

Lansing, Michigan

January 19, 2021

A regular meeting of the State Administrative Board was held on Tuesday, January 19, 2021, at 11:00 a.m.

Present: Shenique Moss, representing Gretchen Whitmer, Governor, Chairperson,
 remotely called in from Macomb County
 Danielle El-Amin, representing Garlin Gilchrist, Lt. Governor,
 remotely called in from Wayne County
 Cindy Paradine, representing Jocelyn Benson, Secretary of State,
 remotely called in from Eaton County
 Daniel Sonneveldt, representing Dana Nessel, Attorney General,
 remotely called in from Ingham County
 Stacey Bliesener, representing Rachael Eubanks, State Treasurer,
 remotely called in from Eaton County
 Ross Fort, representing Micheal F. Rice, Superintendent of Public Instruction,
 remotely called in from Ingham County
 Laura Mester, representing Paul Ajegba, Director, Department of
 Transportation, remotely called in from Clinton County
 Shelby Troub, Secretary

Others Present: Molly Jason, Jim Shell, Attorney General's Office; Jessica Weare,
 Governor's Office

1. CALL TO ORDER:

Ms. Moss called the meeting to order and led the Pledge of Allegiance to the Flag.

2. READING OF MINUTES OF PRECEDING MEETING AND APPROVAL
 THEREOF:

Ms. Bliesener moved to approve the minutes of the regular meeting of January 05, 2021. Supported by Ms. Paradine the motion was unanimously adopted.

3. HEARING OF CITIZENS ON MATTERS FALLING UNDER JURISDICTION OF THE
 BOARD:

None

4. COMMUNICATIONS

Chief Compliance Officer's report for FY21 Q1. This report covers October 1, 2020 through December 31, 2020. Report to be submitted to the State Administrative Board at its January 19, 2021 meeting.

5. UNFINISHED BUSINESS:

None

6. NEW BUSINESS:

RETENTION AND DISPOSAL SCHEDULES

Michigan State Police

Emergency Management and Homeland Security Division (EMHS), 01/19/2021

Mr. Fort moved to approve the Retention and Disposal Schedules. Supported by Ms. El-Amin, and the motion was unanimously approved.

7. REPORTS AND RECOMMENDATIONS OF COMMITTEES:

(Please see the following pages)

APPROVED

January 19, 2021

Michigan State
Administrative Board

COMMITTEE REPORT TO THE STATE ADMINISTRATIVE BOARD

The Honorable Gretchen Whitmer, Governor
and
Members of the State Administrative Board

A regular meeting of the **Building** Committee was held at **11:00 a.m.** on **January 19, 2021.**
Those present being:

Chairperson: Stacey Bliesener, representing Approved _____
 State Treasurer Eubanks

Member: Shenique Moss, representing Approved _____
 Governor Whitmer

Member: Danielle El-Amin, representing Approved _____
 Lt. Governor Gilchrist

Others: Molly Jason, Jim Shell, Dan Sonneveldt, Attorney General's Office, Jessica Weare,
 Governor's Office; Ross Fort, Department of Education; Cindy Paradine,
 Department of State; Shelby Troub, Department of Technology, Management and
 Budget; Laura Mester, Department of Transportation

Ms. Bliesener, remotely called in from Eaton County, Michigan
Ms. Moss, remotely called in from Macomb County, Michigan
Ms. El-Amin, remotely called in from Wayne County, Michigan

Ms. Bliesener called the meeting to order.

The Building Committee regular agenda was presented.

Following discussion, Ms. Moss, moved that the regular agenda be recommended to the State Administrative Board. The motion was supported by El-Amin, and unanimously adopted.

Ms. Bliesener adjourned the meeting.

A G E N D A

BUILDING COMMITTEE / STATE ADMINISTRATIVE BOARD

January 19, 2021 / January 19, 2021
11:00 A.M. Virtual Meeting

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This agenda is for general informational purposes only. At its discretion, the Building Committee may revise this agenda and may take up other issues at the meeting.

MODIFICATION TO PROFESSIONAL SERVICES CONTRACTS

1. DEPARTMENT OF MILITARY AND VETERANS AFFAIRS, LAPEER– Lapeer Armory – Lapeer Armory Renovations
File No. 511/16366.JAN - Contract No. Y17058
G.H. Forbes Associates, Royal Oak; Modification No. 3, Increase \$174,976.21

Description and Justification

The purpose of this modification is to provide additional professional design services to complete Phase 3 designs and add construction administration services for Phase 2A and Phase 3. Testing services are also included as required by code for Phase 2A. The agency has requested this work.

