

A G E N D A

FINANCE AND CLAIMS COMMITTEE - STATE ADMINISTRATIVE BOARD

October 9, 2001 Meeting, 11:00 a.m.
Bureau of Local Government Conference Room A

SECTION I. AGENCY CONTRACTS

Requests approval of the following

1. DEPARTMENT OF COMMUNITY HEALTH

- | | | | |
|----|--|---|---|
| 1) | Health Maintenance Organizations
(Listing on File) | \$ 746,379.00 Amendment
\$ 6,446,379.00 New Total | MIChild HMO Plans |
| 2) | Dental Insurance Companies
(Listing on File) | \$ 1,040,363.00 Amendment
\$ 5,540,363.00 New Total | MIChild Dental Plans |
| 3) | Blue Cross and Blue Shield
of Michigan
Detroit, MI | \$ 5,102,654.00 Amendment
\$ 27,902,654.00 New Total | MIChild PPO Plan |
| 4) | Michigan Disability Rights
Coalition
East Lansing, MI | \$ 258,899.00 Total | Conduct annual evaluative site reviews on each of the States 49 Community Mental Health Services Programs |
| 5) | Salvation Army Turning Point
Programs
Grand Rapids, MI | \$ 768,000.00 Total | Prevent and reduce the incidence of drug and alcohol abuse and dependency |
| 6) | Addiction Treatment Services
Traverse City, MI | \$ 300,000.00 Total | Provide addiction treatment and rehabilitation services to women diagnosed with chemical dependency who have dependent children |

SECTION II. DMB CONTRACTS

Requests approval of the following

NEW CONTRACTS

2. DEPARTMENT OF MANAGEMENT AND BUDGET

1) Colonial Press, Inc. \$ 6,500,000.00 - 3 Years
Jackson, MI 071I1000430 Printing of
forms and brochures
Statewide

3. DEPARTMENT OF TRANSPORTATION

1) Alro Steel Corporation \$ 314,064.00 - 5 Years
Jackson, MI 071I1000494 Aluminum Column
Supports

2) U.S. Standard Sign Company \$ 268,680.00 - 5 Years
Franklin Park, IL 071I1000495 Aluminum Sheets

3) Alro Steel Corporation \$ 314,013.00 - 5 Years
Jackson, MI 071I1000496 Aluminum Sheets
flat finish, structural
angles and beams

4) Hi-Tec Building Services \$ 594,000.74 - 5 Years
Jenison, MI 071I1000512 Janitorial and
Ground Maintenance Services
in Ionia County

CONTRACT CHANGES/EXTENSIONS

4. DEPARTMENT OF CIVIL SERVICE

1) A R M Consulting Corporation \$ 246,480.00 Amendment
Sherwood, OR \$ 449,520.00 New Total
191P1000161 Project Management
Consulting Services for HRMN

5. DEPARTMENT OF COMMUNITY HEALTH

1) Classic Optical Laboratories \$ 1,456,000.00 Amendment
Youngstown, OH \$ 7,756,000.00 New Total
071B8000247 Lenses and Frames
for Glasses

6. CONSUMER & INDUSTRY SERVICES

1) Unisys Corporation \$ 476,466.64 Amendment
Okemos, MI \$ 915,871.15 New Total
071B4009682 Software Licenses,
Maintenance, Services, Support
for the MICR data entry/
remittance processing
equipment

7. DEPARTMENT OF ENVIRONMENTAL QUALITY

1)	Signaltree Solutions Inc. Chicago, IL	\$ 292,000.00	Amendment
		\$ 595,324.00	New Total
		071B1001696 Software Consulting Services for the Storage Tank Information Database System	

