

## S T A T E O F M I C H I G A N

## BOARD OF COMMISSIONERS OF THE COUNTY OF ALLEGAN

**SHERIFF'S DEPARTMENT—ADJUST SPECIALIZED WEAPONS AND TACTICS  
(SWAT) VESTS PROJECT**

**WHEREAS**, the Board of Commissioners (Board) appropriated \$40,000 in 2023 within the #401 - Sheriff Capital Improvement Plan to fund the replacement of SWAT vests and accessories; and

**WHEREAS**, consistent with the County's Purchasing Policy, a request for proposal process was used to solicit competitive bids, of which a sole bid with a satisfactory proposal was received was for \$40,800.

**THEREFORE BE IT RESOLVED** that the Board authorizes a \$800 increase to the existing project for a new total of \$40,800; and

**BE IT FINALLY RESOLVED** that the County Administrator is authorized to make the necessary budget adjustments.



## REQUEST FOR ACTION PROCUREMENT OF GOODS AND/OR SERVICES

RFA #: 229-404 RFA Date: 8/10/2023 RFA Submitted By: Patti Wartella

**PROJECT/SERVICE:** SWAT Vest and Accessories Procurement  
Project/Service: SWAT vest and accessories for Sheriff's Office  
Description:  
Project/Contract #: 1040-23 Contact Name: Ben Haas  
Department: Sheriff's Office Contact Info: [bhaas@allegancounty.org](mailto:bhaas@allegancounty.org)

**PROCUREMENT METHOD:** Public Solicitation / RFP  
5 Firms invited to bid and bidding opportunity posted to County Website. 1 Bids Received

**CONTRACT AWARD:** \$40,800.00  
Parties - County and: On Duty Gear  
Contract Duration: Contract ends upon delivery and acceptance of equipment.  
Evaluation Team: Ben Haas, Valdis Kalnins  
References Checked: No - Current or previous vendor with satisfactory performance Debarred: No

**FUNDING SOURCE:** #401 Capital Improvement Plan

\$ 40,000.00	Approved Appropriation
\$ -	Additional Appropriation Requested through this RFA
\$ 40,000.00	Total Funding available if this RFA is approved
\$ -	Expenditures to Date
\$ -	Committed Funds
<u>\$ 40,800.00</u>	<u>Award Amount</u>
\$ (800.00)	Funds Remaining

\$800 shortfall in capital funding to be charged to Sheriff's Operations - 101-301.301-745.020

