

Allegan County Board of Commissioners



County Services Building
3283 – 122nd Avenue
Allegan, MI 49010
269-673-0203 Main Office
269-686-5331 Main Fax
<http://www.allegancounty.org>

*Jim Storey, Chairperson
Dean Kapenga, Vice Chairperson*

BOARD OF COMMISSIONERS MEETING – AGENDA *REVISION #1 – 5/23/23

Thursday, May 25, 2023 – 1 PM

County Services Building – Board Room
Virtual Connectivity Options Attached

DISTRICT 1

Jim Storey
616-848-9767
jstorey@
allegancounty.org

1 PM

CALL TO ORDER:

ROLL CALL:

OPENING PRAYER: Commissioner Mark DeYoung

PLEDGE OF ALLEGIANCE:

PUBLIC HEARING:

COMMUNICATIONS: Attached

APPROVAL OF MINUTES: May 11, 2023

PUBLIC PARTICIPATION:

ADDITIONAL AGENDA ITEMS:

APPROVAL OF AGENDA:

PRESENTATIONS:

PROCLAMATIONS:

INFORMATIONAL SESSION: None

ADMINISTRATIVE REPORTS:

DISTRICT 2

Mark DeYoung
616-318-9612
mdeyoung@
allegancounty.org

DISTRICT 3

Dean Kapenga
616-218-2599
dkapenga@
allegancounty.org

CONSENT ITEMS:

1. Motion to approve of claims paid and to incorporate into proceedings of the Board (5/19/23 & 5/26/23)

DISTRICT 4

Scott Beltman
616-292-1414
sbeltman@
allegancounty.org

ACTION ITEMS:

1. Board of Commissioners—approve Commissioner Mileage

DISTRICT 5

Gale Dugan
269-694-5276
gdugan@
allegancounty.org

DISCUSSION ITEMS:

1. Facilities Management—award County Services & Human Services Generator Bid (226-170)
 2. Parks & Recreation—award Dumont Lake Park Utility Pole Relocation Bid (226-181)
 3. *Sheriff's Department—approve Drug Identification Device Purchase (226-114)
-

Mission Statement

“The Allegan County Board of Commissioners shall plan, develop, and evaluate the necessary policies and resources to ensure our county continues to progress and prosper”

NOTICE OF APPOINTMENTS & ELECTIONS:

1. Community Mental Health Board (E)
 - a. General Public Representative—term expires 3/31/25 *Application REC 5/9/23*

ELECTIONS:

APPOINTMENTS:

1. Jury Board (Circuit Judge recommends)
 - a. One Representative—term expires 3/31/25
2. Soldiers/Sailors Relief Commission (Probate Judge appoints)
 - a. One Representative—terms expired 12/31/2022
3. Brownfield Redevelopment Authority
 - a. One Representative—term expires 12/31/2021 *Application REC 5/9/23*
4. Local Emergency Planning Committee
 - a. One Education Representative—term expired 12/31/22 *Application REC 5/9/23*
 - b. One Media Representative—term expired 12/31/22
5. Tourist Council
 - a. One Representative—term expires 12/31/23
6. Solid Waste Planning Committee
 - a. One Solid Waste Industry Representative—term expired 12/31/20
 - b. One Solid Waste Industry Representative—term expired 12/31/19
 - c. One Township Representative—term expired 12/31/19
 - d. One General Public Representative—term expired 12/31/22
 - e. One Industrial Waste Generator Representative—term expired 12/31/20
 - f. One Regional Solid Waste Planning Rep—term expired 12/31/2022

PUBLIC PARTICIPATION:

FUTURE AGENDA ITEMS:

1. OPENING PRAYER: Commissioner Gale Dugan
2. INFORMATIONAL SESSION: Circuit Court/Friend of the Court
3. CONSENT: Motion to approve of claims paid and to incorporate into proceedings of the Board (6/2/23 & 6/9/23)
4. Dispatch HVAC System Replacement
5. Equalization—set 2023 County Millage Rates

REQUEST FOR MILEAGE:

BOARDS AND COMMISSIONS REPORTS:

ROUND TABLE:

CLOSED SESSION: Pending Litigation

ADJOURNMENT: Next Meeting – June 8, 2023, 1 PM @ **BOARD ROOM – COUNTY SERVICES BUILDING, COUNTY SERVICES COMPLEX.**

Please note that Regular and Special Meetings of the Board of Commissioners held in the Board Room are streamed live and recorded in accordance with the County's Live Stream & Publishing Recordings of Meetings Policy, which can be viewed on the County's website.

Your attendance constitutes your consent to audio/visual streaming and/or recording and to permit the County to broadcast your name/voice/image/content to a broader audience.



Allegan County Board of Commissioners

STEP 1: Connect to the Meeting

- OPTION 1: Zoom over Telephone

- Call (929) 205-6099 -or- (312) 626-6799 -or- (253) 215-8782
- Type in Meeting ID: 891 6032 7098, then #, then # again
- Type in Meeting Password: 52523, then #

- To raise your hand to speak, press *9
- To Mute and Unmute, press *6

<STOP here>

You do not have to continue reading the rest of the instructions.

- OPTION 2: Youtube

- Open Internet Explorer or Chrome
- Navigate to <https://www.youtube.com/channel/UCQIiZQstN2Pa57QAItAWdKA>
- Click on image of “Live” video

<STOP here>

You do not have to continue reading the rest of the instructions.

- OPTION 3: Zoom over Web browser

- Open Internet Explorer or Chrome
- Navigate to <https://zoom.us/j/89160327098>
- Meeting Password: 52523

<Continue with the rest of the instructions>

STEP 2: Enter registration information

The screenshot shows a web browser window with the URL `zoom.us/webinar/register/WN_YneHxuk_SjqfnMwchbtUEg`. The page title is "Webinar Registration".

Registration details:

- Topic: BOC Meeting - 4/9/2020
- Time: Apr 9, 2020 01:00 PM in Eastern Time (US and Canada)

Registration form fields (marked as required with an asterisk):

- First Name *
- Last Name *
- Email Address *
- Confirm Email Address *

Below the form is a reCAPTCHA challenge with the text "I'm not a robot" and a "reCAPTCHA Privacy - Terms" link. A blue arrow labeled "3. Answer challenge question" points to the reCAPTCHA grid.

At the bottom of the form is a blue button labeled "Join Webinar in Progress". A blue arrow labeled "4. Click when done." points to this button.

The footer contains navigation links:

- About: Zoom Blog, Customers, Our Team, Why Zoom, Features, Careers, Integrations, Partners, Investors
- Download: Meetings Client, Zoom Rooms Client, Browser Extension, Outlook Plug-in, Lync Plug-in, iPhone/iPad App, Android App
- Sales: 1.888.799.9666, Contact Sales, Plans & Pricing, Request a Demo, Webinars and Events
- Support: Test Zoom, Account, Support Center, Live Training, Feedback, Contact Us, Accessibility

1. Enter name and email

2. Click this box

4. Click when done.

3. Answer challenge question

STEP 3: This Window will appear when connected.



STEP 4: Adjust audio settings (if needed)

The screenshot shows the Zoom application interface. A large black vertical bar on the left side of the screen is highlighted with a blue arrow labeled '1'. A blue arrow labeled '2' points to the 'Audio' settings panel on the right. The 'Audio' settings panel includes a list of options on the left: General, Video, Audio (highlighted), Share Screen, Virtual Background, Recording, Statistics, Feedback, Keyboard Shortcuts, and Accessibility. The main settings area on the right is titled 'Settings' and contains the following options:

- Speaker:** Test Speaker, Remote Audio (dropdown)
- Output Level:** (slider)
- Volume:** (slider)
- Microphone:** Test Mic (dropdown)
- Input Level:** (slider)
- Volume:** (slider)
- Automatically adjust volume
- Use separate audio device to play ringtone simultaneously
- Automatically join audio by computer when joining a meeting
- Mute my microphone when joining a meeting
- Press and hold SPACE key to temporarily unmute yourself
- Sync buttons on headset

An 'Advanced' button is located at the bottom right of the settings panel. Below the settings panel, the meeting content is visible, including the name 'Economic Development - Greg King, Director' and 'ADMINISTRATIVE REPORTS:'. A 'CONSENT ITEMS:' section lists: '1. Motion to approve of claims paid and to incorporate into proceedings of the Board (3/20/20 & 3/27/20)'. At the bottom of the screen, there is a meeting toolbar with icons for Chat, Raise Hand, and Q&A.

STEP 5: Raise hand to be recognized to speak.

- Once “Raise Hand” is clicked, the Board Chairperson will receive notice and may UNMUTE your microphone when ready and verbally recognize you to speak.

On bottom of screen.

1. Click **Raise Hand** in the Webinar Controls.



2. The host will be notified that you've raised your hand.
3. Click **Lower Hand** to lower it if needed.



STEP 6: To leave the meeting

The screenshot shows a Zoom meeting interface. At the top, a green banner reads "You are viewing Allegan County Administration's screen" with a "View Options" dropdown. In the top right corner, there is an "Enter Full Screen" button. The main content is a document viewer displaying a Microsoft Word document titled "BOC20200409_agenda [Compatibility Mode] - Word". The document header includes the "Allegan County Board of Commissioners" logo and contact information for County Services Building, including address, phone, fax, and website. Below the header, the document title is "BOARD OF COMMISSIONERS MEETING – AGENDA". The agenda items are listed by district: DISTRICT 1 (Dean Kasperge), DISTRICT 2 (Jim Storey), DISTRICT 3 (Max R. Thiele), and DISTRICT 4 (Mark DeYoung). The agenda items include "Virtual Meeting – Connectivity Instructions Attached", "1PM CALL TO ORDER: ROLL CALL: OPENING PRAYER: PLEDGE OF ALLEGIANCE: COMMUNICATIONS: Attached APPROVAL OF MINUTES: Attached", "PUBLIC PARTICIPATION: ADDITIONAL AGENDA ITEMS: APPROVAL OF AGENDA: PRESENTATIONS: PROCLAMATIONS: INFORMATIONAL SESSION: Attached ADMINISTRATIVE REPORTS:", and "CONSENT ITEMS:". The document footer shows "PAGE 1 OF 2 251 WORDS" and a zoom level of "100%". At the bottom of the Zoom window, the meeting control bar is visible, featuring "Audio Settings", "Chat", "Raise Hand", "Q&A", and a red "Leave Meeting" button. A large blue arrow points to the "Leave Meeting" button.

LENAWEE COUNTY BOARD OF COMMISSIONERS

301 N. Main St. Courthouse ~ Adrian, MI 49221

(517) 264-4508

www.lenawee.mi.us

CHAIR

James Van Doren

VICE-CHAIR

Dustin Krasny

RES#2023-08



*Dawn Bales
Karol "KZ" Bolton
Terry Collins
Nancy Jenkins-Arno
Kevon Martis
David Stimpson
Ralph Tillotson*

**MICHIGAN HOUSE BILLS 4526-4528
Opposition to Legislation Preempting Local Control**

WHEREAS, legislation preempting local control over sand and gravel mining was introduced this week in the House with House Bills 4526, 4527, and 4528; and

WHEREAS, these bills aim to eliminate local control of aggregate mining operations and place the regulating authority in the hands of the Department of Environment, Great Lakes, and Energy (EGLE), usurping all local authority including all local zoning, administration, and ordinance over the industry; and

WHEREAS, local governments support access to aggregate materials necessary to fix our roads and are uniquely positioned to know what is best for their communities; and

WHEREAS, the current process allows for local governments to balance these needs along those with their entire community, protecting the interests and safety of their residents, students, business, and property owners.

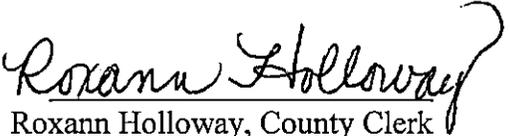
THEREFORE, BE IT RESOLVED that the Lenawee County Board of Commissioners strongly urges its State House of Representatives to oppose House Bills 4526, 4527, and 4528 which would silence local voices on aggregate operations in our community.

BE IT FURTHER RESOLVED that the Lenawee County Board of Commissioners supports the Michigan Townships Association (MTA), Michigan Municipal League (MML), and Michigan Association of Counties (MAC) in their joint statement in this preemption of local control.

BE IT FURTHER RESOLVED that copies of this resolution be provided to Governor Gretchen Whitmer, Senator Jeff Irwin (15th District), Senator Joseph Bellino, Jr. (16th District), Representative William Buck (30th District), Representative Reggie Miller (31st District), Representative Dale Zorn (34th District), Representative Andrew Fink (35th District), Michigan Department of Environment Great Lakes and Energy, the Michigan Townships Association, the Michigan Municipal League, the Michigan Association of Counties, and all Michigan counties.

PASSED BY ROLL CALL VOTE of the Lenawee County Board of Commissioners at a regular meeting held Wednesday, May 10, 2023, in Adrian, Michigan.


James E. Van Doren, Chair


Roxann Holloway, County Clerk

ALLEGAN COUNTY BOARD OF COMMISSIONERS

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MAY 11, 2023 SESSION

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MAY 11, 2023 SESSION - PLEDGE OF ALLEGIANCE, ROLL CALL

1/ The Board of Commissioners of the County of Allegan, State of Michigan, met in the Board Room of the County Services Building in the Township of Allegan on May 11, 2023 at 9:00 A.M. in accordance with the motion for adjournment of April 27, 2023, and rules of this board; Chairman Storey presiding.

The Deputy Clerk led the Board in the Pledge of Allegiance to the flag.

Upon roll call the following members answered as Commissioners for the respective Districts:

DIST #1	JIM STOREY
DIST #2	MARK DEYOUNG
DIST #3	DEAN KAPENGA
DIST #4	SCOTT BELTMAN
DIST #5	GALE DUGAN

PUBLIC PARTICIPATION - NO COMMENTS

2/ Chairman Storey opened the meeting to public participation and as there were no comments from the public, he closed the meeting to public participation.

AGENDA - ADOPTED AS PRESENTED

3/ Moved by Commissioner Kapenga, seconded by Commissioner Dugan to adopt the meeting agenda as presented. Motion carried by voice vote. Yeas: 5 votes. Nays: 0 votes.

2023/27 STRATEGIC PLAN UPDATE - ROCK TENN DEVELOPER

4/ Lori Pung from Magnus Capital Partners joined the meeting via Zoom to give an update to the board on the development of the former Rock Tenn Property in Otsego. The developer has been working with the City of Otsego on the HoM Flats for rental housing.

2022 ANNUAL WELLNESS REPORT AND 1ST QUARTER 2023

5/ Human Resources Manager Lyn Holloway gave an update to the board on the employee participation with the county wellness program.

Holtyn & Associates representatives Bruce Fetzer and Mary Werme presented the 2022 Wellness Annual Report and 1st quarter of 2023 updates. Discussion followed.

BREAK - 10:14 A.M.

6/ Upon reconvening at 10:27 A.M., the following Commissioners were present: Commissioner Storey, DeYoung, Kapenga, Beltman and Dugan. Absent: None.

BOARD OF COMMISSIONERS - COMMISSIONER MILEAGE REIMBURSEMENT

7/ Reapportionment that took effect on January 1, 2023 brought the number of County Commissioners from seven members down to five. Commissioner pay was also adjusted for 2023. As a result of eliminating Commissioner per diem and setting an overall fixed salary, Administration requested clarity regarding the intent of mileage reimbursement. Commissioners discussed four options: - 1) a fixed vehicle/travel stipend 2) keep current Board standards with the addition of local unit meetings 3) reinstate the current standards as they were 4) eliminate current taxable milage (commute) and add local unit meetings.

Moved by Commissioner Storey, seconded by Commissioner Beltman to take action on commissioner mileage reimbursement at the May 25, 2023 session with option 2 - keep current Board standards with the addition of local unit meetings. Motion carried by roll call vote. Yeas: 5 votes. Nays: 0 votes.

ADMINISTRATIVE REPORTS

8/ Administrator Sarro noted his written report was submitted to Commissioners. Commissioner inquiries followed.

PUBLIC PARTICIPATION - NO COMMENTS

9/ Chairman Storey opened the meeting to public participation and as there were no comments from the public, he closed the meeting to public participation.

ADJOURNMENT UNTIL MAY 25, 2023, 2023 AT 9:00 A.M.

10/ Moved by Commissioner Beltman, seconded by Commissioner Dugan to adjourn until May 25, 2023 at 9:00 A.M. The motion carried by voice vote and the meeting was adjourned at 11:33 A.M. Yeas: 5 votes. Nays: 0 votes.

AFTERNOON SESSION

MAY 11, 2023 SESSION - INVOCATION, PLEDGE OF ALLEGIANCE, ROLL CALL

11/ The Board of Commissioners of the County of Allegan, State of Michigan, met in the Board Room of the County Services Building in the Township of Allegan on May 11, 2023 at 1:03 P.M. in accordance with the motion for adjournment of April 27, 2023, and rules of this Board; Chairman Storey presiding.

The invocation was offered by District #1 Commissioner Storey.

The Deputy County Clerk led the Board in the Pledge of Allegiance to the flag.

Upon roll call the following members answered as Commissioners for the respective Districts:

- DIST #1 JIM STOREY
- DIST #2 MARK DEYOUNG
- DIST #3 DEAN KAPENGA
- DIST #4 SCOTT BELTMAN
- DIST #5 GALE DUGAN

COMMUNICATIONS

12/ Deputy Clerk Tien noted to the board that they received the following communications:

1. Livingston County resolution in support of the Second Amendment of the US Constitution and the Michigan Constitution
2. Alger County resolutions:
 - a. Urging repair of the Cornwall Creek Flooding Dam
 - b. To instruct our Representatives to oppose all firearms control legislation
 - c. Declaring Alger County a constitutional second amendment sanctuary county
 - d. Supporting Dark Store legislation
3. Osceola County resolution to instruct our Representatives to oppose all firearms control legislation

APRIL 27, 2023 SESSION MINUTES - ADOPTED

13/ Moved by Commissioner Dugan, seconded by Commissioner Kapenga to approve the minutes for the April 27, 2023 session as distributed. Motion carried by voice vote. Yeas: votes. Nays: votes.