Funding Source

67% Federal Funds
33% State Funds

Base Contract	\$240,513.00	
Modification No. 1	\$96,769.00	Approved on Director's Agenda 07/27/2018
Modification No. 2	\$0.00	No Cost Change Order
Modification No. 3	\$174,976.21	See Justification Above
Total Contract	\$512,258.21	

2. DEPARTMENT OF ENVIRONMENT, GREAT LAKES AND ENERGY
WESTPHALIA – Westphalia Oil Company Site – Environmental Investigation
File No. 761/17321.SAR - Contract No. Y17508
Environmental Consulting & Technology, Inc., Lansing; Modification No. 4
Increase \$151,220.24

Description and Justification

The purpose of this modification is to provide additional professional design services for remedial investigation activities to address environmental contamination. The site was formerly a gasoline service station. This work includes installing and sampling soil borings/monitoring wells/soil gas wells/sub-slab vapor pins; conducting 8 quarterly

groundwater/soil vapor sampling events; and reporting. The work is needed to protect public health, safety, welfare, and the environment.

Funding Source

100% Refined Petroleum Funds

Base Contract	\$46,780.43	
Modification No. 1	\$170,642.05	Approved on Director's Agenda 07/06/2018
Modification No. 2	\$140,000.00	Approved on Director's Agenda 11/16/2018
Modification No. 3	\$0.00	No Cost Change Order
Modification No. 4	\$151,220.24	See Justification Above
Total Contract	\$508,642.72	

REVISIONS TO CONSTRUCTION CONTRACT

3. DEPARTMENT OF ENVIRONMENT, GREAT LAKES AND ENERGY
MUSKEGON – Zephyr Naph Sol Refinery Site – Operation and Maintenance
File No. 761/17145.KSZ - Contract No. Y20093
F&V Operations & Resource Management, Inc., Grand Rapids; CCO No. 1
Increase \$280,540.00

Description and Justification

The purpose of this change order is to continue operation and maintenance of the existing groundwater extraction and treatment system for one additional year. The site was formerly an oil refinery. The work includes operating the system; National Pollution Discharge Elimination System permit sampling and reporting; alarm response; extraction well redevelopment and cleaning; pump and oil water separator cleaning; monitoring well sampling and reporting; and non-aqueous phase liquid removal and disposal. The work is needed to protect public health, safety, welfare, and the environment.

Funding Source

100% Strategic Water Quality Initiative Funds

Base Contract	\$280,540.00	
Change Order No. 1	\$280,540.00	See Justification Above
Total Contract	\$561,080.00	

ADDENDUM TO LEASE FOR PRIVATE PROPERTY

4. DEPARTMENT OF STATE, PORT HURON - Addendum No. 1 to Lease No. 6695 approved by the State Administrative Board on January 18, 2011, by and between Top Notch Investments, L.L.C., 3220 Erie Drive, Orchard Lake, MI

48324, as Lessor, and the State of Michigan by the Department of Technology, Management & Budget for the Department of State, as Lessee, for 4,700 square feet of office space located at 2887 Krafft Road, Suite 400, Port Huron, MI 48060. This Addendum provides for extending the Lease with the addition of one 10-year and one 5-year renewal option while maintaining the same rental rate for the next 12 months. This Addendum is effective upon obtaining State Administrative Board approval and required signatures and continues to the termination date of May 31, 2031, or any extension. The annual per square foot rental rate for this space is \$13.75 (\$5,385.42 per month). Effective June 1, 2022, the annual per square foot rental rate for this space increase to \$14.75 (\$5,777.08 per month). Effective June 1, 2025, the annual per square foot rental rate for this space increase to \$15.50 (\$6,070.83 per month). Effective June 1, 2028, the annual per square foot rental rate for this space increase to \$16.25 (\$6,364.58 per month). This rate does not include public utilities or janitorial services and supplies. This Addendum contains one additional 5-year renewal option with an annual per square foot rental rate of \$20.00 (\$7,833.33 per month). Effective June 1, 2034, the annual per square foot rental rate for this space increase to \$20.50 (\$8,029.17 per month). The rental rate is within current market rate for comparable space. This Lease contains a standard cancellation clause with 120-days' notice. The Attorney General has approved this Addendum as to legal form.

Purpose/Business Case:

The purpose of adding and exercising the first renewal option to this Lease is to provide the Department of State with a location that continues to meet the service needs for the citizens of St. Clair County.

Benefit:

The extension of this Lease allows the Department to remain at its current location and benefit from an additional 1 year without an increase to the rent. The rental rate is within current market rates for comparable space.

