

Samples of

Bid Tabulation for New Contract Award,
Contract Change Recommendation,
Grant Abstract, and
DCH Contract Abstract*

1. Section I - New Contracts - BID TABULATION AND RECOMMENDATION FOR NEW CONTRACT AWARD (Bid Tab)-

- a. Bid Tab for a contract delegated by DTMB under *MCL 18.1261(4)* along with the delegated authority letter from DTMB generated by checking the appropriate box on the Purchase Request Form created in iTrac;
- b. Bid Tab for a hearing officer contract delegated by DTMB under *Administrative Guide Procedure 0510.41, Legal Services* (currently being written) along with a Michigan Administrative Hearings System approval letter for one of the hearing officers listed on the bid tab;
- c. Bid Tab for legal services/expert witness contract delegated by DTMB under *Administrative Guide Procedure 0510.41, Legal Services* (currently being written) along with the Attorney General approval letter *except when services are requested by the Department of Attorney General*;
- d. Bid Tab for a contract delegated by DTMB under *Administrative Guide Procedure 0510.15, Procuring Direct Human Services and Medical Services - General*
- e. Contract Abstract* for a Department of Community Health contract delegated by DTMB under *Administrative Guide Procedure 0510.15, Procuring Direct Human Services and Medical Services - General*
- f. I have had no Bid Tabs for a new contract for commodities/services that Lottery has authority to procure under MCL 432.9 so there is no sample in this file
- g. Bid Tab for a new contract delegated by DTMB Procurement via a Memorandum of Understanding

- h. Bid Tab for a new contract using the PAL process of delegation from DTMB Procurement.
2. Section II - Amendments to Contracts - **CONTRACT CHANGE RECOMMENDATION-**
- a. Contract Change Recommendation for an amendment to a contract delegated by DTMB under *MCL 18.1261(4)* along with the delegated authority letter from DTMB generated by checking the appropriate box on the Purchase Request Form created in iTrac;
 - b. Contract Change Recommendation for an amendment to a hearing officer contract delegated by DTMB under *Administrative Guide Procedure 0510.41, Legal Services* (currently being written) along with a Michigan Administrative Hearings System approval letter for one of the hearing officers listed on the bid tab;
 - c. Contract Change Recommendation for legal services/expert witness contract delegated by DTMB under *Administrative Guide Procedure 0510.41, Legal Services* (currently being written) along with the Attorney General approval letter *except when services are requested by the Department of Attorney General*;
 - d. Contract Change Recommendation for an amendment to a contract delegated by DTMB under *Administrative Guide Procedure 0510.15, Procuring Direct Human Services and Medical Services - General*
 - e. Contract Abstract* for an amendment to a contract delegated by DTMB under *Administrative Guide Procedure 0510.15, Procuring Direct Human Services and Medical Services - General*
 - f. Contract Change Recommendation for an amendment to a contract for commodities/services that Lottery has authority to procure under MCL 432.9
 - g. Contract Change Recommendation for an amendment to a contract delegated by DTMB Procurement via a Memorandum of Understanding
 - h. I have had no Contract Change Recommendations for an amendment to a contract using the PAL process of delegation from DTMB Procurement so there is no sample in this file.

3. Section III - New Grants - **Grant Abstract Form SAB 812*** -
 - a. Contract Abstract* for a DCH direct human services grant delegated by DTMB under *Administrative Guide Procedure 0510.15, Procuring Direct Human Services and Medical Services - General*
 - b. Grant Abstract for a direct human service grant delegated by DTMB under *Administrative Guide Procedure 0510.15, Procuring Direct Human Services and Medical Services - General*
 - c. Grant Abstract for a research grant

4. Section VI - Grant Amendments - **Grant Abstract Form SAB 812*** -
 - a. Contract Abstract* for a DCH direct human services grant amendment delegated by DTMB under *Administrative Guide Procedure 0510.15, Procuring Direct Human Services and Medical Services - General*
 - b. Grant Abstract for a direct human services grant amendment delegated by DTMB under *Administrative Guide Procedure 0510.15, Procuring Direct Human Services and Medical Services - General*
 - c. Grant Abstract for a research grant amendment

*Instead of submitting a Bid Tab or Grant Abstract, the Department of Community Health is the only department that uses a **Contract Abstract** created by the eGrams software for their procurements.

SECTION I

AGENCY

NEW

CONTRACTS

Sample 1.a.
New Contract
Agency requested Delegation
under MCL 12.1261(4)

Updated 2-14-2011

Ad Board Date: 6/21/2011 (ver. 1)

STATE ADMINISTRATIVE BOARD
BID TABULATION AND RECOMMENDATION FOR NEW CONTRACT AWARD
DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET
PURCHASING OPERATIONS

AGENCY SUBMITTAL
DTMB PURCHASING SUBMITTAL

CONTRACT DESCRIPTION: 751R1300104 – Contract # to be determined; Two month contract for repair of the Survey Vessel *Steelhead*; Department of Natural Resources

CONTRACT PERIOD – BASE YEAR(S): 06/21/2011 to 08/21/2011; two month contract

OPTIONS: N/A

RESPONDERS:	MICHIGAN BUSINESS	ORIGINAL BID	REVISED BID (Optional)
		AMOUNT Base year(s) price only	
M.C.M. Marine, Inc.-Sault Ste. Marie, MI	<input checked="" type="checkbox"/>	\$65,017.54	
Industrial Maintenance Services-Escanaba, MI	X	\$133,004.00	
Bay Shipbuilding Company-Sturgeon Bay, WI		\$165,000.00	

IDENTIFY AWARD TYPE (check one): Single Multiple Split

AWARD RECOMMENDATION:	ESTIMATED 11 FISCAL YEAR COST	AWARD AMOUNT (BASE YEARS)
M.C.M. Marine, Inc.	\$65,017.54	\$65,017.54
Totals	\$65,017.54	\$65,017.54

For Services Only, Signed OSE Form DMB-1497-OSE received (Exemption from ED2009-3)

Date Approved by OSE:

Attach OSE-approved 1497 to all services purchases other than those classified as Nonjuris (NJ)

Check if Agency/Purchasing has received the signed contract from vendor.

Check if Award Recommendation is a 'Not-to-Exceed' amount.

Does a Reciprocal Preference exist for this commodity? Yes No N/A

Check if this request is for a MiDEAL contract.

GOVERNMENT ESTIMATE for base years: \$65,017.54

AWARD RECOMMENDATION NOTIFICATION DATE: 05/27/2011

PROTEST EXPIRATION DATE: 06/10/2011

CS-138 # PROVIDED: 751S0200016

PURCHASE JUSTIFICATION:

Description of Product/Service Requested: Contract to perform hull repairs to S/V *Steelhead* that will involve haulout and drydock work. Repair and maintenance services will include maintenance on the hull, deck, forepeak and engine room. Services will also include drydock time, ultra-sonic testing of hull plates, hull plate replacement welding, sandblasting, additional preparation work, and painting. Rudders, wheels, shafts and bearings will also be removed, inspected, repaired and reinstalled.

Purpose/Business Case of New Contract, Expected Outcomes: The Department of Natural Resources, Fisheries Division has adopted specific maintenance schedules for research vessels. Failure to repair and/or maintain this equipment according to these schedules will ultimately cause operational and navigational difficulties, and have implications for crew and public safety. Hull maintenance has not been completed since 2005/2006, and the hull is showing significant corrosion.

Award Recommendation/Process: Bid solicitation ITB-JH-FISH-751R1300104 was posted on the Bid4Michigan website. Three bid responses were received. Award was recommended to the low bid. The Department of Natural Resources received delegated authority to purchase these services (see attached letter).

Payment Method & Term: Upon receipt of invoice, 45 days.

Price Clause: N/A

FUNDING SOURCE:	PERCENTAGE	COMMENTS
Restricted	25%	Game and Fish Fund
Federal	75%	

Risk Assessment: Failure to repair and maintain this vessel according to maintenance schedules will ultimately cause operational and navigational difficulties. DNR research vessels are essential to our ability to meet public trust responsibilities on the Great Lakes. Federal funding and numerous inter-agency agreements are also affected if research vessels are not operational.

COST REDUCTION/SAVINGS CONSIDERATIONS:

RECOVERY ACT FUNDS

Percent of Total	%	Amount	\$
------------------	---	--------	----

Make sure text like this is in the Bid Tab.

AGENCY APPROVALS

<i>Sharon Welenge-Maynard</i>
Authorized Agency Representative (printed)
<i>Sharon Maynard</i>
Authorized Agency Representative Signature

Return Information:
Contact Name: Lisa VanOstran, Procurement Technician
ID Mail: Mason Building, 6 th Floor
Phone No.: (517) 373-7987
e-Mail: vanostranl@michigan.gov

PURCHASING APPROVALS

Buyer, Buyer Signature

Manager, Manager Signature

Division Director, Division Director Signature

Natalie Spaniolo
Acting Director
DTMB-Purchasing Operations

CIVIL RIGHTS INFORMATION (\$100,000 or greater only):

Sample
DTMB Delegated
Authority Letter



STATE OF MICHIGAN
DEPARTMENT OF TECHNOLOGY, MANAGEMENT & BUDGET
LANSING

RICK SNYDER
GOVERNOR

JOHN E. NIXON, CPA
DIRECTOR

May 27, 2011

Jana Harding-Bishop
Financial and Business Services
Department of Natural Resources
Constitution Hall, 5th Floor South
P. O. Box 30473
Lansing, Michigan 48909

Dear Ms. Harding-Bishop:

Re: Delegation for Procurement of Maintenance and Repair Services for the SV Steelhead Vessel

On April 26, 2011, Delegated Authority was granted by the Department of Technology, Management and Budget (DTMB) to the Department of Natural Resources (DNR) to enter into a contract for maintenance and repair services for the SV Steelhead vessel for an amount not to exceed \$50,000. The delegation of authority is hereby modified to change the amount to \$85,017.54.

Sincerely,

A handwritten signature in black ink that reads "Natalie Spaniolo".

Natalie Spaniolo, Acting Director
Purchasing Operations

c: Sherry Bond, State Administrative Board
Chelsea Edgett, DTMB

Sample 1.b.
New Hearing Officers Contract
Delegated under Ad Guide
Procedure 0510.41

Updated 11/3/2011

Ad Board Date: 1/17/2012 (ver. 1)

**STATE ADMINISTRATIVE BOARD
BID TABULATION AND RECOMMENDATION FOR NEW CONTRACT AWARD
DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET
PROCUREMENT**

AGENCY SUBMITTAL
DTMB PURCHASING SUBMITTAL

CONTRACT DESCRIPTION: Multiple Requisitions/Purchase Orders; Hearing Officer Contracts; Department of Licensing and Regulatory Affairs; Michigan Tax Tribunal

CONTRACT PERIOD – BASE YEAR(S): 01/17/2012 - 09/30/2012 (nine months)

OPTIONS: N/A

RESPONDERS:	MICHIGAN BUSINESS	ORIGINAL BID	REVISED BID (Optional)
		AMOUNT Base year(s) price only	
See attached list	X	\$473,100.00	

IDENTIFY AWARD TYPE (check one): Single Multiple Split

AWARD RECOMMENDATION:	ESTIMATED 12 FISCAL YEAR COST	AWARD AMOUNT (BASE YEARS)
See attached list	\$473,100.00	\$473,100.00
Totals	\$473,100.00	\$473,100.00

Check if Agency/Purchasing has received the signed contract from vendor.

Check if Award Recommendation is a 'Not-to-Exceed' amount.

Does a Reciprocal Preference exist for this commodity? Yes No N/A

Check if this request is for a MiDEAL contract.

GOVERNMENT ESTIMATE for base years: \$473,100.00

AWARD RECOMMENDATION NOTIFICATION DATE: N/A

PROTEST EXPIRATION DATE: N/A

CS-138 # PROVIDED: 192S0002173

PURCHASE JUSTIFICATION:

Description of Product/Service Requested: Contractual Hearing Officers to assist the Michigan Tax Tribunal in hearing small claim cases. The Tribunal is expecting another record year of property appeals and there are already over 22,000 cases active and ready to be heard.

Purpose/Business Case of New Contract, Expected Outcomes: The Michigan Tax Tribunal is experiencing a backlog in hearing small claims cases and appeals. These contracts will assist in reducing the backlog resulting in savings on interest paid.

Award Recommendation/Process: Solicitation process is ongoing through postings of services at various locations including Cooley Law School and MSU School of Law. Any individual interested is required to submit an application, which is then reviewed to determine if they meet the qualifications.

Payment Method & Term: Monthly

Price Clause: Firm, Fixed Price

Risk Assessment: The Tribunal's backlog will continue to grow and with the rate of increased appeals being filed, it will increase the amount of time before a petitioner's appeal is heard. The longer it takes a case to be resolved, the more the state and local governmental units must pay in interest.

FUNDING SOURCE:	PERCENTAGE	COMMENTS
Tax Tribunal Fund	100%	Restricted

COST REDUCTION/SAVINGS CONSIDERATIONS:

N/A

RECOVERY ACT FUNDS

Percent of Total	%	Amount	\$
------------------	---	--------	----

AGENCY APPROVALS

Michael Zimmer
Authorized Agency Representative (printed)

Authorized Agency Representative Signature

Return Information:
Contact Name: Mary Lowry
ID Mail: 4th floor, Ottawa Bldg.
Phone No.: 517-241-5988
e-Mail: LowryM@michigan.gov

PURCHASING APPROVALS

Buyer, Buyer Signature

Manager, Manager Signature

Division Director, Division Director Signature

Jeff Brownlee,
Chief Procurement Officer
DTMB-Procurement

CIVIL RIGHTS INFORMATION (DTMB submitted items only):

A MAHS approval letter must be provided for each hearing officer on the list

MICHIGAN TAX TRIBUNAL CONTRACT REFEREES		2012 AMOUNT	2012 REQUISITION NO	2012 PURCHASE ORDER NO	Line 1 & Line 2	Vendor Name
Asmus, Lisa	\$24,900.00	TBD	TBD	TBD	21,525 3,375	Asmus, Lisa
Barnes, Carrie	\$24,900.00	TBD	TBD	TBD	21,525 3,375	Barnes, Carrie
Basso, Sara	\$24,900.00	TBD	TBD	TBD	21,525 3,375	Basso, Sara
Bobas, Jadranko	\$24,900.00	TBD	TBD	TBD	21,525 3,375	Bobas, Jadranko
Carter, Monika	\$24,900.00	TBD	TBD	TBD	21,525 3,375	Carter, Monika
Chernich, Kim	\$24,900.00	TBD	TBD	TBD	21,525 3,375	Chernich, Kim
Conway, Emily	\$24,900.00	TBD	TBD	TBD	21,525 3,375	Conway, Emily
Davies, Scott	\$24,900.00	TBD	TBD	TBD	21,525 3,375	Davies, Scott
Gray, Tina	\$24,900.00	TBD	TBD	TBD	21,525 3,375	Tina S. Gray PC
Hansen, Jaramy	\$24,900.00	TBD	TBD	TBD	21,525 3,375	Hansen, Jaramy
Ianni, Dante	\$24,900.00	TBD	TBD	TBD	21,525 3,375	Ianni, Dante
Liebengood, Kirk	\$24,900.00	TBD	TBD	TBD	21,525 3,375	Kirk M. Liebengood PLC
Rajendra, Archana	\$24,900.00	TBD	TBD	TBD	21,525 3,375	Rajendra, Archana
Shkrel, Diana	\$24,900.00	TBD	TBD	TBD	21,525 3,375	Shkrel Law Firm
Skilton, Robert	\$24,900.00	TBD	TBD	TBD	21,525 3,375	Skilton, Robert
Steinmetz, Christine	\$24,900.00	TBD	TBD	TBD	21,525 3,375	Steinmetz, Christine
Stolsonburg, Craig	\$24,900.00	TBD	TBD	TBD	21,525 3,375	Stolsonburg, Craig
Ward, Basil	\$24,900.00	TBD	TBD	TBD	21,525 3,375	Ward, Basil
Willard, Erik	\$24,900.00	TBD	TBD	TBD	21,525 3,375	Willard, Erik
Grand Total	\$473,100.00					

Sample
Michigan Administrative
Hearings System Approval Letter



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
MICHIGAN ADMINISTRATIVE HEARING SYSTEM
MICHAEL ZIMMER
EXECUTIVE DIRECTOR

STEVEN H. HILFINGER
DIRECTOR

December 22, 2011

Kimbal R. Smith III, Chair
Michigan Tax Tribunal
611 W. Ottawa, 2nd FL
Lansing, MI 48933

Dear Mr. Smith:

Pursuant to State Administrative Board Resolution 2007-1 (ABR 2007-1), I have reviewed your request dated December 21, 2011. This letter is my response to your request for review and approval.