PUBLIC PARTICIPATION - COMMENTS

14/ Chairman Storey opened the meeting to public participation and the following individual offered comment:

1. Patricia Petersen of Monterey Township addressed the board with a letter from a fellow resident Steve Young who is seeking appointment to multiple county boards. She also questioned if the board considered having the location of the elected officials' offices to be brought before the voters.

AGENDA - ADDITIONS

15/ Chairman Storey asked if there were any additions or changes to the agenda. Commissioner Dugan asked to set the time for adjournment to be on or before 3:00 P.M.

Moved by Commissioner Dugan, seconded by Commissioner Beltman to adopt the changes to the meeting agenda as requested. Motion carried by voice vote. Yeas: 5 votes. Nays: 0 votes.

AGENDA - ADOPTED AS AMENDED

16/ Moved by Commissioner Dugan, seconded by Commissioner Kapenga to adopt the meeting agenda as amended. Motion carried by voice vote. Yeas: 5 votes. Nays: 0 votes.

INFORMATIONAL SESSION - SHERIFF'S OFFICE & CORRECTIONS CENTER

17/ Sheriff Frank Baker addressed the board with his annual report for 2022.

ADMINISTRATIVE REPORTS

18/ Administrator Sarro noted his written report was submitted to Commissioners. Highlights included patio replacement at the Human Services Building.

CONSENT ITEMS:

FINANCE COMMITTEE - CLAIMS & INTERFUND TRANSFERS

19/ WHEREAS, Administration has compiled the following claims for May 23, 2022 and May 12, 2023; and

WHEREAS, the following claims, which are chargeable against the County, were audited in accordance with Section 46.61 to 46.63, inclusive, M.C.L. 1970 as amended and resolutions of the Board; and

WHEREAS, said claims are listed in the 2023 Claims folder of the Commissioners' Record of Claims.

May 5, 2023

	TOTAL AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT DISALLOWED
General Fund – 101	122,225.11	122,225.11	
Parks/Recreation Fund – 208	1,705.83	1,705.83	
Friend of the Court – Cooperative Reimb. – 215	71.70	71.70	
Friend of the Court – Other – 216	122.17	122.17	
Health Department Fund – 221	17,601.28	17,601.28	
Brownfield Redevelopment Auth – 243	330.00	330.00	
Indigent Defense Fund – 260	1,771.47	1,771.47	
Central Dispatch Fund – 261	1,949.60	1,949.60	
Local Corrections Officers Training Fund – 264	3,262.20	3,262.20	
Law Library Fund – 269	2,466.59	2,466.59	
Grants – 279	25,796.44	25,796.44	
Sheriffs Contracts – 287	81.42	81.42	
Transportation Fund – 288	1,926.88	1,926.88	
Child Care Fund – 292	8,577.03	8,577.03	
Veterans Relief Fund – 293	12,621.48	12,621.48	
Senior Services Fund – 298	413.55	413.55	
American Rescue Plan Act – ARPA – 299	150.00	150.00	
Capital Improvement Fund – 401	14,066.50	14,066.50	
Property Tax Adjustments – 516	12,925.07	12,925.07	
Revolving Drain Maintenance Fund – 639	15.95	15.95	
Self-Insurance Fund – 677	400,940.29	400,940.29	
Drain Fund – 801	37,570.00	37,570.00	
TOTAL AMOUNT OF CLAIMS	\$666,590.56	\$666,590.56	

May 12, 2023

	TOTAL AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT DISALLOWED
General Fund – 101	255,221.88	255,221.88	
Parks/Recreation Fund – 208	6,202.16	6,202.16	

Friend of the Court – Cooperative Reimb. – 215	1,273.56	1,273.56	
Health Department Fund – 221	15,990.39	15,990.39	
Solid Waste/Recycling – 226	350.00	350.00	
Indigent Defense Fund – 260	9,823.20	9,823.20	
Central Dispatch Fund – 261	1,595.94	1,595.94	
Concealed Pistol Licensing Fund – 263	8.40	8.40	
Justice Training Fund – 266	3,700.31	3,700.31	
Grants – 279	4,465.46	4,465.46	
Sheriffs Contracts – 287	3,636.55	3,636.55	
Transportation Fund – 288	125,352.25	125,352.25	
Child Care Fund – 292	18,606.26	18,606.26	
Veterans Relief Fund – 293	3,190.29	3,190.29	
Senior Services Fund – 298	3,199.30	3,199.30	
Capital Improvement Fund – 401	21,217.00	21,217.00	
Property Tax Adjustments – 516	7,869.26	7,869.26	
Revolving Drain Maintenance Fund – 639	716.91	716.91	
Self-Insurance Fund – 677	14,934.13	14,934.13	
Drain Fund – 801	9,910.06	9,910.06	
TOTAL AMOUNT OF CLAIMS	\$507,263.31	\$507,263.31	

THEREFORE BE IT RESOLVED that the Board of Commissioners adopts the report of claims for May 23, 2022 and May 12, 2023.

Moved by Commissioner Dugan, seconded by Commissioner Kapenga to adopt the report of claims for May 23, 2022 and May 12, 2023. Motion carried by roll call vote. Yeas: 5 votes. Nays: 0 votes.

PAYROLL AND REPORTING POLICY #306—ADOPT REVISION

20/ BE IT RESOLVED, that the Allegan County Board of Commissioners hereby approves the revised Payroll and Reporting Policy #306, as attached, to be implemented immediately.

Moved by Commissioner Dugan, seconded by Commissioner Kapenga to approve the resolution as presented. Motion carried by roll call vote. Yeas: 5 votes. Nays: 0 votes.

**ALLEGAN COUNTY
POLICY**



**TITLE: PAYROLL AND REPORTING
POLICY NUMBER: 306**

APPROVED BY: Board of Commissioners

EFFECTIVE DATE: May 11, 2023

1. **GENERAL:** Allegan County observes a bi-weekly payroll period, with each pay week starting on Monday and ending on Sunday. Information regarding an employee’s address, deductions, tax exemptions, etc., is maintained by the Human Resources Department. Employee hours of work or paid time off are reported on the designated Payroll Certification form (timesheet) and paychecks are processed by the Human Resources Department and distributed by the Allegan County Treasurer.
2. **EMPLOYEE INFORMATION:** Employees are responsible to ensure that accurate information is contained within their personnel file for purposes of payroll, government reporting and benefit records. Any changes or updates can be made by contacting the Human Resources Department or by completing the necessary forms and submitting them to the Human Resources Department (for example tax exemption forms). Changes to benefits or qualified dependents must be made within thirty (30) days of the qualifying event. Changes that will affect your payroll or deductions must be received in the Human Resources Department no later than the Wednesday prior to the pay period end date to be effective on that pay period.
3. **DIRECT DEPOSIT:** Allegan County encourages all employees to participate in direct deposit of their bi-weekly payroll. Employees can elect up to six accounts for deposit of funds or automated payments, however when participating in direct deposit then Allegan County requires one hundred percent (100%) of the employee’s earnings be deposited. Information and forms can be obtained in the Human Resources Department.
4. **REPORTING HOURS OR LEAVE TIME:** All employees are required to submit a timesheet for purposes of accurate payroll reporting and processing. Timesheets shall be submitted and approved consistent with Human Resources and departmental procedures.
 - a. All per diem and mileage payment requests to be processed through payroll are encouraged to be submitted within the quarter the activity occurred; however, such requests must be submitted prior to or within the last payroll of the fiscal year during which the activity occurred.
 - b. Fraudulent reporting of hours, per diem, mileage processed through payroll and/or leave time will subject an employee to discipline up to and including termination and potential legal penalties. Supervisory approval for hours and/or leave time entered into the payroll system is required prior to the processing of payroll.

TRAVEL & TRAINING POLICY #511—ADOPT REVISION

21/ BE IT RESOLVED, that the Allegan County Board of Commissioners hereby approves the revised Travel and Training Policy #511, as attached, to be implemented immediately.

Moved by Commissioner Dugan, seconded by Commissioner Kapenga to approve the resolution as presented. Motion carried by roll call vote. Yeas: 5 votes. Nays: 0 votes.

**ALLEGAN COUNTY
POLICY**

**TITLE: TRAVEL AND TRAINING
POLICY NUMBER: 511**



APPROVED BY: Board of Commissioners

EFFECTIVE DATE: May 11, 2023

1. **GENERAL:** Allegan County supports employee training for work-related purposes to the extent of the departmental budgets. Where employees are required to travel for work or work-related training, reimbursement may be requested and will be approved subject to all applicable County policies. This policy addresses reimbursements requested through the Accounts Payable (non-payroll related) process. Policy #306 Payroll and Reporting applies to payroll-processed reimbursements.
2. **MILEAGE:** Mileage reimbursement will be at the rate approved by the Allegan County Board of Commissioners through the Budget Policy. Non-exempt employees who are required to travel as part of their workday will be paid their normal wage for those hours spent in travel.
3. **TRAINING EXPENSE:** The cost of registration or fees to attend training or conferences is subject to each departmental budget and must be approved by the department head.
4. **MEALS/LODGING/TRANSPORTATION:** While on approved County business or training outside of Allegan County, an employee will be reimbursed for reasonable expenses for meals, transportation, and lodging, as established by the Board of Commissioners. Refer to the Budget Policy for travel/mileage requirements.
5. **OTHER EXPENSES:** Reasonable taxi fares are reimbursable as a means of travel from and to return to airports, and traveling between conference and hotel sites. Parking fees, phone calls for county business (including faxes), and automobile rental will also be reimbursed to the extent it is a reasonable and necessary expense.
6. **DOCUMENTATION AND REIMBURSEMENT:** Receipts must be attached to a County Travel Expense Voucher when submitted for audit and reimbursement. All requests for reimbursement are encouraged to be submitted within the quarter the activity occurred; however, any requests submitted after January 31st, immediately following the fiscal year during which the activity occurred, will be denied.
7. This provision does not include the purchase of alcoholic beverages, tobacco, or any goods or services illegal in nature to unallowable by law, or in-room movies while on County business. Forms can be obtained by contacting the Finance Department.

ACTION ITEMS:**BOARD OF COMMISSIONERS - APPROVE 2023/27 COUNTY STRATEGIC PLAN**

22/ WHEREAS, on March 9, 2023, the Board of Commissioners (Board) reaffirmed the adoption of the 2023/27 Strategic Plan components as presented, along with carrying over various ongoing projects; and

WHEREAS, on April 13, 2023, the Board of Commissioners completed its Board strategic planning processing incorporating new initiatives; and

WHEREAS, a new 2023/27 County Strategic Plan incorporates all the Board's directives.

THEREFORE BE IT RESOLVED the Board approves the 2023/27 County Strategic Plan; as attached.

Moved by Commissioner Dugan, seconded by Commissioner Kapenga to approve the resolution as presented. Motion carried by roll call vote. Yeas: 5 votes. Nays: 0 votes.

DRAFT



Allegan County Board of Commissioners

2023/27 Strategic Plan

Approved: May 11, 2023

Allegan County Board of Commissioners

The Board of Commissioners (Board) provides leadership, policy direction, and funding for all County activities. The Board is currently comprised of 5 members; pictured below. The Board meets on the 2nd and 4th Thursdays of each month in the Board Room at 3283 122nd Avenue in Allegan.

Citizens can view the meeting schedule and details online at:

www.allegancounty.org/connect/calendar/board-calendar. Instructions are also posted for citizens who wish to watch meetings live or participate virtually. Questions regarding the meetings can be answered at (269) 673-0239.

In lieu of speaking at a meeting, the public may contact a County Commissioner at any time via phone, email, or letter. Letters may be addressed to Allegan County Administration, 3283 122nd Avenue, Allegan, MI 49010.

District: Area of Representation: Commissioner:

District 1

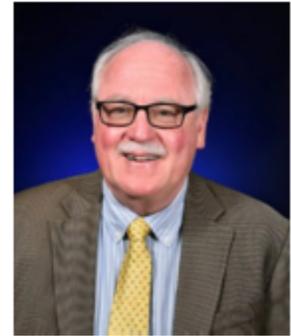
- Fillmore Township
- Laketown Township
- Overisel Township
- Salem Township
- City of Holland

Jim Storey

344 W 35th Street
Holland, Michigan 49423
Ph: (616) 848-9767
Email: jstorey@allegancounty.org

County Commissioner since 2013

*Board Chairperson since 2019
Board Vice-chair 2014*



District 2

- Dorr Township
- Leighton Township
- Wayland Township
- City of Wayland

Mark DeYoung

4169 Hickory Street
Dorr, Michigan 49323
Phone: (616) 318-9612
Email: mdeyoung@allegancounty.org

County Commissioner since 2000

*Board Chairperson 2011-2016
Board Vice-Chair 2009*



District 3

- Casco Township
- Cheshire Township
- Clyde Township
- Ganges Township
- Lee Township
- Manlius Township
- Saugatuck Township
- City of Douglas
- City of Saugatuck
- City of South Haven
- City of Fennville

Dean Kapenga

5634 136th Avenue
Hamilton, Michigan 49419
Ph: (616) 218-2599
Email: dkapenga@allegancounty.org

County Commissioner since 2007

*Board Chairperson 2017-2018
Board Vice-Chair 2010; 2015-2016;
2022-2023*



District 4

- Allegan Township
- Heath Township
- Hopkins Township
- Trowbridge Township
- Valley Township
- Village of Hopkins
- City of Allegan

Scott Beltman

3110 130th Avenue
Hopkins, Michigan 49328

Phone: (616) 292-1414

Email: sbeltman@allegancounty.org

County Commissioner since 2023



District 5

- Gun Plain Township
- Martin Township
- Otsego Township
- Watson Township
- City of Otsego
- City of Plainwell
- Village of Martin

Gale Dugan

318 21st Street

Otsego, Michigan 49078

Phone: (269) 694-5276

Email: gdugan@allegancounty.org

County Commissioner since October 27, 2016

Board Vice-Chair 2019-2021



County Administrator

- Administration
- Central Dispatch
- Equalization
- Facilities Management
- Finance
- Health Department
- Human Resources
- Information Services
- Parks and Recreation
- Public Defender's Office
- Senior and Veterans Services
- Transportation

Robert J. Sarro

3283 122nd Avenue
Allegan, Michigan 49010

Phone: (269) 673-0239

Email: rsarro@allegancounty.org

Administrator since 2006



County of Allegan Strategic Plan

Components of strategic plans are defined in many different ways and are framed within many different models. There is no definitive “right” or “wrong” approach. The success of a strategic plan should be considered as what works for a specific organization and keeps it moving forward towards its vision and mission. The following definitions are not meant to define components from an industry standard perspective but rather how each is applied within the County’s plan.

The County of Allegan Strategic Plan consists of the following components, beginning with the broadest and most long-term elements to the most specific, short-range, and tactical activities:

Mission Statement: An overarching, timeless expression of the County’s purpose and aspiration, addressing both what the County seeks to accomplish and the manner in which the County seeks to accomplish it.

Allegan County shall plan, develop and evaluate the necessary policies and resources to ensure our county continues to progress and prosper.

Vision Statement: An aspiring description of what the County would like to achieve or accomplish in the mid-term or long-term future. It is intended to serve as a clear guide for choosing current and future courses of action.

Allegan County is committed to providing our citizens superior and innovative services, being judicious and efficient in the expenditure of resources, and promoting a safe, clean, and healthy environment in which to live, work, and play.

Values: Shared attributes and behaviors that inform and guide our actions in delivering services.

Respect, Integrity, Commitment, and Honesty will serve as the foundation for all of our words, deeds, and actions in providing services to the citizens of Allegan County.

Respect

- We are committed to maintaining the dignity of everyone at all times. We value the differences in every individual and embrace these differences to build a stronger organization and community.

Integrity

- We are committed to being trustworthy and ethically self-governing. We will perform utilizing our individual and collective knowledge, skills and competencies in a manner which elicits trust from the individuals whom we serve.
- We are committed to being responsible and making responsible decisions. We will make impartial recommendations based on facts, knowledge and collective input.

Commitment

- We are committed to professionalism. We will advocate, pursue and support professional development. We will perform at the highest level of professional standards and at the highest degree of our capabilities collectively and individually.
- We are committed to our governmental mission and will implement governmental

services, ordinances and policies essential to the general welfare of Allegan County residents.

- We are committed to serving the greater good as an effective, efficient and unified county government. We are dedicated to improving the status and conditions of the County by serving those it represents.

Honesty

- We are committed to conducting all business in a truthful, transparent manner. We will learn from the truth and grow individually and collectively as an organization.

Goals (and Goal Statement): Goals identify the primary service or programmatic areas where the County will focus its strategic efforts. Goal Statements are broad, long-range “visions” for a significant area of the County’s operations. It defines what the County must accomplish to achieve its mission. Implementation requires collaboration within and across programmatic clusters for achievement.

Strategic Priorities: Strategic priorities outline at a high level how the Goal will be accomplished. Strategic priorities should represent the significant direction that the County will undertake to achieve the Goal. Strategic priorities are seen as having, at least, a five-year horizon.

The preceding components require approval by the Board of Commissioners, including any updates or revisions. As the components below are more business/implementation/action plans and may need to be revised on a more frequent, tactical basis based on experience or changed circumstances, they are provided for information purposes. Specific enabling actions may require Board action and will be brought forward at the appropriate time of implementation

Objectives: Objectives transition the plan into action by providing general direction that will be taken and is able to be measured.

