Court Administrator, 383-8928

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: July 7, 2015

DEPARTMENT: Finance

PREPARED BY: Lisa Bradshaw

SUBJECT: Contract Agreement between County of Kalamazoo and MAXIMUS Consulting Services

SPECIFIC ACTION REQUESTED:

Approval of contract between County of Kalamazoo and MAXIMUS Consulting Services

DESCRIPTION OF ACTION (dollar amount, purpose):

Development of a central services cost allocation plan. Total compensation in the amount of \$34,500 or \$11,500 for each respective year.

TIME FRAME OF ACTION:

Upon execution through March 31, 2018

FUNDING SOURCE IF REQUIRED (Federal, State, or Local):

General Fund

PERSONNEL IF REQUIRED:

(indicate if elimination or creation and list FTE; job title; grade; full-time salary range; account number; and, if known, position number)

N/A

NEW OR RENEWAL:

Renewal

ANY OTHER PERTINENT INFORMATION:

No increase over prior contract period.

PROCUREMENT INFORMATION:

(indicate if the contract was bid out, if not, state reason(s) why; indicate last time contract was bid out; indicate if awarded bidder was the lowest bidder, if not, indicate why)

CONTACT PERSON WITH PHONE NUMBER:

Lisa Bradshaw – Finance 383-8686



Kalamazoo County

Health & Community Services

3299 Gull Road, P.O. Box 42, Nazareth, MI 49074-0042

DATE: July 7, 2015

TO: County Board of Commissioners

FROM: Gillian A. Stoltman, Ph.D, M.P.H, Director/Health Officer

RE: ITEMS FOR YOUR CONSIDERATION

A. APPROVAL OF HOUSEHOLD HAZARDOUS WASTE CONTRACT AMENDMENTS WITH MULTIPLE TOWNSHIPS AND MUNICIPALITIES

ACTION REQUIRED

HCS Administration requests Board approval of the following contract amendments between the county governmental units listed below (both in and out-of-county units) and Kalamazoo County Health and Community Services Department for the Household Hazardous Waste Program. These contracts are for the period of January 1, 2015 to December 31, 2015 and establish each unit's funding for fiscal year 2015.

GOVERNMENTAL UNITS AND FUNDING

- | | |
|-----------------------|-----------|
| 1. August, Village of | \$500 |
| 2. Kalamazoo, City of | \$ 40,000 |
| 3. Pavilion Township | \$4,200 |

DESCRIPTION OF SUBJECT

The county will provide collection services to each unit's residents at the Household Hazardous Waste Center as long as that unit has funds on account with the county to cover the costs of their citizen's utilization of the service. These amendments were a result of amended Household Hazardous Waste fees for FY15 that were approved by the Board on March 17th of this year for the purpose of supporting HHW program operations on six (6) Saturdays for the remainder of the calendar year.

RELATIONSHIP TO GOALS

These amendments will allow the collection of household hazardous waste in 2015 from each unit's residents and will allow removal of household hazardous waste from the waste stream, thus preventing environmental contamination problems. This program is consistent with the HCS's goal to improve the quality and safety of the physical environment for Kalamazoo County residents.

FUNDING SOURCE

Funding amounts for each governmental unit are listed above. Each of the in-county amendments includes a specific amount for operational expenses, which is based upon a cost-sharing formula. Both in-county and out-county are charged based on actual participation by individual households. Out-of-county municipalities are charged for actual participation plus a \$37.25 service fee per household. If the funds for a unit are exhausted before the contract period ends, that unit's residents will not receive collection services unless more funds are transferred to the county.

PERSONNEL

There are no new personnel associated with this item.

PROCUREMENT

There is no procurement associated with this request.