In your letter, you request us to contract with Lisa M. Asmus to serve as a hearing officer for MAHS/Tax Tribunal Small Claims cases, with an expiration date of September 30, 2012. Based on my review, I find the following:

1. Requests for hearings fall within MAHS exclusive jurisdiction to hold administrative hearings. See Executive Order 2005-1, section III. Therefore, it is appropriate for MAHS to seek a personal service contract to hire a hearing officer you recommend as appropriate to hear Tax Tribunal Small Claims matters.
2. Based on review of the issue presented for hearing, your selection and recommendation of Lisa M. Asmus, along with her resume and references, it appears that Ms. Asmus has the statutorily required knowledge and experience to hold a hearing of Tax Tribunal Small Claims cases.

Therefore, pursuant to State Administrative Board Resolution 2007-1, as Director of the Michigan Administrative Hearing System, I hereby approve you to proceed to the State Administrative Board for their review of the personal service contract request as identified in your Bid Tabulation relative to Tax Tribunal Small Claims cases.

Very truly yours,

A handwritten signature in black ink, appearing to read 'Michael Zimmer', written over a horizontal line.

Michael Zimmer, Director
Michigan Administrative Hearing System

c: LeAnn Droste

Updated 2-14-2011

Sample 1.c
New Legal Services/Expert
Witness Contract
Delegated under Ad Guide
Procedure 0510.41
Ad Bu

STATE ADMINISTRATIVE BOARD
BID TABULATION AND RECOMMENDATION FOR NEW CONTRACT AWARD
DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET
PURCHASING OPERATIONS

AGENCY SUBMITTAL
DTMB PURCHASING SUBMITTAL

CONTRACT DESCRIPTION: BPO 313S1300033 PRF C20110316-163412; Legal Services,
Department of Education

CONTRACT PERIOD – BASE YEAR(S): 4/1/2011- 3/31/3013 (2 years)

OPTIONS: Non

	MICHIGAN BUSINESS	ORIGINAL BID AMOUNT Base year(s) price only	REVISED BID (Optional)
RESPONDERS: Brustein & Manasevit	<input type="checkbox"/>	\$250,000-00	

IDENTIFY AWARD TYPE (check one): Single Multiple Split

AWARD RECOMMENDATION:	ESTIMATED 11 FISCAL YEAR COST	AWARD AMOUNT (BASE YEARS)
Brustein & Manasevit, Washington D.C.	\$250,000.00	\$250,000.00
Totals	\$250,000.00	\$250,000.00

For Services Only, Signed OSE Form DMB-1497-OSE received (Exemption from ED2009-3)

Date Approved by OSE:

Attach OSE-approved 1497 to all services purchases other than those classified as Nonjuris (NJ)

Check if Agency/Purchasing has received the signed contract from vendor.

Check if Award Recommendation is a 'Not-to-Exceed' amount.

Does a Reciprocal Preference exist for this commodity? Yes No N/A

Check if this request is for a MiDEAL contract.

GOVERNMENT ESTIMATE for base years: \$ 250,000.00

AWARD RECOMMENDATION NOTIFICATION DATE: N/A

PROTEST EXPIRATION DATE: N/A

CS-138 # PROVIDED: 313S1300033

PURCHASE JUSTIFICATION:

Description of Product/Service Requested: This continuation of legal services is necessary to complete the litigation with US Department of Education and Detroit Public Schools.

Purpose/Business Case of New Contract, Expected Outcomes: Continued legal assistance is necessary so the MDE and Detroit Public Schools can continue to address, respond and comply with the January 2008 federal audit report.

Award Recommendation/Process: The Attorney General is authorized by law to appoint assistant attorneys general as he or she may deem necessary, per MCL 14.28, 14.29, and 14.35.

Payment Method & Term:

Price Clause: Time & Materials (Labor hours)

FUNDING SOURCE:	PERCENTAGE	COMMENTS
Federal Funds	100%	

Risk Assessment:

The federal audit report issues would not be addressed.

COST REDUCTION/SAVINGS CONSIDERATIONS:

N/A

RECOVERY ACT FUNDS

Percent of Total	%	Amount	\$
------------------	---	--------	----

AGENCY APPROVALS

<i>CAROL WOLENBERG</i>
Authorized Agency Representative (printed)
<i>Carol Wolenberg</i>
Authorized Agency Representative Signature

Return Information:
Contact Name: Chad Bassett
ID Mail:
Phone No.: 517-373-3823
e-Mail: bassettc@michigan.gov

PURCHASING APPROVALS

Buyer, Buyer Signature

Manager, Manager Signature

Division Director, Division Director Signature

Natalie Spaniolo
Acting Director
DTMB-Purchasing Operations

CIVIL RIGHTS INFORMATION (\$100,000 or greater only):

Sample
Attorney General
Approval Letter

STATE OF MICHIGAN
DEPARTMENT OF ATTORNEY GENERAL



BILL SCHUETTE
ATTORNEY GENERAL

P.O. Box 30212
LANSING, MICHIGAN 48909

March 15, 2011

Carol Wolenberg,
Deputy Superintendent
Michigan Department of Education
608 W. Allegan
Lansing, MI 48909

Dear Ms. Wolenberg:

RE: Contract for legal services between the Department of Attorney General for the State of Michigan, the Michigan Department of Education, with the law firm of Brustein & Manasevit, for the purpose of providing legal services in connection with the federal audit of Detroit Public Schools and other school districts

I reviewed your request to contract for legal services for the purpose of representing the Michigan Department of Education in the Detroit Public Schools audit and related federal Title I issues.

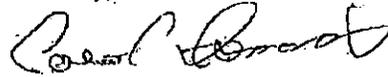
Based on my review, I am approving the above Contract/Purchase Order for legal services in accordance with Department of Management and Budget Procedure No. 0510.01, in the total amount for a 2-year period of \$250,000 at \$125,000 per year, to be paid by the Michigan Department of Education. Any increase in the budget ceiling amount will need to be submitted to this Office for prior approval before you process the contract amendment. This letter should be attached to your correspondence with DMB Acquisition Services.

Once you obtain all required approvals from the Civil Service Commission and the Department of Technology Management and Budget, the Contract will be executed, Michael Brustein and Leigh Manasevit will be appointed as Special Assistant Attorneys General, and the Oaths of Office will be filed with the Office of the Great Seal.

Carol Wolenberg
Page 2
February __, 2011

If you have any questions, please call me.

Sincerely,



Bill Schuctle, or
His Designee

c: Natalie Spaniolo, Acting Director Purchasing Operations, DTMB
Raymond O. Howd, Division Chief, Health, Education & Family Services Division, DAG
Bob Ianni, Bureau Chief, Consumer & Environmental Affairs Bureau, DAG
Karl Anders, Office of Fiscal Management, DAG

Sample 1.d.
New Direct Human Services or
Medical Services Contract
Delegated under
Ad Guide Procedure 0510.15

Updated 8/3/2011

Ad Board Date: 10/18/2011 (ver. 1)

**STATE ADMINISTRATIVE BOARD
BID TABULATION AND RECOMMENDATION FOR NEW CONTRACT AWARD
DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET
PURCHASING OPERATIONS**

AGENCY SUBMITTAL
DTMB PURCHASING SUBMITTAL

CONTRACT DESCRIPTION: See Attached Listing; Community-Based Sex Offender Counseling;
Department of Corrections

CONTRACT PERIOD – BASE YEAR(S): 10/01/2011 - 09/30/2014 (three years)

OPTIONS: Two, One Year Options

	MICHIGAN BUSINESS	ORIGINAL BID AMOUNT Base year(s) price only	REVISED BID (Optional)
RESPONDERS: See Attached Listing	<input checked="" type="checkbox"/>	\$7,062,000.00	\$0.00

IDENTIFY AWARD TYPE (check one): Single Multiple Split

	ESTIMATED 12 FISCAL YEAR COST	AWARD AMOUNT (BASE YEARS)
AWARD RECOMMENDATION: See Attached Listing	\$2,354,000.00	\$7,062,000.00
Totals	\$2,354,000.00	\$7,062,000.00

For Services Only, Signed OSE Form DMB-1497-OSE received (Exemption from ED2009-3)

Date Approved by OSE:

Attach OSE-approved 1497 to all services purchases other than those classified as Nonjuris (NJ)

Check if Agency/Purchasing has received the signed contract from vendor.

Check if Award Recommendation is a 'Not-to-Exceed' amount.

Does a Reciprocal Preference exist for this commodity? Yes No N/A

Check if this request is for a MiDEAL contract.

GOVERNMENT ESTIMATE for base years: \$7,062,000.00

AWARD RECOMMENDATION NOTIFICATION DATE: 06/28/2011

PROTEST EXPIRATION DATE: 07/08/2011

CS-138 # PROVIDED: 472S8200003

PURCHASE JUSTIFICATION:

Description of Product/Service Requested: These new contracts will provide community-based sex offender counseling for parolees and probationers (offenders).

Purpose/Business Case of New Contract, Expected Outcomes: The purpose of community-based sex offender counseling is to provide sex offender counseling to parolees and probationers who need treatment. Sex offender counseling is a condition of parole and probation and must be available to offenders under the jurisdiction of the Department of Corrections (DOC). The community-based sex offender counseling program is designed to reduce recidivism and provide treatment to offenders. Offenders will receive treatment based on a risk evaluation assessment. The treatment received will reduce the risk to the public upon release from the program.

Award Recommendation/Process: The Request for Proposal (RFP) was posted on the Bid4Michigan website on 03/04/2011 for 45 days. Twenty-two bids were received with all vendors being recommended for award with the exception of the following: Saginaw Psychological Services failed the evaluation threshold because their bid proposal lacked capability, experience, personnel to deliver this service, and an inadequate approach and work plan; McMathis Counseling Services failed the evaluation threshold because their bid proposal did not include a stratification of services and provided an inadequate approach and work plan; Special Therapy for Adults and Children failed the evaluation threshold because their bid proposal did not include an adequate statement of work and reiterated the RFP language with no design, curriculum or theory to their treatment approach; Operation Get Down failed the evaluation threshold because their bid proposal did not include standardized assessments, lacked stratification of service design, no curriculum was indicated and an inadequate statement of work was provided; BSA Interventions met specifications but failed to lower their excessive prices through the Best and Final Offer request; Dr. John Ulrich met specifications but failed to lower their excessive prices through the Best and Final Offer request.

Payment Method & Term: Monthly Invoice

Price Clause: Firm-Fixed Unit Rate

FUNDING SOURCE:	PERCENTAGE	COMMENTS
General Fund	100%	N/A

Risk Assessment: Without the availability of community-based sex offender counseling programs, offenders may return to sex offending behavior. Sex offender counseling is a condition of parole and probation and needs to be available to offenders under the supervision of the DOC. The treatment offenders will receive under these contracts will reduce the risk of sex offending behavior and aide in the protection of the public. Failure to approve these contracts could create a threat to the health and safety of the public.

COST REDUCTION/SAVINGS CONSIDERATIONS:

RECOVERY ACT FUNDS

Percent of Total	%	Amount	\$
------------------	---	--------	----

AGENCY APPROVALS

Randall W. Treacher, Deputy Director
Authorized Agency Representative (printed)
<i>Randall W. Treacher</i>
Authorized Agency Representative Signature

Return Information:
Contact Name: Laura Campbell
ID Mail: Corrections - Procurement
Phone No.: 517-373-4447
e-Mail: CampbellL13@michigan.gov

PURCHASING APPROVALS

Buyer, Buyer Signature

Division Director, Division Director Signature

Manager, Manager Signature

Jeff Brownlee,
Chief Procurement Officer
DTMB-Purchasing Operations

CIVIL RIGHTS INFORMATION (\$100,000 or greater only):

Michigan Department of Corrections
Office of Community Alternatives
Sex Offender Contracts for October 1, 2011 Through September 30, 2014

Contract Number	Responders	Original Bid Amount	FY12 Cost	Award Amount Base Years
472B2200003	Apex Behavioral Health, PLLC Westland, MI	\$582,000.00	\$194,000.00	\$582,000.00
472B2200004	Berghuis Psychological Services Wyoming, MI	\$1,305,000.00	\$435,000.00	\$1,305,000.00
472B2200005	Catholic Charities of Michigan Ann Arbor, MI	\$1,475,000.00	\$492,000.00	\$1,476,000.00
472B2200006	Catholic Social Services of St. Clair County Port Huron, MI	\$120,000.00	\$40,000.00	\$120,000.00
472B2200007	Community Programs, Inc. Waterford, MI	\$636,000.00	\$212,000.00	\$636,000.00
472B2200008	Delta Family Counseling Centers Bay City, MI	\$744,000.00	\$248,000.00	\$744,000.00
472B2200009	Eastwood Clinics Royal Oak, MI	\$198,000.00	\$66,000.00	\$198,000.00
472B2200010	Great Lakes Recovery Centers Marquette, MI	\$420,000.00	\$140,000.00	\$420,000.00
472B2200011	Dr. Milton James Grosenbach Lapeer, MI	\$51,000.00	\$17,000.00	\$51,000.00
472B2200012	Kalamazoo Probation Enhancement Program Kalamazoo, MI	\$213,000.00	\$71,000.00	\$213,000.00
472B2200013	List Psychological Services Caro, MI	\$102,000.00	\$34,000.00	\$102,000.00
472B2200014	Nexus Family Services Traverse City, MI	\$249,000.00	\$83,000.00	\$249,000.00
472B2200015	Western Michigan University Kalamazoo, MI	\$345,000.00	\$115,000.00	\$345,000.00
472B2200016	West Michigan Therapy, Inc. Muskegon, MI	\$126,000.00	\$42,000.00	\$126,000.00
472B2200017	Thomas Joe Akalis Traverse City, MI	\$225,000.00	\$75,000.00	\$225,000.00
472B2200018	Arbor Psychological Consultants Ann Arbor, MI	\$270,000.00	\$90,000.00	\$270,000.00
N/A	Saginaw Psychological Services Saginaw, MI	\$0.00	\$0.00	Did Not Meet Specifications
N/A	McMathis Counseling Services St. Johns, MI	\$0.00	\$0.00	Did Not Meet Specifications
N/A	Special Therapy for Adults and Youth Ann Arbor, MI	\$0.00	\$0.00	Did Not Meet Specifications
N/A	Operation Get Down Detroit, MI	\$0.00	\$0.00	Did Not Meet Specifications
N/A	BSA Interventions Kalamazoo, MI	\$0.00	\$0.00	Met Specifications but Refused to Lower Prices
N/A	Dr. John Ulrich Traverse City, MI	\$0.00	\$0.00	Met Specifications but Refused to Lower Prices
Totals:			\$2,354,000.00	\$7,062,000.00

Only DCH uses the Contract Abstract form

Sample 1.e. DCH Contract Abstract
 New Direct Human Services or
 Medical Services Contract
 Delegated under

Michigan Department of Ma Ad Guide Procedure 0510.15
STATE ADMINISTRATIVE BOARD
CONTRACT ABSTRACT