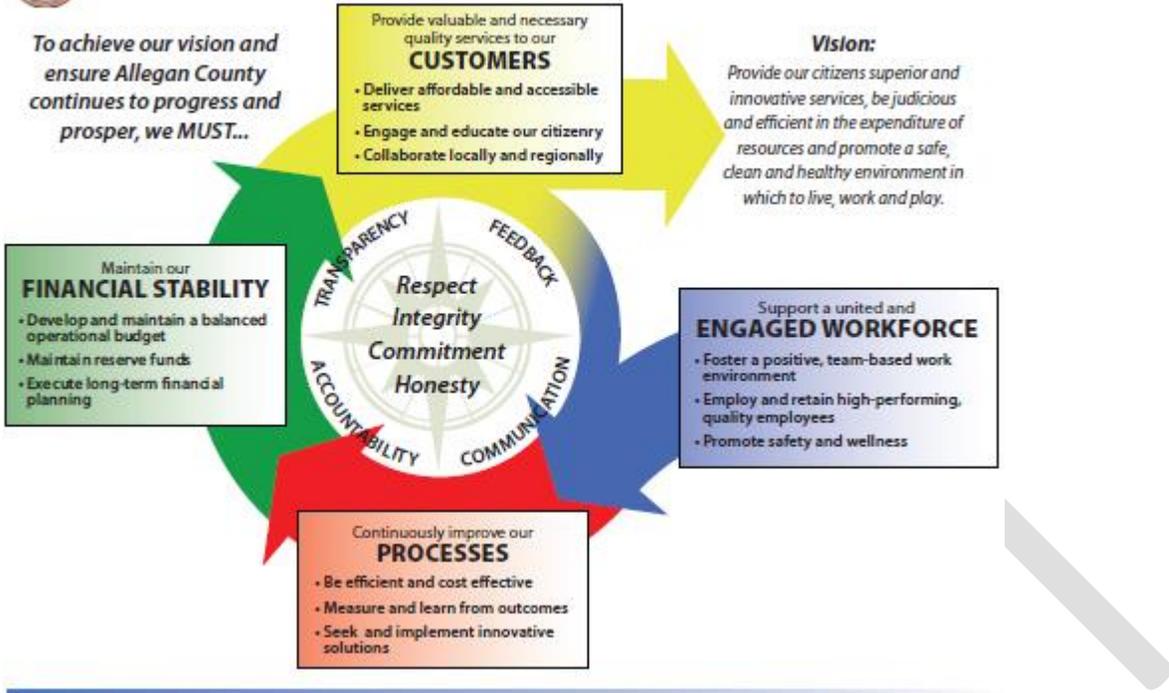
Tasks: Tasks outline the specific steps that will be taken to complete an objective. They are the most tactical component of the plan and provide the most significant level of detail (specific measurements, deadlines, responsible parties, etc.)

Measurements (trends): Measurements describe the specific results/outcomes expected by each action taken to carry out the plan. They enable evaluation to take place and are often the most overlooked and feared component of strategic plans. However, the County views every outcome as valuable, whether the expected result is achieved or not, in that it provides an opportunity to evaluate for continuous improvement. Therefore, measurements are critical to the County’s success.





Allegan County Strategy Map



Allegan County Board of Commissioner Approved Strategic Plan

2023 - 2027



STRATEGIC GOAL: Support a united and ENGAGED WORKFORCE

PRIORITY EE 2: Employ and retain high-performing, quality employees

OBJECTIVE(S)	TASK(S)	START	COMPLETE	STATUS	COMMENTS
EE 2.1 Maintain employee labor relations					
By December 31, 2026, have 12 Collective Bargaining Agreements ratified, signed, and posted to the County's website.			Dec-26	Ongoing	
Maintain an accessible team site with full organizational access (Agendas, minutes, etc.)				Ongoing	
Continue proactive meetings (quarterly or more as needed) to gather input from employee groups and share information.				Ongoing	
	How do wages translate into quality of life/local economy?			Not started	Recruiting for personnel (particularly focus on public safety), ensure pay/benefits/culture is competitive and represents what both the county and employees (current and future) are looking to accomplish. (annual statement of benefits/value).
	Comparable county turnover			Not started	
	Engagement Survey			Not started	
	Study current workplace trends, needs, philosophies			Not started	

STRATEGIC GOAL: Continuously improve PROCESSES

PRIORITY CI 1: Be efficient and cost-effective

OBJECTIVE(S)	TASK(S)	START	COMPLETE	STATUS	COMMENTS
CI 1.1 Facilities Master Plan			Dec-23	Ongoing	all facilities
CI 1.2 Courthouse and County Services Building Renovation			Dec-24	Ongoing	
	request for proposal for construction services in September		Sep-23	Not started	
CI 1.3 Development of Organization Energy Plan			Dec-27	Ongoing	To save energy reduce lost, Led implementation install SMART switches or proximity Expand existing energy plan(s) to determine whether county gov't can take advantage of energy production options. Solar addition individual brings an building (perv).

STRATEGIC GOAL: Maintain FINANCIAL STABILITY

PRIORITY FS.1: Develop and maintain a balanced operating budget

OBJECTIVE(S)	TASK(S)	START	COMPLETE	STATUS	COMMENTS
FS 1.1 Annual Budget BOC Adopts Final Budget (P.A. 156 of 1891 MCL 46.1), Public Hearing, adopt millage, and general appropriations act. Based on the Uniform Budgeting Act, the budget shall be passed prior to the ensuing budget year. Michigan treasury manual states 1-2 months prior to the end of the fiscal year as a recommended timeline.			10/12/2023	Ongoing	Balance w/out reducing minimum fund balance levels. Compensation parameter within revenue. Determine whether voter-approved millage should be considered for increased to meet the cost of services. Adequately funding each department "needs and mandater".
	Set Road Commissioner	8/1/2023	10/12/2023	Not started	
	Set Elected Official & Deputy Salaries (Act 154 of 1879)	8/1/2023	10/26/2023	Not started	
	Set 2023 Co Millage Rates	5/1/2023	6/8/2023	Not started	
	2023 Tax Levies	9/1/2023	10/26/2023	Not started	
FS 1.2 Audit Provide financial structures and training that creates a culture of strong internal control, culminating in well-prepared workpapers/financial report with a clean audit opinion.				Ongoing	No audit findings of "material weakness" or "significant deficiency". No deficiency letters from the State.

PRIORITY FS.3: Execute long-term financial planning

OBJECTIVE(S)	TASK(S)	START	COMPLETE	STATUS	COMMENTS
FS 3.1 Debt Elimination		Oct-21		Ongoing	
FS 3.2 Former Rock Tenn		Jan-21		Ongoing	BOC resolution to adopt Brownfield Plan

STRATEGIC GOAL: Provide valuable and necessary quality services to CUSTOMERS						
PRIORITY CS.1: Deliver affordable and accessible services						
OBJECTIVE(S)	TASK(S)	START	COMPLETE	STATUS	COMMENTS	
CS.1.1 Parks and Recreation	The current Parks plan expires at the end of 2024. As such, it is recommended in the 2019 and 2022 Citizen Survey and all of the Parks related comments from the Board Input Survey be referred to the Parks Department and Parks Advisory Board for evaluation of the current Parks plan. Recommendations may be formed for the Board's consideration in the form of changes to the Parks plan to address the survey results, including recommendations for funding. Complete holistic plan for grants wifi & parks. Have a 5YR plan showing us how to improve our parks and way to collect financing threwh grants and future growth.		Dec-24	Ongoing		
CS.1.2 Modernization of Parks	Increase knowledge among the community and potential visitors of county places to visit. Wifi and facilities access. Work with state officials (governor, DNR, legislators), to gain greater variety of uses for this largest tract of land in the county. All safe usable, to the public within, standard in being clean, kept up, people will want to come to, signage		Dec-26	Not started	Funding strategy (millage, self-sustainable?, Assessment of current reality, what would the impact be based on different funding levels? Case studies from other parks systems Lobbying effort toward DNR, Connection within Parks Plan.	
CS.1.3 Marketing of Parks, Recreation and Tourism	Hire a tourism advocate to market and develop an attraction plan for out-of-county visitors and develop relations with hospitality providers				Funding strategy Integrated road/orv map/heritage marker Digital marketing (Visit Allegan App?) Data in the map pertinent to today's population Pilot of out of area marketing with measurable to track impact County road map for hand no energy required More people aware of what Allegan County has to offer We provide them as many media resources the -- we have in our parks	
	Public up-to-date mapping for county roads and attractions in both standard map size and the Z-maps format Park Manager present updates at local units		Dec-23	Executing		
CS.1.4 Public Health	Service levels, fees/funding analysis			Not started		
CS.1.5 Access to Health Services	Presentation of current reality -- what have we learned from CHINA and what measures are in the CHIP the county can be monitoring or assisting with at the Board level?		Dec-27	Not started	Metro Health West -- larger facility; School grant program for access to wellness services	
CS.1.6 Transportation	Current reality/annual report update since the incorporation of the additional funding. Follow-up to citizen annual report.		Dec-26	Ongoing	Perhaps additional survey/input opportunity, is there need for additional resources? Metro planning agencies? Increased marketing of what is already available? Outreach to other programs? How can commissioners assist with connections to other systems and general outreach/marketing?	
CS.1.7 Accessibility of Recycling to West Side	West Side Inquiry -- Heath location was closed, ensure chef site is sustainable and available?					
PRIORITY CS.3: Collaborate locally and regionally						
OBJECTIVE(S)	TASK(S)	START	COMPLETE	STATUS	COMMENTS	
CS.3.1 Broadband Wired Infrastructure Expansion Project	Implement accessible availability of reliable internet connectivity, with a preference of broadband speeds (minimum 25mbps, desired 100mbps+, download)	all contracts by December 2024	Dec-24	Ongoing	ARPA Requirements	
	expenditures complete by December 2026		Dec-26	Not started		
CS.3.2 Mobile Wireless Coverage Drop Zones			Dec-24	Not started	Gain an understanding of cellular data as a broadband action measure from cellular providers through BAW. If this item goes anywhere further, this would be transitioned over to Economic Development.	

CS 3.3	DNR State Game Area	Research other models (e.g., northern counties) and what the State's current plans may be and willingness for change of use.		Dec-27	Not started	
		Address concerns to Natural Resources Commission and Legislature				
		Community Meetings (all stakeholders of multiple uses) to develop clear vision of what specific use we are requesting (ATV vs non-motorized use – equestrian, bike trails, many uses, nature area)				
		Utilize MAC Conference to inquire of Commissioner Mielke (Newaygo)				
CS 3.4	Water Quality and Availability Plan	all contracts by December 2024		Dec-24	Ongoing	ARPA Requirements
		expenditures complete by December 2026		Dec-26	Not started	
CS 3.5	Sustainable Business Park	Recycling coordinator review the work that has been done to date (with help from Dan Wedge), request, add any new insights. Advantages/Challenges.		Dec-26	Not started	Are we funding the match request? Board decisions to date have been to not fund it from ARPA. Tribe support to the project?

CS 3.6	Corridor Development	Organize presentations to the Board through district commissioner for planning sessions or special meetings or consider special board of commissioners meetings held in these particular districts to gain input.		Dec-27	Not started	Long-term planning, gain awareness from local leaders as to existing plans for development of these corridors.
		Independent study to outline the Growth/Needs relative to these areas (county perspective may impact transportation plans, support for federal/state funding, safety plans, economic development).				
CS 3.7	Calkins Dam	Chair Storey, and Commissioner Beltman are meeting with stakeholders and Chair Storey is working with MAC staff.		Dec-27	Monitoring	County has already provided two resolutions of support and has participated in related meetings (MAC, Consumers, other stakeholders). At this time, the project will be monitored through the resources above unless more specific actions become necessary.
CS 3.8	Housing	Schedule BOC presentation to inform on all existing efforts and plans on this topic and have Board identify any gaps.			Not started	
CS 3.9	Child Care	Schedule BOC presentation to inform on all existing efforts and plans on this topic and have Board identify any gaps.			Not started	
CS 3.10	PACE Program	Schedule BOC presentation to inform on all existing efforts and plans on this topic and have Board identify any gaps.			Not started	What exactly is the program, what would the county's role be, advantages/challenges, what if the County does not implement this?
CS 3.11	Domestic Violence and School Resource Officers	Schedule BOC presentation to inform on all existing efforts and plans on this topic and have Board identify any gaps.		Dec-26	Ongoing	EM plans, what is status of DV resources and SRO contracts?

ELECTIONS - COMMUNITY MENTAL HEALTH BOARD

23/ Chairman Storey opened nominations to fill the remainder of a 3-year term on the Community Mental Health Board; term to expire 3/31/2024.

Commissioner Storey nominated Jessica Castaneda, 3996 Rabbit River Ln, Dorr (Family Member)

Moved by Storey, seconded by Dugan to close the nominations and cast a unanimous ballot for Jessica Castaneda as nominated. Motion carried by voice vote. Yeas: 5 votes. Nays: 0 votes.

PUBLIC PARTICIPATION - NO COMMENTS

24/ Chairman Storey opened the meeting to public participation and as there were no comments from the public, he closed the meeting to public participation.

ADJOURNMENT UNTIL MAY 25, 2023 AT 1:00 P.M.

25/ Moved by Commissioner Dugan, seconded by Commissioner Beltman to adjourn until May 25, 2023 at 1:00 P.M. The motion carried by voice vote and the meeting was adjourned at 2:27 P.M. Yeas: 5 votes. Nays: 0 votes.



Deputy Clerk

Board Chairperson

Minutes approved during the 00/00/2023 Session

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

BOARD OF COMMISSIONERS OF THE COUNTY OF ALLEGAN

FINANCE - CLAIMS & INTERFUND TRANSFERS

WHEREAS, Administration has compiled the following claims for 5/19/23 and 5/26/23; and

WHEREAS, the following claims, which are chargeable against the County, were audited in accordance with Section 46.61 to 46.63, inclusive, M.C.L. 1970 as amended and resolutions of the Board; and

WHEREAS, said claims are listed in the 2023 Claims folder of the Commissioners' Record of Claims.

May 19, 2023

	TOTAL AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT DISALLOWED
General Fund - 101	89,959.84	89,959.84	
Parks/Recreation Fund - 208	1,953.64	1,953.64	
Friend of the Court - Cooperative Reimb. - 215	317.26	317.26	
Health Department Fund - 221	13,998.32	13,998.32	
Solid Waste/Recycling - 226	3,212.25	3,212.25	
Central Dispatch Fund - 261	31,464.64	31,464.64	
Grants - 279	5,781.07	5,781.07	
Transportation Fund - 288	2,462.73	2,462.73	
Child Care Fund - 292	17,537.10	17,537.10	
Senior Services Fund - 298	172,937.19	172,937.19	
American Rescue Plan Act - ARPA - 299	245,704.90	245,704.90	
Capital Improvement Fund - 401	21,063.10	21,063.10	
Property Tax Adjustments - 516	2,421.75	2,421.75	
Tax Reversion 2020 - 621	175.00	175.00	
Revolving Drain Maintenance Fund - 639	9.99	9.99	
Drain Fund - 801	146,517.27	146,517.27	
TOTAL AMOUNT OF CLAIMS	\$755,516.05	\$755,516.05	

May 26, 2023

	TOTAL AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT DISALLOWED
General Fund - 101	97,470.84	97,470.84	
Parks/Recreation Fund - 208	1,184.69	1,184.69	

Friend of the Court - Other - 216	595.81	595.81	
Health Department Fund - 221	2,612.24	2,612.24	
Solid Waste/Recycling - 226	58,228.06	58,228.06	
Brownfield Redevelopment Auth. - 243	495.00	495.00	
Animal Shelter - 254	6,830.00	6,830.00	
Register of Deeds Automation Fund - 256	405.58	405.58	
Indigent Defense Fund - 260	15,519.74	15,519.74	
Central Dispatch Fund - 261	5,346.40	5,346.40	
Justice Training Fund - 266	580.00	580.00	
Grants - 279	11,300.00	11,300.00	
Sheriffs Contracts - 287	5,868.25	5,868.25	
Transportation Fund - 288	3,146.76	3,146.76	
Child Care Fund - 292	22,899.05	22,899.05	
Senior Services Fund - 298	20,342.74	20,342.74	
Capital Improvement Fund - 401	54,824.72	54,824.72	
Property Tax Adjustments - 516	30,994.76	30,994.76	
Tax Reversion - 620	4,642.14	4,642.14	
Revolving Drain Maintenance Fund - 639	36.01	36.01	
Drain Fund - 801	2,324.82	2,324.82	
TOTAL AMOUNT OF CLAIMS	\$345,647.61	\$345,647.61	

THEREFORE BE IT RESOLVED that the Board of Commissioners adopts the report of claims for 5/19/23, 5/26/23, and interfund transfers.

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

BOARD OF COMMISSIONERS OF THE COUNTY OF ALLEGAN

BOARD OF COMMISSIONERS-COMMISSIONER MILEAGE REIMBURSEMENT

WHEREAS, as a result of eliminating Commissioner per diem and setting an overall fixed salary, on April 27, 2023, County Administration requested clarity regarding the intent of mileage reimbursement; and

WHEREAS, on May 11, 2023, the County Administrator outlined options for consideration, and Option 2 was moved to May 25 for Board action.

THEREFORE, BE IT RESOLVED that the Board approves the following language to be incorporated into the Board Rules of Organization and Procedure under Section 10, b:

- i. BOC Mileage: The following BOC-related meetings shall be eligible for mileage reimbursement at the current IRS rate:
 - (1) Attendance in any official meeting of the BOC or a board, commission, committee, or official activity, e.g., training or conferences to which a BOC member has been appointed by the BOC or BOC Chairperson through BOC action. See Attachment "B" for identified boards, commissions, and committees,
 - (2) Quarterly Interdepartmental Meetings normally held on the last Wednesday of January, April, July, and October,
 - (3) Attendance in Michigan Association of Counties (MAC) activities in which participation or appointment has occurred,
 - (4) One publicly noticed local unit meeting per month for each local unit in a commissioner's district,
 - (5) Meetings or events at the request of the CAO to best represent the interests of the County,
 - (6) All other meetings, Board approval will be required;
- and

BE IT FINALLY RESOLVED that the County Administrator is authorized to perform a budget adjustment to cover the additional expense within the 2023 Budget.