**NEW CONTRACT SUMMARY:** No Contract Terms (Purchase Order, Reverse Auction, etc.)

## 2023 Capital Project List - Recommended for Approval as of 8/22/2022

<b>#401 Capital Improvement Fund</b>			
#	Project Name	Project Description	2023 Request
1	Vehicles - Sheriff - 6 AWD Utility Patrol or Equivalent	Vehicle Replacement Plan - Cost of six replacement AWD Patrol Utility vehicles, one designed for K9 use.	\$ 261,000
2	Vehicles - Sheriff - 2 AWD Escapes or Equivalent	Vehicle Replacement Plan - Cost of two replacement AWD Escape vehicles.	\$ 51,000
3	Vehicle Equipment and Upfitting - Sheriff - 8 vehicles	Vehicle Replacement Plan - Equipment to upfit 5 patrol, 2 detective, 1 K9 unit replacement vehicles.	\$ 83,000
4	Resurface Main Drive at County Services Complex	Repair & Maintenance - Resurface main drive at the County Services Complex from the water tower entrance to the start of the Central Dispatch parking lot (not including the east drive to the Human Services Building Parking Lot).	\$ 250,000
5	Heat Pump Replacement - Courthouse	Replacement Plan - Replace all (approximately twelve) remaining heat pumps at the Courthouse that are over twenty years old.	\$ 105,000
6	Courthouse Roof Replacement - Section 3	Replacement Plan - This replacement will complete the replacement of all four Courthouse roof sections.	\$ 80,000
7	Generator Replacement - CSB	Replacement Plan - Replace the generator at the County Services Building to ensure continued reliability of this emergency power system. Generator was installed in 1999 and is past its twenty year replacement schedule.	\$ 70,000
8	Microsoft Office Upgrade	Replacement Plan - Microsoft will end support on 2013 Office in 2023. This \$70,000 will be combined with the \$60,000 reserved in 2022 to complete the upgrade.	\$ 70,000
9	Environmental Health Records Scanning	Strategic Project - Continue and potentially finish the scanning of Environmental Health records which was started in 2022.	\$ 60,000
10	Boiler Replacement - ACSO	Repair & Maintenance - Replace failing boiler that no longer provides reliable back-up domestic hot water for the Sheriff's Office and Jail.	\$ 50,000
11	Building Wireless System Upgrade	Replacement Plan - Replace 35 of the 46 wireless access points (WAPs) in various County buildings which are scheduled for replacement every seven years.	\$ 35,000
12	Parking Lot/Drive Repair and Maintenance	Repair & Maintenance - Annual parking lot/drive repair and maintenance.	\$ 30,000
13	Furniture Replacement	Replacement Plan - Annual furniture replacement.	\$ 30,000
14	Copier Replacements	Replacement Plan - Replace copiers that are at the end of their reliable service life of 7 years.	\$ 25,000

15	Courthouse Renovation - Inmate Corridor	Safety & Security - Create a secure wall to block off inmate entryway area from adjacent public corridor.	\$ 20,000
16	Duty Weapon Replacement - Sheriff	Replace approximately 115 duty weapons which have been in service for over 10 years and are due for replacement per manufacturer's recommendation.	\$ 55,000
17	SWAT Vest Replacement - Sheriff	Replace the SWAT vests that have been in use for over 5 years and should be replaced per manufacturer's recommendation.	\$ 40,000
18	Cost Allocation Plan for Vehicles	Strategic Project - Contract with a professional firm to develop a cost allocation plan for the County's vehicle fleet so that costs can be correctly allocated.	\$ 20,000
19	File Server Replacement	Replacement Plan - The reliability of the County's main file server is critical and is scheduled for replacement every 4 years.	\$ 15,000
20	Well #3 - Clean and Overhaul	Repair & Maintenance - Well pump mechanism should be pulled, cleaned and overhauled every 5-7 years. Well was installed in 2015.	\$ 13,000
<b>Gross Capital Expenditures</b>			<b>\$ 1,363,000</b>
Estimated Vehicle Resale (6 patrol, 2 fusions)			\$ (68,000)
Estimated Duty Weapon Trade-in			\$ (30,000)
<b>Final Estimated Expenditure</b>			<b>\$ 1,265,000</b>
<b>Target Threshold</b>			<b>\$ 1,300,000</b>
<b>Amount Below Threshold</b>			<b>\$ 35,000</b>

### Parks - Capital Projects

The following parks projects are to be funded through a Transfer-In from the fund balance of #208 – Parks/Recreation Fund to #401 – Capital Improvement Fund as needed to reimburse actual expenditures on the listed projects.

#	Project Name	Project Description	2023 Request
21	Heritage Trail Sign Replacement	Contract for services to design, manufacture and install new signs for approximately 25 heritage trail stops.	\$ 26,000
22	Parking Lot/Drive Repair and Maintenance - Various Parks	Annual parking lot/drive repair and maintenance.	\$ 25,000
23	Replace Three Parks Trailers	Replace three parks trailers.	\$ 20,000
24	Move Utility Pole with Light at Dumont Lake	Gradual bank erosion and creek encroachment are now threatening electrical/light pole and underground electrical connections. Pole needs to be replaced and relocated away from the creek.	\$ 10,000
25	Snow Plow Attachment for Parks Truck	Purchase a snow plow attachment that would allow Parks to clear snow from Parks parking lots to allow for increased winter utilization.	\$ 10,000
<b>Total Appropriation</b>			<b>\$ 91,000</b>