1. DEPARTMENT COMMUNITY HEALTH		DIVISION/BUREAU/ FACILITY CARO CENTER/HAWTHORN CENTER/KALAMAZOO PSYCH HOSP/WALTER REUTHER PSY HOSP							
2. CONTRACTOR'S NAME JACKSON AND COKER, LLC		CONTRACT NO. NOT YET ASSIGNED							
3. ADDRESS 3000 OLD ALABAMA ROAD, SUITE 119-608 ALPHARETTA, GA 3002		AMENDMENT NO.							
		CIVIL SERVICE CS-138 NO. (If Applicable) 391S0200019							
		MICHIGAN BASED BUSINESS? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> N/A- Local unit of government PERCENTAGE OF SERVICES PERFORMED IN MICHIGAN (i.e.: 100% of services) 100%							
4. (a) CURRENT STATE AGREEMENT AMOUNT	(b) CURRENT LOCAL FEES AND OTHER	(c) CURRENT TOTAL AGREEMENT AMOUNT	(d) AMENDED STATE AMOUNT	(e) AMENDED LOCAL FEES AND OTHER	(f) COMBINED AMENDMENT TOTAL	(g) NEW STATE AGREEMENT AMOUNT	(h) NEW AGREEMENT TOTAL	(i) ESTIMATED TOTAL CURRENT YEAR COST	(j) AMENDMENT % OF TOTAL INCREASE OR DECREASE
4,839,120		4,839,120				4,839,120	4,839,120		%
5. FUNDING SOURCE BY PERCENTAGE (i.e.: 50% State Restricted, 45% Federal, 5% State GF) 96% GF, 3% FEDERAL, 1% OTHER (COUNTY MATCH ISD AND POSS)						6. METHOD OF PAYMENT (i.e.: Monthly, Fee for Service, etc.) MONTHLY			
7. PURPOSE/BUSINESS CASE: THIS AGREEMENT PROVIDES FUNDING FOR TEMPORARY PSYCHIATRIC SERVICES FOR PATIENTS AT WALTER P. REUTHER PSYCHIATRIC HOSPITAL, CARO CENTER, HAWTHORN CENTER, AND KALAMAZOO PSYCHIATRIC HOSPITAL, DEPARTMENT OF COMMUNITY HEALTH.									
8. BENEFIT: THIS AGREEMENT WILL PROVIDE TEMPORARY PSYCHIATRIC SERVICES, PARTICIPATING IN TREATMENT PLANNING MEETINGS, WRITING TREATMENT ORDERS AND MEDICATION ORDERS, PROVIDING THERAPY, PREPARING MEDICAL RECORD DOCUMENTATION PER GUIDELINES, DOCUMENTATION FOR TREATMENT PROVIDED, DISCHARGE PLANNING, PSYCHOSOCIAL REHABILITATION PARTICIPATION, SCREENING PATIENTS FOR ADMISSION TO THE HOSPITAL.									
9. COMMITMENT LEVEL: 7/1/11 THROUGH 6/30/14									
10. RISK ASSESSMENT: N/A									
11. COST REDUCTIONS/SAVINGS: N/A									
12. ORIGINAL CONTRACT TERM 7/1/11 TO 6/30/14					13. CONTRACT BEING EXTENDED TO				
14. ACQUISITION METHOD: CHECK THE APPROPRIATE BOX. IF DMB OR AGENCY COMPETITIVELY BID, FOLLOW INSTRUCTIONS FOR ITEM #15. <input type="checkbox"/> Grant Award <input type="checkbox"/> DMB Competitively Bid <input checked="" type="checkbox"/> Agency Competitively Bid									
15. SUMMARY OF GRANT APPLICANTS OR BIDS - ATTACH A SEPARATE PAGE IN THE FORMAT AS FOLLOWS - BIDDER, CITY, STATE, PRICE									
15. GRANT AWARD PROCESS SUMMARY: A Request for Proposal posted on the Bld4Michigan website. Responses were received from five vendors and two were determined to meet all requirements, three did not pass the technical evaluation. Award is recommended to Jackson and Coker and Maxim Physician Resources (regular hourly rate: \$ 165.00*).									
17. TYPE OF CANCELLATION CLAUSE: (i.e.: 30 Day Cancellation Clause) 30 DAY CANCELLATION CLAUSE					18. DOES THE CONTRACT CONTAIN THE FOLLOWING: a. Non-Appropriation Clause <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO b. Business Integrity Clause <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO				
19. DOES THE CONTRACT INDICATE THAT THE CONTRACTOR WILL COMPLY WITH ALL LAWS, RULES, AND REGULATIONS THAT MAY PERTAIN TO THE CONTRACT? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO If YES, specify Location In The Contract: RFP TERMS AND CONDITIONS									
20. ADDITIONAL INFORMATION:									
21. THE UNDERSIGNED CERTIFIES THAT ALL THE APPROVALS REQUIRED BY THE STATE ADMINISTRATIVE BOARD HAVE BEEN OBTAINED. DEPARTMENT/AGENCY APPROVED SIGNATURE <i>Kristi Broedel</i> DATE 6/13/11									
22. AFTER AD BOARD - RETURN STAMPED APPROVAL(S) TO: SHARON ST. ARNO ID MAIL ADDRESS: 4TH FLOOR, LEWIS CASS BLDG. 320 S. WALNUT STREET LANSING, MI 48913									

Global Medical Staffing, Sault Lake City, Utah
Jackson and Coker, Alpharetta, Georgia, Award amount: \$4,839,120.00
Manpower Inc of Southeastern MI, Ann Arbor, Michigan
Maxim Physician Resources, Dallas, Texas, Award amount: \$4,839,120.00
Staff Care, Irving, Texas

*Award amount is estimated based on estimated number of hours for the total contract period multiplied by highest regular hourly rate, divided by two as there are two awards for this bid.

Sample 1.g.
 New Contract delegated
 through a Memorandum of
 Understanding between DTMB
 Procurement and an Agency

Updated 11/3/11

Ad Board Date: (ver.)

**STATE ADMINISTRATIVE BOARD
 BID TABULATION AND RECOMMENDATION FOR NEW CONTRACT AWARD
 DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET
 PROCUREMENT**

AGENCY SUBMITTAL
 DTMB PURCHASING SUBMITTAL

CONTRACT DESCRIPTION: ITB-CH-TRAIN-12-99001; Training Services on High Stakes Communications for Caseworkers and Supervisors and Training Toolkits; DHS/Child and Family Services

CONTRACT PERIOD – BASE YEAR(S): 4/17/2012 to 9/30/2012: (5 months and 14 days)

OPTIONS: Two One Years Options for Renewal

RESPONDERS:	MICHIGAN BUSINESS	ORIGINAL BID AMOUNT Base year(s) price only	REVISED BID (Optional)
Vital Skills International, Rochester Hills, MI	<input checked="" type="checkbox"/>	\$575,000.00	
Jaywood Business Process Solutions, Bingham Farms, MI	X	\$765,464.00	
Consolidated Professional Services, Southfield, MI	X	\$291,500.00	
Career Growth Assoc. Royal Oak, MI	X	\$409,502.00	
Yellow Dux, Big Rapids, MI	X	\$761,000.00	

IDENTIFY AWARD TYPE (check one): Single Multiple Split

AWARD RECOMMENDATION:	ESTIMATED 12 FISCAL YEAR COST	AWARD AMOUNT (BASE YEARS)
Vital Skills International	\$575,000.00	\$575,000.00
Totals	\$575,000.00	

Check if Agency/Purchasing has received the signed contract from vendor.

Check if Award Recommendation is a 'Not-to-Exceed' amount.

Does a Reciprocal Preference exist for this commodity? Yes No N/A

Check if this request is for a MiDEAL contract.

GOVERNMENT ESTIMATE for base years: \$575,000.00

AWARD RECOMMENDATION NOTIFICATION DATE: 3/13/2012

PROTEST EXPIRATION DATE: 3/27/2012

CS-138 # PROVIDED: 192S0002041

PURCHASE JUSTIFICATION:

Description of Product/Service Requested: In-state training services including high stakes communications staff training and Train-the-Trainer training and development of high stakes communication toolkits.

Purpose/Business Case of New Contract, Expected Outcomes: There is a Memorandum of Understanding on file dated 3/2/2010 between DHS and DTMB Procurement delegating this type of procurement to DHS. Expected outcomes are to increase more effective communication skills between DHS workers/supervisors and the clients they serve. Also, to bring about more timely and cost effective outcomes in providing client services.

Award Recommendation/Process: 337 matched the solicitation request as posted on Bid-4-Michigan. Ten companies (all Michigan companies) downloaded this Invitation to Bid (ITB), with five companies responding. Of the five who submitted responses, all five qualified to be rated. Of these five companies, only one company rated 80 or more points, with their score being 96.5 and offered the best value for the State of Michigan. Only this bidder qualified to be considered for an award because of having an overall score of 80 points or more out of 100 points. A recommendation was not made to the lowest bidder because the lowest bidder scored 27.25 out of 100 points.

Payment Method & Term: Invoices will be paid Net 30, following acceptance of delivered training services and toolkits.

Price Clause: Firm-Fixed Price

Risk Assessment: Failure to establish this contract for these training services and toolkits will result in higher staff time to resolve client issues and to provide necessary services to clients.

Make sure text like this is in the Bid Tab.

FUNDING SOURCE:	PERCENTAGE	COMMENTS
Federal	100%	Monthly Caseworker Visit Grant (IV-B2)

COST REDUCTION/SAVINGS CONSIDERATIONS:

N/A

RECOVERY ACT FUNDS

Percent of Total	0%	Amount	\$
------------------	----	--------	----

AGENCY APPROVALS

<i>Duane E. Berger</i>
Authorized Agency Representative (printed)
<i>[Signature]</i>
Authorized Agency Representative Signature

Return Information:
Contact Name: KAREN WELSH
ID Mail: DHS, GRAND TOWER, #1201
Phone No.: 517-373-3724
e-Mail: welshk@michigan.gov

PURCHASING APPROVALS

Buyer Signature

Division Director Signature

Manager Signature

Jeff Brownlee,
Chief Procurement Officer
DTMB-Procurement

CIVIL RIGHTS INFORMATION (DTMB submitted items only):

ATTACHMENT B

MEMORANDUM OF UNDERSTANDING
BETWEEN
THE DEPARTMENT OF HUMAN SERVICES
AND
THE DEPARTMENT OF MANAGEMENT AND BUDGET
ACQUISITION SERVICES

The special delegation(s), as outlined in this writing, shall be effective and expire until withdrawn from the Department of Management and Budget.

Delegation:

- Human Service Training (no cap).
- Training Program Packages (no cap).
- Coordination of Collaborative Activities.
- Alternative Fiduciary for human services.
- Community College/State Universities at any dollar amount. Restricted to courses which provide college or continuing education credit.

The parties agree as follows with regard to this special delegated authority:

Purchasing Operations must have an opportunity to review and approve the programmatic procurement process used by the Department of Human Services including any changes to the process. The standard Department of Human Services procurement process will be used to process standard contractual terms.

All contracts and amendments to those same contracts, with a value equal to or exceeding the value as set by resolution of the State Administrative Board for its review, will be submitted by the Department of Human Services to the State Administrative Board for approval.

If requested by the Department of Human Services, Purchasing Operations will provide procurement consultation services.

Authorized Representative Signature

For Purchasing Operations


Sergio Paneque, Director
Purchasing Operations

3/2/10

Sample 1.h.
New Contract using the
Purchasing Alliance
process of delegation
from DTMB Procurement

Updated 11/3/11

Ad Board Date: 12/20/11 (ver. 2)

**STATE ADMINISTRATIVE BOARD
BID TABULATION AND RECOMMENDATION FOR NEW CONTRACT AWARD
DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET
PROCUREMENT**

AGENCY SUBMITTAL
DTMB PURCHASING SUBMITTAL

CONTRACT DESCRIPTION: DC-313R2200040; "Off the shelf" tests for grades 8 and 10; Department of Education; Bureau of Assessment & Accountability

CONTRACT PERIOD – BASE YEAR(S): 1/1/2012 - 12/31/2013 (2 years)

OPTIONS: One, one-year option

RESPONDERS:	MICHIGAN BUSINESS	ORIGINAL BID	REVISED BID
		AMOUNT	(Optional)
ACT, Inc., Iowa City, Iowa	<input type="checkbox"/>	Base year(s) price only \$3,400,000.00	\$3,400,000.00
Riverside Publishing Company; Rolling Meadows, Illinois	<input type="checkbox"/>	Did not pass technical	N/A

IDENTIFY AWARD TYPE (check one): Single Multiple Split

AWARD RECOMMENDATION:	ESTIMATED 12 FISCAL YEAR COST	AWARD AMOUNT (BASE YEARS)
ACT, Inc.,	\$1,400,000.00	\$3,400,000.00
Totals	\$1,400,000.00	\$3,400,000.00

Check if Agency/Purchasing has received the signed contract from vendor.

Check if Award Recommendation is a 'Not-to-Exceed' amount.

Does a Reciprocal Preference exist for this commodity? Yes No N/A

Check if this request is for a MiDEAL contract.

GOVERNMENT ESTIMATE for base years: \$3,400,000.00

AWARD RECOMMENDATION NOTIFICATION DATE: 11/28/11

PROTEST EXPIRATION DATE: 12/12/11

CS-138 # PROVIDED: Not Applicable

PURCHASE JUSTIFICATION:

Description of Product/Service Requested: This contract is to provide for the purchase and delivery of an “off the shelf” test designed to provide data in support of college and career readiness. These tests will be offered in spring 2012-13 to all schools with students enrolled in grades 8 and 10.

Purpose/Business Case of New Contract, Expected Outcomes: The purpose of this contract is to offer optional tests to all schools with students enrolled in grades 8 and 10. The tests are designed to measure progress toward college readiness and are closely aligned with the ACT component of the MME are planned to be used in grades 8 and 10 in order to assist high schools in providing data to determine student academic growth and educator effectiveness.

Award Recommendation/Process: The Requests For Proposal (RFP) was posted on the Bid4michigan Web site for 14 days. Two bidders responded by the published due date of November 16, 2011. The proposals were both evaluated on the technical evaluation criteria noted in the RFP which includes; Statement of Work, Bidder Information, Prior Experience, and Staffing. Only one bidder passed the technical evaluation stage and had their pricing reviewed. The Joint Evaluation Committee concluded that ACT Inc., provided the best value for the State of Michigan, Department of Education (MDE), and is therefore recommended for award of this contract.

The Department of Education requested delegation of this procurement and it was delegated by DTMB Procurement with the Purchase Alliance (PAL) method.

< Make sure text like this is in the Bid Tab.

Payment Method & Term: Payment to be made on exact quantities scored.

Price Clause: Prices are firm for the entire length of the Contract.

Risk Assessment: If this contract is not approved, Michigan Department of Education/Bureau of Assessment and Accountability would not be able to provide the required programs for educational reform assessment which is to measure student growth and educator effectiveness. Public Acts of 2011, Act No. 102 and Title 1, No Child left behind (NLCB).

FUNDING SOURCE:	PERCENTAGE	COMMENTS
Restricted Fund	100%	School Aid Fund
Other	N/A	

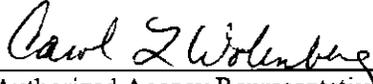
COST REDUCTION/SAVINGS CONSIDERATIONS:

DTMB requested that ACT consider their pricing to offer the State their best price. ACT Inc. confirmed in writing that the cost provided was the best and most competitive rate offered to all states.