ISSUES/CONCERNS

There are no issues or concerns. If you have any questions, please contact Vern Johnson, Environmental Health Division Manager, at 373-5356 or vljohn@kalamazoo.com

B. ACCEPTANCE OF A CONTRACT ADDENDUM WITH HARMONY INFORMATION SYSTEMS AND THE KALAMAZOO COUNTY HEALTH & COMMUNITY SERVICES DEPARTMENT/REGION IIIA AREA AGENCY ON AGING

ACTION REQUESTED

HCS Administration requests Board approval of a contract addendum with Harmony Information Systems, Inc. (Harmony) and the Kalamazoo County Health & Community Services Department/Region IIIA Area Agency on Aging (AAIIIA) for the purpose of providing administrative access to AAIIIA staff member. The original agreement was approved on 10/21/14

DESCRIPTION OF SUBJECT

The AAIIIA is required to provide an information and referral service for the individuals and region served by the agency. The Harmony Information System is the means by which this service is delivered. AAIIIA would like to have limited administrative access granted to an internal staff member to provide for greater ease and timeliness for the management of establishing others as authorized users and using the system to its fullest capacity to serve county and regional community members.

RELATIONSHIP TO GOALS

The product associated with this agreement meets the goal to “Strengthen the capacity of individuals and families at risk within the community to take control of their lives.”

FUNDING SOURCE

There are no additional funds required as a result of this request. This is an allowable addition under the master agreement and already established yearly fees of \$1,200 that is paid for with federal funds.

PERSONNEL

There are no new personnel as a result of this request.

PROCUREMENT

All County procurement policies were followed and adhered to.

ISSUES/CONCERNS

There are no issues or concerns. If there are any questions, please contact Judy Sivak, Director of Area Agency on Aging IIIA, at 373-5153 or jasiva@kalcounty.com.

C. APPROVAL TO TERMINATE CONTRACT FOR PROFESSIONAL SERVICES BETWEEN PATRICIA GOODMAN AND KALAMAZOO COUNTY HEALTH & COMMUNITY SERVICES DEPARTMENT/REGION IIIA AREA AGENCY ON AGING

ACTION REQUESTED

HCS Administration requests Board approval to terminate the contract for Professional Services Agreement between Patricia Goodman and the Kalamazoo County Health & Community Services Department/Region IIIA Area Agency on Aging (AAIII A) effective July 7, 2015. The original agreement was approved by the Board on 2/17/15.

DESCRIPTION OF SUBJECT

Patricia Goodman, a certified Master Trainer for Chronic Pain PATH and Diabetes PATH, has been contracted to provide professional services and support to the Personal Action Toward Health (PATH) programs for the Area Agency on Aging IIIA, but has failed to acquire the necessary liability insurance per the terms of the contract. Due to this reason and the contractee's notice that she does not plan to purchase liability insurance, the Health & Community Services Department wishes to terminate the contract.

RELATIONSHIP TO GOALS

There is no direct relationship to the goals of HCS.

FUNDING SOURCE

There is no funding related to this request.

PERSONNEL

There is no personnel issue related to this request.

PROCUREMENT

There is no procurement related to this request.

ISSUES/CONCERNS

There are no issues or concerns. If you have any questions, please contact Judy Sivak, Director of Area Agency of Aging IIIA, at jasiva@kalcounty.com or 373-5153.

**D. APPROVAL OF ADVERTISING CONTRACT BETWEEN SMARTLITE
AND HEALTH AND COMMUNITY SERVICES/ AREA AGENCY ON
AGING IIIA**

ACTION REQUESTED

HCS Administration requests Board approval of an advertising contract between Smartlite and HCS – Area Agency on Aging IIIA for the period of August 1, 2015 to July 31, 2016 that will provide advertising within The Crossroads Mall.

DESCRIPTION OF SUBJECT

The Area Agency on Aging IIIA (AAIII A) seeks to develop the mass marketing of its Diabetes PATH program. Such marketing will reach potential participants where they congregate. The resulting increased enrollment in these evidence based workshops can improve the health of participants who live in Kalamazoo County. This contract will provide advertising within the Crossroads Mall—a county-wide gathering spot-- and corresponds to an expanded workshop schedule developed in partnership with the Family Health Center and students from the WMU Homer Stryker MD School of Medicine.