<b>#492 CIP - Youth Home Building Fund</b>			
<b>#</b>	<b>Project Name</b>	<b>Project Description</b>	<b>2023 Request</b>
26	HVAC Equipment Replacement	Replace one of six aging HVAC systems.	\$ 100,000
27	Parking Lot/Drive Repair and Maintenance	Annual parking lot/drive repair and maintenance.	\$ 5,000
<b>Total Appropriation</b>			<b>\$ 105,000</b>

<b>#496 Central Dispatch CIP</b>			
<b>#</b>	<b>Project Name</b>	<b>Project Description</b>	<b>2023 Request</b>
28	Carpet Replacement	Replace the carpeting in Central Dispatch	\$ 100,000
29	Replace HVAC Systems	All HVAC equipment is original to the building installed in 2002 and due for replacement. It is anticipated that 1/2 of it can be replaced in 2023 within this project budget.	\$ 75,000
30	UPS Battery Replacement	Replace UPS batteries per replacement schedule.	\$ 8,000
31	Parking Lot/Drive Repair and Maintenance	Annual parking lot/drive repair and maintenance.	\$ 2,000
<b>Total Appropriation</b>			<b>\$ 185,000</b>

<b>#288 Transportation Fund</b>			
<b>#</b>	<b>Project Name</b>	<b>Project Description</b>	<b>2023 Request</b>
32	Vehicles - 8 Transit buses	Purchase and equip 8 buses to replace bus eligible for replacement per MDOT.	\$ 768,756
33	Storage Area Construction	Construct additional storage space to house Transportation equipment.	\$ 498,205
34	Parking Lot/Drive Repair and Maintenance	Annual parking lot/drive repair and maintenance.	\$ 2,000
<b>Total Appropriation</b>			<b>\$ 1,268,961</b>

<b>#287 Vehicles for Local Law Enforcement Contracts</b>			
<b>#</b>	<b>Project Name</b>	<b>Project Description</b>	<b>2023 Request</b>
35	Vehicles - Sheriff - 3 AWD Utility Patrol or Equivalent for Local Law Enforcement Contracts	Purchase and equip three new AWD Utility Patrol vehicles for Local Law Enforcement Contracts.	\$ 165,750
<b>Total Appropriation</b>			<b>\$ 165,750</b>

## 2023 Capital Project List - Additional Projects Recommended for Approval

<b>#401 - Capital Improvement Fund - Additional Projects Recommended for Approval</b>			
If approved, the following capital projects are to be funded by a redirection of State Revenue Sharing dollars from the Liability Sinking Fund.			
#	Project Name	Project Description	2023 Request
36	Aerial Imagery Acquisition	Replacement Plan - Acquire a new set of County-wide oblique aerial imagery as it has will have been five years since the last acquisition.	\$ 210,000
37	Generator Replacement - HSB	Replacement Plan - Replace the generator at the Human Services Building, installed in 2002 and due for replacement based on 20 year replacement schedule, to ensure continued reliability of this emergency power system.	\$ 160,000
38	Architectural Design Services for CSB Renovation	Strategic Project - Secure the services of an architectural design firm to develop construction specifications for renovations at the County Services building based on Facilities Master Plan study.	\$ 100,000
39	Scan Marriage, Death and Military Discharge Records.	Strategic Project- Approximately twelve boxes of the oldest birth/death certificates and sixteen bound books of the oldest Military Discharge documents remain to be scanned to complete digitization of this record set.	\$ 85,000
40	Enterprise FOIA Management Solution	Strategic Project - Implement a new enterprise solution to manage FOIA requests and resolutions.	\$ 25,000
41	Vehicles - Sheriff - 2 AWD Utility Patrol or Equivalent	Vehicle Replacement Plan - Cost of two replacement AWD Patrol Utility vehicles	\$ 87,000
42	Vehicle Equipment and Upfitting - Sheriff - 2 vehicles	Vehicle Replacement Plan - Equipment to upfit two Sheriff's vehicles.	\$ 25,000
<b>Gross Capital Expenditures</b>			<b>\$ 692,000</b>
Estimated Vehicle Resale (2 patrol)			\$ (12,000)
Estimated Minimum Local Contribution to Pictometry Flight			\$ (75,000)
<b>Total added cost for additional projects</b>			<b>\$ 605,000</b>
<b>If additional recommended projects are approved, the total expenditures, revenues and net expenditures will be budgeted as follows:</b>			
<b>Total #401 Expenditures</b>			<b>\$ 2,055,000</b>
<b>Total #401 Revenues</b>			<b>\$ (185,000)</b>
<b>Total #401 Net Expenditures</b>			<b>\$ 1,870,000</b>