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

BOARD OF COMMISSIONERS OF THE COUNTY OF ALLEGAN

FACILITIES MANAGEMENT - AWARD COUNTY SERVICES & HUMAN SERVICES GENERATOR BID

WHEREAS, the Allegan County Board of Commissioners (Board) appropriated \$70,000 for a 2023 capital project to replace the generator at the County Services Building (CSB) and \$160,000 to replace the generator at the Human Services Buildings (HSB); and

WHEREAS, the procurement of both generators was combined and consistent with the County's Purchasing Policy, and a request for proposal was issued to solicit competitive bids to replace both generators.

THEREFORE, BE IT RESOLVED that the Board awards the bid to replace the generators at the CSB (Project #1509-23) and at the HSB (Project #1509-23A) to Allied Electric Inc., of 2503 Waldorf Court NW, Grand Rapids, MI 49544, for an amount of \$208,800; and

BE IT FINALLY RESOLVED that the County Administrator is authorized to make the necessary budget adjustments, and any necessary documents to complete this action are authorized to be signed.

REQUEST FOR ACTION - PROCUREMENT OF GOODS AND/OR SERVICES

RFA #: 226-169 RFA Date: 5/10/2023 RFA Submitted By: Kristin VanAtter

PROJECT/SERVICE: Generator Replacements at HSB and CSB
Project/Service Description: Replace generators as part of capital project #1509-23 County Services Building and #1509-23A Human Services Building.
Project/Contract #: 1509-23 Contact Name: Carl Chapman
Department: Facilities Management Contact Info: cchapman@allegancounty.org

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

CONTRACT AWARD: \$208,800.00
Parties - County and: Allied Electric
Contract Duration: Until scope of work completion
Evaluation Team: Valdis Kalnins and Carl Chapman
References Checked: Yes Debarred: No

BUDGETARY ACTION NEEDED: BOC - Budget Adjustment or Additional Appropriation Needed
Amount: \$ 6,000 Source: #401 CIP From Account: 401-265.263-977.000
Amount: \$ 6,000 Source: #401 CIP To Account: 401-265.270-977.000

FUNDING SOURCE: #401 - Capital Improvement Fund
\$ 230,000.00 Approved Appropriation
\$ - Additional Appropriation Requested through this RFA
\$ 230,000.00 Total Funding available if this RFA is approved
\$ - Expenditures to Date
\$ - Committed Funds
\$ 208,800.00 Award Amount
\$ 21,200.00 Funds Remaining

The project funds need to be adjusted so that each project works within its budgeted expenses.

NEW CONTRACT SUMMARY: Standard County Agreement - No modifications or additional terms



CONTRACT PACKET

Allegan County
3283 122nd Ave
Allegan, MI 49010

Human Services Building & County Services Building Generator Replacement Services Contract #1509-23

This contract packet incorporates the following documents:

Generator Replacement Services Agreement - HSB & CSB	2
Agreement and Scope of Work Clarifications.....	8
Attachment A – Scope of Work	9
Attachment B – Cost Proposal.....	17
Attachment C – Contractor’s Proposal	20

Generator Replacement Services Agreement - HSB & CSB

This Agreement (“Agreement”) is made by and between the County of Allegan, 3283 122nd Avenue, Allegan, Michigan 49010 (“County”) and

Contractor Name: Allied Electric Inc.

Contractor Address: 2503 Waldorf Ct. NW Grand Rapids, MI 49544

(“Contractor”). The parties agree as follows:

1. Contractor Services

Contractor shall provide the County with the services, products and supplies described in Attachment A subject to the terms and conditions set forth in this Agreement.

Contractor warrants to the County that the services to be provided under this Agreement shall be of the kind and quality that meet generally accepted standards and shall be performed by qualified personnel. Contractor further warrants to the County that all products and supplies used in conjunction with the services provided under this Agreement shall be new and of acceptable quality and quantity to the County.

2. Payment

The County shall pay Contractor for the services described in Attachment A based on the pricing provided by Contractor in Attachment B. Any additional work must be mutually agreed upon in writing and costs known before that work may commence. Payment shall be provided within thirty days following receipt of invoice commensurate with progress towards Scope of Work completion and satisfactory performance.

3. Term of Agreement

The term of this Agreement shall begin upon signature by both parties and end upon Scope of Work completion and expiration of all warranties and guarantees provided by the Contractor on the work performed, unless terminated earlier in accordance with Section 4 of this Agreement.

4. Termination of Agreement

The County may terminate this Agreement for any or no reason prior to the expiration date set forth in Section 3 of this Agreement by giving thirty days’ written notice to Contractor.

5. Insurance Requirements

Contractor, and any and all of its subcontractors, shall not commence any services or perform any of its other obligations under this Agreement until Contractor obtains the insurance required under this Section. Contractor shall then maintain the required insurance for the full duration of this Agreement. All coverage shall be with insurance companies licensed and admitted to do business in the State of Michigan. All coverages shall be with insurance carriers acceptable to the County.

Insurance policies shall not contain endorsements or policy conditions which reduce coverage provided to the County. Contractor shall be responsible to the County for all costs resulting from both financially unsound insurance companies selected by Contractor and their inadequate insurance coverage. The specified limits of liability do not limit the liability of Contractor. All deductibles and self-insured retentions are the responsibility of Contractor.

The Contractor shall procure and maintain the following insurance coverage:

A. Worker's Compensation Insurance, including Employers' Liability Coverage either in accordance with all applicable statutes of the State of Michigan or have the State of Michigan listed under Section 3 - Other States Insurance in the Contractor's insurance policy.

B. Commercial General Liability Insurance on an "Occurrence Basis" with limits of liability of not less than \$1,000,000 per occurrence and aggregate. Coverage shall include the following extensions: (A) Contractual Liability; (B) Products and Completed Operations; (C) Independent Contractors Coverage; (D) Broad Form General Liability Extensions or equivalent, if not already included; (E) Explosion, Collapse, and Underground, if applicable.

C. Automobile Liability Insurance, including Michigan No-Fault Coverage, with limits of liability not less than \$1,000,000 per occurrence combined single limit for Bodily Injury, and Property Damage. Coverage shall include all owned vehicles, all non-owned vehicles, and all hired vehicles.

D. Commercial General Liability and Automobile Liability required liability limits may be obtained by using an Excess/Umbrella Liability policy in addition to the primary liability policy(ies). If coverage limits are satisfied by an Excess and/or Umbrella policy, coverage must follow form of the primary liability policy(ies), including but not limited to additional insured and primary/non-contributory coverage.

E. Additional Insured: Commercial General Liability Insurance shall include an endorsement stating the following shall be Additional Insureds: "Allegan County, all elected and appointed officials, all employees and volunteers, agents, all boards, commissions, and/or authorities and board members, including employees and volunteers thereof." It is understood and agreed that, by naming Allegan County as additional insured, coverage afforded is considered to be primary and any other insurance the County may have in effect shall be considered secondary and/or excess.

F. Professional Liability Insurance coverage is not a required for this Agreement.

G. Cancellation Notice: Policy(ies), as described above, shall be endorsed to state the following: "It is understood and agreed thirty days, ten days for non-payment of premium, Advance Written Notice of Cancellation or Non-Renewal shall be sent to the Certificate Holder: Allegan County Administrator, 3283 122nd Avenue, Allegan, MI 49010." If any required insurance expires or is canceled during the term of this Agreement, services and related payments will be suspended and the County may terminate this Agreement immediately.

H. Proof of Insurance Coverage: Upon execution of this Agreement and at least ten business days prior to commencement of services under this Agreement, Contractor shall provide the County with a Certificate of Insurance as well as the required endorsements. In lieu of required endorsements, a copy of the policy sections where coverage is provided for additional insured and cancellation notice, may be acceptable.

I. Should the need arise, the County reserves the right to request a copy of any policy mentioned above and if so requested, Contractor agrees to furnish a Certified Copy.

J. No payments shall be made to Contractor until current certificates of insurance have been received and approved by the County. If any of the above coverages expire during the term of this Agreement, Contractor shall deliver renewal certificates to the County at least ten days prior to the expiration date.

6. Reporting and Review

Contractor shall report to the County as required by this Agreement and also upon request. Contractor shall cooperate and confer with the County as necessary to ensure satisfactory work progress and performance. All documents submitted by Contractor must be dated and bear the Contractor's name. All reports made in connection with Contractor's services are subject to review and final approval by the County. The County may review and inspect Contractor's activities during the term of this Agreement. After reasonable notice to Contractor, the County may review any of Contractor's internal records, reports or insurance policies.

7. Indemnification

To the fullest extent permitted by law, Contractor shall hold harmless, defend and indemnify the County and its elected officials, agents, representatives, volunteers and employees from any and all liabilities, claims, liens, fines, demands and costs, including attorney fees, of whatsoever kind and nature, such as, but not limited to, those resulting from injury or death to any persons, including Contractor's own employees, or from loss or damage to any property, including property owned or in the care, custody or control of the County, in connection with or in any way incident to or arising out of the occupancy, use, operations or performance or non-performance of services by Contractor or its agents, representatives and employees, or any subcontractor or its agents, representatives and employees, in connection with this Agreement. The obligations of Contractor under this Section shall survive any termination of this Agreement or completion of Contractor's performance under this Agreement.

8. Independent Contractor

To the fullest extent permitted by law, the parties agree that Contractor is an independent contractor; that Contractor and its employees shall in no way be deemed, nor hold themselves out to be, an employee, agent or joint venture partner of the County for any purpose, and shall not be entitled to any fringe benefits of the County, such as, but not limited to, health and accident insurance, life insurance, paid sick or vacation leave, or longevity pay; and that Contractor shall be responsible for withholding and payment of all applicable taxes, including, but not limited to, income, social security and unemployment taxes, to the proper federal, state and local governments, and maintaining the required workers' compensation insurance, in connection with services rendered by its employees pursuant to this Agreement, and agrees to protect, defend and indemnify the County against such liability.

9. Subcontracting

Contractor shall provide all services covered by this Agreement and shall not subcontract, assign or delegate any of the services without written authorization from the County unless the intent to use subcontractors is clearly stated in the Contractor's Proposal with details provided on the names of the agencies and portion of work to be subcontracted.

Contractor assumes all risk, liability and supervisory responsibility for the actions and / or inactions and performance of all subcontractors used by Contractor in providing services under this Agreement. In choosing to use subcontractors, Contractor shall ensure that all subcontractors comply with, and perform services in manner consistent with, all the terms and conditions set forth in this Agreement. Contractor shall also verify that subcontractors have insurance coverage that matches or exceeds the coverage detailed in Section 5 and make certain that subcontractors do not operate outside the required scope of work.

This Agreement is solely between County and Contractor and County shall have no relationships or obligations to any subcontractors used by Contractor in performing work under this Agreement.

10. County Employees

Contractor shall not hire any County employee to perform any of the services covered by this Agreement without written authorization from the County.

11. Default

In the event of default by Contractor, the County may procure the products or services from other sources and hold Contractor responsible for any excess costs incurred, in addition to all other available remedies.

12. Endorsement Prohibition

Contractor shall not use in any form or medium the name of the County, or supportive documentation or photographs of County projects, facilities, equipment or employees, for public advertising or promotional purposes unless authorized in writing by the County.

13. Compliance with Laws

Contractor shall observe and comply with all applicable federal, state and local laws, ordinances, rules, and regulations including, but not limited to OSHA/MIOSHA requirements, the Elliot-Larsen Civil Rights Act and the Persons with Disabilities Civil Rights Act. Contractor agrees to protect, defend and indemnify the County against liability for loss, cost or damage resulting from actual or alleged violations of law by Contractor.

14. Nondiscrimination

Contractor shall adhere to all applicable federal, state and local laws, ordinances, rules and regulations prohibiting discrimination. Contractor, as required by law, shall not discriminate against a person to be served or any employee or applicant for employment because of race, color, religion, national origin, age, sex, disability, height, weight, marital status, or any other factor legally prohibited by applicable law.

15. Equal Opportunity Employer

In signing this Agreement, Contractor certifies that it is an Equal Opportunity Employer.

16. Confidentiality

Contractor acknowledges that during the performance of its obligations under this Agreement, it or its personnel may become aware of or receive confidential information relating to or kept by the County, and therefore Contractor agrees that all such information shall be kept confidential and shall not be disclosed without the written authorization of the County.

17. Contractor Personnel

Contractor's employees may be subject to an approved criminal background check prior to entering County property to perform work under this Agreement. Employees of Contractor must wear apparel or other means of identification while performing services under this Agreement.

18. Amendment

This Agreement shall not be modified, nor may compliance with any of its terms be waived, except by written instrument executed by a duly authorized representative from each party.

19. Binding Effect

This Agreement is binding upon and shall inure to the benefit of Contractor and the County and their respective legal representatives, successors and authorized assigns.

20. Waiver

No provision of this Agreement shall be deemed waived and no breach excused, unless such waiver or consent is in writing and signed by the party claimed to have waived or consented. Any consent by any party to, or waiver of, a breach of the other party, whether express or implied, shall not constitute consent to, waiver of, or excuse for any different or subsequent breach.

21. Counterparts

This Agreement may be executed simultaneously in one or more counterparts each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

22. Severability

If any provision of this Agreement is held to be invalid or unenforceable, it shall be considered to be deleted, and the remainder of the Agreement shall remain in full force and effect. Where the deletion of the invalid provision would result in the illegality and/or unenforceability of this Agreement, this Agreement shall be considered to have terminated as of the date on which the provision was declared invalid.

23. Section Titles

Section titles used in this Agreement are inserted for the convenience of reference only and shall be disregarded when construing or interpreting the provisions in this Agreement.

24. Choice of Law and Forum

This Agreement is governed by and interpreted according to the laws of the State of Michigan. The parties agree that the proper forum and venue for litigation arising out of this Agreement is in Allegan County, Michigan.

25. Royalties and Patents

Contractor shall pay all royalties and license fees and shall defend all suits or claims for infringement of any copyright or patent rights and shall hold and save the County and its officers, agents, servants and employees harmless from any and all loss and liability of any nature or kind whatsoever, including costs and expenses of defense, for or on account of any copyrighted, patented or unpatented invention, process, article or appliance manufactured or used in the performance of the contract, including its use by Contractor and/or Contractor's subcontractors and agents.

26. Debarment or Suspension Status

In signing this Agreement, Contractor certifies that it is not suspended, debarred or ineligible from entering into contracts with the Executive Branch of the Federal Government, or in receipt of a notice of proposed debarment from any State agency or local public body.

27. Conflicts of Interest

In signing this Agreement, Contractor certifies that it has no interest which would conflict with its performance of services under this Agreement. If a possible conflict of interest arises, Contractor shall immediately inform County regarding same.

28. Anti-Collusion Statement

In signing this Agreement, Contractor certifies that it has not divulged to, discussed or compared its bid with other contractors and has not colluded with any other bidder, with the exception of qualified subcontractors, or parties to the bid. No premiums, rebates or gratuities to employees or officials of the County are permitted either with, prior to, or after delivery of any product(s) or service(s). Any such violation will result in the termination of this Agreement, the cancellation

and/or return of any item(s), as applicable, and possible exclusion of Contractor from future bidding opportunities.

29. Performance and Payment Bonds

The following bonds or securities shall be secured by the Contractor upon full execution of this Agreement whenever the contract award exceeds \$50,000. These bonds or securities shall be included in this Agreement and become binding on the parties.

A. A performance bond satisfactory to the County, executed by a surety company authorized to do business in the State of Michigan or otherwise secured in a manner satisfactory to the County, in an amount equal to 100% of the price specified in this Agreement; and

B. A payment bond satisfactory to the County, executed by a surety company authorized to do business in the State of Michigan or otherwise secured in a manner satisfactory to the County, for the protection of all persons supplying labor and material to the Contractor or its subcontractors for the performance of the work provided for in this Agreement. The bonds shall be an amount equal to 100% of the price specified in this Agreement.

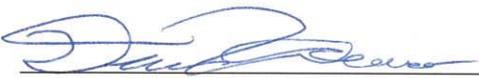
30. Entire Agreement

This Agreement, including and incorporating the documents listed below, constitutes the entire Agreement. In the event of any conflict or inconsistency in the terms and conditions between these documents, the documents shall govern in following order:

1. This Generator Replacement Services Agreement
2. Agreement and Scope of Work Clarifications
3. Attachment A – County’s Scope of Work issued with RFP on 4/11/2023
4. Attachment B – Cost Proposal Form completed and submitted with Contractor’s Proposal
5. Attachment C – Contractor’s Proposal received and opened by County on 5/5/2023

This Agreement contains all the terms and conditions agreed upon by the parties, and no other negotiations, representations, understandings or agreements, written, oral, or otherwise, regarding the subject matter of this Agreement or any part thereof shall have any validity or bind the parties in any way.

The Parties hereby cause this Agreement to be executed by their duly authorized representatives.

Contractor:	County:
Sign: 	Sign: _____
Name: <u>Drew Hansma</u>	Name: <u>Robert J. Sarro</u>
Title: <u>Chief Estimator</u>	Title: <u>Allegan County Administrator</u>
Date: <u>5/5/23</u>	Date: _____

Agreement and Scope of Work Clarifications

This Agreement hereby incorporates the following County decisions between Scope of Work alternatives, clarifications noticed during the open bid process, the County's acceptance of clarifications requested by Contractor in its proposal, and any additional negotiated terms, conditions or clarifications not incorporated elsewhere in this Agreement:

County clarifies that:

- a. County opts to include the replacement of the ATS at both buildings.
- b. It accepts Contractor's proposed 200KW NG Generator for the HSB site as a variance to the specification in Attachment A.

Contractor clarifies that:

- a. Generator replacement will be done during normal business hours.
- b. Any outages needed during ATS replacement would occur after 5:00 PM on weeknights (this off hours work is included in contractor's quote).
- c. The manufacturer's commissioning of the equipment is all figured to happen during normal business hours.
- d. Normal power to the building will not be interrupted.
- e. There will be no back-up generator power to the buildings while the generators and ATS are being replaced.
- f. UPS power will be available during the generator replacement.
- g. UPS power will be lost during an ATS replacement.