RECOVERY ACT FUNDS

Percent of Total	0%	Amount	\$0.00
------------------	----	--------	--------

AGENCY APPROVALS

Deputy Superintendent Carol Wolenberg
Authorized Agency Representative (printed)

Authorized Agency Representative Signature

Return Information:
Contact Name: Douglas collier
ID Mail: Hannah 2 nd floor B-16
Phone No.: 517 241-4431
e-Mail: collierd1@michigan.gov

Sample
Purchasing Alliance
Request Form



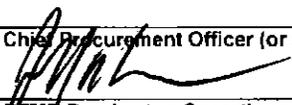
State of Michigan • Department of Technology, Management & Budget • Purchasing Operations

Purchasing Alliance (PAL) Request Form

Part I - General		
1. Purchase Division: <input type="checkbox"/> Commodity <input checked="" type="checkbox"/> Service <input type="checkbox"/> IT <input type="checkbox"/> Other	2. REQ Number: 313R2200040	3. REQ Title: (An off-the-shelf assessment for grades 8 and 10 that is supportive of career and college readiness and ACT predictor's)
4. Requesting Agency Name Michigan Department of Education, Bureau of assessment and accountability	5. Estimated Dollar value of Contract \$3.4 million	
6. Person completing this request Douglas Collier	7. Agency approval (Agency Purchasing Director) Craig Thurman	

Part II - Project Submittals	
Item	
Description of Project:	An off-the-shelf assessment for grades 8 and 10 that is supportive of career and college readiness and ACT predictor's.
Agency Project Manager:	James A. Griffiths
Agency Contact (if different than above)	Douglas Collier
Is the Purchasing Request Form (PRF) completed and attached?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Other Submitted via iTRAC to DTMB on 10/26/11
Is the Project Assessment Report (PAR) completed and attached?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Other
Project Risk (based on PAR)	<input type="checkbox"/> Low, <input checked="" type="checkbox"/> Moderate, <input type="checkbox"/> Important, <input type="checkbox"/> High

DTMB Approvals:

Approved for PAL project	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Other
 Chief Procurement Officer (or designee)	Date: 11/2/11
DTMB Purchasing Operations Project Manager: This is the Purchasing Operations contact for this project.	Kevin Dunn

C: Agency
DTMB Division Dir.

iTRAC - PRF

Welcome New Request ▶ Retrieve Request ▶ ▶ WWT Reports ▶ Security ▶ ▶ Help ▶ Logoff

Save

Return To PRF

Requisition Number: C20111024-142338	
Project Name: MME/ACT Administration of Plan and Explore Program	
Instructions: Within an Agency's delegated authority, < \$25,000, agencies may use this assessment as an optional tool. Outside of an Agency's delegated authority, above \$25,000 agencies are required to use this assessment tool. For all projects (Commodities, Services & Information Technology) rate project factors I - X. For Information Technology projects only and project factors XI - XIII. In the selection column box enter the highest number for the project factor range that applies to the project.	
NOTE	If this is an Information Technology Critical Maintenance project check the box. You do not need to complete the balance of the report. Critical Maintenance is defined as software maintenance and have a CS-138 designation of Non-Juris. Further it can be described as software bug fixes, software help desk support and software upgrades. Critical maintenance would not include consulting services.
NOTE	If this is an Information Technology Re:START project check the box. You do not need to complete the balance of the report. RE:START is a pre-registration program created to provide fast turn around bids for various hourly IT services. RE:START bid opportunities are only available to those vendors who have pre-registered. Pre-registration includes agreeing to the State's terms and Conditions, and the Not to Exceed rate schedule.
Factors for Commodity, Services and Information Technology Projects	
Score	
I. Total Contract Cost: What is the estimated cost for the anticipated base period of the contract?	
Moderate contract cost - Between \$1M - \$5M	2
Agency comment or explanation:	
II. Total Contract Duration: What is the anticipated overall potential contract period (base years plus extension years)?	
One to three years	1
Agency comment or explanation:	
III. User involvement: How many end users do you anticipate for this contract?	
One Agency	1
Agency comment or explanation:	
IV. Criticality of Delivery: Please describe the delivery requirements.	
Rapid delivery required top priority over other Agency projects	4
Agency comment or explanation:	
V. Contract Failure Impact: Which of the following best describes the users impact by a contract failure.	
Failure would have a statewide impact, violate state and/or federal mandates or result in the loss of substantial funds	4
Agency comment or explanation:	
VI. Locations Impact: Which of the following best describes the locations affected by this contract.	
Contract will be implemented statewide	4
Agency comment or explanation:	
VII. Availability of Resources for Contract Management: Which of the following best describe the resource requirements of this project?	
Adequate staffing is readily available to manage and support the contract, including subject-matter experts	1
Agency comment or explanation:	

VIII. Complexity of Statement of work and specifications: How would you define the Statement of Work for this project.	
Simple commodity or service with clear specifications	0
Agency comment or explanation:	
IX. Business Process Impact: End user business processes impacted.	
Business processes from a single business unit within an agency will be impacted	1
Agency comment or explanation:	
X. End Users' Training Needs: Training requirements for this project.	
End-users only require training	1
Agency comment or explanation:	
Project Assessment Score (PAR) for factors I - X	
	19
Project Factors XI - XIII are for information technology projects only	
	Score
XI. Software Technology Customization (IT): What level of customization will be required for this solution?	
All requirements can be satisfied with mature products/standard or configurable products (i.e. COTS)	0
Agency comment or explanation:	
XII. Impact on Existing Application or Infrastructure (IT): Which of the following best describes the impact on existing infrastructure for this project?	
Maintenance	0
Agency comment or explanation:	
XIII. Interface Connectivity (IT): Which of the following best describes the interface connectivity of the proposed system?	
Not applicable or existing without new interfaces	0
Agency comment or explanation:	
IT Project Assessment Score (PAR) for factors I - XIII	
	19

Last Modified: 11/29/2011, - By: Kevin Dunn at IP: 10.25.230.101

SECTION II

AGENCY

**CONTRACT
CHANGES**

Sample 2.a.
Contract Amendment
Agency requested Delegation
under MCL 12.1261(4)

Updated 8/22/2011

Ad Board Date: 2/7/2012 (ver. 1)

**STATE ADMINISTRATIVE BOARD
CONTRACT CHANGE RECOMMENDATIONS
DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET
PURCHASING OPERATIONS**

AGENCY SUBMITTAL
DTMB PURCHASING SUBMITTAL

CONTRACT DESCRIPTION: 751B0200061; Modification requested to increase funding on contract for licensed angler behavior study; Department of Natural Resources

CHANGE NOTICE NUMBER: #1

CONTRACTOR:

Michigan State University, East Lansing, MI

**MICHIGAN
BUSINESS**



INCREASE

\$174,102.00

Check if request is to exercise Contract option(s).
Requested time period:

Check if request is to extend Contract (no option in base).
Time period of extension:

Check if extension is beyond Contract option year(s).
Time period of extension:

Check if MiDEAL contract.

ORIGINAL CONTRACT:

Term: 10/1/2010-9/30/2015
of Base Years: 5

Value: \$144,195.00

CURRENT CONTRACT VALUE: \$144,195.00

NEW TOTAL CONTRACT VALUE: \$318,297.00

PREVIOUS OPTION YEARS/EXTENSIONS:

	PERIOD (Option/Extension start date - end date and state length in years)	SAB APPROVAL DATE	\$ Value
<input type="checkbox"/> Option 1 CN #			
<input type="checkbox"/> Option 2 CN #			
<input type="checkbox"/> Option 3 CN #			
<input type="checkbox"/> Extension CN #			
		Total	0

PREVIOUS CHANGES NOT LISTED ABOVE IN THE OPTIONS/EXTENSIONS TABLE:

	TYPE OF CHANGE:	SAB APPROVAL DATE (if applicable)	VALUE OF CHANGE:
First CN			
Last CN			

Total number of processed changes to time, scope, and/or dollars: **0**

FUNDING SOURCE:	PERCENTAGE	COMMENTS
Federal Funds	75%	
Restricted Funds	25%	Game and Fish

ESTIMATED INCREASE DETAILED BY FISCAL YEAR(S):

FY	Dollar Amount
2012	\$65,242.00
2013	\$66,735.00
2014	\$68,303.00
2015	\$69,952.00

PURCHASE JUSTIFICATION:

Description of Product/Service Modification Requested and Process Explanation: Requesting to increase value of contract. When the budget for this project was originally constructed, the research assistant, hourly temps, operating and travel costs were partially funded by other resources. These resources are no longer available so the DNR must now fully fund the project. Additional funds were also added for budget years FY14 and FY15. The Department of Natural Resources received delegated authority to purchase these services (see attached letter).

< This text should be in the Contract Change Recommendation

Purpose/Business Case of Amendment or Extension, and Expected Outcomes: Increasing the value of the contract will allow the DNR Fisheries Division to complete this project. The goal of the project is to develop and implement an overall strategy for collecting survey data on angler behavior. The study is expected to provide information about anglers and their fishing behavior and the ability to track the behaviors over time to assess the status and trends of angling behavior in Michigan.

Risk Assessment: If research contracts are not awarded and completed, valuable data will be lost and the DNR will not have the information available to effectively manage and protect the State's natural resources as mandated by law.

PRICE CLAUSE:

CS-138 #: Non-jurisdictional vendor

COST REDUCTION/SAVINGS CONSIDERATIONS:

Check if > \$500,000 for software development, computer hardware acquisition or quality assurance?

RECOVERY ACT FUNDS

Percent of Total	%	Amount	\$
------------------	---	--------	----

AGENCY APPROVALS

<i>Sharon Walenga-Maynard</i> Authorized Agency Representative (printed)
<i>Sharon W Maynard</i> Authorized Agency Representative Signature

Return Information:
Contact Name: Lisa VanOstran, Buyer
ID Mail: Mason Building-6th Floor
Phone No.: 517-373-7987
e-Mail: vanostranl@michigan.gov

PURCHASING APPROVALS

Buyer, Buyer Signature

Manager, Manager Signature

Division Director, Division Director Signature

Jeff Brownlee
Chief Procurement Officer,
DTMB-Purchasing Operations

Sample
DTMB Delegated
Authority Letter



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF TECHNOLOGY, MANAGEMENT & BUDGET
LANSING

JOHN E. NIXON, CPA
DIRECTOR

January 5, 2012

Jana Bishop-Harding
DNR - Procurement
Mason Bldg. - 6th Floor
530 West Allegan
Lansing, Michigan 48933

Dear Ms. Bishop-Harding:

Re: Delegation for Procurement of Research Services—Licensed Anglers

On August 10, 2010, Delegated Authority was granted by the Department of Technology, Management and Budget (DTMB) to the Department of Natural Resources (DNR) to enter into a contract for research services regarding licensed anglers for an amount not to exceed \$144,195.00. The delegation of authority is hereby amended to add \$174,102.00 to the contract for an amount not to exceed \$318,297.00.

If you have any questions, or if you need any assistance at all as you proceed with this procurement, please contact me at 517-373-0300.

Sincerely,

A handwritten signature in black ink, appearing to read "Jeff Brownlee", written over a horizontal line.

Jeff Brownlee
Chief Procurement Officer

c: Sherry Bond, State Administrative Board
Chelsea Edgett, DTMB

Sample 2.b.
Hearing Officers
Contract Amendment
Delegated under Ad Guide
Procedure 0510.41

Updated 10-07-2010

Ad Board Date: 03/15/2011 (ver.)

**STATE ADMINISTRATIVE BOARD
CONTRACT CHANGE RECOMMENDATIONS
DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET
PURCHASING OPERATIONS**

AGENCY SUBMITTAL
DTMB PURCHASING SUBMITTAL

CONTRACT DESCRIPTION: Independent Hearing Referee; 641P1300232; Increase the contract ceiling from \$24,900.00 to \$49,800.00 ; The State Office of Administrative Hearings and Rules, DELEG.

CONTRACTOR:	MICHIGAN	INCREASE
Dean Babb, Auburn Hills MI	BUSINESS	\$24,900.00
	<input checked="" type="checkbox"/>	

For Services Only, Signed OSE Form DMB-1497-OSE received (Exemption from ED2009-3)

Date Approved by OSE: Pending

Attach OSE-approved 1497 to all services purchases other than those classified as Nonjurisdictional (NJ)

Check if request is to exercise Contract option(s).
Requested time period:

Check if request is to extend Contract (no option in base).
Time period of extension:

Check if extension is beyond Contract option year(s).
Time period of extension:

Check if MiDEAL contract.

ORIGINAL CONTRACT: Term: 10/01/10-9/30/11 Value: \$24,900.00
of Base Years: 1 yr

CURRENT CONTRACT VALUE: \$24,900.00

NEW TOTAL CONTRACT VALUE: \$49,800.00

PREVIOUS OPTION YEARS/EXTENSIONS:

	PERIOD (Option/Extension start date - end date and state length in years)	SAB APPROVAL DATE	\$ Value
<input type="checkbox"/> Option 1 CN #			
<input type="checkbox"/> Option 2 CN #			
<input type="checkbox"/> Option 3 CN #			
<input type="checkbox"/> Extension CN #			
		Total	0

PREVIOUS CHANGES NOT LISTED ABOVE IN THE OPTIONS/EXTENSIONS TABLE:

	TYPE OF CHANGE:	SAB APPROVAL DATE (if applicable)	VALUE OF CHANGE:
First CN			
Last CN			

Total number of processed changes to time, scope, and/or dollars:

FUNDING SOURCE:	PERCENTAGE	COMMENTS
Tax Tribunal Fund 100% State Restricted	100%	

ESTIMATED INCREASE DETAILED BY FISCAL YEAR(S):

FY	Dollar Amount
2011	\$24,900.00

PURCHASE JUSTIFICATION:

Description of Product/Service Modification Requested and Process Explanation: This contract is for hearing referee services. The hearing referee hears small claims appeals in the Michigan Tax Tribunal. The number of small claims appeals has doubled in the last three years. The person to which this contract applies worked previously as a hearing referee for the Tax Tribunal and is extremely knowledgeable and proficient. He has completed more appeals than anticipated and has reached the maximum dollar amount in his contract. The Tribunal desperately needs him to be able to hear cases during the last eight months of the fiscal year and, as such, the dollar amount in his contract needs to be increased. This amendment is allowed under the current contract language.

Purpose/Business Case of Amendment or Extension, and Expected Outcomes: The Tribunal's small claims caseload has doubled in the last three years. Assistance is required to move the docket and get these cases finished. Mr. Babb is one of the best hearing referees that the Tribunal has; he finishes cases quickly and issues a quality decision.

Risk Assessment: If Mr. Babbs' contract is not amended, there will be hundreds of cases that are not finished that otherwise would have been.

PRICE CLAUSE: Firm-Fixed Price

CS-138 #: 192S0002173

COST REDUCTION/SAVINGS CONSIDERATIONS:

Check if > \$500,000 for software development, computer hardware acquisition or quality assurance?

RECOVERY ACT FUNDS

Percent of Total	%	Amount	\$
------------------	---	--------	----

AGENCY APPROVALS

<i>RITA CRUDY</i>
Authorized Agency Representative (printed)
<i>[Signature]</i>
Authorized Agency Representative Signature

Return Information:
Contact Name: Mary Lowry
ID Mail: 4th Flr, Ottawa Bldg
Phone No.: 241-5988
e-Mail: lowrym@michigan.gov

PURCHASING APPROVALS

Buyer, Buyer Signature

Manager, Manager Signature

Division Director, Division Director Signature

Natalie Spaniolo
Acting Director,
DTMB-Purchasing Operations

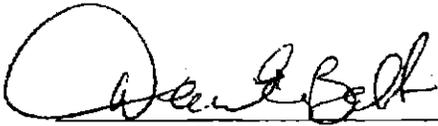
Sample
Amendment to Hearing Officer
Contract showing approval by the
Michigan Administrative Hearings
System

FIRST AMENDMENT TO THE
CONTRACT BETWEEN
THE STATE OFFICE OF ADMINISTRATIVE HEARINGS AND RULES
AND
Dean Babb

The State Office of Administrative Hearings and Rules, Department of Energy, Labor & Economic Growth, and Dean Babb, agree to amend their Contract, concerning Contractor's provision of services as an Independent Hearing Referee, as follows:

The Contract ceiling was established at twenty four thousand nine hundred dollars (\$24,900). The Contract ceiling will be increased by twenty four thousand nine hundred dollars (\$24,900), for a revised Contract ceiling of forty nine thousand eight hundred dollars (\$49,800), upon approval of the Michigan State Administrative Board.

All other provisions in the original Contract remain unchanged.

Date: 2/1/11 
By: Dean Babb

Dated: 2/7/11 
By: Peter L. Plummer, Executive Director
~~State Office of Administrative Hearings and Rules~~
Now → Michigan Administrative Hearings System

Updated 2-14-2011

Ad Board Date: 4/19/11 (ver.)

**STATE ADMINISTRATIVE BOARD
CONTRACT CHANGE RECOMMENDATIONS
DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET
PURCHASING OPERATIONS**

AGENCY SUBMITTAL

DTMB PURCHASING SUBMITTAL

CONTRACT DESCRIPTION: 641P1300466 Amendment requested for Legal Services-Special Assistant Attorney General; Department of Energy, Labor and Economic Growth Office of Financial & Insurance Regulation

CONTRACTOR:	MICHIGAN BUSINESS	INCREASE
Fraser Trebilcock Davis & Dunlap, P.C. Lansing, MI	<input checked="" type="checkbox"/>	\$50,000.00

For Services Only, Signed OSE Form DMB-1497-OSE received (Exemption from ED2009-3)

Date Approved by OSE: N/A

Attach OSE-approved 1497 to all services purchases other than those classified as Nonjurisdictional (NJ)

Check if request is to exercise Contract option(s).