**LISTING OF CARRY-OVER CAPITAL PROJECTS  
NEEDING A RE-APPROPRIATION OR ADJUSTMENT OF FUNDS IN 2023  
Updated as of 10/13/22**

Tables A and B below summarize the maximum capital project funding appropriations that may need to be carried over into 2023. In approving the 2023 budget, the Allegan County Board of Commissioners authorizes the re-appropriation of funds necessary to complete any projects listed in the tables below that do not get completed by 12/31/22. The actual 2023 re-appropriation amounts shall not exceed the total approved funding less expenditures to date for any project that is not completed as of 12/31/2022.

<b>TABLE A - Projects scheduled to be carried-over into 2023 showing re-appropriation of unspent funds needed.</b>						
#	Project ID	Project Name	Project Year	Total Approved Funding	Maximum 2023 Re-Appropriation	Project Stage
	<b>#496</b>	<b>CENTRAL DISPATCH CIP</b>				
1	<a href="#">1509-22</a>	Generator Replacement - Dispatch	2022	\$ 150,000	\$ 150,000	Development
2	<a href="#">1175-20</a>	Emergency Siren Activation Solution	2020	\$ 100,000	\$ 100,000	Development
		<b>PROJECTED CARRY-OVER FOR #496</b>		<b>\$ 250,000</b>	<b>\$ 250,000</b>	
	<b>#288</b>	<b>TRANSPORTATION FUND</b>				
3	<a href="#">1509-22</a>	Generator Replacement - Transportation	2022	\$ 55,000	\$ 52,247	Development
		<b>PROJECTED CARRY-OVER FOR #288</b>		<b>\$ 55,000</b>	<b>\$ 52,247</b>	
	<b>#401</b>	<b>CAPITAL IMPROVEMENT FUND</b>				
4	<a href="#">1125-22</a>	Facilities Master Plan	2022	\$ 80,000	\$ 80,000	Execution
5	<a href="#">1107-22</a>	UPS Replacement - CSB (+\$15,000 Needed to Accept Low Bid)	2022	\$ 45,000	\$ 60,000	Contracting
6	<a href="#">1206-21</a>	MCT Replacement (Funding split with Dispatch #496)	2021	\$ 10,000	\$ 10,000	Contracting
7	<a href="#">1133-22A</a>	Old Animal Shelter Demolition	2022	\$ 100,000	\$ 100,000	Development
8	<a href="#">1247-22</a>	Microsoft Office Upgrade	2022	\$ 60,000	\$ 60,000	Scoping
9	<a href="#">1102-23</a>	2022 ACSO Boiler Replacement - add to 2023 project #1102-23	2022	\$ -	\$ 60,000	Scoping
		<b>PROJECTED CARRY-OVER FOR #401</b>		<b>\$ 295,000</b>	<b>\$ 370,000</b>	