Attachment A – Scope of Work

1. INTRODUCTION

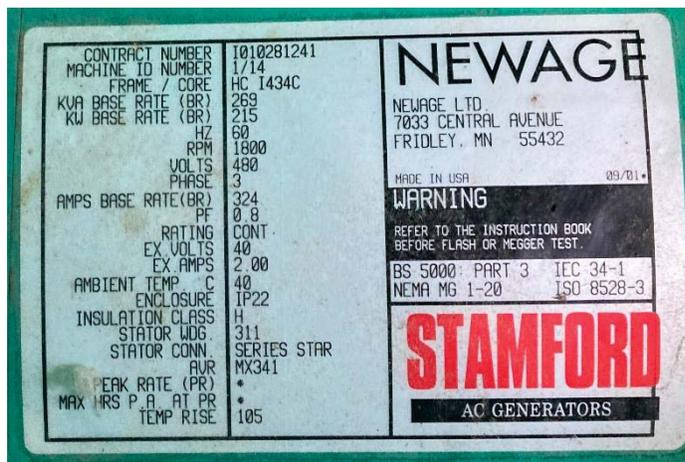
1.1 Contractor shall replace two generators that have reached the end of their reliable service life with a new Generac, Cummins, Kohler or approved equal as specified herein.

1.2 Generator #1 – Human Services Building (HSB)

1.2.1 The generator to be replaced is located at the Allegan County Human Services Building, 3255 122nd Ave, Allegan, MI 49010.

1.2.2 The existing generator to be replaced is a Cummins 215 kW natural gas generator

1.2.3 A picture of the current generator and manufacturer's specification plate is shown in the photos below:



1.2.4 If approved as an **Alternate #1** by the County, Contractor shall also replace both existing Automatic Transfer Switches (ATS) with equivalents. The

ATS is also connected to a 40kVA Liebert/Vertiv eXM Uninterrupted Power Supply (UPS) unit that was installed in 2021.

1.2.5 A picture of each ATS and its manufacturer’s specification plate is shown in the photos below:



1.2.6

Model No. Modele	OTPCA - 5001697	
Serial No. Serie	I010285987	Spec. A
IMPORTANT! Model & Serial No. Required When Ordering Parts. Modele & No. Serie Requis Pour Commander Des Pieces. 99-2433		
CUMMINS POWER GENERATION 1400 73RD AVE. N.E. MINNEAPOLIS, MN 55432 U.S.A. MADE IN U.S.A.		
CURRENT RATING:	125	AMPS
Voltage-480		
Frequency-60		
Poles-3		
Application-	Utility To	Genset
FEATURES:	A035-7 A028-7 A042-7 A044-7 A046-7 B001-7 R026-7 SPEC-A C023-7 M017-7 M018-7 OTPC125	

Model No. Modele	OTPC - 5001698	
Serial No. Serie	I010285988	Spec. A
IMPORTANT! Model & Serial No. Required When Ordering Parts. Modele & No. Serie Requis Pour Commander Des Pieces. 99-2433		
CUMMINS POWER GENERATION 1400 73RD AVE. N.E. MINNEAPOLIS, MN 55432 U.S.A. MADE IN U.S.A.		
CURRENT RATING:	400	AMPS
Voltage-480		
Frequency-60		
Poles-3		
Application-	Utility To	Genset
FEATURES:	A035-7 A028-7 A042-7 A044-7 A046-7 B001-7 K003-7 R026-7 SPEC-A C023-7 M017-7 M018-7 OTPC400	

1.2.7

1.3 Generator #2 – County Services Building (CSB)

- 1.3.1 The generator to be replaced is located at the Allegan County Human Services Building, 3255 122nd Ave, Allegan, MI 49010.
- 1.3.2 The existing generator to be replaced is an Onan 80 kW natural gas generator
- 1.3.3 A picture of the current generator and manufacturer's specification plate is shown in the photos below:

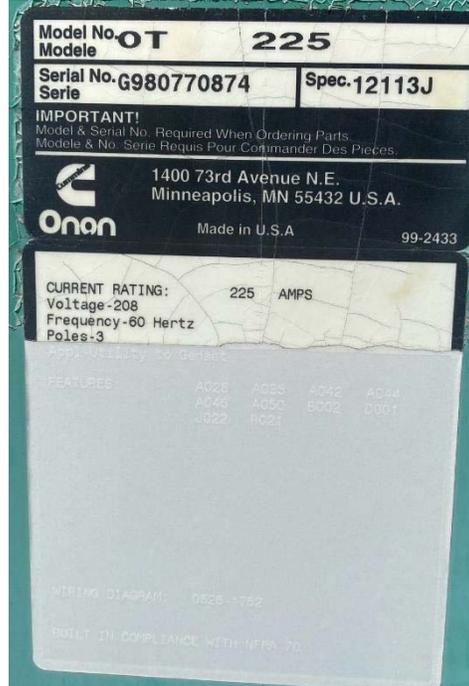
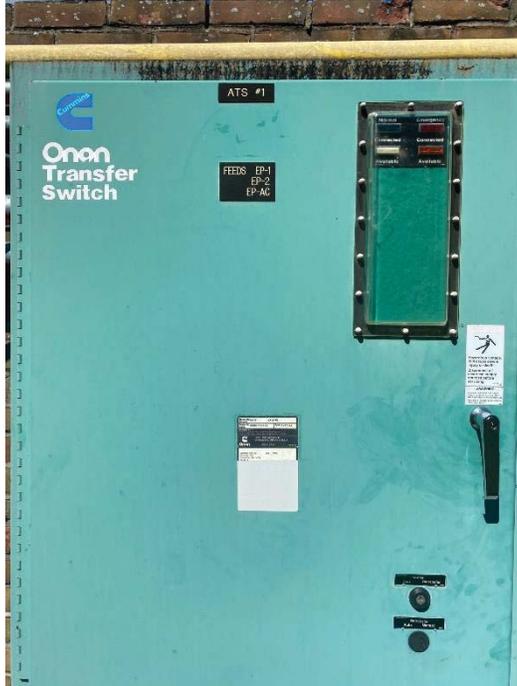


Model No. Modele	80GGHC			
Serial No. Serie	H980780228	Spec.	97233A	
IMPORTANT! Model & Serial No. Required When Ordering Parts. Modele & No. Serie Requis Pour Commander Des Pieces.				
 1400 73rd Avenue N.E. Minneapolis, MN 55432 U.S.A. Made in U.S.A. 99-2433				
60 HZ				
SERVICE RATING		STANDBY		PRIME
PHASE		1PH	3PH	1PH 3PH
RATED KW		53.6	80.0	0.0 0.0
POWER FACTOR		1.0	0.8	0.0 0.0
RATED KVA		53.6	100.0	0.0 0.0
BATTERY		VOLTS		AMPS
12 VDC	110/ 190			303
	110/ 220	243		262
	115/ 200			288
ROTATING	115/ 230	233		251
SPEED	120/ 208			277
1800RPM	120/ 240	223		240
	220/ 380			151
NOMINAL	230/ 400			144
RATED	240/ 416			138

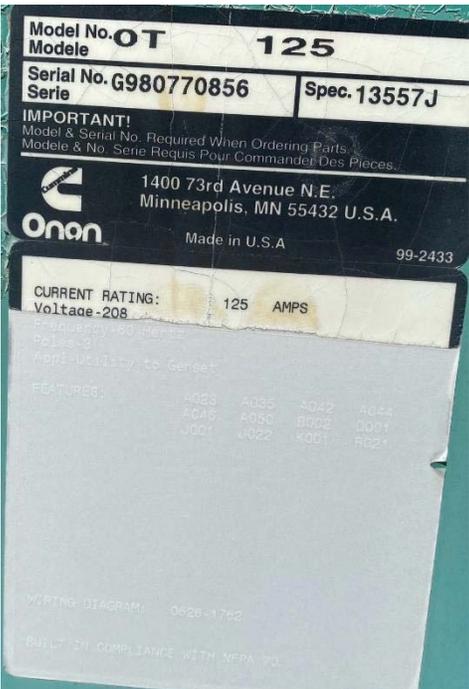
- 1.3.4 If approved as an **Alternate #2** by the County, Contractor shall also replace the existing Automatic Transfer Switches (ATS) with an equivalent. The ATS is also connected to an UPS unit. The existing UPS is scheduled to be replaced in May, 2023 with a 40kVA Liebert/Vertiv eXM UPS.
- 1.3.5 A picture of each Onan ATS and its manufacturer's specification plate is shown in the photos on the following page:



CSB ATS #1 and #2 mounted on wall in brick enclosure outside the building.



CSB ATS #1 front cover and faceplate.



CSB – ATS #2 front cover and faceplate.

2. SCOPE OF SERVICES

2.1 General Conditions, Site Protection and Safety Requirements

- 2.1.1 Permits and Inspections: Contractor shall secure, coordinate and pay for any necessary permits and inspections necessary to complete the specified scope of work.
- 2.1.2 Debris Disposal: Contractor shall remove all debris and trash generated in performing the work under this Agreement from the site. Disposal of these materials, is the Contractor's responsibility and must be done in a manner consistent with all applicable Local, State and Federal laws. Contractor shall not use County dumpsters for disposal.
- 2.1.3 Damage to County Property: Existing facilities, including but not limited to grounds, structures, vehicles, utilities, landscaping, fixtures, furnishings, equipment and surfaces and building systems in the vicinity of Contractor's work shall be protected by Contractor. Any damage to existing facilities shall be reported to the County on the day such damage occurs. Contractor shall promptly repair damage with like materials when ordered to do so by the County at Contractor's expense. All repairs of damage to existing facilities shall be made to the satisfaction of the County. Failure to repair damage shall be just cause for withholding payment for work, which becomes due.
- 2.1.4 Building Access: Contractor shall arrange for work to be done during regular business hours which are 8:00 am to 5:00 pm, Monday through Friday excluding holidays with the exception of any power shutdown to the building that may be needed during the conversion which must be arranged for in advance and completed after-hours.
- 2.1.5 Site Utilities: if work entails any digging, Contractor shall ascertain the location of all existing underground utilities, including site utilities owned by the County and accept total responsibility for shut-off and avoidance of all such utilities during construction. Contractor shall contact MISS DIG, one number utility alert (1-800-482-7171), for location of public utility service lines where digging or deep excavation operations could disturb or sever such lines. Contractor is responsible for and shall pay for all repairs, restoration and damages to utilities resulting from failure to properly fulfill such notification and location requirements.

2.2 Generator Procurement Specifications:

- 2.2.1 Upon contract award, Contractor shall procure two new Generac, Cummins, Kohler or approved equal brand generators equivalent to the existing ones to be replaced.

- 2.2.2 Generators shall:
 - 2.2.2.1 Be 215 kW rated for the HSB
 - 2.2.2.2 Be 80 kW rated for the CSB
 - 2.2.2.3 Be powered by natural gas
 - 2.2.2.4 Provide sufficient electricity to operate heating equipment, lighting, ventilation, computers, and a minimal number of outlets.
 - 2.2.2.5 Include a suitable enclosure to provide protection from the weather.
 - 2.2.2.6 Include a BACnet or Modbus connection to allow generator to be connected to the County's Building Automation System.

2.3 Generator Delivery and Installation:

- 2.3.1 Contractor shall:
 - 2.3.1.1 Bring new generator equipment to the site on the scheduled day of installation; or arrange to have generator equipment delivered on the scheduled day of installation and be present to accept delivery.
 - 2.3.1.2 Provide all necessary electrical disconnections and connections with all electrical work performed by a qualified and licensed electrician.
 - 2.3.1.3 Provide all necessary natural gas disconnections and connections.
 - 2.3.1.4 Install new generator equipment.
 - 2.3.1.5 Take ownership of and remove all replaced generator parts and equipment from site for re-use, sale or proper disposal.
 - 2.3.1.6 Provide owner training following installation.
- 2.3.2 Any building power outages must be kept to a minimum and scheduled in advance to occur outside of regular County business hours.
- 2.3.3 On scheduled days of installation, a representative from Facilities Management will meet the Contractor at a designated location to provide access to the facility if needed. The Facilities Management representative will remain available during installation as needed to provide assistance.
- 2.3.4 The existing generators are not connected to the County's Building Automation System (BAS). The County will make arrangements with its BAS contractor (Grand Valley Automation) to connect the generators to the County's BAS once the generators are installed by Contractor.

2.4 System Testing

- 2.4.1 Contractor is required to conduct a start-up test to demonstrate and confirm correct installation and proper functioning of new generators in supplying temporary power to each building. System testing shall be conducted with a Facilities Management representative present to verify proper functioning necessary for system for acceptance.

2.5 Alternate #1 – Replace Automatic Transfer Switch at HSB

- 2.5.1 If Alternate #1 is approved by the County, Contractor shall also procure a new Automatic Transfer Switch (ATS) to replace the one at the HSB and then replace the existing ATS, removing and disposing of the existing one as part of this scope of work.
- 2.5.2 If a new Automatic Transfer Switch is installed, its proper function shall be included as part of the system testing described in Section 2.4.

2.6 Alternate #2 – Replace Automatic Transfer Switch at CSB

- 2.6.1 If Alternate #2 is approved by the County, Contractor shall also procure a new Automatic Transfer Switch (ATS) to replace the one at the CSB and then replace the existing ATS, removing and disposing of the existing one as part of this scope of work.
- 2.6.2 If a new Automatic Transfer Switch is installed, its proper function shall be included as part of the system testing described in Section 2.4.

2.7 Site Restoration:

- 2.7.1 Any lawn areas disturbed by Contractor’s activities or equipment shall be backfilled and smoothed to the level of the adjoining grade with pulverized black dirt (topsoil) by Contractor.
- 2.7.2 Contractor shall supply its own topsoil for backfilling which shall be of sufficient quality to support grass cover and contain no debris (glass, sawdust, large rock etc.)
- 2.7.3 Contractor shall properly level and compact the topsoil to ensure minimum settlement of the backfill material.
- 2.7.4 Contractor shall grass seed backfilled areas and any other areas disturbed by Contractor’s activities or equipment with a seed mixture that approximates the surrounding turf.
- 2.7.5 Contractor shall cover seeded areas with a quarter (1/4) inch of topsoil.

2.8 Scheduling

- 2.8.1 All work is to be scheduled at least five business days in advance and coordinated through:

Carl Chapman
Director of Facilities Management
(269) 673-0207
cchapman@allegancounty.org

- 2.8.2 It is expected that all work is to be carried out during Contractor’s regular business hours at normal labor rates unless work will require a power outage to the building.

Attachment B – Cost Proposal

3. COST PROPOSAL

Unless otherwise noted by the Contractor and agreed to in writing by the County, all costs associated with the scope of work outlined in Attachment A are itemized in this Cost Proposal taking the following into consideration:

3.1 Taxes

The County is exempt from Federal Excise Tax and Michigan Sales Tax.

3.2 Variances

Where a variance exists or other discrepancies are noted between prices on this Cost Proposal Form and prices specified anywhere else in Contractor's proposal, the pricing shown on this Cost Proposal Form shall prevail.

3.3 Quality

All materials used for the manufacture or construction of any items to be provided under this Agreement shall be new. Pricing shall be for items in new condition representing the latest model of the best quality and highest grade of workmanship, unless the option to include supplemental proposals for pre-owned, or demonstrator equipment or materials has been specified by the County.

3.4 Delivery Provisions

All goods procured through this Agreement by the Contractor for the County shall be delivered by the Contractor under the terms Free on Board 3255 122nd Ave, Allegan Michigan for the HSB generator and 3283 122nd Ave., Allegan, Michigan for the CSB generator. Title and risk of loss to the purchased goods does not pass to the County until the items are installed and accepted as functioning by the County.

3.5 Invoices:

All invoices must reference contract #1509-23, itemize services rendered and be sent by email to projects@allegancounty.org or mailed to:

Project Management - Accounts Payable
Allegan County Information Services
3283 122nd Avenue
Allegan, MI 49010

3.6 Cost Tables

Once completed, the following cost tables shall establish the pricing to be charged unless otherwise negotiated in writing.

TABLE A – HSB Generator Costs

Natural Gas Generator Brand: Cummins Model: C200N6B	\$99,900.00
All other generator equipment and supplies	\$9,070.00
Total Installation Labor	\$7,630.00
All other costs (e.g. general conditions, coordination, freight, site restoration, permits, inspections etc.) not included elsewhere.	\$2,100.00
TOTAL COST (not to exceed)	\$118,700.00

TABLE B – CSB Generator Costs

Natural Gas Generator Brand: Cummins Model: C80N6	\$45,700.00
All other generator equipment and supplies	\$7,830.00
Total Installation Labor	\$6,170.00
All other costs (e.g. general conditions, coordination, freight, site restoration, permits, inspections etc.) not included elsewhere.	\$1,800.00
TOTAL COST (not to exceed)	\$61,500.00

TABLE C – Alternate #1 – HSB Automatic Transfer Switch – these costs would be added to the HSB Generator replacement costs if Alternate #1 is added to the scope of work at time of contract award.

Item	Cost
Automatic Transfer Switch Equipment	\$8,750.00
All Other Equipment, Materials and Supplies	\$400.00
Total Labor Cost	\$4,450.00
All Other Costs (specify):	\$0
TOTAL ALTERNATE #1 COST (not to exceed):	\$13,600.00
Cost of performance and payment bond for Alternate #1 if base bids already exceed \$50,000 or cost of Alternate #1 will result in a total project cost exceeding \$50,000.	\$113.00

TABLE D – Alternate #2 – CSB Automatic Transfer Switch – these costs would be added to the CSB Generator replacement costs if Alternate #2 is added to the scope of work at time of contract award.