Source of Funds:

1% General Fund; 99% Restricted Funds (TACF- 83%, Auto Repair Facilities Fees- 1%, Driver Fees- 7%, Parking Ticket Court Fines- 4%, Enhanced Driver License & Personal ID- 4%)

Commitment Level:

Ten years, with one 5-year renewal option; however, this Lease contains a Standard cancellation clause with 120-days' notice.

Risk Assessment:

Non-approval of this Addendum will hinder the Department from continuing to provide uninterrupted service in Port Huron. It may require the Department to relocate to a new location and incur increased costs.

Zip Code:

48060

5. DEPARTMENT OF STATE, LAPEER - Addendum No. 1 to Lease No. 11454 approved by the State Administrative Board on December 7, 2010, by and between Cornerstone Management Team, LLC, 310 W. Genesee Street, Lapeer,

MI 48446, as Lessor, and the State of Michigan by the Department of Technology, Management & Budget for the Department of State, as Lessee, for 3,805 square feet of office space located at 301 W. Genesee Street, Suite 105, Lapeer, MI 48446. This Addendum provides for extending the Lease term ten-years while maintaining the same rental rate for the next 1 ½ years. This Addendum is effective upon obtaining State Administrative Board approval and required signatures and continues to the termination date of July 31, 2031, or any extension. The annual per square foot rental rate for this space is \$19.00 (\$6,024.58 per month). Effective February 1, 2023, the annual per square foot rental rate for this space increase to \$20.00 (\$6,341.67 per month). Effective August 1, 2026, the annual per square foot rental rate for this space increase to \$21.50 (\$6,817.29 per month). This is a full-service Lease. This Addendum contains one additional 5-year renewal option with an annual per square foot rental rate of \$24.00 (\$7,610.00 per month). The rental rate is within current market rate for comparable space. This Lease contains a standard cancellation clause with 90-days' notice. The Attorney General has approved this Addendum as to legal form.

Purpose/Business Case:

The purpose of this Addendum is to exercise and extend the first renewal option to this Lease and provide the Department of State with a location that continues to meet the service needs for the citizens of Lapeer County.

Benefit:

The extension of this Lease allows the Department to remain at its current location and benefit from an additional 1 ½ years without an increase to the rent. The rental rate is within current market rates for comparable space.

Source of Funds:

1% General Fund; 99% Restricted Funds (TACF- 83%, Auto Repair Facilities Fees- 1%, Driver Fees- 7%, Parking Ticket Court Fines- 4%, Enhanced Driver License & Personal ID- 4%)

Commitment Level:

Ten years, with one 5-year renewal option; however, this Lease contains a Standard cancellation clause with 90-days' notice.

Risk Assessment:

Non-approval of this Addendum will hinder the Department from continuing to provide uninterrupted service in Lapeer. It may require the Department to relocate to a new location and incur increased costs.

Zip Code:

48446

Ms. Bliesener presented the Building Committee Report for the regular meeting of January 19, 2021. After review of the foregoing Building Committee Report, Ms. Bliesener moved that the Report covering the regular meeting of January 19, 2021, be approved and adopted. The motion was supported by Ms. Mester, and unanimously approved.

APPROVED

January 19, 2021

Michigan State
Administrative Board

COMMITTEE REPORT TO THE STATE ADMINISTRATIVE BOARD

The Honorable Gretchen Whitmer, Governor
and
Members of the State Administrative Board

A regular meeting of the **Finance and Claims** Committee was held at **11:00 a.m.** on **January 19, 2021**. Those present being:

Chairperson: Stacey Bliesener, representing Approved _____
State Treasurer Eubanks

Member: Shenique Moss, representing Approved _____
Governor Whitmer

Member: Daniel Sonneveldt, representing Approved _____
Attorney General Nessel

Others: Molly Jason, Jim Shell, Attorney General's Office; Ross Fort, Department of Education; Jessica Weare, Governor's Office; Danielle El-Amin, Lt. Governor's Office; Cindy Paradine, Department of State; Shelby Troub, Department of Technology, Management and Budget; Laura Mester, Department of Transportation

Ms. Bliesener, remotely called in from Eaton County, Michigan
Ms. Moss, remotely called in from Macomb County, Michigan
Mr. Sonneveldt, remotely called in from Ingham County, Michigan

Ms. Bliesener called the meeting to order.

The Finance and Claims Committee regular agenda was presented.

Following discussion, Ms. Moss moved the regular agenda be recommended to the State Administrative Board. The regular agenda includes reporting of emergency purchases with section 9 that are not subject to approval by the Committee or the full State administrative Board and are only included to satisfy notice requirements under section 6 of Board Resolution 2019-1. The motion was supported by Mr. Sonneveldt and unanimously adopted.

Ms. Bliesener adjourned the meeting.