Diabetes is the sixth leading cause of death in Kalamazoo County, and in the United States. Diabetes diagnoses were more prevalent among adults in lower income brackets than adults in higher income brackets in Kalamazoo County. The population targeted by AAIII A includes older adults, especially those who are low income, minority or rural in description.

RELATIONSHIP TO GOALS

The services so contracted will provide mass outreach to the community, increase workshop enrollment, and improve the overall health of the community by reducing preventable disabilities and promoting healthy lifestyles and choices.

FUNDING SOURCE

There are no County funds associated with this request. All of the funds are from the federal Title IIID funds and state and local grant funds.

PERSONNEL

No new personnel are required as a result of this request.

PROCUREMENT

Smartlite is the sole vendor for this type of advertising for The Crossroads mall; no comparable quotes are possible.

ISSUES/CONCERNS

There are no concerns or issues. If you have any questions, please contact Judy Sivak, Director, Older Adult Services at 373-5153 or jasiva@kalamazoo.org.

E. APPROVAL OF 2015-2016 ADVERTISING AGREEMENT WITH YP-YELLOW PAGES

ACTION REQUESTED

HCS Administration requests Board approval for an advertising agreement with YP-Yellow Pages for Kalamazoo County for the 2015-2016 editions.

DESCRIPTION OF SUBJECT

The purpose of this agreement is to advertise listings in the YP-Yellow Pages for the following departments within Kalamazoo County: Animal Services and Enforcement, MSU Extension, Hazardous Household Waste Center (HHW), Area Agency on Aging (AAA) and the Parks and Expo Center. YP is unable to provide the County with separate advertising agreements per department; therefore HCS is bringing this consolidated advertising agreement to the Board on behalf of and with permission from each of the departments listed above.

RELATIONSHIP TO GOAL

The County of Kalamazoo serves to provide the community with the available resources and services offered by advertising these departments.

FUNDING SOURCE

County funds are available from each of the individual departments listed.

PERSONNEL

There are no personnel issues associated with this request.

PROCUREMENT

There is no procurement associated with this request.

ISSUES/CONCERNS

There are no issues or concerns. If you have questions, please contact Courtney Davis, Administrative Coordinator at 373-5197 or at cldavi@kalcounty.com

F. APPROVAL OF BUSINESS AGREEMENT BETWEEN HEALTH & COMMUNITY SERVICES/ MATERNAL AND CHILD HEALTH PROGRAMS AND BRONSON METHODIST HOSPITAL

ACTION REQUESTED

HCS Administration requests Board approval of an Agreement between Kalamazoo County and Bronson Methodist Hospital for the provisions of office space to conduct pre-natal and perinatal services for HCS Maternal and Child Health Programs. This agreement will begin June 1, 2015 and will automatically renew for consecutive one year periods.

DESCRIPTION OF SUBJECT

This agreement will allow for increased partnership between HCS- Maternal and Child Health Programs and Bronson Methodist Hospital to continue the collaborative effort toward reduction of the infant mortality rate in Kalamazoo County by focusing on those geographic areas with the highest concentration of infant and fetal deaths. By placing a Care Coordinator directly onsite at Bronson community residents will have increased access to the services provided by HCS- Maternal and Child Health programs and will receive more targeted attention as early as possible for their families.

RELATIONSHIP TO GOALS

HCS has a goal to improve the overall health of the community by reducing preventable deaths. Maternal and Child Health Programs work to reduce the fetal and infant deaths in Kalamazoo County.

FUNDING SOURCE

There are no funds required as a result of this request. Bronson Methodist Hospital is providing this space at no charge to the HCS-Maternal and Child Health Programs

PERSONNEL

There are no new personnel required as a result of this action.

PROCUREMENT

There is no procurement associated with this request.