Requested time period:

Check if request is to extend Contract (no option in base).

Time period of extension:

Check if extension is beyond Contract option year(s).

Time period of extension:

Check if MiDEAL contract.

ORIGINAL CONTRACT: Term: 10/18/2010-9/30/2011 Value: \$50,000.00
of Base Years: 1

CURRENT CONTRACT VALUE: \$50,000.00

NEW TOTAL CONTRACT VALUE: \$100,000.00

PREVIOUS OPTION YEARS/EXTENSIONS:

	PERIOD (Option/Extension start date - end date and state length in years)	SAB APPROVAL DATE	\$ Value
<input type="checkbox"/> Option 1 CN #			
<input type="checkbox"/> Option 2 CN #			
<input type="checkbox"/> Option 3 CN #			
<input type="checkbox"/> Extension CN #			
		Total	0

PREVIOUS CHANGES NOT LISTED ABOVE IN THE OPTIONS/EXTENSIONS TABLE:

	TYPE OF CHANGE:	SAB APPROVAL DATE (if applicable)	VALUE OF CHANGE:
First CN			
Last CN			

Total number of processed changes to time, scope, and/or dollars: 0

FUNDING SOURCE:	PERCENTAGE	COMMENTS
Restricted Fund	100	Insurance Bureau Fund

ESTIMATED INCREASE DETAILED BY FISCAL YEAR(S):

FY	Dollar Amount
FY11	\$100,000.00

PURCHASE JUSTIFICATION:

Description of Product/Service Modification Requested and Process Explanation: Independent legal services to represent OFIR in the Ingham County Circuit Court Case AG v OFIR v BCBSM, Case 10-1108-CZ.

Purpose/Business Case of Amendment or Extension, and Expected Outcomes: The Attorney General has filed a lawsuit in Ingham County Circuit Court on 9/17/2010 against Blue Cross Blue Shield of Michigan (BCBSM) and the State of Michigan Office of Financial and Insurance Regulation (OFIR) regarding BCBSM's Medigap rate plan. OFIR needs to contract for legal services in order to receive independent legal counsel. The Attorney General will designate the contractor as a Special Assistant Attorney General authorizing the contractor to provide legal services.

Risk Assessment: Independent legal counsel will not be retained, and OFIR will not be responsive to the lawsuit.

PRICE CLAUSE: 30 days

CS-138 #: 192S0002173

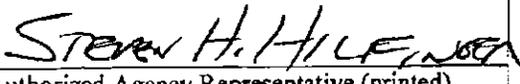
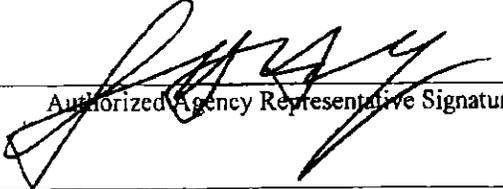
COST REDUCTION/SAVINGS CONSIDERATIONS:

Check if > \$500,000 for software development, computer hardware acquisition or quality assurance?

RECOVERY ACT FUNDS

Percent of Total	0%	Amount	\$
------------------	----	--------	----

AGENCY APPROVALS


Authorized Agency Representative (printed)

Authorized Agency Representative Signature

Return Information:
Contact Name: Mary Lowry
ID Mail: DELEG, 4 th Floor, Ottawa Building, 611 West Ottawa Lansing, MI
Phone No.: 517-241-5988
e-Mail: lowrym@michigan.gov

PURCHASING APPROVALS

Buyer, Buyer Signature

Manager, Manager Signature

Division Director, Division Director Signature

Natalie Spaniolo
Acting Director,
DTMB-Purchasing Operations

Sample
Attorney General
Approval Letter

STATE OF MICHIGAN
DEPARTMENT OF ATTORNEY GENERAL



P.O. Box 30212
LANSING, MICHIGAN 48909

BILL SCHUETTE
ATTORNEY GENERAL

SAAG CONTRACT (AMENDED)-DMB LETTER; AG PAYS

January 28, 2011

Ken Ross, Commissioner
Office of Financial and Insurance Regulation
611 W. Ottawa Street, 3rd Floor
Lansing, MI 48933

Re: Amended Contract for legal services between the Department of Attorney General for the State of Michigan, Office of Financial and Insurance Regulation and Fraser Trebilcock Davis and Dunlap, P.C. Anita G. Fox, Mark R. Fox, Samantha A. Kopacz, Jonathon E. Raven and Graham K. Crabtree as Special Assistant Attorneys General for the purpose of representation in *Attorney General v. Office of Financial and Insurance Regulation and Blue Cross Blue Shield of Michigan*, Ingham County Circuit Court Case No. 10-1108-CZ.

Dear Commissioner Ross:

I reviewed your request to amend the contract for legal services for the purpose of representing the Office of Financial and Insurance Regulation in *Attorney General v. Office of Financial and Insurance Regulation and Blue Cross Blue Shield of Michigan*, Ingham County Circuit Court Case No. 10-1108-CZ. The amendments include adding Graham K. Crabtree as a Special Attorney General in this matter and raising the budget ceiling from \$50,000 to \$100,000.

Based on my review, I am approving the above Amended Contract/Purchase Order for legal services in accordance with Department of Management and Budget Procedure No. 0510.01, in the amount of \$100,000, to be paid by the Office of Financial and Insurance Regulation. Any increase in the budget ceiling amount will need to be submitted to this Office for prior approval before you process the contract amendment. This letter should be attached to your correspondence with DMB Purchasing Operations.

Once you obtain any required approvals from the Departments of Civil Service and Management and Budget, the Contract will be executed, Graham K. Crabtree will be appointed as a Special Assistant Attorney General, and the Oath of Office will be filed with the Office of the Great Seal.

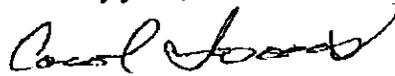
[Addressee.]

Page 2

[Insert date.]

If you have any questions, please call me.

Sincerely yours,



Bill Schuette, or
His Designee

c: Tony DesChenes, Acting Director, Purchasing Operations, DTMB
Suzan M. Sanford, Division Chief, Corporate Oversight Division, DAG
Kari Anders, Office of Fiscal Management, DAG
S:\Supplies\Templates\SAAG Forms\OMB Letter Client Agency Pays (original) 9-16-09

Updated 11/3/2011

Ad Board Date: 02/29/2012 (ver. 1)

**STATE ADMINISTRATIVE BOARD
CONTRACT CHANGE RECOMMENDATIONS
DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET
PROCUREMENT**

AGENCY SUBMITTAL
DTMB PURCHASING SUBMITTAL

CONTRACT DESCRIPTION: 511B2200010 (supersedes 511B8200001); Remaining One Year Option requested for Competency Evaluated Nursing Assistants (CENA) Services, Department of Military and Veterans Affairs, Grand Rapids Home for Veterans

CHANGE NOTICE NUMBER: 2

CONTRACTOR:	MICHIGAN BUSINESS	INCREASE
J2S Healthforce Corp. (AKA CSS Healthforce) - Grand Rapids, MI	X	\$1,019,584.00

Check if request is to exercise Contract option(s).
Requested time period: 02/01/2012 through 09/30/2012 (8 months)

Check if request is to extend Contract (no option in base).
Time period of extension:

Check if extension is beyond Contract option year(s).
Time period of extension:

Check if MiDEAL contract.

ORIGINAL CONTRACT: Term: 10/01/2007 through 09/30/2010
Value: \$4,452,390.00
of Base Years: 3

CURRENT CONTRACT VALUE: \$5,434,011.27

NEW TOTAL CONTRACT VALUE: \$6,453,595.27

PREVIOUS OPTION YEARS/EXTENSIONS:

	PERIOD (Option/Extension start date - end date and state length in years)	SAB APPROVAL DATE	\$ Value
<input checked="" type="checkbox"/> Option 1 CN # 1	10/01/10 through 09/30/11	08/17/2010	\$1,484,130.00
<input checked="" type="checkbox"/> Option 2 CN # 2	10/01/11 through 01/31/12 (4 mo's options year already used for emergency basis)	N/A	\$00
<input type="checkbox"/> Option 3 CN #			
<input type="checkbox"/> Extension CN #			
		Total	\$1,484,130.00

PREVIOUS CHANGES NOT LISTED ABOVE IN THE OPTIONS/EXTENSIONS TABLE:

	TYPE OF CHANGE:	SAB APPROVAL DATE (if applicable)	VALUE OF CHANGE:
First CN			
Last CN			

Total number of processed changes to time, scope, and/or dollars:

FUNDING SOURCE:	PERCENTAGE	COMMENTS
General	33%	
Federal	34%	
Other	33%	Restricted Member Private Pay/Insurances

ESTIMATED INCREASE DETAILED BY FISCAL YEAR(S):

FY	Dollar Amount
2012	\$1,019,584.00

PURCHASE JUSTIFICATION:

Description of Product/Service Modification Requested and Process Explanation: This contract is for Competency Evaluated Nursing Assistants (CENA) who assist the GRHV Resident Care Aides in providing nursing support to the members of the state veteran's home in meeting the daily operational requirements for a long term care facility.

Purpose/Business Case of Amendment or Extension, and Expected Outcomes: This is for the second one year option only. CENAs are required for member care at the GRHV. This contract assists in back up and current nursing staff when on sick and annual leave and produces a cost savings to the home in reducing the cost associated with overtime.

Risk Assessment: The GRHV provides long term medical and assisted care to veterans and their dependents 24 hours, 7 days per week. In order to meet state and federal patient care ratio requirements the GRHV must utilize contracted CENA services to fulfill all shifts in a consistent

staffing/shift pattern which supplement state employed staff for direct care in order to meet/exceed state and federal standards. These services are critical to the continued operations of the GRHV.

PRICE CLAUSE: Firm Fixed Price

CS-138 #: 511S2200001

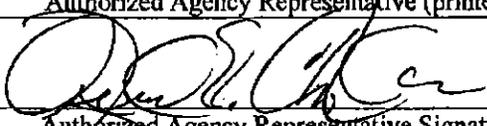
COST REDUCTION/SAVINGS CONSIDERATIONS:

Check if > \$500,000 for software development, computer hardware acquisition or quality assurance?

RECOVERY ACT FUNDS

Percent of Total	%	Amount	\$
------------------	---	--------	----

AGENCY APPROVALS

Alfred Christian
Authorized Agency Representative (printed)

Authorized Agency Representative Signature

Return Information:
Contact Name: Kimberly Graham
ID Mail: RFSC, 3rd Floor, Lansing
Phone No.: 517-481-7643
e-Mail: grahamk@michigan.gov

PURCHASING APPROVALS

BuyerBuyer, Buyer Signature

Manager, Manager Signature

Division Director, Division Director Signature

Jeff Brownlee
Chief Procurement Officer,
DTMB-Procurement

Michigan Department of Mar
STATE ADMINISTRATIVE
CONTRACT AB

Sample 2.e. DCH Contract Abstract
Direct Human Services or
Medical Services Contract
Amendment Delegated under
Ad Guide Procedure 0510.15

1. DEPARTMENT COMMUNITY HEALTH		DIVISION/BUREAU/ FACILITY DCH - CARO CENTER							
2. CONTRACTOR'S NAME DETROIT BIOMEDICAL LABORATORIES, INC.					CONTRACT NO. 391B0200001				
3. ADDRESS 23955 FREEWAY PARK DRIVE FARMINGTON HILLS, MI					AMENDMENT NO. 1				
					CIVIL SERVICE CS-138 NO. (If Applicable) 391S0002120				
					MICHIGAN BASED BUSINESS? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A- Local unit of government				
					PERCENTAGE OF SERVICES PERFORMED IN MICHIGAN (i.e.: 100% of services) 100				
4. (a) CURRENT STATE AGREEMENT AMOUNT	(b) CURRENT LOCAL, FEES AND OTHER	(c) CURRENT TOTAL AGREEMENT AMOUNT	(d) AMENDED STATE AMOUNT	(e) AMENDED LOCAL FEES AND OTHER	(f) COMBINED AMENDMENT TOTAL	(g) NEW STATE AGREEMENT AMOUNT	(h) NEW AGREEMENT TOTAL	(i) ESTIMATED TOTAL CURRENT YEAR COST	(j) AMENDMENT % OF TOTAL INCREASE OR DECREASE
146,082	0	146,082	91,000	0	91,000	237,082	237,082	91,000	63.00 %
5. FUNDING SOURCE BY PERCENTAGE (i.e.: 50% State Restricted, 45% Federal, 5% State GF) 100% STATE GENERAL FUND					6. METHOD OF PAYMENT (i.e.: Monthly, Fee for Service, etc.) MONTHLY				
7. PURPOSE/BUSINESS CASE: THIS AGREEMENT PROVIDES FUNDING FOR MEDICAL LABORATORY SERVICES FOR MICHIGAN DEPARTMENT OF COMMUNITY HEALTH, CARO CENTER.									
8. BENEFIT: THIS AGREEMENT WILL PROVIDE MEDICAL LABORATORY SERVICES NECESSARY FOR DETERMINING TREATMENT PROGRAMS, DIAGNOSIS, MONITORING DRUG LEVELS, ETC. AS NECESSARY TO PROTECT THE HEALTH AND SAFETY OF PATIENTS RESIDING AT CARO CENTER.									
9. COMMITMENT LEVEL: OCTOBER 1, 2009 THROUGH SEPTEMBER 30, 2012									
10. RISK ASSESSMENT: N/A									
11. COST REDUCTION/SAVINGS: N/A									
12. ORIGINAL CONTRACT TERM 10/01/2009 TO 09/30/2012					13. CONTRACT BEING EXTENDED TO				
14. ACQUISITION METHOD: CHECK THE APPROPRIATE BOX. If DMB OR AGENCY COMPETITIVELY BID, FOLLOW INSTRUCTIONS FOR ITEM #15. <input type="checkbox"/> Grant Award <input type="checkbox"/> DMB Competitively Bid <input checked="" type="checkbox"/> Agency Competitively Bid									
15. SUMMARY OF GRANT APPLICANTS OR BIDS – ATTACH A SEPARATE PAGE IN THE FORMAT AS FOLLOWS – BIDDER, CITY, STATE, PRICE									
16. GRANT AWARD PROCESS SUMMARY: This solicitation was posted on bid4michigan as an MDCH competitive bid. Two bidders responded to solicitation. Detroit Bio Medical Laboratories, Inc was the selected vendor based on the review criteria outlined in the Request for Proposal.									
17. TYPE OF CANCELLATION CLAUSE: (i.e.: 30 Day Cancellation Clause) 30 DAY CANCELLATION					18. DOES THE CONTRACT CONTAIN THE FOLLOWING: a. Non-Appropriation Clause <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO b. Business Integrity Clause <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO				
19. DOES THE CONTRACT INDICATE THAT THE CONTRACTOR WILL COMPLY WITH ALL LAWS, RULES, AND REGULATIONS THAT MAY PERTAIN TO THE CONTRACT? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO If YES, specify Location In The Contract: GOVERNING LAW, SECTION 2.210									
20. ADDITIONAL INFORMATION:									
21. THE UNDERSIGNED CERTIFIES THAT ALL THE APPROVALS REQUIRED BY THE STATE ADMINISTRATIVE BOARD HAVE BEEN OBTAINED. DEPARTMENT/AGENCY APPROVED SIGNATURE <i>Kevin Broessel</i> DATE 1/5/11									
22. AFTER AD BOARD – RETURN STAMPED APPROVAL(S) TO: SHARON ST. ARNO ID MAIL ADDRESS: 4TH FLOOR, LEWIS CASS BLDG. 320 S. WALNUT STREET LANSING, MI 48913									

Bidder	City	State	Price
Detroit Bio Med Laboratories, Inc	Farmington Hills	MI	146,082.00
Detroit Medical Center Clinical Laboratories, Inc	Detroit	MI	236,382.54

The above chart reflects the bids received for MDCH 391I9200002a for Medical Laboratory Services for Caro Center.