<b>TABLE B - Projects with expected 2022 completion showing 2023 re-appropriation needed if they are not.</b>						
#	Project ID	Project Name	Project Year	Total Approved Funding	Maximum 2023 Re-Appropriation	Project Stage
	<b>#496</b>	<b>CENTRAL DISPATCH CIP</b>				
10	<a href="#">16013-20</a>	Dispatch CAD Upgrade	2020	\$ 160,000	\$ 41,951	Monitoring
11	<a href="#">1206-21</a>	MCT Replacement (Funding split with CIP #401)	2021	\$ 811,000	\$ -	Monitoring
12	<a href="#">1004-21</a>	Tower HVAC System Replacement	2021	\$ 150,000	\$ 150,000	Execution
13	<a href="#">13074-20</a>	911 Radio System - Barry County Back-up	2020	\$ 120,230	\$ 120,230	Execution
14	<a href="#">13074-20</a>	911 Radio System - Enable CAD GPS	2020	\$ 120,230	\$ 120,230	Execution
15	<a href="#">1105-22</a>	911 Workstation Phone Upgrades	2022	\$ 66,000	\$ 28,418	Execution
16	<a href="#">1130-22</a>	HVAC Control System Replacement - Dispatch	2022	\$ 16,000	\$ 12,969	Execution
17	<a href="#">1404-22</a>	Pavement Maintenance 2022 - Dispatch	2022	\$ 2,000	\$ 2,000	Execution
		<b>ADDITIONAL CARRY-OVER FOR #496 IF NOT COMPLETED</b>		<b>\$ 1,445,459</b>	<b>\$ 475,798</b>	
	<b>#288</b>	<b>TRANSPORTATION FUND</b>				
18	<a href="#">1107-22</a>	UPS Replacement - Transportation	2022	\$ 21,000	\$ 23,753	Execution
19	<a href="#">1130-22</a>	HVAC Control System Replacement - Transportation	2022	\$ 20,000	\$ 16,744	Execution
20	<a href="#">1404-22</a>	Pavement Maintenance 2022 - Transportation	2022	\$ 2,000	\$ 2,000	Execution
		<b>ADDITIONAL CARRY-OVER FOR #288 IF NOT COMPLETED</b>		<b>\$ 45,753</b>	<b>\$ 42,497</b>	
	<b>#401</b>	<b>CAPITAL IMPROVEMENT FUND</b>				
21	<a href="#">1440-22F</a>	2022 Vehicles - Sheriff Trucks - Replace 4	2022	\$ 138,000	\$ 111,031	Monitoring
22	<a href="#">1440-22E</a>	2022 Vehicles - Sheriff Escapes - Replace 5	2022	\$ 120,475	\$ 120,475	Monitoring
23	<a href="#">1440-22C</a>	2022 Vehicles - Sheriff Patrol - Replace 10	2022	\$ 330,840	\$ 60,894	Monitoring
24	<a href="#">1001-21</a>	Jury Management Solution	2021	\$ 33,557	\$ 12,547	Monitoring
25	<a href="#">12033-20</a>	Courthouse Improvements - Construction	2020	\$ 1,869,728	\$ 9,366	Monitoring
26	<a href="#">1130-22</a>	HVAC Control System Replacement - County	2022	\$ 138,000	\$ 111,031	Execution
27	<a href="#">1002-21</a>	Law Enforcement Body Cameras	2021	\$ 125,000	\$ 125,000	Execution
28	<a href="#">1130-22A</a>	CH Make-up Air Handler Unit Replacements	2022	\$ 120,000	\$ 109,466	Execution
29	<a href="#">1117-22</a>	CH Carpet Replacement	2022	\$ 50,000	\$ 50,000	Execution
30	<a href="#">1440-22D</a>	Vehicles - Equip Sheriff's Vehicles - 2022	2022	\$ 52,024	\$ 39,703	Execution
31	<a href="#">1396-21</a>	Water and Sewer Asset Mgmt Plan	2021	\$ 50,000	\$ 29,735	Execution
32	<a href="#">1404-22</a>	Pavement Maintenance 2022 - County	2022	\$ 30,000	\$ 30,000	Execution

