THE INGHAM COUNTY BUILDING AUTHORITY WILL MEET ON
TUESDAY, MARCH 22, 2011 4:00 P.M.
FIRST FLOOR CONFERENCE ROOM, MASON COURTHOUSE
341 S. JEFFERSON STREET, MASON, MICHIGAN

AGENDA

Call to Order
Approval of the February 22, 2011 Minutes
Additions to the Agenda
Limited Public Comment

1. 911 Dispatch Center Project
   a. Update

2. Approval of Invoices
   a. AECom - 911 Consultant Time & Materials, Price Not to Exceed $98,600.00
   b. Servers, Operating System, VMWare and Maintenance - Total cost $42,326.36
      (Net $32,866.16 from 911 Fund)
   c. Tower/Pinkster Invoice #43850 for Professional Services from January 29 to
      February 25, 2011 in the amount of $4,640
   d. Approve the Purchase of Appliances for the 911 Center (Refrigerator, Stove,
      Dishwasher, and Microwave) for a Not to Exceed Amount of $4,000

3. Next Meeting

4. Other Business

Announcements

Public Comment

Adjournment
MINUTES
February 22, 2011

Members Present: Peter A. Cohl, Mary A. Lannoye, Eric Schertzing

Others Present: Eric Hackman, Chad Reihl, John Neilsen, Richard Terrill, and Linda Sjolund

Call to Order: The Ingham County Building Authority meeting was called to order by Chairperson Peter Cohl at 4:00 p.m., Tuesday, February 22, 2011 in Conference Room A, Hilliard Building, 121 S. Maple St., Mason, Michigan

MOVED BY SECRETARY MARY LANNOYE, SUPPORTED BY TREASURER ERIC SCHERTZING TO APPROVE THE JANUARY 27, 2011 BUILDING AUTHORITY MINUTES. MOTION CARRIED UNANIMOUSLY.

Additions to the Agenda – 3b. Clark Construction Application No.: 1.00, in the Amount of $30,050 for the Time Period to January 25, 2011.

Limited Public Comment: None.

1. Presentation: Schematic Design
Mr. Hackman, Tower/Pinkster Project Manager, reviewed the team members that will be working on the 911 Center: T/P will be providing architecture design, mechanical engineering, interior design, and landscape architecture; JDH from Grandville will be doing the structural engineering; DLZ from Lansing will provide the civil engineering; and Clark Construction from Lansing will oversee the construction management. The RFP to hire a technology consultant for the design and implementation of the Call Center has been issued.

Mr. Hackman reviewed the preliminary design plan of the new Center. The plan is organized into four zones: backup/utility zone, office area, employee services, and the Call Center. The size of the Center will be 11,400 square feet; a Multipurpose Room could be included as an ‘add alternative’ to the plan. The building has been designed so that it is protected from exterior security threats. There will be a separate employee entrance and parking lot, and an 8 foot fence is proposed around the building. Mr. Neilsen stated that the 911 Call Center training room could be used by neighboring counties should they lose their 911 Center; the phone routing could be transferred to Ingham County and this would allow their staff to use the County’s equipment. Currently, there is a mutual aid agreement with Livingston, Eaton and Clinton counties. Natural lighting will be used as much as possible. The utilities access points, tower location, fencing, cooling/heating systems, and generators were discussed. Native Michigan plants will be used allowing for minimal landscaping (low maintenance ground cover). The entire Center will be able to withstand the effects of a F3 tornado. The plan has been reviewed with the two 911 Directors. The LEED design is currently at 43 points (40 points is a LEED certified building).
Mr. Reihl, Clark Construction, distributed a copy of the Project Estimate Summary Budget and reviewed the summary with the Building Authority. Ms. Lannoye requested an explanation of the owner’s contingency cost of $100,000. Mr. Reihl explained it would be the tower, 911 furniture, and standard office furniture.

Mr. Hackman stated that the T/P design development should be completed by the end of March; the first meeting with the users and County will be March 9 to review the last set of questions related to the design. Once the design development is approved, the second phase will be to complete contract documents. T/P anticipates that by May 11, they will finalize the design and forward the document to Clark Construction so that Clark will be able to secure vendor bids for the construction of the Center. On April 14, the design will be presented to the Law Enforcement Committee and to the Board of Commissioners for their approval on April 24.

Mr. Schertzing asked about the durability of design for the long-term maintenance of flooring, etc. Mr. Hackman responded that in the Call Center there will be carpeted floors to keep the noise down; other rooms will have a hard surface.

Mr. Hackman reviewed the difference between ballistic glass and resistance glass; areas that are not critical will use resistance glass and critical areas will use ballistic glass. As an alternate expense, T/P will be reviewing using ballistic glass in all areas if it is financially feasible.

2. 911 Dispatch Center Project
   a. Update was reviewed previously.

3. Approval of Invoices:

MOVED BY TREASURER ERIC SCHERTZING SUPPORTED BY SECRETARY MARY LANNOYE, TO APPROVE THE FOLLOWING INVOICES:

   3a.) TOWERPINKSTER, PROFESSIONAL SERVICES FROM SEPTEMBER 25, 2010 TO JANUARY 28, 2011, IN THE AMOUNT OF $27,587.18.

   3b.) CLARK CONSTRUCTION APPLICATION NO. 1.00, IN THE AMOUNT OF $30,050 FOR THE TIME PERIOD TO JANUARY 25, 2011.