8. DEPARTMENT OF MANAGEMENT AND BUDGET

1)	IBM Global Services Lansing, MI	\$ 455,480.00	Amendment
		\$ 70,714,220.00	New Total
		071B6000116 Mainframe Operations/Computing Services for the Unemployment Agency mainframe	
2)	Matsch Financial Systems Grand Rapids, MI	\$ 16,250.00	Amendment
		\$ 1,300,262.00	New Total
		071B6000400 Telemanagement System for SOS and DEQ	
3)	National Dry Goods Detroit, MI	\$ 1,400,000.00	Amendment
		\$ 4,071,695.50	New Total
		071B6000919 Clothing Statewide	
4)	Coca-Cola Company Atlanta, GA	\$ 1,200,000.00	Amendment
		\$ 4,972,447.00	New Total
		071B7000193 Post Syrup Mixes Statewide	
5)	Unisys Corporation Okemos, MI	\$ 192,891.00	Amendment
		\$ 4,212,093.94	New Total
		071B7000407 Data Exchange Gateway System	
6)	Care Apparel Brooklyn, NY	\$ 1,000,000.00	Amendment
		\$ 2,298,599.50	New Total
		071B8000560 Clothing Statewide	
7)	Advanced Employment Services Lansing, MI	\$ 1,000,000.00	Amendment
		\$ 15,598,868.00	New Total
		071B9000070 Temporary Employment Services for all agencies in Central Michigan	

8. DEPARTMENT OF MANAGEMENT AND BUDGET continued

8)	Certified Document	\$	300,000.00	Amendment
	Destruction	\$	480,000.00	New Total
	Wauseon, OH		071B1001318	Confidential
				Records Destruction

9. DEPARTMENT OF NATURAL RESOURCES

1)	Nelson Paint Company of MI	\$	200,000.00	Amendment
	Iron Mountain, MI	\$	425,000.00	New Total
			071B0000321	Boundary Grade
				Marking Paint for tree
				marking

10. DEPARTMENT OF TREASURY

1)	American Mailers	\$	27,447.70	Amendment
	Detroit, MI	\$	644,762.24	New Total
			071B8000055	Computer
				Sorting and Mailing
				Services

SECTION III. RELEASE OF FUNDS TO WORK ORDER

SECTION IV. REVISION TO WORK ORDER

SECTION V. CLAIMS - PERSONAL PROPERTY LOSS

11. DEPARTMENT OF CORRECTIONS

1) Terrance Belcher #188859 \$ 95.50

The claimant (01-SAB/DOC-465) requests \$95.50 reimbursement for the loss of his TV accidentally damaged by staff. The Department recommends the 1-year depreciated value of \$76.40.

2) Gene Beshires #245664 \$211.00

The claimant (01-SAB/DOC-292) requests \$211.00 reimbursement for the loss of ten tapes, one tape case, a radio, headphones, padlock, extension cord, 40 \$.34 stamps, one can of bugler, and one coffee. The coffee and bugler are non-reimbursable items. Nine tapes and the headphones were depreciated at 2 years, the radio was depreciated at 4 years, and residual value was given to one tape, the tape case and the padlock. The Department recommends \$65.11 reimbursement for this claim.

11. DEPARTMENT OF CORRECTIONS continued

- 3) Shaun Bottom #252978 \$ 49.40

The claimant (01-SAB/DOC-421) requests \$49.40 reimbursement for the loss of his radio/tape player when dropped by staff during a shakedown. The equipment was less than one year old. The Department recommends reimbursement of this claim.

- 4) Terry Colvin #309873 \$112.71

The claimant (01-SAB/DOC-466) requests \$112.71 reimbursement for the loss of his cassette player, headphones, footlocker and store goods stolen from his room. The security of his room was breached when another prisoner's key fit his room. The facility did not assure that room keys were not duplicated. The Department recommends reimbursement of the full value of the property and the partial value of recently purchased store goods, due to the exceptional nature of the loss, for a total amount of \$101.21.

- 5) Herman Dixon aka Mohhommed #130173 \$800.00

The claimant (01-SAB/DOC-452) requested \$800.00 reimbursement for the loss of funds placed in his account. The claimant had stated he was indigent, but received a mistakenly sent check bearing his name, and it was deposited in his account. The money was used to pay his institutional debt. The Department recommends denial of this claim.

- 6) David Dusseau #194842 \$999.99

The claimant (01-SAB/DOC-457) requests \$999.99 reimbursement for numerous items of property. Mr. Dusseau was allowed to sort through his property to determine what was to be sent out and what was to be destroyed. Legal papers were sent a second time to be reviewed by the claimant on 1/23/00, but were refused by the claimant. Another NOI was written for the property. On 2/23/00, the claimant received three transcripts and had the remaining property sent to an address of his choice. The Department recommends denial of this claim.