Item	Cost
Automatic Transfer Switch Equipment	\$8,650.00
All Other Equipment, Materials and Supplies	\$400.00
Total Labor Cost	\$4,250.00
All Other Costs (specify):	\$0
TOTAL ALTERNATE #2 COST (not to exceed):	\$13,300.00

TABLE E – Performance and Payment Bonds – maximum cost to be added to the project for Performance and Payment Bonds assuming both generators and all four ATS are replaced.

Maximum cost of performance and payment bonds assuming the entire scope of work is awarded.	\$1,700.00
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Attachment C - Contractor's Proposal

RFP Supplement B – Proposal Requirements

7. PROPOSAL REQUIREMENTS

7.1 General Instructions

Before submitting a proposal, Contractor should carefully examine the entire RFP Packet and have a full understanding of the contents needed for a proposal. Submission of a response constitutes Contractor's understanding of the contents of this RFP.

Any erasures or corrections to this RFP packet or the Contractor's proposal must be initialed in ink by Contractor. The Agreement and Cost Proposal Tables in Attachment B must be typed into or filled out with pen and ink and be signed in longhand, in ink, by a principal authorized to make contracts.

7.2 Proposal Organization and Length:

Contractor's proposal and all supporting documentation should be organized and formatted to ensure the County receives only the most relevant information necessary to select a contractor.

In responding to proposal content requested in Section 8 below, please reference the number and the question before each response and respond in sequence of the questions asked.

8. PROPOSAL CONTENT

8.1 Company Information:

8.1.1 State the legal name under which Contractor carries out business, the year the company was established and the approximate size of the company in terms of total employees and annual revenues.

Allied Electric Inc.

Established in 1969

150 employees

\$ 40 million annual revenue

8.1.2 Identify the location of the office from which work described here will be managed and the year that office was established if other than above.

Same as above

8.1.3 Provide the contact information (name, title, telephone number and email) for Contractor representative submitting proposal.

Rob Kraus – Estimator

616-791-1164

rkraus@alliedelectricinc.com

8.1.4 Indicate whether any disciplinary action has been taken or is pending against Contractor by state regulatory bodies, professional organizations, or through legal action in the past five years. If no, so state. If yes, detail the circumstances and current status of such action.

None

8.2 Company Experience:

8.2.1 List three commercial clients in Michigan for whom your firm has installed similar generator equipment. Name the firm, agency or organization for whom the work was performed, briefly describe the scope of work and provide the name and telephone number or email of the individual who may be contacted as a reference.

Provided generator installation for the following clients:

1. *Granger Construction – Taylor Goldthwait
tgoldthwait@grangerconstruction.com*
2. *Lakeshore Construction – Gary Buren
gary@lakeshoreconstruction.net*
3. *Triangle Associates – Jack Wallen
jackw@triangle-inc.com*

8.3 Proposed Materials, Products and Equipment:

8.3.1 Describe the generator equipment your firm is proposing to install at each building including information on:

8.3.1.1 Brand and Model *Cummins C200N6B & Cummins C80NB*

8.3.1.2 Output kW *200KW & 80KW*

8.3.1.3 Manufacturer's Warranty Information

5-year comprehensive extended warranty included

8.3.1.4 Life expectancy for the system

With proper upkeep and maintenance, potential life expectancy is 20+ years

8.3.1.5 Include technical specifications sheet(s) / brochure(s)

See attachments

8.3.2 Describe the Automatic Transfer Switches your firm is proposing to install at each building including information on:

- 8.3.2.1 Brand and Model *Cummins OTEC*
- 8.3.2.2 Current Rating *125A & 400A (HSB) and 125A & 225A (CSB)*
- 8.3.2.3 Manufacturer's Warranty Information
5-year comprehensive extended warranty included
- 8.3.2.4 Life expectancy for the switch
With proper upkeep and maintenance, potential life expectancy is 20+ years
- 8.3.2.5 Include technical specifications sheet(s) / brochure(s)
See attachments

8.4 Scope of Work – Installation:

- 8.4.1 The County understands that there may currently be significant delays in procuring generator equipment. As of the time of bid, what is the expected lead time to procure the equipment (generator and transfer switch)?
Current estimated lead time for generators is 45 weeks from release date
- 8.4.2 Having inspected the Automatic Transfer Switches during the site visit, would your firm recommend:
 - ~~8.4.2.1 Re-connecting and re-using the existing ones because they are not materially deficient and should be able to continue serving their purpose for several years;~~
 - 8.4.2.2 Replacing the switch as part of this generator replacement project;
Due to the age of the transfer switches, and the fact that they are all obsolete models, our professional recommendation would be to replace the transfer switches as part of the current project. It would make more sense from a labor standpoint to replace all of the equipment at once and have a completely up to date system.
- 8.4.3 Provide the names of all firms (and office if multiple locations) that will be subcontracted to work on this project (if any) noting the type of work each will be performing and the approximate dollar amount that each will be receiving.
All State Crane and Rigging - \$2,000.00 (Removing and setting HBS Gen)
Andy Egan Mechanical - \$4,000.00 (Disconnecting and reconnecting gas lines)
- 8.4.4 Approximately how many days of on-site work are you anticipating it will take to replace the unit?
2 days for each generator
An additional 2 days for each building if new ATS's are needed
- 8.4.5 Do you expect a shutdown of power to the building will be needed during the installation of the generator or the ATS? If so, how long do you expect this shutdown to last?
Shutdown of the emergency power only.

*A couple of 4-hour shutdowns for the generator replacement
8 to 12-hour shutdowns for each ATS*

- 8.4.6 Confirm a representative from your firm will be on-site to accept delivery of the generator or will bring the generator with them on the day of installation and confirm that no special equipment or facilities are needed from the County to unload and load or move the new and existing generators.

An Allied Representative will be on site to receive and will not need any help from the county.

- 8.4.7 Confirm that you have reviewed the site logistics and accommodated those in your firm's bid paying particular note to:

8.4.7.1 The accessibility of the HSB generator which is located some distance and downhill from the nearest paved surface; and

Confirmed

8.4.7.2 The protective bollards surrounding the generator at the CSB to ensure the new generator will fit within the existing space.

Confirmed

- 8.4.8 Note any variances to the requested Scope of Work and requirements presented in Attachment A.

Please note that we have quoted a 200kw NG generator for the HSB site, in lieu of the 215kw rating that was called out. The data tag picture provided was for the alternator end, not the entire generator, and Cummins does not manufacture a 215kw node.

- 8.4.9 State your firm's labor warranty from initial system startup date (one year minimum).

One year

8.5 Contract Agreement and Costs:

- 8.5.1 Review and sign the Generator Replacement Services Agreement containing the County's standard terms and conditions.

- 8.5.2 Complete the Cost Tables in Attachment B.

- 8.5.3 Contractor may attach more detailed pricing information and additional items, services and costs for consideration.

All work is figured for normal business hours. Power shutdowns will only affect the emergency panels fed from the generators.

All existing wires from the generators to the ATS's and from the panels to ATS's are figured to remain and be extended within the piece of equipment as needed.



Spark-ignited generator set

45–100 kW Standby
EPA emissions



Description

Cummins® generator sets are fully integrated power generation systems providing optimum performance, reliability and versatility for stationary Standby applications.

Features

Gas engine - Rugged 4-cycle Cummins QSJ5.9G spark-ignited engine delivers reliable power. The electronic air/fuel ratio control provides optimum engine performance and fast response to load changes.

Alternator - Several alternator sizes offer selectable motor starting capability with low reactance 2/3 pitch windings, low waveform distortion with non-linear loads and fault clearing short-circuit capability.

Control system - The PowerCommand® 1.1 electronic control is standard equipment and provides total generator set system integration including automatic remote starting/stopping, precise frequency and voltage regulation, alarm and status message display, output metering, auto-shutdown at fault detection and NFPA 110 Level 1 compliance. The PowerCommand 2.3 control is also optional and is UL 508 Listed and provides AmpSentry™ protection.

Cooling system - Standard cooling package provides reliable running at up to 50 °C (122 °F) ambient temperature.

Enclosures - The aesthetically appealing enclosure incorporates special designs that deliver one of the quietest generators of its kind. Aluminium material plus durable powder coat paint provides the best anti-corrosion performance. The generator set enclosure has been evaluated to withstand 180 MPH wind loads in accordance with ASCE7 -10. The design has hinged doors to provide easy access for service and maintenance.

NFPA - The generator set accepts full rated load in a single step in accordance with NFPA 110 for Level 1 systems.

Warranty and service - Backed by a comprehensive warranty and worldwide distributor network.

Model	Natural gas		Propane		Data sheets
	Standby		Standby		
	kW	kVA	kW	kVA	
C45 N6	45	56	45	56	NAD-6093-EN
C50 N6	50	63	50	63	NAD-6094-EN
C60 N6	60	75	60	75	NAD-6095-EN
C70 N6	70	88	70	88	NAD-6096-EN
C80 N6	80	100	80	100	NAD-6097-EN
C100 N6	100	125	100	125	NAD-6098-EN

power.commins.com

Generator set specifications

Governor regulation class	ISO8528 Part 1 Class G3
Voltage regulation, no load to full load	± 1.0%
Random voltage variation	± 1.0%
Frequency regulation	Isochronous
Random frequency variation	± 0.25% @ 60 Hz
Radio frequency emissions compliance	Meets requirements of most industrial and commercial applications

Engine specifications

Design	Naturally aspirated or turbocharged (varies by generator set model)
Bore	102.1 mm (4.02 in.)
Stroke	119.9 mm (4.72 in.)
Displacement	5.9 liters (359 in ³)
Cylinder block	Cast iron, in-line 6 cylinder
Battery capacity	850 amps at ambient temperature of 0 °F to 32 °F (-18 °C to 0 °C)
Battery charging alternator	52 amps
Starting voltage	12 volt, negative ground
Lube oil filter type(s)	Spin-on with relief valve
Standard cooling system	50 °C (122 °F) ambient cooling system
Rated speed	1800 rpm

Alternator specifications

Design	Brushless, 4 pole, drip proof, revolving field
Stator	2/3 pitch
Rotor	Direct coupled, flexible disc
Insulation system	Class H per NEMA MG1-1.65
Standard temperature rise	120 °C (248 °F) Standby
Exciter type	Torque match (shunt) with PMG as option
Alternator cooling	Direct drive centrifugal blower
AC waveform Total Harmonic Distortion (THDV)	< 5% no load to full linear load, < 3% for any single harmonic
Telephone Influence Factor (TIF)	< 50 per NEMA MG1-22.43
Telephone Harmonic Factor (THF)	< 3%

Available voltages

1-phase	3-phase
• 120/240	• 120/208
• 120/240	• 277/480
• 347/600	• 127/220

Generator set options

Fuel system

- Single fuel - natural gas or propane vapor, field selectable
- Dual fuel – natural gas and propane vapor auto changeover
- Low fuel gas pressure warning

Engine

- Engine air cleaner
- Shut down – low oil pressure
- Extension – oil drain
- Engine oil heater

Alternator

- 120 °C temperature rise alternator
- 105 °C temperature rise alternator
- PMG
- Alternator heater, 120 V
- Reconnectable full 1 phase output alternator

Control

- AC output analog meters
- Stop switch – emergency
- Auxiliary output relays (2)
- Auxiliary configurable signal inputs (8) and relay outputs (8)

Electrical

- One, two or three circuit breaker configurations
- 80% rated circuit breakers
- 100% rated LSI circuit breakers
- Battery charger

Enclosure

- Sound Level 1 or Level 2 enclosure, sandstone or green color
- Weather protective enclosure with muffler installed, green color
- Winter protective enclosure, green color

Cooling system

- Shutdown – low coolant level
- Warning – low coolant level
- Extension – coolant drain
- Coolant heater options:
 - <4 °C (40 °F) – cold weather
 - <-17 °C (0 °F) – extreme cold

Exhaust system

- Exhaust connector NPT
- Exhaust muffler mounted

Generator set application

- Base barrier – elevated genset
- Battery rack, standard battery
- Battery rack, larger battery
- Radiator outlet duct adapter

Warranty

- Base warranty – 2 year/1000 hours, Standby
- 3 year Standby warranty options
- 5 year Standby warranty options

Generator set accessories

- Coolant heaters – 1000 W/1500 W
- Battery rack, standard/larger battery
- Battery heater kit
- Engine oil heater
- Remote control displays
- Auxiliary output relays (2)
- Auxiliary configurable signal inputs (8) and relay outputs (8)
- Annunciator – RS485
- Remote monitoring device – PowerCommand 500/550
- Battery charger – stand-alone, 12 V
- Circuit breakers
- Enclosure Sound Level 1 to Sound Level 2 upgrade kit
- Base barrier – elevated generator set
- Mufflers – industrial, residential or critical
- Alternator PMG
- Alternator heater

Control system PowerCommand 1.1



PowerCommand control is an integrated generator set control system providing voltage regulation, engine protection, operator interface and isochronous governing (optional). Major features include:

- Battery monitoring and testing features and smart starting control system.
- Standard PCCNet interface to devices such as remote annunciator for NFPA 110 applications.
- Control boards potted for environmental protection.
- Control suitable for operation in ambient temperatures from -40 °C to +70 °C (-40 °F to +158 °F) and altitudes to 5000 meters (13,000 feet).
- Prototype tested; UL, CSA, and CE compliant.
- InPower™ PC-based service tool available for detailed diagnostics.

Operator/display panel

- Manual off switch
- Alpha-numeric display with pushbutton access for viewing engine and alternator data and providing setup, controls and adjustments (English or international symbols)
- LED lamps indicating generator set running, not in auto, common warning, common shutdown, manual run mode and remote start
- Suitable for operation in ambient temperatures from -40 °C to +70 °C
- Bargraph display (optional)

AC protection

- Over current warning and shutdown
- Over and under voltage shutdown
- Over and under frequency shutdown
- Over excitation (loss of sensing) fault
- Field overload

Engine protection

- Overspeed shutdown
- Low oil pressure warning and shutdown
- High coolant temperature warning and shutdown
- Low coolant level warning or shutdown

- Low coolant temperature warning
- High, low and weak battery voltage warning
- Fail to start (overcrank) shutdown
- Fail to crank shutdown
- Redundant start disconnect
- Cranking lockout
- Sensor failure indication
- Low fuel level warning or shutdown

Alternator data

- Line-to-Line and Line-to-neutral AC volts
- 3-phase AC current
- Frequency
- Total kVa

Engine data

- DC voltage
- Lube oil pressure
- Coolant temperature
- Engine speed

Other data

- Generator set model data
- Start attempts, starts, running hours
- Fault history
- RS485 Modbus® interface
- Data logging and fault simulation (requires InPower service tool)

Digital governing (optional)

- Integrated digital electronic isochronous governor
- Temperature dynamic governing

Digital voltage regulation

- Integrated digital electronic voltage regulator
- 2-phase Line-to-Line sensing
- Configurable torque matching

Control functions

- Time delay start and cooldown
- Cycle cranking
- PCCNet interface
- (2) Configurable inputs
- (2) Configurable outputs
- Remote emergency stop
- Automatic Transfer Switch (ATS) control
- Generator set exercise, field adjustable

Options

- Auxiliary output relays (2)
- Remote annunciator with (3) configurable inputs and (4) configurable outputs
- PMG alternator excitation
- PowerCommand 500/550 for remote monitoring and alarm notification (accessory)
- Auxiliary, configurable signal inputs (8) and configurable relay outputs (8)
- Digital governing
- AC output analog meters (bargraph)
 - Color-coded graphical display of:
 - 3-phase AC voltage
 - 3-phase current
 - Frequency
 - kVa
- Remote operator panel
- PowerCommand 2.3 control with AmpSentry protection

Ratings definitions

Emergency Standby Power (ESP):

Applicable for supplying power to varying electrical load for the duration of power interruption of a reliable utility source. Emergency Standby Power (ESP) is in accordance with ISO 8528. Fuel Stop power in accordance with ISO 3046, AS 2789, DIN 6271 and BS 5514.

Limited-Time Running Power (LTP):

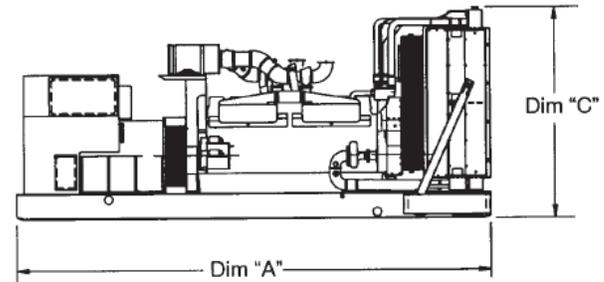
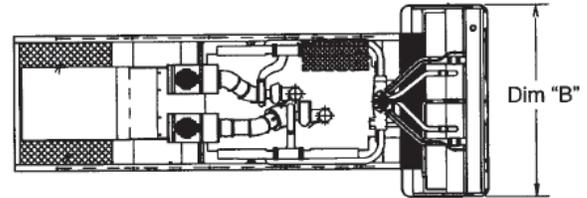
Applicable for supplying power to a constant electrical load for limited hours. Limited Time Running Power (LTP) is in accordance with ISO 8528.

Prime Power (PRP):

Applicable for supplying power to varying electrical load for unlimited hours. Prime Power (PRP) is in accordance with ISO 8528. Ten percent overload capability is available in accordance with ISO 3046, AS 2789, DIN 6271 and BS 5514.

Base Load (Continuous) Power (COP):

Applicable for supplying power continuously to a constant electrical load for unlimited hours. Continuous Power (COP) is in accordance with ISO 8528, ISO 3046, AS 2789, DIN 6271 and BS 5514.



This outline drawing is for reference only. See respective model data sheet for specific model outline drawing number.