Sample 2.f
Contract Amendment
Lottery has authority to
procure under MCL 432.9

Updated 11/3/11

Ad Board Date:

(ver. 1/17)

**STATE ADMINISTRATIVE BOARD
CONTRACT CHANGE RECOMMENDATIONS
DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET
PROCUREMENT**

AGENCY SUBMITTAL

DTMB PURCHASING SUBMITTAL

CONTRACT DESCRIPTION: Contract # MSL 07-001 Modification requested for Commodities
Michigan Bureau of State Lottery

CHANGE NOTICE NUMBER: Amendments # 6, 7, and 8

CONTRACTOR:

GTECH Corporation, Providence, RI

**MICHIGAN
BUSINESS**

INCREASE

\$12,950,000.00

Check if request is to exercise Contract option(s).

Requested time period:

Check if request is to extend Contract (no option in base).

Time period of extension:

Check if extension is beyond Contract option year(s).

Time period of extension:

Check if MiDEAL contract.

ORIGINAL CONTRACT:

Term: 04/01/08 - 01/19/15 **Value:** 285,600,000.00

of Base Years: 6 + implementation period

CURRENT CONTRACT VALUE: \$306,576,614.00

NEW TOTAL CONTRACT VALUE: \$319,526,614.00

Amendment # 6 - \$2,570,000.00

Amendment # 7 - \$7,100,000.00

Amendment # 8 - \$3,280,000.00

PREVIOUS OPTION YEARS/EXTENSIONS:

	PERIOD (Option/Extension start date - end date and state length in years)	SAB APPROVAL DATE	\$ Value
<input type="checkbox"/> Option 1 CN #			
<input type="checkbox"/> Option 2 CN #			
<input type="checkbox"/> Option 3 CN #			
<input type="checkbox"/> Extension CN #			
		Total	0

PREVIOUS CHANGES NOT LISTED ABOVE IN THE OPTIONS/EXTENSIONS TABLE:

	TYPE OF CHANGE:	SAB APPROVAL DATE (if applicable)	VALUE OF CHANGE:
First CN	Amendment # 1 Merchandising Program	08/05/08	\$1,200,000.00
Last CN	Amendment # 5 On-Line Gaming Signage	04/06/10	\$3,858,000.00

Total number of processed changes to time, scope, and/or dollars: 5

FUNDING SOURCE:	PERCENTAGE	COMMENTS
Lottery Restricted Fund	100%	

ESTIMATED INCREASE DETAILED BY FISCAL YEAR(S):

FY	Dollar Amount
12	\$1,219,000.00
13	\$5,012,000.00
14/15	\$6,719,000.00

PURCHASE JUSTIFICATION:

Description of Product/Service Modification Requested and Process Explanation:

The Bureau of State Lottery is requesting to exercise three amendments to their competitively bid gaming system contract currently held by GTECH. Authority to bid a gaming system is afforded to the Lottery through Statute (Act 239 of 1972, Sec. 432.9) and provision for these services were contemplated under the RFP developed by the Lottery and responded to in the bid proposal submitted by the vendor. The following is a description of the three amendments:

Amendment #6 will result in a player card loyalty program and a subscription service. GTECH will design and develop and/or will procure the design and development of the software to add Lottery related features to a financial institution-issued prepaid card to be offered to players.

Amendment #7 will result in the provision to the Lottery of certain interactive marketing and product initiatives utilizing digital media channels such as web, mobile, and social platforms.

Amendment #8 will provide the Lottery with additional Point-of-Sale equipment allowing for an expansion of the retailer network.

Purpose/Business Case of Amendment or Extension, and Expected Outcomes: The Lottery is continuously working on new ways to attract players and expand its retailer network. All of the amendments are being executed with the intention of increasing both sales and the contribution to the School Aid Fund. Overall, sales are expected to increase by \$402,819,000, resulting in an increase to the School Aid Fund of \$107,073,990 over the term of the Contract.

The following is a breakdown of the revenue anticipated for each amendment over the term of the Contract:

Amendment #6: Estimated sales increase of \$18,000,000, resulting in an increase to the School Aid Fund of \$5,580,000.

Amendment #7: Estimated sales increase of \$288,000,000, resulting in an increase to the School Aid Fund of \$72,000,000.

Amendment #8: Estimated sales increase of \$96,819,000, resulting in an increase to the School Aid Fund of \$29,493,990.

Risk Assessment: Failure to implement these initiatives may result in less net revenue to the School Aid Fund.

PRICE CLAUSE:

Amendment #6-Percentage based on prizes redeemed on card.

Amendment #7-Fixed price based on vendor negotiations.

Amendment #8-Percentage based on Lottery sales.

CS-138 #: N/A Majority of Contract Remains To Be Commodities

COST REDUCTION/SAVINGS CONSIDERATIONS:

Check if > \$500,000 for software development, computer hardware acquisition or quality assurance?

RECOVERY ACT FUNDS

Percent of Total	N/A	Amount	\$
-------------------------	-----	---------------	----

AGENCY APPROVALS

<i>Katherine C. Clinton</i>
Authorized Agency Representative (printed)
<i>Katherine C. Clinton</i>
Authorized Agency Representative Signature

Return Information:
Contact Name: Dick Hauser
ID Mail: Lottery Bldg. - Lansing
Phone No.: 335-5687
e-Mail: hauserd@michigan.gov

PURCHASING APPROVALS

Buyer, Buyer Signature

Division Director, Division Director Signature

Manager, Manager Signature

Jeff Brownlee
Chief Procurement Officer
DTMB-Procurement

Updated 11/3/2011

Sample 2.g.
Contract Amendment delegated
through a Memorandum of
Understanding between DTMB
Procurement and an Agency

04/17/2012 (ver. 1)

**STATE ADMINISTRATIVE BOARD
CONTRACT CHANGE RECOMMENDATIONS
DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET
PROCUREMENT**

AGENCY SUBMITTAL

DTMB PURCHASING SUBMITTAL

CONTRACT DESCRIPTION: 472B7200284; Extend Existing Contract to Purchase Pork Products for Six Months, Three Days and Additional Funding; Department of Corrections

CHANGE NOTICE NUMBER: 11

CONTRACTOR:

John Secord, Inc., Jackson, MI

**MICHIGAN
BUSINESS**



**INCREASE
\$300,000.00**

Check if request is to exercise Contract option(s).
Requested time period:

Check if request is to extend Contract (no option in base).
Time period of extension:

Check if extension is beyond Contract option year(s).
Time period of extension: 03/27/2012 - 09/30/2012 (six months, three days)

Check if MiDEAL contract.

ORIGINAL CONTRACT: Term: 03/27/2007 - 03/27/2010 (three years, one day)
Value: \$345,415.00
of Base Years: 3

CURRENT CONTRACT VALUE: \$1,185,315.00

NEW TOTAL CONTRACT VALUE: \$1,485,315.00

PREVIOUS OPTION YEARS/EXTENSIONS:

	PERIOD (Option/Extension start date - end date and state length in years)	SAB APPROVAL DATE	\$ Value
<input checked="" type="checkbox"/> Option 1 CN # 7	03/28/2010 - 03/26/2011 (one year)		\$0.00
<input checked="" type="checkbox"/> Option 2 CN # 8	03/27/2011 - 03/26/2012 (one year)		\$0.00
<input type="checkbox"/> Option 3 CN #			
<input type="checkbox"/> Extension CN #			
		Total	\$0.00

PREVIOUS CHANGES NOT LISTED ABOVE IN THE OPTIONS/EXTENSIONS TABLE:

	TYPE OF CHANGE:	SAB APPROVAL DATE (if applicable)	VALUE OF CHANGE:
First CN	Contract Modification		\$0.00
Last CN	Increase Contract Maximum		\$115,000.00

Total number of processed changes to time, scope, and/or dollars: 10

FUNDING SOURCE:	PERCENTAGE	COMMENTS
Revolving Fund	100%	Correctional Industries Revolving Fund

ESTIMATED INCREASE DETAILED BY FISCAL YEAR(S):

FY	Dollar Amount
2012	\$300,000.00

PURCHASE JUSTIFICATION:

Description of Product/Service Modification Requested and Process Explanation: This request is to extend the existing contract beyond the option years and for additional funds to purchase pork products and opportunity buys for Michigan State Industries (MSI).

Purpose/Business Case of Amendment or Extension, and Expected Outcomes: The MSI manufactures goods and provides services for sale to State agencies, tax-supported entities, and local governmental units. The MSI meat processing factory processes the pork products for correctional facilities customers. This request is to extend the existing contract until September 30, 2012, and add funds to the contract, to allow MSI to continue to furnish pork to the facilities and purchase opportunity buys while the Department of Corrections (DOC) food contract Request for Proposal is being bid out. The additional funds are not needed due to a change in scope to the contract, but are needed to cover the additional time. The DOC has delegated authority for purchases up to \$1,000,000.00 for MSI per the Memorandum of Agreement with DMB Acquisition Services dated 02/13/2006.

Risk Assessment: Without the extension and additional funds, MSI would be unable to provide pork products and purchase opportunity buys. The MSI would have to purchase these items from other sources, possibly at a higher price. This amendment is necessary for the imminent protection

of public health or safety or to mitigate an imminent threat to the health and safety of the citizens of the State of Michigan.

PRICE CLAUSE: The MSI meat processing factory contacts all the pork product contracted vendors prior to ordering to obtain prices for the items needed. The order is placed with the lowest priced vendor.

CS-138 #: Not Applicable (NA)

COST REDUCTION/SAVINGS CONSIDERATIONS:

Check if > \$500,000 for software development, computer hardware acquisition or quality assurance?

RECOVERY ACT FUNDS

Percent of Total	%	Amount	\$
------------------	---	--------	----

AGENCY APPROVALS

Randall W. Treacher, Deputy Director
Authorized Agency Representative (printed)

Authorized Agency Representative Signature

Return Information:
Contact Name: Laura Campbell
ID Mail: Corrections - Procurement
Phone No.: 517-373-4447
e-Mail: CampbellL13@michigan.gov

PURCHASING APPROVALS

Buyer, Buyer Signature

Manager, Manager Signature

Division Director, Division Director Signature

Jeff Brownlee
Chief Procurement Officer,
DTMB-Procurement

Sample
Memorandum of Understanding
between DTMB Procurement
and an Agency

MEMORANDUM OF AGREEMENT
between the
MICHIGAN DEPARTMENT OF MANAGEMENT AND BUDGET
Acquisition Services Division
and
MICHIGAN DEPARTMENT OF CORRECTIONS
Bureau of Correctional Industries
Michigan State Industries Division
regarding
Delegated Purchasing Authority

This Agreement is executed this 13th day of February 2006, between the Michigan Department of Management and Budget Acquisition Services (DMB) and the Michigan Department of Corrections, Bureau of Correctional Industries hereafter referred to as Michigan State Industries (MSI).

PURPOSE

The purpose of this Memorandum of Agreement (MOA) is to set forth in writing the terms and conditions under which MSI shall perform delegated procurement activity. It is the purpose of this Agreement for DMB and MSI to work cooperatively, in order to effectively and efficiently increase the delegated authority limit up to \$1,000,000.00.

AUTHORITY

Acquisition Services, in the Department of Management and Budget, has the statutory responsibility under Public Act 431 of 1984 to prepare specifications, establish terms and conditions, and procure goods and services required for the operation of the Executive Branch of state government. Its objective is to serve the state through the use of sound, prudent, and consistent purchasing practices.

The Management and Budget Act, Public Act 431 of 1984, as amended, MCL 18.1261 sub sections 261 item (4) states as follows:

18.1261 Supplies, materials, services, insurance, utilities, third party financing, equipment, printing, and other items.

Sec. 261. (4) The department may delegate its procurement authority to other state agencies within dollar limitations and for designated types of procurements. The department may withdraw delegated authority upon a finding that a state agency did not comply with departmental procurement directives.

This Memorandum of Agreement (MOA) also supplements and compliments Administrative Guide section 0510.01 Delegated Purchase Authority for Supplies, Materials, Equipment, Printing and Services issued August 31, 1998.

PERFORMANCE STANDARDS

- MSI will be expected to carry out its procurement functions under this delegated authority according to all the guidelines of Administrative Guide section 500 (Purchasing). DMB retains the right to add other reasonable requirements as it sees fit to ensure the ethical, efficient and effective administration of this delegated authority trust.
- DMB must have an opportunity to review and approve the programmatic procurement practices used by MSI including any changes to the process.
- DMB or the Department of Attorney General must review and approve MSI's standard contractual terms.
- All contracts and amendments to those same contracts, with a value equal to or exceeding the value as set by resolution of the State Administrative Board for its review, will be submitted by MSI to the State Administrative Board for approval.
- If requested by MSI, DMB will provide procurement consultation services.

ANNUAL REVIEW

MSI and DMB agree to conduct an annual review of performance no later than one year from execution date of this Agreement. The review shall include the following: problems and concerns, overall service and performance, and operational modifications.

QUALITY ASSURANCE

Managing the Agreement: DMB and MSI will designate an individual as the MOA Manager to perform the following:

- Present MOA strategy and process.
- Obtain approval of the MOA.
- Serve as the point of contact for problems or concerns related to the MOA.
- Maintain ongoing contact with the Agency designated MOA Manager.
- Collect any required performance metrics or reports related to stated goals.
- Periodically assess the effectiveness of mechanisms selected for service tracking and reporting.
- Facilitate or participate in conflict resolution processes regarding service effectiveness.
- Delegate responsibilities to, or seek the assistance of, colleagues, subordinates or members of the Agency staff as needed to address issues that may arise under the MOA.

DURATION

This agreement shall be effective upon the signature of both parties and has no expiration date. Either party upon 30 days written notice may terminate this agreement.

CHANGES IN SCOPE OF AGREEMENT

It is understood that delegation of authority does not relieve DMB of Statutory responsibility for purchases. Therefore DMB retains the privilege of making changes by project, in part or in whole to this agreement. It is understood and agreed that any changes will be agreed upon by both parties and documented in writing. In the event of a change by either DMB or MSI, the originating party is responsible to consult with the other party beforehand. Each MOA Manager will obtain appropriate approvals for the changes. A copy of the changes will be made part of the original MOA.

PROBLEM RESOLUTION AND ESCALATION PROCESS

Problems related to services covered by this Agreement will be handled in the following manner:

- Staff will attempt to resolve problems in a prompt effective mutually agreeable resolution.
- If staff is not able to resolve the problem, the problem will be escalated to the MOA Managers.
- If MOA Managers are not able to resolve the problem, the problem will be escalated to the respective Division Administrators.
- If Division Administrators are unable to resolve the matter the problem will escalate to the Division Director.

AGREEMENT REPRESENTATIVES

- DMB- Acquisition Services MOA Manager: William Walsh: Phone: 517-373-6535, Email: walshw@michigan.gov
- DOC-MSI MOA Manager: Larry Guerrant: 517-373-4377, email: GuerrantC@michigan.gov
- DMB-Acquisition Services Division Administrator: Tony Des Chenes, Phone: 517-373-9417, email: DeschenesA1@michigan.gov
- DOC-MSI Division Administrator: Lloyd Kimbrell: Phone: 517-335-0079, email: KimbrelA@michigan.gov
- DMB- Acquisition Services Director: Elise Lancaster, Phone 517-373-0300, email
- DOC Deputy Director of Administration and Programs: Barry McLemore, Phone: 517-335-6850, McLemoBL@michigan.gov

13. SIGNATORIES

The signatories warrant that they are authorized to sign and execute this Agreement on behalf of their respective departments.