1/14/2021 12:30 p.m. Final

A G E N D A

FINANCE AND CLAIMS COMMITTEE

January 19, 2021, 11:00 a.m.
Virtual Meeting

STATE ADMINISTRATIVE BOARD

January 19, 2021, 11:00 a.m.
Virtual Meeting

This agenda is for general informational purposes only.
At its discretion, the Finance and Claims Committee may revise this
agenda and may take up other issues at the meeting.

SECTION 1 - AGENCY SUBMITTED – NEW CONTRACTS

1. DEPARTMENT OF EDUCATION

- 1.) University of Michigan (Youth Policy Lab), Ann Arbor, MI
 - NOT TO EXCEED
 - \$994,365.00 Total
 - FY21-25 100% Federal Funds
 - Substance abuse & mental health services project to conduct research on awareness and services for substance abuse and mental health issues of school aged youth

2. DEPARTMENT OF ENVIRONMENT, GREAT LAKES AND ENERGY

- 1.) Aerodyne Research, Inc., Billerica, MA
 - \$387,141.00 Total
 - FY21-23 100% Federal Funds
 - Air quality mobile laboratory and monitoring services

3. DEPARTMENT OF HEALTH AND HUMAN SERVICES

- 1.) James J. Sims II Attorney at Law, Reed City, MI
 - \$560,000.00 Total
 - FY21-23 100% Federal Funds
 - To provide legal representation to MDHHS and/ or designee in court proceedings regarding child abuse/ neglect of children when the local county prosecuting attorney has no contract with MDHHS or due to a conflict on interest and the prosecuting attorney is not able to represent MDHHS

SECTION 2 - AGENCY SUBMITTED – CONTRACT CHANGES

4. DEPARTMENT OF HEALTH AND HUMAN SERVICES

1.) Various (*See bid tab*)

- \$264,761.33 Amendment
- \$34,010,380.33 New Total
- FY21 100% Federal Funds
- Increase funds and unit rates in accordance with PA 166 of 2020 to continue to providing Families Together Building Solutions services

SECTION 3 - AGENCY SUBMITTED – NEW GRANTS

5. DEPARTMENT OF ENVIRONMENT, GREAT LAKES AND ENERGY

1.) Western Michigan University, Kalamazoo, MI

- \$500,000.00 Total
- FY21 100% Restricted Funds
- The purpose of this in-state project is to continue with Michigan Geological Survey programs that have supported the Michigan departments and state holders for water, aggregates, and basic understanding of the natural resources of Michigan

6. DEPARTMENT OF HEALTH AND HUMAN SERVICES

1.) MIMAP, Inc., Lansing, MI

- \$1,029,606.00 Total
- FY21 100% Federal Funds
- This agreement provides funding for outreach, education and enrollment for Medicare Low-Income Subsidy and Medicare Saving Plan

7. DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS

1.) Michigan Indigent Defense Commission (MIDC) (*See bid tab*)

- \$27,351,107.08 Total
- FY21 100% General Funds
- For the Grantee to comply with its approved compliance plan, required under the MIDC Act for changes and improvements to the current indigent defense delivery system

SECTION 4 - AGENCY SUBMITTED – GRANT CHANGES

5. DEPARTMENT OF HEALTH AND HUMAN SERVICES

- 1.) Michigan State University, East Lansing, MI
 - \$760,104.00 Amendment
 - \$16,838,545.00 New Total
 - FY21 85.36% Federal Funds; 11.07% Local; 1.12% General Funds; 2.45% Restricted Funds
 - Add funds to provide funding for and allocates grant funding to various health and human services project
- 2.) Wayne State University, Detroit, MI
 - \$2,090,000.00 Amendment
 - \$14,252,901.00 New Total
 - FY21 62.97% Federal Funds; 9.25% Local; 24.42% General Funds; 1.76% Restricted Funds; 1.60% Private Funds
 - Add funds to provide funding for and allocates grant funding to various health and human services project

SECTION 5 - DTMB SUBMITTED – NEW CONTRACTS

6. DEPARTMENT OF MILITARY AND VETERANS AFFAIRS

- 1.) The FOG Group, dba Powerlink Facilities management Services, Warren, MI
 - \$4,926,400.00.00 (4 Years)
 - FY21-24 44% General Funds; 43% Federal Funds; 13% Restricted Funds (*Income Assessment*)
 - 200000002380 Southeast Michigan Home for Veterans – Nutritional Services

7. DEPARTMENT OF TECHNOLOGY, MANAGAMENT AND BUDGET

- 1.) Knowledge Services, Indianapolis, IN
 - NOT TO EXCEED
 - \$400,000,000.00 (5 Years)
 - FY21-26 100% General Funds
 - 210000000322 IT staff augmentation services