Do not use for installation design

Model	Dim "A" mm (in.)	Dim "B" mm (in.)	Dim "C" mm (in.)	Set weight* kg (lbs.)
Open set				
C45 N6	2489 (98)	1016 (40)	1473 (58)	989 (2180)
C50 N6	2489 (98)	1016 (40)	1473 (58)	989 (2180)
C60 N6	2489 (98)	1016 (40)	1473 (58)	1103 (2431)
C70 N6	2489 (98)	1016 (40)	1473 (58)	1111 (2449)
C80 N6	2489 (98)	1016 (40)	1473 (58)	1173 (2587)
C100 N6	2489 (98)	1016 (40)	1473 (58)	1233 (2719)
Weather protective enclosure				
C45 N6	2489 (98)	1016 (40)	1473 (58)	1070 (2359)
C50 N6	2489 (98)	1016 (40)	1473 (58)	1070 (2359)
C60 N6	2489 (98)	1016 (40)	1473 (58)	1184 (2610)
C70 N6	2489 (98)	1016 (40)	1473 (58)	1192 (2628)
C80 N6	2489 (98)	1016 (40)	1473 (58)	1255 (2766)
C100 N6	2489 (98)	1016 (40)	1473 (58)	1315 (2898)
Sound attenuated enclosure Level 1				
C45 N6	3023 (119)	1016 (40)	1473 (58)	1114 (2455)
C50 N6	3023 (119)	1016 (40)	1473 (58)	1114 (2455)
C60 N6	3023 (119)	1016 (40)	1473 (58)	1227 (2706)
C70 N6	3023 (119)	1016 (40)	1473 (58)	1236 (2724)
C80 N6	3023 (119)	1016 (40)	1473 (58)	1298 (2862)
C100 N6	3023 (119)	1016 (40)	1473 (58)	1358 (2994)
Sound attenuated enclosure Level 2				
C45 N6	3454 (136)	1016 (40)	1473 (58)	1127 (2485)
C50 N6	3454 (136)	1016 (40)	1473 (58)	1127 (2485)
C60 N6	3454 (136)	1016 (40)	1473 (58)	1241 (2736)
C70 N6	3454 (136)	1016 (40)	1473 (58)	1249 (2754)
C80 N6	3454 (136)	1016 (40)	1473 (58)	1312 (2892)
C100 N6	3454 (136)	1016 (40)	1473 (58)	1372 (3024)
Winter protective enclosure				
C45 N6	3701 (146)	1016 (40)	1473 (58)	1152 (2535)
C50 N6	3701 (146)	1016 (40)	1473 (58)	1152 (2535)
C60 N6	3701 (146)	1016 (40)	1473 (58)	1266 (2786)
C70 N6	3701 (146)	1016 (40)	1473 (58)	1275 (2804)
C80 N6	3701 (146)	1016 (40)	1473 (58)	1337 (2942)
C100 N6	3701 (146)	1016 (40)	1473 (58)	1397 (3074)

* Weights above are average. Actual weight varies with product configuration.

Codes and standards

Codes or standards compliance may not be available with all model configurations – consult factory for availability.

	<p>The Prototype Test Support (PTS) program verifies the performance integrity of the generator set design. Cummins products bearing the PTS symbol meet the prototype test requirements of NFPA 110 for Level 1 systems.</p>		<p>The generator set is available Listed to UL 2200, Stationary Engine Generator Assemblies.</p>
<p>International Building Code</p>	<p>The generator set is certified to International Building Code (IBC) 2012.</p>		<p>All low voltage models are CSA certified to product class 4215-01.</p>
	<p>This generator set is designed in facilities certified to ISO 9001 and manufactured in facilities certified to ISO 9001 or ISO 9002.</p>	<p>U.S. EPA</p>	<p>Engine certified to U.S. EPA SI Stationary Emission Regulation 40 CFR, Part 60.</p>

Warning: Back feed to a utility system can cause electrocution and/or property damage. Do not connect to any building's electrical system except through an approved device or after building main switch is open.

For more information contact your local Cummins distributor or visit power.cummins.com

Our energy working for you.™



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Spark-Ignited Generator set

125, 150, 175, & 200 kW
Standby
EPA Emissions



Description

Cummins Power Generation generator sets are fully integrated power generation systems providing optimum performance, reliability and versatility for stationary standby applications.

Features

Gas engine - Rugged 6-cylinder Cummins QSJ8.9G spark-ignited engine delivers reliable power. The electronic air/fuel ratio control provides optimum engine performance and fast response to load changes.

Alternator - Several alternator sizes offer selectable motor starting capability with low reactance 2/3 pitch windings, low waveform distortion with non-linear loads and fault clearing short-circuit capability.

Control system - The PowerCommand® 2.3 electronic control is standard equipment and provides total generator set system integration including automatic remote starting/stopping, precise frequency and voltage regulation, alarm and status message display, output metering, auto-shutdown at fault detection and NFPA 110 Level 1 compliance.

Cooling system - Standard cooling package provides reliable running at up to 50 °C (122 °F) ambient temperature.

Enclosures - The aesthetically appealing enclosure incorporates special designs that deliver one of the quietest generators of its kind. Aluminum material plus durable powder coat paint provides the best anti-corrosion performance. The generator set enclosure has been evaluated to withstand 180 MPH wind loads in accordance with ASCE7-10. The design has hinged doors to provide easy access for service and maintenance.

NFPA - The generator set accepts full rated load in a single step in accordance with NFPA 110 for Level 1 systems.

Warranty and service - Backed by a comprehensive warranty and worldwide distributor and dealer network.

Model	Natural Gas		Data sheets
	Standby (60 Hz)		
	kW	kVA	60 Hz
C125N6	125	156	NAD-6303
C150N6	150	188	NAD-6304
C175N6B	175	218	NAD-6632
C200N6B	200	250	NAD-6633

Generator Set Specifications

Governor regulation class	ISO 8528 Part 1 Class G3
Voltage regulation, no load to full load	± 1.0%
Random voltage variation	± 1.0%
Frequency regulation	Isochronous
Random frequency variation	± 0.25% @ 60 Hz
Radio frequency emissions compliance	FCC code title 47 part 15 class B

Engine Specifications

Design	Turbocharged and Aftercooled
Bore	114.1 mm (4.49 in)
Stroke	144.5 mm (5.69 in)
Displacement	8.9 liters (543 in ³)
Cylinder block	Cast iron, in-line 6 cylinder
Battery capacity	850 amps standard, dual battery optional
Battery charging alternator	100 amps
Starting voltage	12-volt, negative ground
Lube oil filter type(s)	Spin-on
Standard cooling system	125 kW - 50 °C (122 °F) ambient cooling system 150 kW - 45 °C (113 °F) ambient cooling system 175 kW - 50° C (122° F) ambient cooling system 200 kW - 45° C (113° F) ambient cooling system
Rated speed	1800 rpm

Alternator Specifications

Design	Brushless, 4 pole, drip proof, revolving field
Stator	2/3 pitch
Rotor	Direct coupled, flexible disc
Insulation system	Class H per NEMA MG1-1.65
Standard temperature rise	120 °C (248 °F) standby
Exciter type	Torque match (shunt) with PMG as option
Alternator cooling	Direct drive centrifugal blower
AC waveform total harmonic distortion	< 5% no load to full linear load, < 3% for any single harmonic
Telephone influence factor (TIF)	< 50 per NEMA MG1-22.43
Telephone harmonic factor (THF)	< 3%

Available Voltages

1-phase	3-phase
• 120/240	• 120/208
• 120/240	• 277/480
• 277/480	• 347/600
• 347/600	• 127/220

Generator Set Options

Fuel system

- 125 and 150 kW:
 - Single fuel – natural gas or propane vapor, field selectable
 - Dual fuel – natural gas or propane vapor, auto changeover
- 175 and 200 kW:
 - Single fuel – natural gas
- Low fuel gas pressure warning

Engine

- Normal or Heavy-duty engine air cleaner
- Shut down – low oil pressure
- Extension – oil drain
- Engine oil heater

Electrical

- One, two or three circuit breaker configurations
- 80% rated circuit breakers
- 100% rated LSI circuit breakers

Control

- PC2.3 with AmpSentry
- PC3.3 with Paralleling option
- AC output analog meters
- Stop switch – emergency
- Auxiliary output relays (2)
- Auxiliary configurable signal inputs (8) and relay outputs (8)

Alternator

- 120 °C temperature rise alternator
- 105 °C temperature rise alternator
- PMG
- Alternator heater, 120V Reconnectable full 1 phase output alternator

Enclosure

- Aluminum enclosures with muffler installed – green color
 - Weather
 - Sound Level 1
 - Sound Level 2
 - Winter

Cooling system

- Shutdown – low coolant level
- Warning – low coolant level
- Extension – coolant drain
- Coolant heater options:
 - < 4 °C (40 °F) - Cold weather
 - < -17 °C (0 °F) - Extreme cold

Exhaust system

- Exhaust connector NPT
- Exhaust muffler mounted
- Generator set application**
 - Base barrier – elevated genset
 - Battery rack, single or dual battery
 - Radiator outlet duct adapter

Warranty

- Base warranty – 2 year / 1000 hours, standby
- 3-year standby warranty options
- 5-year standby warranty options

Generator Set Accessories

- Coolant heaters – 1500W / 2000W
- Battery rack, single or dual battery
- Battery heater kit
- Engine oil heater
- Remote control displays
- Auxiliary output relays (2)
- Auxiliary configurable signal inputs (8) and relay outputs (8)
- Annunciator – RS485
- Remote monitoring device – PowerCommand 500/550
- Battery charger – stand-alone, 12V
- Circuit breakers
- Enclosure Sound Level 1 to Sound Level 2 upgrade kit
- Base barrier – elevated generator set
- Mufflers – industrial, residential, or critical
- Alternator PMG
- Alternator heater

Control System PowerCommand 2.3



An integrated generator set control system providing voltage regulation, engine protection and operator interface.

Power Management - Provides battery monitoring and testing features and smart-starting control system.

InPower™ – PC-based service tool available for detailed diagnostics.

PCCNet RS485 - Network interface (standard) to devices such as remote annunciator for NFPA 110 applications.

Control boards - Potted for environmental protection.

Ambient operation - Suitable for operation in ambient temperatures from -40 °C to +70 °C and altitudes to 13,000 feet (5,000 meters).

AC Protection

- AmpSentry protective relay
- Over current warning and shutdown
- Over and under voltage shutdown
- Over and under frequency shutdown
- Over excitation (loss of sensing) fault
- Field overload
- Overload warning
- Reverse kW shutdown
- Reverse VAR shutdown
- Short circuit protection

Engine protection

- Overspeed shutdown
- Low oil pressure warning and shutdown
- High coolant temperature warning and shutdown
- Low coolant level warning or shutdown
- Low coolant temperature warning
- High, low and weak battery voltage warning
- Fail to start (overcrank) shutdown
- Fail to crank shutdown
- Redundant start disconnect
- Cranking lockout
- Sensor failure indication
- Low fuel level warning or shutdown
- Emergency stop
- Fuel-in-rupture-basin warning or shutdown

Operator/display panel

- Manual off switch
- 320 x 240 Pixels graphic LED backlight LCD with push button access for viewing engine and alternator data and providing setup, controls, and adjustments (English, Spanish, or French).
- LED lamps indicating genset running, not in auto, common warning, common shutdown, manual run mode and remote start
- Suitable for operation in ambient temperatures from -20 °C to +70 °C

Alternator data

- Line-to-line and Line-to-neutral AC volts
- 3-phase AC current
- Frequency
- Total kVa

Engine data

- DC voltage
- Lube oil pressure
- Coolant temperature
- Engine speed

Other data

- Generator set model data
- Start attempts, starts, running hours
- Fault history
- RS485 Modbus® interface
- Data logging and fault simulation (requires InPower service tool)

Digital governing (optional)

- Integrated digital electronic isochronous governor
- Temperature dynamic governing

Digital voltage regulation

- Integrated digital electronic voltage regulator
- 2-phase line-to-line sensing
- Configurable torque matching

Control functions

- Time delay start and cooldown
- Cycle cranking
- PCCNet interface
- (2) Configurable inputs
- (2) Configurable outputs
- Remote emergency stop
- Automatic transfer switch (ATS) control
- Generator set exercise, field adjustable

Options

- Auxiliary output relays (2)
- Remote annunciator with (3) configurable inputs and (4) configurable outputs
- PMG alternator excitation
- PowerCommand 500/550 for remote monitoring and alarm notification (accessory)
- Auxiliary, configurable signal inputs (8) and configurable relay outputs (8)
- Digital governing
- AC output analog meters (bargraph)
 - Color-coded graphical display of:
 - 3-phase AC voltage
 - 3-phase current
 - Frequency
 - kVa
- Remote operator panel

For further detail on PC 2.3, see document S-1569
For further detail on PC 3.3, see document S-1570

Ratings Definitions

Emergency standby power (ESP):

Applicable for supplying power to varying electrical load for the duration of power interruption of a reliable utility source. Emergency Standby Power (ESP) is in accordance with ISO 8528. Fuel Stop power in accordance with ISO 3046, AS 2789, DIN 6271 and BS 5514.

Limited-time running power (LTP):

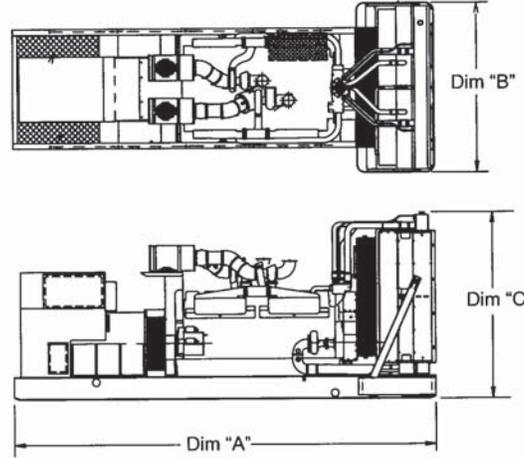
Applicable for supplying power to a constant electrical load for limited hours. Limited Time Running Power (LTP) is in accordance with ISO 8528.

Prime power (PRP):

Applicable for supplying power to varying electrical load for unlimited hours. Prime Power (PRP) is in accordance with ISO 8528. Ten percent overload capability is available in accordance with ISO 3046, AS 2789, DIN 6271 and BS 5514.

Base load (continuous) power (COP):

Applicable for supplying power continuously to a constant electrical load for unlimited hours. Continuous Power (COP) in accordance with ISO 8528, ISO 3046, AS 2789, DIN 6271 and BS 5514.



This outline drawing is for reference only. See respective model data sheet for specific model outline drawing number.

Do not use for installation design

Model	Dim "A" mm (in.)	Dim "B" mm (in.)	Dim "C" mm (in.)	Set Weight* wet kg (lbs.)
Open Set				
C125N6	2867 (113)	1016 (40)	1415 (56)	1580 (3483)
C150N6	2867 (113)	1016 (40)	1415 (56)	1580 (3483)
C175N6B	2867 (113)	1016 (40)	1478 (58)	1610 (3543)
C200N6B	2867 (113)	1016 (40)	1478 (58)	1698 (3735)
Weather Protective Enclosure				
C125N6	2867 (113)	1016 (40)	1836 (72)	1661 (3662)
C150N6	2867 (113)	1016 (40)	1836 (72)	1661 (3662)
C175N6B	2867 (113)	1016 (40)	1836 (72)	1691 (3728)
C200N6B	2867 (113)	1016 (40)	1836 (72)	1779 (3922)
Sound Attenuated Enclosure Level 1				
C125N6	3621 (143)	1016 (40)	1836 (72)	1776 (3915)
C150N6	3621 (143)	1016 (40)	1836 (72)	1776 (3915)
C175N6B	3621 (143)	1016 (40)	1836 (72)	1806 (3982)
C200N6B	3621 (143)	1016 (40)	1836 (72)	1894 (4176)
Sound Attenuated Enclosure Level 2				
C125N6	4061 (160)	1016 (40)	1836 (72)	1791 (3940)
C150N6	4061 (160)	1016 (40)	1836 (72)	1791 (3940)
C175N6B	4061 (160)	1016 (40)	1836 (72)	1821 (4015)
C200N6B	4061 (160)	1016 (40)	1836 (72)	1909 (4209)

* Weights above are average. Actual weight varies with product configuration

Codes and Standards

Codes or standards compliance may not be available with all model configurations – consult factory for availability.

 <p>The Prototype Test Support (PTS) program verifies the performance integrity of the generator set design. Cummins Power Generation products bearing the PTS symbol meet the prototype test requirements of NFPA 110 for Level 1 systems.</p>	 <p>This generator set is designed in facilities certified to ISO 9001 and manufactured in facilities certified to ISO 9001 or ISO 9002.</p>
<p>International Building Code</p> <p>The generator set is certified to International Building Code (IBC) 2012.</p>	 <p>The generator set is available Listed to UL 2200, Stationary Engine Generator Assemblies.</p>  <p>All low voltage models are CSA certified to product class 4215-01.</p> <p>U.S. EPA</p> <p>Engine certified to U.S. EPA SI Stationary Emission Regulation 40 CFR, Part 60.</p>

Warning: Back feed to a utility system can cause electrocution and/or property damage. Do not connect to any building's electrical system except through an approved device or after building main switch is open.

POWERCOMMAND®

OTEC TRANSFER SWITCH

POWERCOMMAND® 40 CONTROL | OPEN TRANSITION | 40 A-1200 A

AUTOMATIC TRANSFER SWITCH

DESCRIPTION

The OTEC series transfer switch provides the basic features typically required for primary source and generator set monitoring, generator set starting and IS-1271 load transfer functions for emergency standby power applications. They are suitable for use in emergency, legally required, and optional standby circuits in commercial and light industrial applications. The OTEC transfer switch features the new PowerCommand® 40 control with a comprehensive feature list to suit a wide variety of ATS applications.

FEATURES

PowerCommand® 40-01 control – A fully featured microprocessor-based control with LCD digital display and tactile-feel soft-switches for easy operation and screen navigation. Control highlights include Modbus communication, front panel PC software configuration. Advanced features include, three phase sensing on both sources, manual restore to S1, synch check, and event logging capability. Please see the S-6560 PowerCommand® 40-01 control specification sheet for the full description, benefits and features.

Programmed transition – Open transition timing can be adjusted to completely disconnect the load from both sources for a programmed time period, as recommended by NEMA MG-1 for transfer of inductive loads.