ISSUES/CONCERNS

There are no issues or concerns. If you have any questions, please contact Deb Lenz, MCH Manager, at 373-5024 or dllenz@kalcounty.com

**G. APPROVAL OF DATA SHARING AGREEMENT BETWEEN
KALAMAZOO REGIONAL EDUCATION SERVICE AGENCY (KRESA)
AND THE HEALTH & COMMUNITY SERVICES DEPARTMENT
THROUGH ITS MATERNAL & CHILD HEALTH DIVISION**

ACTION REQUESTED

HCS Administration requests Board approval of a Data Sharing Agreement between Kalamazoo Regional Education Service Agency (KRESA) and Maternal & Child Health Division. The agreement term is July 1, 2015 through September 1, 2016.

DESCRIPTION OF SUBJECT

This is a renewal agreement that will provide continuation to a project that began in July of 2014. HCS – Maternal & Child Health Division (MCH) will provide data sharing from MCH home visitation programs to KRESA. This is for the KRESA Efforts to Outcomes (ETO) research being completed by the Upjohn Institute. Research is being completed to study ways to improve educational outcomes in Kalamazoo County. HCS-MCH will ensure that all data sharing is completed after client knowledge and consent is obtained and documented.

RELATIONSHIP TO GOALS

The acceptance of these agreements will further HCS's goal to improve the overall health of the community by reducing preventable disabilities and deaths and promoting healthy lifestyles and choices.

FUNDING SOURCE

There are no County General funds associated with this request.

PERSONNEL

There are no new personnel associated with this request.

PROCUREMENT

There is no procurement associated with this request.

ISSUES/CONCERNS

There are no issues or concerns. If you have any questions, please contact Deb Lenz, MCH Division Manager at 373-5024 or dllenz@kalamcounty.com

H. POSITION CREATION IN THE HEALTH & COMMUNITY SERVICES DEPARTMENT/HEALTH SERVICES MICHIGAN CARE IMPROVEMENT REGISTRY (MCIR)

ACTION REQUESTED

HCS Administration requests Board approval to create a 1.0 FTE Immunization Registry Coordinator position.

DESCRIPTION OF SUBJECT

This request allows the MCIR staff to better assist health care providers in their effort to protect children and communities from vaccine-preventable diseases. The Region 2 MCIR staff serves the following counties: Allegan, Berrien, Branch, Calhoun, Cass, Hillsdale, Ionia, Kalamazoo, Kent, Jackson, Lenawee, Muskegon, Ottawa, St. Joseph and Van Buren. Given the large geographic area covered and the number of medical providers, pharmacies and public health departments needing MCIR service an additional Immunization Registry Coordinator is needed. Creating an Immunization Registry Coordinator aligns the Region 2 MCIR staffing model with other MCIR programs throughout the state.

RELATIONSHIP TO GOALS

This change strengthens MCIR's objective to decrease vaccine-preventable diseases and decrease the number of missed vaccination opportunities; thereby, increasing Michigan's vaccination rates.

FUNDING SOURCE

No County funds are required as a result of this request. Funding to support the position creation is comprised of a combination of Federal and State funds allocated through CPBC contracted via the Michigan Department of Community Health.

PERSONNEL

Create:

<u>Account#</u>	<u>Position/#</u>	<u>Grade</u>	<u>FTE</u>	<u>Pay Range</u>	<u>Effective</u>
305-140	Immunization Registry Coordinator	K7	1.0	\$35,942-\$48,526	7/8/2015

#10766-TBD

PROCUREMENT

There is no procurement associated with this request.

ISSUES/CONCERNS

There are no issues or concerns. If you have any questions regarding this information, please contact Lynne Norman, Deputy Director-Health Services, 373-5237 or ldnorm@kalcounty.com.

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: July 7, 2015

DEPARTMENT: Office of the Prosecuting Attorney

PREPARED BY: Lisa Henthorn, Administrator

SUBJECT: Victims of Violence – Assistance Program

SPECIFIC ACTION REQUESTED:

Approve and sign **two originals** of the FY 2014-2015 “Victims of Violence – Assistance Program” Victims of Crime Act (VOCA) Grant Agreement Amendment #1.