SECTION 6 - DTMB SUBMITTED – CONTRACT CHANGES

8. DEPARTMENT OF HEALTH AND HUMAN SERVICES

- 1.) Cardinal Health 110 LLC and Cardinal Health 112 LLC., Dublin, OH
 - \$1,900,000.00 Amendment
 - \$16,900,000.00 New Total
 - FY21-22 100% General Funds
 - 200000000416 Add funds for MMCAP Infuse Pharmaceutical Wholesale
- 2.) Remedy Repack, Inc. Indiana, PA
 - \$0.00 Amendment
 - \$249,999.00 New Total
 - FY21-22 100% General Funds
 - 190000000882 Add funds and extend the contract for repackaging of bulk/ wholesale pharmaceuticals

9. DEPARTMENT OF STATE POLICE

- 1.) Brogan & Partners, Birmingham, MI
 - \$500,000.00 Amendment
 - \$16,136,800.00 New Total
 - FY21-23 100% Federal Funds
 - 071B7700018 Add funds for marketing and advertising services

10. DEPARTMENT OF TECHNOLOGY, MANAGAMENT AND BUDGET

- 1.) Deloitte & Touche LLP, Detroit, MI
 - \$570,000.00 Amendment
 - \$2,405,252.00 New Total
 - FY21-22 100% Federal Funds
 - 071B7700032 Add funds to update forensic review workstream for fraud assessment/ business process review of the Unemployment Insurance Agency
- 2.) Econolite Systems, Inc., Anaheim, CA
 - \$665,059.70.00 Amendment
 - \$2,648,069.70 New Total
 - FY21-24 18.15% General Funds; 81.85% Federal Funds
 - 190000001522 Add funds for implementing the Automated Traffic Signal Performance Measures module as part of the I-94 Modernization Project in Detroit which includes improvements to M-3 and US-12

10. DEPARTMENT OF TECHNOLOGY, MANAGAMENT AND BUDGET
continued

3.) Fireeye, Inc., Milpitas, CA

- \$162,612.38 Amendment
- \$1,860,264.54 New Total
- FY21-22 100% General Funds
- 071B5500041 Add funds and exercise an option year to enable the Security Operations Center to search the network and end point devices for signs of compromise and malware incidents for the Michigan Cyber Security

4.) Westat Inc., Rockville, MD

- \$762,641.00 Amendment
- \$3,418,821.00 New Total
- FY21-23 100% General Funds
- 071B6600046 Add funds for third party evaluator for performance-based child welfare system for the Michigan Department of Health and Human Services

SECTION 7 - CLAIMS – PERSONAL PROPERTY LOSS

11. DEPARTMENT OF CORRECTIONS

Prisoner Claims

1. Keshuna Abcumby #462754 \$130.00
The claimant (20-SAB/DOC-9655) requests \$130.00 reimbursement for her television that was damaged while in possession of MDOC. The Committee recommends approval of \$111.92 for this claim.
2. Allanah Benton #754842 \$52.39
The claimant (20-SAB/DOC-9824) requests \$52.39 reimbursement for her missing JP5 player. MDOC located this item and delivered it to the prisoner. The Committee recommends DENIAL for this claim.
3. Shavonne Davis #285399 \$19.00
The claimant (20-SAB/DOC-9705) requests \$19.00 reimbursement for her missing sandals. There is not documentation to support the allegation. The Committee recommends DENIAL for this claim.
4. James Gurley #416250 \$119.74
The claimant (20-SAB/DOC-9859) requests \$119.74 reimbursement for his watch, headphones, shoes, and jacket that were stolen from his cell. The Committee recommends DENIAL for this claim.