DEPARTMENT OF CORRECTIONS

**DEPARTMENT OF MANAGEMENT AND BUDGET
ACQUISITION SERVICES**

 2/8/06

Patricia J. Caruso
Director

 2/22/06

Elise Lancaster
Director

SECTION III

AGENCY

**NEW
GRANTS**

Michigan Department of Management and Information Services
STATE ADMINISTRATIVE BOARD
CONTRACT ABSTRACT

1. DEPARTMENT COMMUNITY HEALTH		DIVISION/BUREAU/ FACILITY MEDICAL SERVICES ADMIN/BUREAU OF MEDICAID POLICY AND HEALTH SYSTEM INNOVATION							
2. CONTRACTOR'S NAME CENTER FOR SENIOR INDEPENDENCE					CONTRACT NO. AMENDMENT NO.				
3. ADDRESS 7800 WEST OUTER DRIVE, STE 240					CIVIL SERVICE CS-138 NO. (If Applicable) NO JURISDICTION				
DETROIT, MI 48235					MICHIGAN BASED BUSINESS? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A- Local unit of government				
					PERCENTAGE OF SERVICES PERFORMED IN MICHIGAN (i.e.: 100% of services) 100%				
4. (a) CURRENT STATE AGREEMENT AMOUNT	(b) CURRENT LOCAL, FEES AND OTHER	(c) CURRENT TOTAL AGREEMENT AMOUNT	(d) AMENDED STATE AMOUNT	(e) AMENDED LOCAL FEES AND OTHER	(f) COMBINED AMENDMENT TOTAL	(g) NEW STATE AGREEMENT AMOUNT	(h) NEW AGREEMENT TOTAL	(i) ESTIMATED TOTAL CURRENT YEAR COST	(j) AMENDMENT % OF TOTAL INCREASE OR DECREASE
6,608,000	0	6,608,000	0	0	0	6,608,000	6,608,000	6,608,000	%
5. FUNDING SOURCE BY PERCENTAGE (i.e.: 50% State Restricted, 45% Federal, 5% State GF) 33.86% STATE GF/GP, 66.14% FEDERAL *BASED ON CURRENT FEDERAL BUDGET						6. METHOD OF PAYMENT (i.e.: Monthly, Fee for Service, etc.) MONTHLY CAPITATION PAYMENT			
7. PURPOSE/BUSINESS CASE: THIS AGREEMENT PROVIDES FUNDING FOR THE CENTER FOR SENIOR INDEPENDENCE, IS A PROGRAM OF ALL-INCLUSIVE CARE FOR THE ELDERLY (PACE) FOR FY 12. PACE ORG.S PROVIDE ALL MEDICARE AND MEDICAID COVERED SERVICES AND SOCIAL SERVICES FOR BENEFICIARIES ENROLLED IN THE PROGRAM. THE GOAL OF THE PACE ORGANIZATION IS TO KEEP THE FRAIL ELDERLY LIVING IN THE COMMUNITY FOR AS LONG AS POSSIBLE.									
8. BENEFIT: THIS AGREEMENT WILL PROVIDE COST SAVINGS TO THE DEPARTMENT BY REDUCING THE RISK OF NURSING HOME COSTS FOR THE FRAIL ELDERLY ENROLLED IN THE CENTER FOR SENIOR INDEPENDENCE									
9. COMMITMENT LEVEL: THIS AGREEMENT IS FOR FY 12, BEGINNING 1/1/12 THROUGH 9/30/12.									
10. RISK ASSESSMENT: N/A									
11. COST REDUCTION/SAVINGS: N/A									
12. ORIGINAL CONTRACT TERM 1/1/2012 TO 9/30/2012					13. CONTRACT BEING EXTENDED TO				
14. ACQUISITION METHOD: CHECK THE APPROPRIATE BOX. IF DMB OR AGENCY COMPETITIVELY BID, FOLLOW INSTRUCTIONS FOR ITEM #15. <input checked="" type="checkbox"/> Grant Award <input type="checkbox"/> DMB Competitively Bid <input type="checkbox"/> Agency Competitively Bid									
15. SUMMARY OF GRANT APPLICANTS OR BIDS - ATTACH A SEPARATE PAGE IN THE FORMAT AS FOLLOWS - BIDDER, CITY, STATE, PRICE									
16. GRANT AWARD PROCESS SUMMARY: PACE organizations are granted contracts with MDCH after an intense application process. The application which is received from the prospective PACE organization is reviewed by both MDCH staff and the staff at the Centers for Medicare and Medicaid Services prior to beginning operations. Each PACE organization has a unique service area from which they may enroll Medicaid beneficiaries. At this time, there have been no PACE Organizations that submitted applications that have not been chosen.									
17. TYPE OF CANCELLATION CLAUSE: (i.e.: 30 Day Cancellation Clause) 30 DAY CANCELLATION					18. DOES THE CONTRACT CONTAIN THE FOLLOWING: a. Non-Appropriation Clause <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO b. Business Integrity Clause <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO				
19. DOES THE CONTRACT INDICATE THAT THE CONTRACTOR WILL COMPLY WITH ALL LAWS, RULES, AND REGULATIONS THAT MAY PERTAIN TO THE CONTRACT? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO If YES, specify Location In The Contract: SECTION III, A, ASSURANCES									
20. ADDITIONAL INFORMATION:									
21. THE UNDERSIGNED CERTIFIES THAT ALL THE APPROVALS REQUIRED BY THE STATE ADMINISTRATIVE BOARD HAVE BEEN OBTAINED. DEPARTMENT/AGENCY APPROVED SIGNATURE <i>LS</i> <i>Kristi Brossel (ls)</i> DATE <i>12/27/11</i>									
22. AFTER AD BOARD - RETURN STAMPED APPROVAL(S) TO: SHARON ST. ARNO ID MAIL ADDRESS: 4TH FLOOR, LEWIS CASS BLDG. 320 S. WALNUT STREET LANSING, MI 48913									

Sample 3.b. Grant Abstract
 New Grant delegated under
 Administrative Guide Procedure
 0510.15, Procuring Direct Human
 Services and Medical Services - General

MICHIGAN DEPARTMENT
 STATE ADMINISTRATION

GRANT ABSTRACT (New or Amendments)

1 DEPARTMENT Department of Agriculture and Rural Development		2 AGENCY/FACILITY Farmland and Open Space Preservation Program		
3 GRANTEE'S NAME Acme Township, Grand Traverse County		4 AGENCY'S GRANT DESIGNATION Grant Number TBD		
5 ADDRESS 6042 Acme Rd. Williamsburg, MI 49690		6 AMENDMENT NO. NA		
7 CURRENT GRANT AMOUNT \$611,421.00	8 AMENDMENT AMOUNT NA	9 PERCENT OF INCREASE NA	10 NEW TOTAL NA	11 COST BY FISCAL YEAR FY12 - \$611,421.00
12 PURPOSE/BUSINESS CASE - State whether services will be performed in-state or out-state. The grant is to assist Acme Township in purchasing the development rights on 3 farms located in the Township. The State is a party to a Cooperative Agreement with the USDA Natural Resource Conservation Service, Farm and Ranchland Protection Program (FRPP) and Acme Township. Under the USDA program 50% of the development rights value is paid by USDA. As a party to the Cooperative Agreement the State would provide funds to Acme Township to close on the 3 transactions. Funds provided by the State would represent the Federal share of the purchase price. After the closings, the State would be reimbursed by the Federal USDA/NRCS program for all expended dollars. Under this transaction Acme Township does not have to provide the Federal portion at the time of closing and wait for reimbursement. For participating the State becomes a co-holder of the conservation easement, thereby protecting the land permanently, and the state is reimbursed for the Federal share of the project.				
13 EXPECTED OUTCOMES/BENEFITS The permanent preservation of the three farms would protect more than 390 acres of farmland from development. A critical mass of protected farmland acres is necessary in the area in order to retain and expand on existing cherry processing facilities.				
14 FUNDING SOURCE BY PERCENTAGE 100% Federal		15 METHOD OF PAYMENT (i.e., Monthly, Fee for Services, etc.) Lump Sum		
16 RISK ASSESSMENT		17 COMMITMENT LEVEL		
18 FOR NEW GRANTS ATTACH THE FOLLOWING - 1) A LIST OF GRANT APPLICANTS IN THE FORMAT - GRANTEE, CITY, STATE, AWARD AMOUNT, ANY OTHER INFO NOT THE SAME FOR ALL GRANTEES (i.e., purpose) 2) A GRANT PROCESS SUMMARY: In the past MDARD has been an applicant to the Farm and Ranchland Protection Program (FRPP). However limited State funds for matching the FRPP program has restricted the ability of MDARD to apply. In 2010 the Director of the Department authorized the Department to act as a co-applicant with local development rights purchase programs for the FRPP program. Under that authorization Acme Township requested the State to act as a co-applicant for the 2010 application cycle for the FRPP program. The three farms in the application were approved for funding by USDA based on a scoring system developed by USDA which is geared to the selection of the best parcels based on soils, land productivity, local funding and the viability of agriculture in the area of application. Of the 26 parcels applied for in 2010 the 3 Acme Township parcels ranked in the top 4 parcels approved for FRPP funding. The success of the purchase of these 3 parcels will help in the Department objective of farmland preservation in the State.			19 COST REDUCTION N/A	
20 ORIGINAL GRANT TERM FROM 10/1/2011 TO 10/1/2012	21 REQUESTED OPTION LENGTH NA	22 REQUESTED EXTENSION LENGTH NA	23 OPTION OR EXTENSION TERM FROM TO NA	
24 TYPE OF CANCELLATION CLAUSE (i.e., 30-day cancellation) 30 Day Cancellation				
DOES THE GRANT CONTAIN THE FOLLOWING?: YES or NO				
25 Non-appropriation Clause YES		26 Business Integrity Clause YES		
27 DOES THE GRANT INDICATE THAT THE GRANTEE WILL COMPLY WITH ALL LAWS, RULES, REGULATIONS THAT MAY PERTAIN TO THE GRANT? YES				
28 ADDITIONAL INFORMATION				

THE UNDERSIGNED CERTIFIES THAT ALL THE APPROVALS, REQUIRED BY THE STATE ADMINISTRATIVE BOARD HAVE BEEN OBTAINED.

DEPARTMENT/AGENCY
 APPROVED SIGNATURE

David M. Bruce

David M. Bruce, Chief Financial Officer

DATE

9-26-2011

AFTER AD BOARD - RETURN STAMPED APPROVAL(S) TO:
 ID MAIL ADDRESS:

Carla McCarrick
 Mich. Dept Agriculture & Rural Dev.,
 Operations Services 6th Floor,
 Constitution Hall, Lansing, MI
 517-335-3406

TELEPHONE NUMBER:

Grantee:	Grant Project Title (Project Area):	Grant Amount:	Grantee Address:
Michigan State University - Michigan Natural Features Inventory	Providing Conservation Information for the Most At-risk Aquatic Animal Taxa in Michigan (all coastal counties)	32,000.00	301 Administration Bldg MSU East Lansing MI 48824
Alliance for Economic Success	Onekama Community Coastal Park Access Development Project (Manistee County)	34,000.00	1361 US 31 South Manistee MI 49660
Traverse City Downtown Development Authority	Traverse City Waterfront Plan - Engineering for Pedestrian Tunnel to Waterfront (Grand Traverse County)	50,000.00	303 E. State St., Suite C Traverse City MI 49685
Preserve the Dunes, Inc.	Critical Dunes Presidential Design Awards Program (multiple coastal counties)	25,000.00	P.O. Box 164 Riverside MI 49084
Michigan State University, Michigan Natural Features Inventory	Web-Based Invasive Plant Training Modules (all coastal counties)	45,400.00	301 Administration Bldg MSU East Lansing MI 48824
Village of Spring Lake	Grand River Greenway, Phase I (Ottawa County)	50,000.00	102 W. Savidge St. Spring Lake MI 49456
West Michigan Shoreline Regional Development Commission	West Michigan Shoreline Blueways and Greenways Plan: Public Access Inventory and Linkages (Oceana and Mason Counties)	40,000.00	316 Morris Ave., #340 Muskegon MI 49443
Michigan State University, Michigan Natural Features Inventory	A Climate Change Vulnerability Assessment of Natural Features in Michigan's Coastal Zone (all coastal counties)	55,000.00	301 Administration Bldg MSU East Lansing MI 48824
Macomb County	Lake St. Clair Habitat Protection and Restoration Plan - Year 2 (Macomb County)	44,000.00	1 S. Main St., 7 th Floor Mt. Clemens MI 48043
Village of Pentwater	Sixth Street Boardwalk (Oceana County)	46,500.00	327 S. Hancock St. Pentwater MI 49449
Saginaw Basin Land Conservancy	Saginaw Bay Herpetological Inventory & Assessment (all counties on Saginaw Bay)	37,250.00	311 Fifth St. Bay City MI 48708
Charter Township of Oscoda	Oscoda Beach Park Observation and Fishing Pier (Oscoda County)	30,000.00	110 S. State St. Oscoda MI 48750
Huron Pines Resource Conservation and Development Council	Campaign to End <i>Phragmites</i> : Using a Locally Sustainable Approach (Northeast Lower Peninsula coastal counties)	30,016.00	501 Norway St. Grayling MI 49738
Michigan State University - Michigan Natural Features Inventory	Mapping Options for Revised Coastal Zone and CELCP Program Boundaries (all coastal counties)	60,000.00	301 Administration Bldg MSU East Lansing MI 48824
Michigan Technological University	Offshore Bat Activity Over Lake Michigan Wind Resource Areas (multiple counties on northern Lake Michigan)	55,500.00	1400 Townsend Drive Houghton MI 49931
Michigan State University/Remote Sensing & Geographic Information Science	High Risk Erosion Area Mapping for Upper Peninsula Counties (multiple counties on Lake Superior)	59,375.00	301 Administration Bldg MSU East Lansing MI 48824
Michigan State University - Michigan Natural Features Inventory	Identifying Migrant Waterfowl and Waterbird Stopovers to Inform Wind Energy Development Siting (all counties on Saginaw Bay)	42,500.00	301 Administration Bldg MSU East Lansing MI 48824
Houghton Keweenaw Conservation District	Pilgrim River Watershed Plan (Houghton County)	51,000.00	600 E. Lakeshore Dr., #204 Houghton MI 49931
Western Upper Peninsula Planning & Development Region	Western Upper Peninsula Blueways Plan and Guide (multiple counties on Lake Superior)	30,000.00	393 E. Lakeshore Dr. Houghton MI 49931

Total 817,641.00

MICHIGAN COASTAL MANAGEMENT PROGRAM COASTAL ZONE MANAGEMENT (CZM) GRANTS

Grant Process Summary

Issue

The Department of Natural Resources and Environment (DNRE) is receiving approximately \$2.6 million in Fiscal Year 2011 for administration of the Michigan Coastal Management Program (MCMP), located in the Office of the Great Lakes. Federal funds from the National Oceanic and Atmospheric Administration (NOAA), U.S. Department of Commerce, are matched 1:1 with state and local funds. The Catalog of Federal Domestic Assistance (CFDA) title is Coastal Zone Management Administration Awards and the CFDA number is 11.419. Of this grant award, \$1.5 million supports administration of the MCMP and coastal environmental protection programs. The MCMP recommends passing through the remaining \$1.1 million, as well as an additional \$135,000 in re-obligated program funds from Fiscal Year 2010, to coastal communities, state agencies, nonprofit organizations, and universities for projects that further the objectives of the MCMP, as authorized by the federal Coastal Zone Management Act (CZMA; Public Law 92-583). Those objectives are:

- Create and enhance coastal public access
- Protect, manage, and restore coastal resources, habitats, and watersheds
- Control development in erosion and flood hazard areas
- Research and educational outreach on Great Lakes and coastal issues
- Preserve and restore historic coastal structures important to Great Lakes maritime heritage
- Redevelop urban waterfronts, brownfields, and ports
- Protect coastal water quality and reduce nonpoint source pollution in coastal watersheds
- Minimize the adverse impacts of coastal growth and development
- Research, planning, and zoning initiatives addressing the siting of wind energy facilities in the context of coastal resource protection

Background

The federal CZMA of 1972 establishes the only national program to authorize comprehensive protection, planning, and management of the nation's coastal land and water resources. The CZMA enables coastal states to develop a coastal management program to protect sensitive shoreline resources; coordinate federal, state and local coastal activities and policies; and improve public access to the shoreline within the approved coastal boundary. The MCMP includes local pass-through grants, administration of several coastal regulatory programs established under the Natural Resources and Environmental Protection Act (NREPA; 1994 PA 451, as amended), tracking of coastal performance measures, and review of federal agency activities for consistency with Michigan laws related to coastal resource protection.

Project Selection Process

The request for proposals (RFP) was mailed to eligible applicants in January, 2010. The RFP was also posted on the DNRE MCMP website, and announced in the February 15, 2010 DNRE Calendar and the spring issue of the MCMP electronic newsletter, *Michigan Coastal News*. Sixty-nine grant applications were received, requesting more than \$2.1 million in total funding. Water Resources Division (WRD) field staff reviewed summaries of the applications to identify applicants with regulatory compliance concerns and proposed projects that would present permitting challenges. MCMP staff then conducted site visits to evaluate project sites, meet with the applicants, and collect additional information on the proposals.