11. DEPARTMENT OF CORRECTIONS continued

- 7) Edward Eason-EL #158913 \$ 51.00

The claimant (01-SAB/DOC-433) requests \$51.00 reimbursement for the cost of repair of his typewriter cover, broken by staff during a shakedown. The Department recommends \$51.00 for the repair of the typewriter.

- 8) Andre Essex #243336 \$ 23.30

The claimant (01-SAB/DOC-458) requests \$23.30 reimbursement for the loss of his radio and extension cord. The property receipt prepared by the Department did not indicate these items when the claimant was packed for segregation. The Department recommends denial of this claim.

- 9) Michael Ford #237241 \$ 34.70

The claimant (01-SAB/DOC-444) requests \$34.70 reimbursement for the loss of a store order he alleged he did not receive. The Department documentation shows that the order in the unit was received and a check on the chart indicated the store order was delivered to the claimant. The Department recommends denial of this claim.

- 10) Michael Ford #237241 \$331.08

The claimant (01-SAB/DOC-445) requests \$331.08 reimbursement for the loss of numerous property items. The claimant had two duffle bags and had to downsize to one bag. The claimant was placed in a separate room for two days to determine what property he wanted and what he wanted sent out. He disposed of his own property, with only requesting one item be sent out. The Department recommends denial of this claim.

- 11) Lloyd Gates #221785 \$100.00

The claimant (01-SAB/DOC-455) requests \$100.00 reimbursement for the loss of a TV damaged while under staff control. The TV was less than one year old. The Department recommends \$100.00 reimbursement for this claim.

11. DEPARTMENT OF CORRECTIONS continued

- 12) James Haywood #181085 \$ 28.59

The claimant (01-SAB/DOC-446) requests \$28.59 reimbursement for the loss of headphones during a transfer process. The Department recommends the one year depreciated value of \$22.62 for this claim.

- 13) Gregory Holder #276203 \$ 28.00

The claimant (01-SB/DOC-447) requests \$28.00 reimbursement for the loss of seven books that were rejected per policy. Two were determined to be acceptable, but lost prior to the claimant receiving the books. The other five books are at the facility awaiting the claimant to order the return to the vendor. The Department recommends \$8.00 reimbursement for the loss of two books.

- 14) Richard Hood #193457 \$ 13.95

The claimant (01-SAB/DOC-398) requests \$13.95 reimbursement for the loss of a tape player accidentally broken by staff. The Department recommends approval of \$13.95 for the current value of the item.

- 15) George Hurston #261835 \$119.99

The claimant (01-SAB/DOC-459) requests \$119.99 reimbursement for the loss of a typewriter damaged during a transfer process. The Department recommends the two-year depreciated value of \$80.60 for the typewriter.

- 16) James Johnson-Bey #166361 \$ 35.00

The claimant (01-SAB/DOC-289) requests \$35.00 reimbursement for the loss of headphones that were to be sent out for repair, but lost by staff. The Department recommends reimbursement of \$27.00 for the headphones and \$5.00 for the mailing charges, totaling \$32.00 for the claim.

- 17) Richard Johnson #098105 \$230.00

The claimant (01-SAB/DOC-117) requests \$230.00 reimbursement for the loss of two drinking mugs, a winter coat and foot cream while under staff control. There were no receipts.

11. DEPARTMENT OF CORRECTIONS continued

The value of the foot cream and mugs could not be determined and are not considered for reimbursement. The Department recommends the residual value of the average cost of the coat of \$9.00 for this claim.

18) Pierre Lassetti #275111 \$200.00

The claimant (01-SAB/DOC-448) requests \$200.00 reimbursement for the loss of two footlockers damaged while being stored by the Department. The Department recommends reimbursement of \$43.95 for a newer footlocker and \$36.00 for the one-year depreciated value of the second footlocker, totaling \$79.95.

19) Gilbert Ledesma #248356 \$ 9.49

The claimant (01-SAB/DOC-422) requests \$9.49 reimbursement for a back brace/support that was damaged while being stored. The Department recommends reimbursement of a one-year depreciated rate of \$6.44.

20) William Manzagol #260797 \$ 54.48

The claimant (01-SAB/DOC-460) requests \$54.48 reimbursement for a pair of shoes ordered but not received by the claimant. The Department recommends \$54.48 reimbursement for the shoes.