11. DEPARTMENT OF CORRECTIONS continued

5. Frank Jacobs #239671 \$380.31
The claimant (20-SAB/DOC-9034) requests \$380.31 reimbursement for his missing shoes, boots, fan, SecurePak, sweatpants, sweatshirt, shorts, adapter, socks, pants, boxers, and footlocker. Documentation does not support the allegations. The Committee recommends DENIAL for this claim.
6. Patrick Johnson #477943 \$394.00
The claimant (20-SAB/DOC-9759) requests \$394.00 reimbursement for his damaged headphones and stolen USB cord, sweatshirt, sweatpants, shoes, cap, shaver, trimmers, shower shoes, shaving bag, address book, fan, batteries, and misc. personal hygiene items. Documentation does not support the allegations. The Committee recommends DENIAL for this claim.
7. Aaron Macauley #747750 \$42.39
The claimant (20-SAB/DOC-9765) requests \$42.39 reimbursement for his missing JP5 media player. This item was not present at the time of pack up. The Committee recommends DENIAL for this claim.
8. Demetrius McBride #192829 \$144.51
The claimant (20-SAB/DOC-9473) requests \$144.51 reimbursement for his missing store order, food items, glasses, book, legal papers, earbuds, and headphones. The Committee recommends approval of \$116.78 for this claim.
9. Durell Montgomery #854342 \$239.92
The claimant (20-SAB/DOC-9665) requests \$239.92 reimbursement for his stolen television, glasses, extension cord, headphone extension, and mirror. These items were not present at the time of pack up. The Committee recommends DENIAL for this claim.
10. Tiena Piffer #966706 \$41.56
The claimant (20-SAB/DOC-8963) requests \$41.56 reimbursement for overcharges and pop card. The prisoner has been reimbursed by the vendor and this matter is resolved. The Committee recommends DENIAL for this claim.
11. Joseph Powell #959871 \$42.39
The claimant (20-SAB/DOC-8835) requests \$42.39 reimbursement for his missing JP5 player. This item was not present at the time of pack up. The Committee recommends DENIAL for this claim.
12. Jeremy Rector #387479 \$136.89
The claimant (20-SAB/DOC-9848) requests \$136.89 reimbursement for his missing food items. Documentation does not support the allegations. The Committee recommends DENIAL for this claim.

11. DEPARTMENT OF CORRECTIONS continued13. Edward Robinson #582289 \$158.55

The claimant (20-SAB/DOC-9262) requests \$158.55 reimbursement for his lost or stolen shoes, pencils, earbuds, boots, soap, and beard trimmers. The Committee recommends approval of \$57.55 for this claim.

14. Derek Surgeson #713780 \$9.59

The claimant (20-SAB/DOC-8804) requests \$9.59 reimbursement for his missing food items. Documentation does not support the allegations. The Committee recommends DENIAL for this claim.

15. Erik Williams #926637 \$27.26

The claimant (20-SAB/DOC-9851) requests \$27.26 reimbursement for funds removed from his TRUST account for an order he did not receive. The Committee recommends approval of \$27.26 for this claim.

12. DEPARTMENT OF HEALTH AND HUMAN SERVICES

Employee Claims

1) Jerry Ealey \$931.10

The claimant (20-SAB-069) requests \$931.10 reimbursement for the repair of his vehicle that was damaged by a State operated lawn mower. The Committee recommends approval of \$931.10 for this claim.

2) Charlotte Williams \$678.36

The claimant (20-SAB-080) requests \$678.36 reimbursement for replacement eyeglasses. The Committee recommends approval of \$643.41 for this claim.

13. DEPARTMENT OF NATURAL RESOURCES

Civilian Claims

1) Christine Rickard \$0.00

The claimant (20-SAB-072) requests \$0.00 reimbursement for the repair of her RV antenna damaged by a tree limb. The Committee recommends DENIAL for this claim.

2) Kenneth Snelink \$409.42

The claimant (20-SAB-068) requests \$409.42 reimbursement for his converter box that was damaged by a power surge at a State-owned park. The Committee recommends approval of \$409.42 for this claim.

14. DEPARTMENT OF TRANSPORTATION

Civilian Claims

- 1) Belinda Deemter \$913.24
The claimant (20-SAB-081) requests \$913.24 reimbursement for the repair of her vehicle that was damaged by a State operated mower. The Committee recommends approval of \$913.24 for this claim.

SECTION 8 - CLAIMS – PERSONAL INJURY LOSS

SECTION 9 - SPECIAL ITEMS

15. DEPARTMENT OF HEALTH AND HUMAN SERVICES

- 1) Reporting emergency PCard Purchases in accordance with Administrative Guide Procedure 0620.01 and section, “5.7 Competitive Solicitations Exceptions” of the Michigan Procurement Policy Manual

16. DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET

- 1) Reporting emergency purchase orders in accordance with Administrative Guide Procedure 0620.01 and section, “5.7 Competitive Solicitations Exceptions” of the Michigan Procurement Policy Manual

The Director of the Department of Technology, Management and Budget recommends approval by the State Administrative Board of the items contained in Sections 1, 2, 3, 4, 5 and 6 of 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 DTMB Director or designee.

Ms. Bliesener presented the Finance and Claims Committee Report for the regular meeting of January 19, 2021. After review of the foregoing Finance and Claims Committee Report, Ms. Bliesener moved that the Report covering the regular meeting of January 19, 2021, be approved and adopted. The motion was supported by Ms. Mester and unanimously approved.