MCMP staff met collectively to discuss the merits of each project. Proposals addressing similar objectives were evaluated and ranked relative to each other on how well they would advance those objectives, as well as immediacy of project need, applicant capacity to complete the project, previous permit and grant compliance history, evidence of local support, and other relevant factors. The selection process also took into account MCMP and NOAA priorities and areas of interest, including climate change adaptation, development of GIS data for incorporation into a Michigan coastal atlas, and managing impacts of offshore wind energy development. The MCMP shared its selection recommendations with staff of the Natural Resources Trust Fund grants program, Nonpoint Source grants program, and WRD field staff for review.

Recommended Projects

Of the 69 grant applications submitted, 34 proposals are recommended for funding. Collectively, the recommended projects protect Michigan's coastal resources and improve the quality of life in our coastal communities. Once approved, these projects will be submitted to the NOAA and grants of \$25,000 or more will be submitted to the State Administrative Board for review. The MCMP also coordinates review of construction projects with the State Historic Preservation Office and the DNRE Wildlife Division. Most of the remaining 35 projects are eligible for funding and some may be recommended for grants at a later date.

Conclusion

The MCMP has a long history of managing and protecting Michigan's coastal lands and waters. The program has allowed the DNRE to improve the administration of state coastal regulatory programs, while providing financial and technical assistance to coastal communities for protecting, restoring, and promoting appropriate, sustainable use of our Great Lakes coastal resources.

SECTION IV

AGENCY

**GRANT
CHANGES**

Michigan Department of Management &
 STATE ADMINISTRATIVE BOARD
 CONTRACT ABSTRACT

1. DEPARTMENT COMMUNITY HEALTH		DIVISION/BUREAU/ FACILITY MEDICAID FINANCIAL MANAGEMENT							
2. CONTRACTOR'S NAME DELTA DENTAL - HEALTHY KIDS						CONTRACT NO. NOT YET ASSIGNED			
3. ADDRESS 4100 OKEMOS ROAD OKEMOS, MI 48207						AMENDMENT NO. 1			
						CIVIL SERVICE CS-138 NO. (if Applicable) NJ			
						MICHIGAN BASED BUSINESS? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A- Local unit of government			
						PERCENTAGE OF SERVICES PERFORMED IN MICHIGAN (i.e.: 100% of services) 100%			
4. (a) CURRENT STATE AGREEMENT AMOUNT	(b) CURRENT LOCAL, FEES AND OTHER	(c) CURRENT TOTAL AGREEMENT AMOUNT	(d) AMENDED STATE AMOUNT	(e) AMENDED LOCAL FEES AND OTHER	(f) COMBINED AMENDMENT TOTAL	(g) NEW STATE AGREEMENT AMOUNT	(h) NEW AGREEMENT TOTAL	(i) ESTIMATED TOTAL CURRENT YEAR COST	(j) AMENDMENT % OF TOTAL INCREASE OR DECREASE
71,000,000		71,000,000	4,900,000	0	4,900,000	75,900,000	75,900,000	75,900,000	6.90 %
5. FUNDING SOURCE BY PERCENTAGE (i.e.: 50% State Restricted, 45% Federal, 5% State GF) 69% FEDERAL 31% STATE GF						6. METHOD OF PAYMENT (i.e.: Monthly, Fee for Service, etc.) PER MEMBER PER MONTH			
7. PURPOSE/BUSINESS CASE: THIS AGREEMENT PROVIDES FUNDING FOR MEDICAL/SPECIALTY HEALTH CARE AND DENTAL CARE SERVICES TO CHILDREN OF LOW INCOME FAMILIES. THE MICHILD PROGRAM PROVIDES BENEFITS TO CHILDREN UNDER AGE 19 WHOSE FAMILY INCOME IS AT OR BELOW 200% OF THE FEDERAL POVERTY LEVEL AND WHO DO NOT HAVE HEALTH/DENTAL COVERAGE.									
8. BENEFIT: THIS AGREEMENT WILL PROVIDE CHILDREN WITH HEALTH AND DENTAL BENEFITS WHO OTHERWISE WOULD NOT RECEIVE THE NECESSARY MEDICAL OR SPECIALTY HEALTH CARE COVERAGE.									
9. COMMITMENT LEVEL: 10/01/2011 TO 09/30/2012									
10. RISK ASSESSMENT: N/A									
11. COST REDUCTION/SAVINGS: N/A									
12. ORIGINAL CONTRACT TERM 10/01/2011 TO 09/30/2012						13. CONTRACT BEING EXTENDED TO			
14. ACQUISITION METHOD: CHECK THE APPROPRIATE BOX. IF DMB OR AGENCY COMPETITIVELY BID, FOLLOW INSTRUCTIONS FOR ITEM #15. <input checked="" type="checkbox"/> Grant Award <input type="checkbox"/> DMB Competitively Bid <input type="checkbox"/> Agency Competitively Bid									
15. SUMMARY OF GRANT APPLICANTS OR BIDS - ATTACH A SEPARATE PAGE IN THE FORMAT AS FOLLOWS - BIDDER, CITY, STATE, PRICE									
16. GRANT AWARD PROCESS SUMMARY: FY11/12 DCH Appropriations bill (Section 1670), authorized the department to issue agreements to any entity that offers to provide managed health care benefits for MICHild Services at the MICHild capitated rate. Ongoing agreements are issued based on performance through external quality reviews of each MICHild contractor for quality, timeliness and access to health care services.									
17. TYPE OF CANCELLATION CLAUSE: (Le.: 30 Day Cancellation Clause) 30 DAY CANCELLATION CLAUSE						18. DOES THE CONTRACT CONTAIN THE FOLLOWING: a. Non-Appropriation Clause <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO b. Business Integrity Clause <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO			
19. DOES THE CONTRACT INDICATE THAT THE CONTRACTOR WILL COMPLY WITH ALL LAWS, RULES, AND REGULATIONS THAT MAY PERTAIN TO THE CONTRACT? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO If YES, specify Location in The Contract: SECTION II K PG. 21									
20. ADDITIONAL INFORMATION:									
21. THE UNDERSIGNED CERTIFIES THAT ALL THE APPROVALS REQUIRED BY THE STATE ADMINISTRATIVE BOARD HAVE BEEN OBTAINED. DEPARTMENT/AGENCY APPROVED SIGNATURE <i>LS</i> <i>Kristi Broesel (ls)</i> DATE 12/27/11									
22. AFTER AD BOARD - RETURN STAMPED APPROVAL(S) TO: SHARON ST. ARNO ID MAIL ADDRESS: 4TH FLOOR, LEWIS CASS BLDG. 320 S. WALNUT STREET LANSING, MI 48913									

MICHIGAN DEPARTMENT OF MAN/
 STATE ADMINISTRAT[
GRANT ABSTRACT (New or Amendments)

1 DEPARTMENT Department of Environmental Quality		2 AGENCY/FACILITY Remediation Division		
3 GRANTEE'S NAME City of Saline		4 AGENCY'S GRANT DESIGNATION Waterfront Redevelopment Grant (WRG)		
5 ADDRESS 100 N. Harris St., Saline MI 48176		6 AMENDMENT NO. #1		
7 CURRENT GRANT AMOUNT \$75,750	8 AMENDMENT AMOUNT \$27,857	9 PERCENT OF INCREASE 26.9 %	10 NEW TOTAL \$103,607	11 COST BY FISCAL YEAR FY11 - \$83,607 FY12 - \$20,000
12 PURPOSE/BUSINESS CASE - State whether services will be performed in-state or out-state. This grant will be performed in state. The purpose of this grant is to revitalize waterfronts, create economic benefit to communities, and provide waterfront access to the public.				
13 EXPECTED OUTCOMES/BENEFITS Increased waterfront access or enhancement of existing public waterfront areas and economic benefit to the communities.				
14 FUNDING SOURCE BY PERCENTAGE Clean Michigan Initiative, State Restricted Fund		15 METHOD OF PAYMENT (i.e., Monthly, Fee for Services, etc.) Quarterly Reimbursement		
16 RISK ASSESSMENT Failure to award this grant will result in missed opportunities for economic revitalization of public waterfront properties in Michigan.		17 COMMITMENT LEVEL Multiple fiscal years		
18 FOR NEW GRANTS ATTACH THE FOLLOWING - 1) A LIST OF GRANT APPLICANTS IN THE FORMAT - GRANTEE, CITY, STATE, AWARD AMOUNT, ANY OTHER INFO NOT THE SAME FOR ALL GRANTEES (i.e., purpose) Attached. 2) A GRANT PROCESS SUMMARY-Attached.			19 COST REDUCTION N/A	
20 ORIGINAL GRANT TERM FROM 1/27/09 to 1/27/12	21 REQUESTED OPTION LENGTH N/A	22 REQUESTED EXTENSION LENGTH N/A	23 OPTION OR EXTENSION TERM FROM TO NA	
24 TYPE OF CANCELLATION CLAUSE (i.e., 30-day cancellation) 30-Day Cancellation Clause				
DOES THE GRANT CONTAIN THE FOLLOWING?: YES or NO				
25 Non-appropriation Clause: YES		26 Business Integrity Clause: YES		
27 DOES THE GRANT INDICATE THAT THE GRANTEE WILL COMPLY WITH ALL LAWS, RULES, REGULATIONS THAT MAY PERTAIN TO THE GRANT? YES				
28 ADDITIONAL INFORMATION N/A				

THE UNDERSIGNED CERTIFIES THAT ALL THE APPROVALS, REQUIRED BY THE STATE ADMINISTRATIVE BOARD HAVE BEEN OBTAINED.

DEPARTMENT/AGENCY APPROVED SIGNATURE Sharon Walenga-Maynard DATE 5/13/11
 Sharon Walenga-Maynard

AFTER AD BOARD - RETURN STAMPED APPROVAL(S) TO: Lisa VanOstran, Procurement Technician

ID MAIL ADDRESS: Mason Building, 6th Floor

TELEPHONE NUMBER: 517-373-7987

Waterfront Redevelopment Grant Program Summary

Purpose:

Clean Michigan Initiative (CMI) Waterfront Redevelopment Grants (WRGs) provide funding to local units of government to revitalize waterfront properties by funding property acquisition, demolition, response activities, public infrastructure, and public facility improvements. It has also been used in restoration activities at 12 lighthouses.

Goals of the Program:

The objective of the Waterfront Redevelopment Grant Program is to revitalize waterfronts, create economic benefit for communities, and provide waterfront access for the public.

Criteria:

Grant funds may be used for eligible activities that are part of a project described in a waterfront redevelopment plan. The plan must include a description of how the project will significantly contribute to the local economy and community redevelopment or the revitalization of adjacent neighborhoods, and how the project will provide for public access to the waterfront or will provide recreational opportunities for the public.

Eligibility:

Any local unit of government, including a county, city, village, township, or an agency of a county, city, village, or township, or an authority or other public body created by or pursuant to state law is eligible. The applicant must submit a waterfront redevelopment plan, the contents of which are described in the grant application. Grants may not be used for land or facilities that will be owned or operated by a gaming facility, a stadium, or arena for use by a professional sports team, or a private or municipal marina. Eligible activities include:

- Environmental response activities on waterfront property consistent with a waterfront redevelopment plan.
- Demolition of buildings and other facilities along a waterfront that are not consistent with a waterfront redevelopment plan.
- Acquisition of waterfront property or the assembly of waterfront property consistent with a waterfront redevelopment plan.
- Public infrastructure and facility improvements to waterfront property consistent with a waterfront redevelopment plan.

Source(s) of Funds:

Clean Michigan Initiative Bond Fund.

This funding source is essentially depleted. In 2008, the Department of Environmental Quality (DEQ) awarded the remaining Clean Michigan Initiative (CMI) Waterfront Redevelopment Grant (WRG) dollars. However, one project was recently completed and did not utilize the entire award amount for the project. These funds will be deobligated when the project is closed out. The funds will be added to another existing grant project.

Authority:

Part 795, Waterfront Revitalization, and Part 196, Clean Michigan Initiative Implementation, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended.

Attachment to Bid Tabulation Form

Grantee Name	City/State	Award Amount If Applicable	Any Other Variable Information
City of Saline Project: Mill Pond Park Waterfront Redevelopment	Saline, MI	\$27,857	Funding will come from the Clean Michigan Initiative Bond.
TOTAL		\$27,857	

MICHIGAN DEPARTMENT OF MANAGEMENT AND BUDGET
STATE ADMINISTRATIVE BOARD
GRANT ABSTRACT (New or Amendments)

1 DEPARTMENT Department of Environmental Quality		2 AGENCY/FACILITY Water Resources Division		
3 GRANTEE'S NAME Clemson University		4 AGENCY'S GRANT DESIGNATION WRD-AB12-02		
5 ADDRESS Office of Sponsored Programs 300F Brackett Hall Clemson, South Carolina 29634		6 AMENDMENT NO. #4		
7 CURRENT GRANT AMOUNT \$461,000	8 AMENDMENT AMOUNT \$138,000	9 PERCENT OF INCREASE 30%	10 NEW TOTAL \$599,000	11 COST BY FISCAL YEAR FY09 \$192,000 FY10 \$131,000 FY11 \$138,000 FY12 \$ 69,000 FY13 \$ 69,000
12 PURPOSE/BUSINESS CASE - State whether services will be performed in-state or out-state. This grant will allow the continued analysis of samples collected from bald eagles (feathers and blood) and herring gulls (eggs) for bioaccumulative chemicals of concern which will allow the DEQ to determine spatial and temporal trends of these toxic substances in Michigan. This grant will also allow the assessment of the productivity of bald eagles in the state. Michigan residents assist with the collection of samples and the lead researcher works closely with Michigan State University.				
13 EXPECTED OUTCOMES/BENEFITS This wildlife contaminant monitoring grant will give Michigan residents a better understanding of the quality of Michigan's surface waters. It will provide information that can be used to assess whether regulations on the use and release of chemicals into the environment have resulted in decreases in the concentrations of highly toxic and bioaccumulative substances. It will also identify the location of "hotspots" of contamination in the state that require additional investigation. Studies on the health of the bald eagle population also provide information that can be used to assess the health of the human population since both humans and eagles are at the top of the food chain and both consume fish.				
14 FUNDING SOURCE BY PERCENTAGE 100% Clean Michigan Initiative/Clean Water Fund		15 METHOD OF PAYMENT (i.e., Monthly, Fee for Services, etc.) Quarterly Reimbursement		
16 RISK ASSESSMENT Not funding this grant would limit the ability of the DEQ to track changes in contaminants over time and determine the effects of contaminants on ecosystems.		17 COMMITMENT LEVEL This is a multiple fiscal year grant.		
18 FOR NEW GRANTS ATTACH THE FOLLOWING - 1. A LIST OF GRANT APPLICANTS IN THE FORMAT - GRANTEE, CITY, STATE, AWARD AMOUNT, ANY OTHER INFO NOT THE SAME FOR ALL GRANTEES (i.e., purpose) 2. A GRANT PROCESS SUMMARY			19 COST REDUCTION	
20 ORIGINAL GRANT TERM FROM 9/1/08 TO 9/30/12	21 REQUESTED OPTION LENGTH	22 REQUESTED EXTENSION LENGTH one year	23 OPTION OR EXTENSION TERM FROM 9/1/08 TO 9/30/13	
24. TYPE OF CANCELLATION CLAUSE (i.e., 30-day cancellation) 30-day cancellation clause				
DOES THE GRANT CONTAIN THE FOLLOWING?: YES or NO 25 Non-appropriation Clause YES 26 Business Integrity Clause YES				
27 DOES THE GRANT INDICATE THAT THE GRANTEE WILL COMPLY WITH ALL LAWS, RULES, REGULATIONS THAT MAY PERTAIN TO THE GRANT? YES				
28 ADDITIONAL INFORMATION				

THE UNDERSIGNED CERTIFIES THAT ALL THE APPROVALS, REQUIRED BY THE STATE ADMINISTRATIVE BOARD HAVE BEEN OBTAINED.

DEPARTMENT/AGENCY APPROVED SIGNATURE Sharon Walenga Maynard DATE 2-13-2012

AFTER AD BOARD - RETURN STAMPED APPROVAL(S) TO: Lisa VanOstran, Buyer
ID MAIL ADDRESS: Mason Building, 6th floor
TELEPHONE NUMBER: 517-373-7987