#	Project ID	Project Name	Project Year	Total Approved Funding	Maximum 2023 Re-Appropriation	Project Stage
33	<a href="#">1018-21</a>	Network Switch Replacement	2021	\$ 25,000	\$ 25,000	Execution
34	<a href="#">1119-22</a>	Furniture Replacement	2022	\$ 30,000	\$ 24,227	Execution
35	<a href="#">11026-20A</a>	Probate Court Microfilm Scanning	2020	\$ 60,000	\$ 15,670	Execution
36	<a href="#">1317-22</a>	Copier Replacements	2022	\$ 18,000	\$ 8,384	Execution
37	<a href="#">1400-22</a>	CH Heat Pump Replacements - 2022	2022	\$ 96,000	\$ 96,000	Contracting
38	<a href="#">1426-22</a>	CH Radio Coverage Enhancement	2022	\$ 50,000	\$ 50,000	Contracting
39	<a href="#">1128-22</a>	Animal Shelter Alarm Panel	2022	\$ 20,000	\$ 20,000	Contracting
40	<a href="#">1440-22I</a>	2022 Vehicles - Court Vans - Replace 2	2022	\$ 97,158	\$ 97,158	Development
41	<a href="#">1126-22</a>	Scan Civil and Criminal Court Files - 2022	2022	\$ 70,000	\$ 68,080	Development
42	<a href="#">1440-22G</a>	2022 Vehicles - Sheriff Transport - Replace 1	2022	\$ 54,003	\$ 54,003	Development
43	<a href="#">1126-21A</a>	District Court Microfilm	2021	\$ 25,000	\$ 25,000	Development
		ADDITIONAL CARRY-OVER FOR #401 IF NOT COMPLETED		\$ 3,602,785	\$ 1,292,768	
	<b>#492</b>	<b>CHILD CARE CAPITAL</b>				
44	<a href="#">1117-22A</a>	YH Carpet Replacement	2022	\$ 15,000	\$ 15,000	Monitoring
45	<a href="#">1130-22</a>	HVAC Control System Replacement - Youth Home	2022	\$ 15,000	\$ 12,647	Execution
46	<a href="#">1404-22</a>	Pavement Maintenance 2022 - Youth Home	2022	\$ 5,000	\$ 5,000	Execution
		ADDITIONAL CARRY-OVER FOR #492 IF NOT COMPLETED		\$ 35,000	\$ 32,647	
	<b>#104</b>	<b>LOCAL GOVERNMENT REVENUE SHARING (PARKS)</b>				
47	<a href="#">1012-18</a>	Gun Lake Watercraft Launch - Construction	2018	\$ 55,000	\$ 33,586	Monitoring
48	<a href="#">1016-21</a>	Parks - Playground Equipment Replacement	2021	\$ 25,500	\$ 25,500	Monitoring
49	<a href="#">1009-22</a>	Bysterveld Resurface Walking Trails	2022	\$ 28,872	\$ 28,872	Monitoring
50	<a href="#">1404-22</a>	Pavement Maintenance 2022 - Parks	2022	\$ 25,000	\$ 25,000	Execution
51	<a href="#">1543-21</a>	RockTenn - Demolition Consultant	2021	\$ 63,000	\$ 3,481	Execution
		ADDITIONAL CARRY-OVER FOR #104 IF NOT COMPLETED		\$ 197,372	\$ 116,438	
	<b>#VARIOUS</b>	<b>OTHER CAPITAL PROJECTS</b>				
52	<a href="#">1543-21A</a>	RockTenn - Site Demolition	2021	\$ 1,500,000	\$ 754,677	Execution
53	<a href="#">1016-21A</a>	West Side Park Beach Access - Phase I	2021	\$ 15,500	\$ 8,500	Execution
54	<a href="#">1133-22</a>	Shelter Outdoor Dog Kennels	2022	\$ 45,000	\$ 45,000	Development
		ADDITIONAL CARRY-OVER IF NOT COMPLETED		\$ 1,560,500	\$ 808,177	