Mr. Terrill stated that he has reviewed and approved the above invoices and has submitted them for the Building Authority’s approval.

MOTION CARRIED UNANIMOUSLY.

4. Monthly Meeting Schedule. Mr. Cohl indicated that Ms. Lannoye will coordinate the next Building Authority meeting.

5. Other Business: None.
Announcements: None.

Public Comment: None.

The meeting was adjournment at 4:55 p.m.

Respectfully Submitted,

Mary A. Lannoye
Secretary, Ingham County Building Authority
To: Ingham County Building Authority  
From: Tom Shewchuk, Management Information Services Director  
CC: John Neilsen, Jim Hudgins, Rick Terrill, 911 Technology Committee  
Date: March 16, 2011  
Re: 911 Consultant Recommendation/ Authorization to purchase the 911 PSAP Servers

I am requesting the Ingham County Building Authority approve two expenditures from the Technology portion of the budget for the new 911 facility. They are:

1. AECom - 911 Consultant Time & Materials price not to exceed $98,600.00
2. Servers, Operating System, VMWare and maintenance – Total cost $42,326.36. $32,866.16 to be paid from the 911 Technology budget, and $9,460.20 to be paid from the TIC fund.

The 911 Technology Committee in conjunction with the Ingham County Purchasing department issued a Request for Proposal (RFP) for 911 PSAP Consulting services. We received 6 responses from the following companies:

- RW Management Group, Inc. - $58,000.00
- AECom - $93,600.00
- Intertech Associates - $149,595.00
- Plante Moran / L.R. Kimball - $153,000.00
- RCC Consulting - $199,610.00
- Elert & Associates - $240,200.00

After review by the 911 Technology Committee we invited AECom, RW Management, and Elert & Associates for a conference call to present their company capabilities, to clarify Ingham County’s needs, and to answer any questions. At the conclusion of our meeting we invited each vendor to adjust their price based on our needs (if they felt necessary) and the above reflects their final pricing.

Our final recommendation is to select AECom as our 911 Consultant at a Time & Materials Price not to exceed $98,600.00. AECom is the largest company of the 3 finalists, they are able to start the project immediately, possess the professional and skilled resources needed, have a national presence, are ISO rated, have been in business for over 26 years, and have performed over 25 similar projects. We unanimously felt AECom asked all the right questions, understood and documented their response in alignment with our needs.

RW Management was the lowest priced vendor, but only has 12 consultants spread out the United States, and their staff is comprised of former or retired Public Safety/Law Enforcement employees. They do not compare in skill or size to AECom, did not ask very many questions in our conference call, and we do not feel they add any skills not already present on our current 911 Technology Committee.

We were impressed with Elert & Associates and their capabilities. In their original response they only provided a price for Phase I of our project. We felt they understood our needs after our conference call but eventually proposed the highest price.

In addition, I am requesting that we order the servers for the new 911 Center because of the CAD project for the City of Lansing. These servers will be setup and configured for this project in the current Ingham
County Data Center and eventually be moved to the new 911 PSAP. We budgeted $46,500.00 for these servers, their Operating System license, VMWare software and VMWare support. In 2007, a Technology Improvement Cooperative (TIC) was formed with the City of East Lansing, Meridian Township, MSU Police, Williamston Police, Lansing Township, and Mason Police for the purpose of implementing and sharing a common Computer Aided Dispatch (CAD) and Law Enforcement Records Management System (RMS). At that time the TIC set funds aside to replace this system as part of regular maintenance. As a result of this collaboration I will be utilizing these funds in the amount of $9,460.20 leaving a balance of $32,866.16 from the 911 PSAP IT budget.

Thank you in advance for your consideration.

Sincerely,

Tom
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**Total this Invoice $4,840.00**

**INVOICE**

**TERMS: NET / 30 DAYS** Invitations unpaid after 30 days are subject to interest charge of 1/6% per month, which is 18% per year.
From: Richard Terrill  
To: Hackman, Eric  
CC: bgaukel@lansingmi.gov; criehl@clarkcc.com; Langdon, Lance; Lannoye, M...  
Date: 3/11/2011 11:14 AM  
Subject: 911 - Kitchen Appliances

Eric,

Below are the specs and dimensions for the Kitchen Appliances for the Ingham County Consolidated 911 Center. We compared products and price at both Sears and Best Buy and found that prices were comparable but Sears had the best quality. These are all Energy Star rated appliances. I think we would want White appliances but what say all of you?

**Refrigerator** - Kenmore Elite 26.5 cu. in.  *(Has ice and water dispenser)*
- 35-3/4" w x 69-3/4" h x 34-1/4" d
- 120V - 8.1 amp
- Color - White or Black
- Cost - $1,569.49

**Stove** - Kenmore Electric Range
- 29-7/8" w x 47-3/4" h x 25-3/4" d
- 240/208v - 13.5/10.0kw
- Color - White or Black
- Cost - $866

**Dishwasher** - Bosch
- 23-9/16" w x 22-9/16" d x 34" h
- 120V - 12 amp
- Color - White or Black
- Cost - $699.99

**Microwave** - Kenmore Elite 1.5 Convection Microwave Oven
- 120V - 13 amp
- Color - White or Black
- Cost - $329

Rick Terrill  
Ingham County Facilities Director  
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(517) 676-7310  
Fax: 676-7230