21) Michael McCoy #261292 \$ 40.00

The claimant (01-SAB/DOC-311) requests \$40.00 reimbursement for five cassette tapes he ordered, but did not receive. Three of the tapes were located and given to the claimant. The total cost of the five tapes was \$31.91. The Department recommends the average value of five tapes of \$6.38 times the two tapes that were lost for a total reimbursement of \$12.76.

22) James Moses #227362 \$275.96

The claimant (01-SAB/DOC-461) requests \$275.96 reimbursement for 29 tapes not included with his property. The claimant sent home five tapes. The remaining 24 tapes were not in his area of control when packed by staff. The Department recommends denial of this claim.

11. DEPARTMENT OF CORRECTIONS continued

23) Michael Parker #210492 \$275.65

The claimant (01-SAB/DOC-418) requests \$275.65 reimbursement for two footlockers broken while under staff control. There were no receipts indicating the date of purchase nor price of the footlockers. The Department recommends \$8.53 residual value for reimbursement of this claim.

24) Stephen Peeters #245647 \$ 50.55

The claimant (01-SAB/DOC-399) requests \$50.55 reimbursement for the loss of a footlocker. The claimant's property was packed by staff in a duffle bag when no footlocker was available in the claimant's area of control. The Department recommends denial of this claim.

25) Earl Rose #237503 \$ 70.70

The claimant (01-SAB/DOC-467) requests \$70.70 reimbursement for the loss of his radio, footlocker and store goods stolen from his room. The security of his room was breached when another prisoner's key fit his room. The facility did not assure that room keys were not duplicated. The Department recommends reimbursement of the one-year depreciation of the radio at \$19.50; \$45.25 for the less than year old footlocker and the partial value of recently purchased store goods of \$31.76, due to the exceptional nature of the loss for a total amount of \$92.61.

26) Leslie Snook #243587 \$100.00

The claimant (01-SAB/DOC-419) requests \$100.00 reimbursement for \$100.00 removed from the claimant's account and sent to a religious organization out of state based upon a forged note. The money could not be recovered. The Department recommends reimbursement of this claim.

27) Leonard Stafford #190402 \$ 45.00

The claimant (01-SAB/DOC-434) request \$45.00 reimbursement for the loss of store goods taken from his sealed duffle bag. Food items are not reimbursable nor was the loss verified. The Department recommends denial of this claim.

11. DEPARTMENT OF CORRECTIONS continued

28) Leonard Stafford #190402 \$210.00

The claimant (01-SAB/DOC-435) requests \$210.00 reimbursement for the loss of 700 stamps missing from his property. A staff person verified the claimant had 30 stamps in his possession. The remaining stamps were not noted on any property receipt. The Department recommends approval of \$10.20 for thirty verified postage stamps.

29) Derek Turner #148089 \$ 29.29

The claimant (01-SAB/DOC-462) requests \$29.29 reimbursement for the loss of headphones when placed in segregation. The pack up slip was lost, so the Department could not verify if the headphones had been packed up. The Department recommends the depreciated value of \$11.98.

30) William Whetstone #177064 \$ 65.59

The claimant (01-SAB/DOC-449) requests \$65.59 reimbursement for the loss of books that were ordered, received at the facility, but lost prior to the claimant receiving the books. The Department recommends \$65.59 reimbursement for this claim.

31) Michael White #247747 \$ 27.00

The claimant (01-SAB/DOC-451) requests \$27.00 reimbursement for the loss of his headphones while under staff control. The Department recommends the 1-year depreciated value of \$21.60 for the headphones.

32) Sandra Wilson #208870 \$ 44.30

The claimant (01-SAB/DOC-423) requests \$44.30 reimbursement for the loss of personal property, which included store goods. The officer who packed her property did not follow stated procedures. Due to the neglect in this case, the Department requests an exception to policy and recommends the reimbursement of items identified, totaling \$51.60.

12. DEPARTMENT OF NATURAL RESOURCES

- 1) Kimberly Hansen \$ 15.21

The claimant (01-SAB-193) requests \$15.21 reimbursement for damages to her clothing when trying to fix the toner in a copying machine. The Department had run out of toner and in order to keep the machine running, the toner cartridge was shaken to improve operations. The Department recommends approval of this claim.

13. DEPARTMENT OF TRANSPORTATION

- 1) Richard Conn \$123.76

The claimant (01-SAB-216) requests \$123.76 reimbursement for damages to his vehicle incurred on I-75 near West Branch. The Department was aware of the ongoing problem and was not fixed during a time while awaiting the contractor to repair. The Department recommends approval of this claim.