DESCRIPTION OF ACTION (dollar amount, purpose):

KCBOC approval and required signatures of the FY 2014-2015 “Victims of Violence – Assistance Program” Victims of Crime Act (VOCA) Grant **Amendment #1** to the agreement with the Michigan Department of Community Health. This amendment includes revisions to budget categories to reflect current spending, and changes to staffing assignments.

TIME FRAME OF ACTION:

The grant began on 10/1/2014 and concludes on 9/30/15.

FUNDING SOURCE IF REQUIRED (Federal, State, or Local):

This amendment does not change the total amount of the original agreement, \$75,491.

PERSONNEL IF REQUIRED:

(indicate if elimination or creation and list FTE; job title; grade; full-time salary range; account number; and, if known, position number).

No change in FTE's.

NEW OR RENEWAL:

Renewal - Amendment

CONTACT PERSON WITH PHONE NUMBER:

Lisa Henthorn (269) 383-8965

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: July 7, 2015

DEPARTMENT: Treasurer's Office

PREPARED BY: Mary Balkema, County Treasurer

SUBJECT: Acceptance of a field of interest grant in the amount of \$60,000 from the Local Initiatives Support Corporation (LISC)

SPECIFIC ACTION REQUESTED:

I am requesting the County Board of Commissioners to accept funds in the amount of \$60,000 to make critical repairs for multiple households in order to maintain economic and housing stability for 17 school age children in accordance with their learning network objectives.

DESCRIPTION OF ACTION (dollar amount, purpose):

The dollar amount of the grant and the repairs to the homes equal \$60,000.

TIME FRAME OF ACTION:

July 2015

FUNDING SOURCE IF REQUIRED (Federal, State, or Local):

None

PERSONNEL IF REQUIRED:

(indicate if elimination or creation and list FTE; job title; grade; full-time salary range; account number; and, if known, position number)

NEW OR RENEWAL:

New

ANY OTHER PERTINENT INFORMATION:

PROCUREMENT INFORMATION:

(indicate if the contract was bid out, if not, state reason(s) why; indicate last time contract was bid out; indicate if awarded bidder was the lowest bidder, if not, indicate why)

CONTACT PERSON WITH PHONE NUMBER:

Mary Balkema 384-8134

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: July 7, 2015

DEPARTMENT: Treasurer's Office

PREPARED BY: Mary Balkema, County Treasurer

SUBJECT: Resolution to utilize the County's option to acquire tax foreclosed properties

SPECIFIC ACTION REQUESTED:

I am requesting the County Board of Commissioners utilize their local option to acquire tax foreclosed properties not otherwise optioned by the State of Michigan or other local units of government.

DESCRIPTION OF ACTION (dollar amount, purpose):

The Kalamazoo County Land Bank Authority (KCLBA) is requesting that the County exercise the "first right of refusal" to acquire two (2) properties that meet the criteria outlined in the Authorities priorities. The parcels referenced below have title issues. The Land Bank will use their power of "expedited quiet title" to clear the title. In some instances, there is a deceased person on the title that left no will. Because of the clouded title issues, the person living in the home cannot get any federal or state assistance to help with ongoing housing issues. The person residing in the structure has made arrangements with the Kalamazoo County Treasurer to **pay the delinquent tax bill in full**. There is no impact to the DTRF. The KCLBA will hold the title to these properties on an interim basis for the sole purpose of clearing clouded title issues.