APPROVED

January 19, 2021

Michigan State
Administrative Board

**COMMITTEE REPORT TO THE
STATE ADMINISTRATIVE BOARD**

The Honorable Gretchen Whitmer, Governor
and
Members of the State Administrative Board

A regular meeting of the **Transportation and Natural Resources** Committee was held at **11:00 a.m.** on **January 19, 2021**. Those present being:

Chairperson: Cindy Paradine, representing Approved _____
Secretary of State Benson

Member: Danielle El-Amin representing Approved _____
Lt. Governor Gilchrist

Member: Jim Shell, representing Approved _____
Attorney General Nessel

Others: Molly Jason, Dan Sonneveldt, Attorney General's Office; Jessica Weare, Governor's Office; Ross Fort, Department of Education; Shenique Moss, Governor's Office, Shelby Troub, Department of Technology, Management and Budget; Laura Mester, Department of Transportation; Stacey Bliesener, Department of Treasury

Ms. Paradine, remotely called in from Eaton County, Michigan
Ms. El-Amin, remotely called in from Wayne County, Michigan
Mr. Shell, remotely called in from Ingham County, Michigan

Ms. Paradine called the meeting to order.

The Department of Transportation Agenda was presented.

Following discussion, Mr. Shell moved that the Transportation Agenda be recommended to the State Administrative Board. The motion was supported by Ms. El-Amin and unanimously adopted.

Ms. Paradine adjourned the meeting.

1.19.21 Final

AGENDA

DEPARTMENT OF TRANSPORTATION

TRANSPORTATION and NATURAL RESOURCES COMMITTEE STATE ADMINISTRATIVE BOARD

T&NR Meeting: January 19, 2021

Virtual 11:00 AM

State Administrative Board Meeting: January 19, 2021

Virtual 11:00 AM

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This agenda is for general informational purposes only. At its discretion, the Transportation and Natural Resources Committee may revise this agenda and may take up other issues at the meeting.

CONTRACT PRE-APPROVAL

1. **HIGHWAYS - Design Services**

Contract (2021-0216) between MDOT and IBI Group Engineering Services (USA), Inc., will provide for design services to be performed for road milling and resurfacing on US-12 from Elm Street to Firestone Street in the city of Dearborn, Wayne County, including Americans with Disabilities Act compliant ramp upgrades, signal modernization, and bridge work on the Rouge River bridges (CS 82062 – JNs 210083PE and 211037PES). The work items will include preparing required plans, typical cross-sections, details, and specifications; computing and verifying all plan quantities; and preparing staging plans and special provisions for maintaining traffic during construction. The contract will be in effect from the date of award through February 4, 2022. The contract amount will not exceed 110 percent of the engineer's estimate of \$2,100,222.28. Source of Funds: 100% State Restricted Trunkline Funds.

2. **HIGHWAYS - Construction Engineering Services**

Contract (2021-0223) between MDOT and Alfred Benesch & Company will provide for as-needed inspection and testing services to be performed for construction projects at various locations in Ottawa County. The work items will include inspection; staking; quality assurance testing and reporting; measurement, computation, and documentation of quantities; reporting and record-keeping; and finalizing all project documentation. The contract will be in effect from the date of award through February 2, 2024. The contract amount will not exceed 110 percent of the engineer's estimate of \$1,462,400. Source of Funds: Federal Highway Administration Funds, State Restricted Trunkline Funds, or local funds, depending on the particular project authorized.

* Denotes a non-standard contract/amendment

3. HIGHWAYS – Bridge Load Rating Services
Contract (2021-0232) between MDOT and Alfred Benesch & Company will provide for as-needed load rating analysis to be performed statewide in accordance with the National Bridge Inspection Standards. The structures to be load rated will represent a mix of non-complex structures and complex structures. The National Bridge Inspection Standards require the analysis of all highway bridges to determine load capacity. The contract will be in effect from the date of award through January 19, 2024. The contract amount will not exceed 110 percent of the engineer's estimate of \$ \$800,000.00. Source of Funds: Federal Highway Administration Funds, State Restricted Trunkline Funds, or local funds, depending on the particular project authorized.