- 2) Ruth May \$110.57

The claimant (01-SAB-209) requests \$110.57 reimbursement for damages to her vehicle when he hit a pothole. The highway where the incident occurred had an ongoing problem known to the Department. For about one week, there was no maintenance. The Department recommends approval of the claim.

- 3) Kevin Moors \$863.64

The claimant (01-SAB-215) requests \$863.64 reimbursement for damages to his vehicle sustained when a gate at the Mackinac Bridge toll plaza failed. The Department recommends the insurance deductible of \$250.00 for this claim.

- 4) Judy A. Taylor \$956.99

The claimant (01-SAB-210) requests \$956.99 reimbursement for damages to her vehicle when it hit a pothole. The highway where the incident occurred had an ongoing problem known to the Department. For about one week, there was no maintenance. The Department recommends approval of her deductible of \$250.00.

SECTION VI. CLAIMS - PERSONAL INJURY

SECTION VII. APPROVAL OF SPECIAL ITEMS

14. DEPARTMENT OF MANAGEMENT & BUDGET

Report by the Secretary of the State Administrative Board of Claims Against the State Unresolved over 90 Days as of 10/4/01.

15. FAMILY INDEPENDENCE AGENCY

The FIA appropriations bill requires that liens be placed on real property when State Emergency Relief (SER) is issued for mortgage payments, land contract payments, property taxes and home repairs. The lien is required when payments exceed \$250.00 on one or a combination of these services. Such payments were made for delinquent taxes, and the recipients have prepaid the Department in full. The Department is requesting permission from the Board to release the following lien:

\$1,110.43 at 3341 Voight, Saginaw, MI
\$1,009.00 at 3935 Grass Lake Rd., West Branch, MI
\$ 893.00 at 5734 Ogden Street, Detroit, MI

16. DEPARTMENT OF TRANSPORTATION

1) The Department requests approval to allot \$20,000 of federal/state/local funds for airport improvements at the following Airport:

1. West Branch	<u>\$20,000.00</u>
TOTAL	\$20,000.00

The funds are authorized in Act 265 P.A. 1999, AY01, Account 55940.

16. DEPARTMENT OF TRANSPORTATION continued

2) The Department requests approval to allot \$10,566,000 of federal/state/local funds to acquire land, install security equipment; apron rehabilitation; design for future projects; runway extension; construct taxi street; 5010 inspection; Precision Approach Path indicator; Airport Layout Plan update; environmental assessment at the following airports:

1. Adrian	\$803,000.00
2. Allegan	20,000.00
3. Bad Axe	75,000.00
4. Bellaire	33,000.00
5. Detroit - Willow Run	1,931,000.00
6. Hillsdale	90,000.00
7. Marlette	86,666.00
8. Oscoda	5,386,667.00
9. Pontiac	1,666,667.00
10. St. Ignace	345,000.00
11. Statewide	84,000.00
12. South Haven	45,000.00

TOTAL \$10,566,000.00

These funds are authorized in Act 265 P.A. 1999, AY01, Account No. 55940.

3) Requests approval to allot \$158,333 of federal/state/local grant funds for design to rehabilitate taxiways at the following airports:

1. Cheboygan	\$ -8,333.00
2. Jackson	166,666.00

TOTAL \$158,333.00

The funds are authorized in Act 538, P. A. 1998, AY99, Account No. 55940

The Director of the Department of Management and Budget recommends approval by the State Administrative Board of the items contained in this agenda. Approval by the State Administrative Board of these award recommendations does not require or constitute the award of same. Award of contracts shall be made at the discretion of the DMB Director or designee.