1414 North Edwards (06-10-384-034) and 10414 Dewberry Street (90-4440-003-O)

TIME FRAME OF ACTION:

July 2015

FUNDING SOURCE IF REQUIRED (Federal, State, or Local):

PERSONNEL IF REQUIRED:

(indicate if elimination or creation and list FTE; job title; grade; full-time salary range; account number; and, if known, position number)

NEW OR RENEWAL:

Renewal

ANY OTHER PERTINENT INFORMATION:

PROCUREMENT INFORMATION:

(indicate if the contract was bid out, if not, state reason(s) why; indicate last time contract was bid out; indicate if awarded bidder was the lowest bidder, if not, indicate why)

CONTACT PERSON WITH PHONE NUMBER:

Mary Balkema 384-8134



ADMINISTRATIVE SERVICES MEMORANDUM

TO: Board of Commissioners

FROM: Tina Becker

DATE: June 17, 2015

SUBJECT: Board Action

The Board Appointments Committee recommends the following appointments:

Veterans' Affair Committee:

- ✓ Thomas Burton to assume a term ending 12/31/15
- ✓ Chad Dillon to assume a term ending 12/31/16

Community Action Tripartite Advisory Board:

- ✓ Don Cooney to assume a term ending 12/31/17 representing the Public Sector



John Faul, Deputy County Administrator
201 West Kalamazoo Avenue • Kalamazoo, Michigan 49007
Phone: (269) 384-8111 • Fax: (269) 384-8032

TO: Board of Commissioners
FROM: John Faul, Interim County Administrator 
DATE: June 30, 2015
SUBJECT: Towing Services Contract Approval

On your July 7, 2015 Board of Commissioners Meeting Agenda under Old Business is a recommendation for approving a Towing Services Contract with McDonalds Towing and Rescue. At your last meeting, June 16, 2015 the Board requested more information on process and pricing.

The proposed contract in question provides for wrecker service on an as needed basis to Kalamazoo County Sheriff's Office. The services will be used for:

1. Removal of non-County owned vehicles when called by the Kalamazoo County Sheriff's Office
2. Removal, storage and disposition of abandoned vehicles as provided under the Michigan Motor Vehicle Code
3. County vehicles when they are stranded due to mechanical failure or collision and/or when extrication service is needed

This was last bid out in 2010 for three years plus two one year extensions. McDonalds was the successful bidder. For the this contract we followed bidding policies, we sent packages to known wrecker service providers, it was advertised in the Kalamazoo Gazette, and posted on our website. We held a mandatory pre-bid meeting, which only McDonalds attended.

Attached is a comparison between the 2010 and 2015 bid amounts. The 2013 and 2014 extensions were the same as the original 2010 bid.

We respectfully ask the Board approve this contract, which is for three years July 15, 2015 to July 14, 2018, with optional two one year extensions.

BID TABULATION COMPARISON
WRECKER SERVICES - UNDER 20,000 GVW AND OVER 20,000 GVW

	McDonald's Towing and Rescue 2015 Bid	McDonald's Towing and Rescue 2010 Bid		
Non-County-owned vehicles & abandoned vehicles:				
1.a.1. Accident call-Towing	\$ 95.00	\$ 35.00		
1.a.2. Accident call-Winch	\$ 60.00	\$ 35.00		
1.b.1. Non-accident call-Towing	\$ 75.00	\$ 35.00		
1.b.2. Non-accident call-Winch, no tow	\$ 60.00	\$ 35.00		
1.b.3. Non-accident call-Winch and tow	\$ 95.00	\$ 60.00		
1.c. General service call	\$ 55.00	\$ 35.00		
1.d. Out of County mileage only	\$ 3.00	\$ 2.75		
2. Storage fee, per day per vehicle	\$ 20.00	\$ 15.00		
County-owned vehicles:				
3.a.1. Accident call-Towing	\$ 55.00	\$ 15.00		
3.a.2. Accident call-Winch	\$ 55.00	\$ 15.00		
3.b.1. Non-accident call-Towing	\$ 55.00	\$ 15.00		
3.b.2. Non-accident call-Winch, no tow	\$ 55.00	\$ 15.00		
3.b.3. Non-accident call-Winch and tow	\$ 55.00	\$ 30.00		
3.c. General Service call	\$ 55.00	\$ 15.00		
3.d. Out of County mileage only	\$ 3.00	\$ 2.75		
Vehicles over 20,000 GVW				
One heavy-duty wrecker - price per hour	\$ 225.00	\$ 45.00		