CONTRACTS

4. *HIGHWAYS – Fabrication Inspection and Fabrication Specialty Services
Contract (2021-0159) between MDOT and Soil and Materials Engineers, Inc., will provide for as-needed fabrication inspection and fabrication specialty consulting services to be performed at various locations nationwide and in Canada. The work items will include fabrication inspections, highway structure final installation inspections, fabrication specialty consulting services, and laboratory testing for transportation-related projects. The consultant will travel in-state, out-of-state, and to Canadian fabrication shops to conduct on-site inspections. The contract will be in effect from the date of award through December 31, 2023. The contract amount will be \$5,499,999.99. Source of Funds: Federal Highway Administration Funds, State Restricted Trunkline Funds, or local funds, depending on the particular project authorized.
5. HIGHWAYS - Construction Engineering Services
Contract (2021-0225) between MDOT and Driesenga & Associates, Inc., will provide for as-needed inspection and materials testing services to be performed for construction projects within the Grand Region at various locations in Allegan, Barry, Ionia, Kent, Lake, Mason, Mecosta, Montcalm, Muskegon, Newaygo, Oceana, Osceola, and Ottawa Counties. The work items will include sampling, testing, tracking materials and/or quantities, recording materials testing results, reviewing material source lists, and reviewing concrete mix designs. The contract will be in effect from the date of award through February 1, 2024. The contract amount will be \$928,271.47. Source of Funds: Federal Highway Administration Funds, State Restricted Trunkline Funds, or local funds, depending on the particular project authorized.
6. RAIL - Railroad Force Account Work
Authorization (50022-211557) under Master Agreement (94-0801) between MDOT and Grand Trunk Western Railroad will provide funding for the relocation and upgrade of median cantilevers, the relocation of a house, and the rebuilding and extension of the crossing surface to accommodate roadway widening at M-59 in the Clinton Township in Macomb County, Michigan. Funding for this project is provided through federal and state dedicated grade crossing safety funds appropriated under the provisions of 23 USC Section 130 and MCL 247.660 (1)(a), respectively. This work, to be undertaken as part of MDOT's annual trunkline grade crossing safety enhancement program, will improve motorist safety. The project cost is estimated at \$957,639. Source of Funds: Federal Highway Administration Funds - \$861,876; State Restricted Trunkline Funds - \$95,764.

* Denotes a non-standard contract/amendment

7. RAIL - Railroad Force Account Work
 Authorization (73091-209937) under Master Agreement (94-1047) between MDOT and Lake State Railway Company will provide funding for the reconstruction or removal of crossing surfaces and the relocation and upgrading of cantilevers to accommodate crossing removal at M-13 in the city of Saginaw, Saginaw County, Michigan. Funding for this project is provided through federal and state dedicated grade crossing safety funds appropriated under the provisions of 23 USC Section 130 and MCL 247.660 (1)(a), respectively. This work, to be undertaken as part of MDOT's annual trunkline grade crossing safety enhancement program, will improve motorist safety. The project cost is estimated at \$613,212.78. Source of Funds: Federal Highway Administration Funds - \$551,891.50; State Restricted Trunkline Funds - \$61,321.28.
8. *TRANSPORTATION PLANNING – Pavement Data Collection and Processing
 Contract (2021-0175) between MDOT and Pathway Services, Inc., will provide for the collection and processing of pavement condition data and the performance of surveying work in various counties. The work items will include collecting and processing roadway digital images (synchronized forward-facing and pavement down view images), surface distress survey data, transverse/longitudinal pavement profiles, surface types, and global positioning system (GPS) coordinates. The contract will be in effect from the date of award through December 31, 2025. The contract amount will be \$2,141,682. Source of Funds: 80% Federal Highway Administration Funds and 20% State Restricted Trunkline Funds.

PURCHASING

- | | | |
|----|---|--|
| 9. | Kevin's Lawn Care & Snow Removal Inc.
St Clair, Michigan 48079 | \$307,716.57
FY 21-24
100% Restricted Funds
State Trunkline Maintenance |
|----|---|--|

This is a contract for MDOT mowing and lawn maintenance at the Blue Water Bridge & Port Huron Welcome Center.

The approval by the State Administrative Board of these contracts does not constitute the award of same. The award of contracts shall be made at the discretion of the Director-Department of Transportation when the aforementioned requirements have been met. Subject to exercise of that discretion, I approve the contracts described in this agenda and authorize their award by the responsible management staff of MDOT to the extent authorized by, and in accordance with, the December 14, 1983, resolution of the State Transportation Commission and the Director's delegation memorandum of February 11, 2019.

Respectfully submitted,

Patrick McCarthy
for
Patrick McCarthy
Jan 14 2021 10:19 AM

Paul C. Ajegba P.E.
Director

Ms. Paradine presented the Transportation and Natural Resources Committee Report for the regular meeting of January 19, 2021. After review of the Transportation and Natural Resources Committee Reports, Mr. Fort moved that the report covering the regular meeting of January 19, 2021, be approved and adopted. The motion was supported and unanimously approved.

8. MOTIONS AND RESOLUTIONS:

None

9. ADJOURNMENT:

Ms. Moss adjourned the meeting.

SECRETARY

CHAIRPERSON