S U P P L E M E N T A L A G E N D A

FINANCE AND CLAIMS COMMITTEE - STATE ADMINISTRATIVE BOARD

October 9, 2001 Meeting, 11:00 a.m.
Bureau of Local Government Conference Room A

SECTION I. AGENCY CONTRACTS

1s. DEPARTMENT OF MANAGEMENT AND BUDGET

- | | | | |
|----|---|----------------------------------|---|
| 1) | Port Huron Museum of Arts and History
Port Huron, MI | \$ 500,000.00
\$ 1,000,000.00 | Amendment
New Total |
| | | | Restoration of the Port
Huron Railroad Depot and
creation of a museum |

SECTION II. DMB CONTRACTS

Requests approval of the following:

2s. DEPARTMENT OF MANAGEMENT AND BUDGET

- | | | | |
|----|------------------------------|-------------------------------------|---|
| 1) | Seneca Medical
Tiffin, OH | \$ 1,000,000.00
\$ 12,300,333.34 | Amendment
New Total |
| | | | 071B6000803 Hospital
Medical Supplies for
statewide usage |

SECTION III. RELEASE OF FUNDS TO WORK ORDER

SECTION IV. REVISION TO WORK ORDER

SECTION V. CLAIMS - PERSONAL PROPERTY LOSS

3s. DEPARTMENT OF NATURAL RESOURCES

- | | | |
|----|------------------|----------|
| 1) | <u>Roy Aycoc</u> | \$269.99 |
|----|------------------|----------|

The claimant (01-SAB-017) requests \$269.99 reimbursement for his TV damaged by a power surge in a state park. The Department recommends the one-year depreciated value of \$215.99 for this claim.

- | | | |
|----|------------------------|----------|
| 2) | <u>Anthony DePalma</u> | \$250.00 |
|----|------------------------|----------|

The claimant (01-SAB-166) requests \$250.00 reimbursement of his insurance deductible for damages to his boat. A wooden guardrail was missing from the boat pier causing the paint to be damaged on the boat. The Department recommends approval of this claim.

3s. DEPARTMENT OF NATURAL RESOURCES Continued

- 3) Bonnie Pasko \$950.00

The claimant (01-SAB-162) requests \$950.00 reimbursement for damages to her vehicle sustained when a tree limb at a state park fell on her vehicle. The trees had been surveyed in May and the limb was not noted as hazardous in the survey, but was a dead limb. The repair costs of the vehicle were greater than the estimated value of the vehicle. Based upon the mileage and condition of the vehicle, the Department recommends \$875.00 for this claim.

- 4) Dorothy Rollins \$238.33

The claimant (01-SAB-144) requests \$238.33 reimbursement for damages to her vehicle when a stone thrown from a mower operation hit the vehicle. The Department recommends approval of this claim.

- 5) Pamela Bertrand \$495.29

The claimant (01-SAB-153) requests \$495.29 reimbursement for repairs to a boat trailer damaged by an employee trying to assist another boater. The Department recommends approval of this claim.

- 6) Jacob Treiber \$999.99

The claimant (01-SAB-129) requests \$999.99 reimbursement for damages to his vehicle when a tree limb fell on the vehicle while parked in a Department Field Office lot. The Department recommends approval of this claim.

- 7) Glenn Van Huis \$365.00

The claimant (01-SAB-182) requests \$365.00 reimbursement for damages to his glasses sustained when a bolt holding a swing chain broke and damaged the glasses. The request included \$69.00 for an eye examination, which is not reimbursable. The claimant did not have insurance. The Department recommends \$296.00 for this claim.

- 8) David Yost \$584.50

The claimant (01-SAB-191) requests \$584.50 reimbursement for damages to his boat trailer. Department employees waded into the area around the access site as soon as the incident was reported to find the debris or submerged pier that might have caused the damage and found nothing. The broken parts of the trailer were

3s. DEPARTMENT OF NATURAL RESOURCES Continued

already loaded up and cleared from what must have been a severe incident. The Department recommends denial of this claim.

SECTION VI. CLAIMS - PERSONAL INJURY

SECTION VII. APPROVAL OF SPECIAL ITEMS

4s. FAMILY INDEPENDENCE AGENCY

The FIA appropriations bill requires that liens be placed on real property when State Emergency Relief (SER) is issued for mortgage payments, land contract payments, property taxes and home repairs. The lien is required when payments exceed \$250.00 on one or a combination of these services. Such payments were made for delinquent taxes, and the recipients have prepaid the Department in full. The Department is requesting permission from the Board to release the following lien:

\$1,266.00 at 3677 Lincoln Street, Detroit, MI

The Director of the Department of Management and Budget recommends approval by the State Administrative Board of the items contained in this agenda. Approval by the State Administrative Board of these award recommendations does not require or constitute the award of same. Award of contracts shall be made at the discretion of the DMB Director or designee.