Advanced transfer switch mechanism – Unique bi-directional linear actuator provides virtually frictionless constant force, straight-line transfer switch action during automatic operation.

Positive interlocking – Mechanical and electrical interlocking prevent source-to-source connection through the power or control wiring.

Main contacts – Heavy-duty silver alloy contacts used with multi-leaf arc chutes are rated for motor loads or total system load transfer. They require no routine contact maintenance. Continuous load current not to exceed 100% of switch rating and tungsten loads not to exceed 30% of switch rating.

Ease of service and access – Single-plug harness connection and compatible terminal markings simplify servicing. Access space is ample. Door-mounted controls are field-programmable; no special tools are required.

Complete product line – Cummins is a single source supplier with a wide range of equipment, accessories and services to suit virtually any backup power application.

Warranty and service – Products are backed by a comprehensive warranty and a worldwide network of distributors with factory-trained service technicians.



TRANSFER SWITCH MECHANISM

- Transfer switch mechanism is electrically operated and mechanically held in the Source 1 and Source 2 positions. The transfer switch incorporates electrical and mechanical interlocks to prevent inadvertent interconnection of the sources.
- Independent break-before-make action is used for both 3-pole and 4-pole simultaneously switched neutral. This design allows use of sync check operation when required, or control of the operating speed of the transfer switch for proper transfer of motor and rectifier-based loads (programmed transition feature).
- True 4-pole switching allows for proper ground (earth) fault sensing and consistent, reliable operation for the life of the transfer switch. The neutral poles of the transfer switch have the same ratings as the phase poles and are operated by a common crossbar mechanism, eliminating the possibility of incorrect neutral operation at any point in the operating cycle, or due to failure of a neutral operator.
- Electrical interlocks prevent simultaneous closing signals to normal and emergency contacts and interconnection of normal and emergency sources through the control wiring.
- High pressure silver alloy contacts resist burning and pitting. Separate arcing surfaces further protect the main contacts. Contact wear is reduced by multiple leaf arc chutes that cool and quench the arcs. Barriers separate the phases to prevent interphase flashover. A transparent protective cover allows visual inspection while inhibiting inadvertent contact with energized components.
- Switch mechanism, including contact assemblies, is UL 1008 certified to verify suitability for applications requiring high endurance switching capability for the life of the transfer switch. Withstand and closing ratings are validated using the same set of contacts, further demonstrating the robust nature of the design.



SPECIFICATIONS

Voltage rating	Up to 600 V AC, 50 or 60 Hz.
Arc interruption	Multiple leaf arc chutes provide dependable arc interruption.
Neutral bar	A full current-rated neutral bar with lugs is standard on enclosed 3-pole transfer switches.
Auxiliary contacts	Two isolated contacts (one for each source) indicating switch position are provided for customer use. Contacts are normally open, and close to indicate connection to the source. Wired to terminal block for easy access. Rated at 10 A Continuous and 250 V AC maximum.
Operating temperature	-22 °F (-30 °C) to 140 °F (60 °C)
Storage temperature	-40 °F (-40 °C) to 140 °F (60 °C)
Humidity	Up to 95 % relative, non-condensing
Altitude	Up to 10,000 ft (3,000 m) without derating
Surge withstand ratings	Voltage surge performance and testing in compliance with the requirements of IEEE C62.41 (Category B3) and IEEE C62.45.
Total transfer time (source-to-source)	Will not exceed 6 cycles at 60 Hz with normal voltage applied to the actuator and without programmed transition enabled.
Manual operation*	Transfer switch mechanisms are equipped with means to manually transfer. All sources must be de-energized before manual operation is attempted.

*See Operator Manual for further details.

TRANSITION MODES

Open delayed transition – In this transition mode the time required for the transfer switch to transfer between sources is adjustable so that the load-generated voltages decay to a safe level before connecting to an energized source. Recommended by NEMA MG-1 to prevent nuisance tripping breakers and load damage. Adjustable 0.5 secs-10 minutes, and default 0.5 seconds.

Open in-phase translation – Initiates open transition transfer when in-phase monitor senses both sources are in phase (voltage, phase and frequency). Operates in a break-before-make sequence. Includes ability to enable programmed transition as a backup. The module waits indefinitely for synchronization unless the 'Return to programmed transition' function is active in which case after 2 minutes it performs a programmed delayed transfer.

UL 1008 WITHSTAND AND CLOSING RATINGS (WCR)

The transfer switches listed below must be protected by circuit breakers or fuses. Referenced drawings include detailed listings of specific breakers or fuse types that must be used with the respective transfer switches. Consult with your distributor/dealer to obtain the necessary drawings. Withstand and Closing Ratings (WCR) are stated in symmetrical RMS amperes.

BREAKER PROTECTION								
		MOLDED CASE CIRCUIT BREAKER (MCCB) PROTECTION				SPECIAL CIRCUIT BREAKER PROTECTION		
Frame	Amperage rating (A)	With specific manufacturers MCCB (kA at 480V)	With specific manufacturers MCCB (kA at 600V)	Max MCCB ratings (A)	Drawing reference	With specific Current limiting breakers (kA at 600V)	Max. Current limiting breakers CLB rating (A)	Drawing reference
A	40, 70, 125 (3-pole only)	14	14	225	A050J441	200	225	A048J566
	40, 70, 125 (4-pole only)	30	30	400	A048E949	200	400	A051D533
B	150, 225, 260	30	30	400	A048E949	200	400	A051D533
C	300, 400, 600	65	65	1200	A056M829	200	1200	A048J564
D	800, 1000	65	50	1400	A056M821	200	1400	A048J562
E	1200	85	65	1600	A056M825	200	1600	A048P186

FUSE PROTECTION

Frame	Amperage rating (A)	WCR with current limiting fuses (kA)	Fuse size and type	Drawing reference
A	40, 70, 125 (3 and 4-pole)	200	200 A, Class: J, RK1, RK5, T	A050J441
B	150, 225, 260	200	1200 A Class L or T, or 600A class J, RK1, RK5	A048E949
C	300, 400, 600	200	1200 A Class L or T, or 600A class J, RK1, RK5	A056M829
D	800, 1000	200	2000 A Class L or 1200 A Class T or 600 A Class J, RK1, RK5	A056M821
E	1200	200	2000 A Class L or 1200 A Class T or 600 A Class J, RK1, RK5	A056M825

*All WCR values are at 600 V

TIME BASED RATINGS: 0.05S (3-CYCLES AT 60 HZ)

Frame	Amperage rating (A)	WCR (kA at Vmax and below)	Max. MCCB rating (A)	Drawing reference
C	300, 400, 600	25 at 600 V	1200	A056M829
D	800, 1000	35 at 600 V	1400	A056M821
E	1200	42 at 600 V	1600	A056M825

TRANSFER SWITCH LUG CAPACITIES

Frame	Amperage rating (A)	Cables per phase	Size
A	40, 70, 125 3-pole	1	#12 AWG-2/0
	40 4-pole	1	#12 AWG-2/0
	70, 125 4-pole	1	#6 AWG – 300MCM
B	150, 225	1	#6 AWG – 300MCM
	260	1	#6 AWG – 400MCM
C	300, 400	2	1 cable of 3/0 to 600MCM OR 2 cables 3/0 to 250MCM
	600	2	250 – 500 MCM
D	800, 1000	4	250 – 500 MCM
E	1200	4	#2 AWG to 600 MCM standard (feature N045) 1/0 to 750 MCM optional (feature N066) Compression Lug Adapter optional (feature N032)

*All lugs 90°C rated and accept copper or aluminum wire unless indicated otherwise.
Refer to the latest NFPA 70 Article 310 - Conductors for general wiring for the ampacity calculations.

ENCLOSURE

The transfer switch and control are wall-mounted in a key-locking enclosure. Wire bend space complies with 2017 NEC.

DIMENSIONS – TRANSFER SWITCH IN UL TYPE 1 ENCLOSURE

Frame	Amperage rating (A)	Height		Width		Depth		Weight	
		in	mm	in	mm	in	mm	lb	kg
A	40, 70, 125 3-pole	27	686	20.5	521	12	305	82	37
	40, 70, 125 4-pole	35.5	902	26	660	16	406	165	75
B	150, 225	35.5	902	26	660	16	406	165	75
	260	43.5	1105	28.5	724	16	406	170	77
C	300, 400, 600	54	1372	25.5	648	18	457	225	102
D	800, 1000	68	1727	30	762	19.5	495	360	163
E	1200	90	2286	39	991	27	698	730	331

DIMENSIONS – TRANSFER SWITCH IN UL TYPE 3R, 4, 4X, OR 12 ENCLOSURE

Frame	Amperage rating (A)	Height		Width		Depth		Weight		Cabinet Type
		in	mm	in	mm	in	mm	lb	kg	
A	40, 70, 125 3-pole	34	864	26.5	673	12.5	318	125	57	3R, 12, 4
		46	1168	32	813	16	406	255	116	4X
	40, 70, 125 4-pole	42.5	1080	30.5	775	16	406	215	98	3R, 12, 4
		46	1168	32	813	16	406	255	116	4X
B	150, 225	42.5	1080	30.5	775	16	406	215	98	3R, 12, 4
		46	1168	32	813	16	406	255	116	4X
	260	46	1168	32	813	16	406	255	116	3R, 12, 4, 4X
C	300, 400, 600	59	1499	27.5	699	16.5	419	275	125	3R, 12, 4
		73.5	1867	32.5	826	19.5	495	410	186	4X
D	800, 1000	73.5	1867	32.5	826	19.5	495	410	186	3R, 12, 4, 4X
E	1200	90	2286	39	991	27	698	730	331	3R, 12, 4, 4X

ENCLOSURE ACCESS FOR CABLE INSTALLATION AND MAINTENANCE

All frames allow for top, side, and bottom cable entry. NEC Requires Minimum 36" Front Access. Additional front clearance is needed to remove the mechanism. Refer to the outline drawing.

OTEC DRAWING PART NUMBERS						
		Outline Drawing				
Frame	Amperage rating (A)	Type 1	Type 3R & 12	Type 4	Type 4X	Open construction
A	40, 70, 125 3-pole	0310-0544	0310-0453	0310-0445	0500-4184	A065S429
	40, 70, 125 (4-pole)	0500-4896			0500-4896	
B	150, 225	0310-0414	0310-0454	0310-0446	0500-4184	
	260	0310-0540	0310-0455	0310-0447	0500-4184	
C	300, 400, 600	0310-1307	0310-1315	0310-1316	0500-4185	
D	800, 1000	0310-0417	0310-0457	0310-0449	0500-4185	
E	1200	A065S431		A065S432		A065S430

WIRING DIAGRAM PART NUMBERS						
		Wiring Diagram				
Frame	Amperage rating (A)	Utility to Genset (120 – 480 V)	Utility to Genset (600 V)	Interconnection	Utility to Genset, Open Construction (120 – 480 V)	Utility to Genset, Open Construction (600 V)
A	40, 70, 125 3-pole	A065K034	A065H782	A065H780	A065H783	A065H784
	40, 70, 125 (4-pole)					
B	150, 225					
	260					
C	300, 400, 600					
D	800, 1000	A065H781				
E	1200					

SUBMITTAL DETAIL

Model

- 40, 70, 125 A, (3- and 4-pole)
- 150, 225, 260 A
- 300, 400, 600 A
- 800, 1000 A
- 1200 A

Poles

- A028 Poles – 3 (solid neutral)
- A029 Poles – 4 (switched neutral)

Application

- A035 Utility-to-genset

Frequency

- A044 60 Hz
- A045 50 Hz

Phase

- A041 single phase, 2-wire or 3-wire
- A042 three phase, 3-wire or 4-wire

Voltage ratings

- R020 120V
- R038 190V
- R021 208V
- R022 220V
- R023 240V
- R024 380V
- R025 416V
- R035 440 V
- R026 480 V
- R027 600 V

Enclosure

- B001 Type 1: Indoor use, provides some protection against dirt (similar to IEC type IP30)
- B002 Type 3R: Intended for outdoor use, provides some protection from dirt, rain and snow (similar to IEC type IP34)
- B003 Type 4: Indoor or outdoor use, provides some protection from wind-blown dust and water spray (similar to IEC type IP65)

- B004 open construction: no enclosure - includes automatic transfer switch and controls
- B010 Type 12: Indoor use, some protection from dust (similar to IEC type IP61).
- B025 Type 4X: Stainless steel, indoor or outdoor use, provides some protection from corrosion (similar to IEC Type IP65).

Standards

- A046 UL 1008/CSA certification
- A080 IBC seismic certification

Control voltage

- M033 12V, Genset starting voltage
- M034 24V, Genset starting voltage

Control options

- M032 Elevator signal relay
- M081 MODBUS RS485 Communication module

Auxiliary relays

- Relays are UL Listed, and factory installed. All relays provide (2) normally closed isolated contacts rated 10A @ 600 VAC. Relay terminals accept (1) 18 gauge to (2) 12-gauge wires per terminal.
- L101 24 VDC coil - installed, not wired (for customer use).
- L102 24 VDC coil - emergency position – relay energized when switch is in source 2 (emergency) position.
- L103 24 VDC coil - normal position - relay energized when switch is in source 1 (normal) position
- L201 12 VDC coil installed, not wired (for customer use)
- L202 12 VDC coil - emergency position – relay energized when switch is in source 2 (emergency) position
- L203 12 VDC coil - normal position - relay energized when switch is in source 1 (normal) position

Optional Cable Lugs

- N032 Lug adapters, compression, ½ stab (1200A only)
- N045 Cable lugs, mechanical, 600 MCM, 4 per pole (1200A only)
- N066 Cable lugs, mechanical, 750 MCM, 4 per pole (1200A only)

Miscellaneous

- C027 Cover - guard
- M003 Terminal block - 30 points (not wired)

Warranty

- G004 2-years, comprehensive
- G007 5-years, comprehensive
- G014 3-years, comprehensive
- G015 10-years, comprehensive

Shipping

- A051 Packing - export box (800 – 1000 A)

Request for quotation (RFQ)

- Z555 Nonconfigurable spec [ETO]

Accessories

- AC-170 Accessories specification sheet

CODES AND STANDARDS

	<p>All switches are UL 1008 Listed with UL 50E Type Rated cabinets and UL Listed CU-AL terminals.</p>	<p>NEC®</p>	<p>Suitable for use in emergency, legally required and Standby and Critical Operations Power Systems (COPS) applications per NEC 700, 701, 702 and 708.</p>
	<p>All switches comply with NEMA ICS 10.</p>	<p>ISO®</p>	<p>All switches are designed and manufactured in facilities certified to ISO 9001.</p>
	<p>All switches are certified to CSA C22.2 No. 178.1 switching of electrical energy in emergency or other systems, up to 600 VAC and 4 kA.</p>	<p>IBC®</p>	<p>All switches are certified to IBC 2018.</p>
	<p>All switches comply with IEEE 446 Recommended Practice for Emergency and Standby Power Systems.</p>	<p>EMC</p>	<p>Display controllers meet the following Electromagnetic Compatibility (EMC) standards:</p> <ul style="list-style-type: none"> ▪ EN 61000-6-2 Generic Immunity Standard for the Industrial Environment. ▪ EN 61000-6-4 Generic Emission Standard for the Industrial Environment.
	<p>All switches comply with NFPA 70, 99 and 110 (Level 1).</p>		

For more information, please contact your local Cummins distributor or visit cummins.com

Our energy working for you.™

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S-6556 PD00000752 Rev. 8/22

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

BOARD OF COMMISSIONERS OF THE COUNTY OF ALLEGAN

PARKS & RECREATION - AWARD DUMONT LAKE PARK UTILITY POLE RELOCATION BID

WHEREAS, the Allegan County Board of Commissioners (Board) appropriated \$10,000 for a 2023 capital project to relocate a utility pole at Dumont Lake Park; and

WHEREAS, a request for proposal was released to solicit competitive bids; and

WHEREAS, the recommended bid for the award exceeds the \$10,000 budgeted amount.

THEREFORE, BE IT RESOLVED that the Board awards the Dumont Lake Utility Pole Relocation Project to Excel Electronic Inc., 3115 Dixie SW, Grandville, MI 49418, for an amount of \$14,550; and

BE IT FURTHER RESOLVED the Board authorizes an additional appropriation from the #401 Capital Improvement (Parks) Fund in the amount of \$4,550 to complete this project; and

BE IT FINALLY RESOLVED that the County Administrator is authorized to make the necessary budget adjustments, and any necessary documents to complete this action are authorized to be signed.

REQUEST FOR ACTION - PROCUREMENT OF GOODS AND/OR SERVICES

RFA #: 226-179 RFA Date: 5/11/2023 RFA Submitted By: Kristin VanAtter

PROJECT/SERVICE: Dumont Lake Park Utility Pole Relocation Services
Project/Service: To relocate a utility pole at Dumont Lake County Park as part of capital project #1010-
Description: 23
Project/Contract #: 1010-23 Contact Name: Brandy Gildea
Department: Parks & Recreation Contact Info: bgildea@allegancounty.org

PROCUREMENT METHOD: Public Solicitation / RFP
9 Firms invited to bid and bidding opportunity posted to County Website. 2 Bids Received

CONTRACT AWARD: \$14,550.00
Parties - County and: Excel Electric
Contract Duration: Until scope of work completion
Evaluation Team: Brandy Gildea, Valdis Kalnins
References Checked: No - Current or previous vendor with satisfactory performance Debarred: No

BUDGETARY ACTION NEEDED: BOC - Budget Adjustment or Additional Appropriation Needed
Amount: \$ 4,550 Source: #401 CIP From Account: 401-751.751-974.000
Amount: \$ 4,550 Source: #401 CIP To Account: 401-751.090-974.000

FUNDING SOURCE: Captial Improvements - Parks
\$ 10,000.00 Approved Appropriation
\$ 4,550.00 Additional Appropriation Requested through this RFA
\$ 14,550.00 Total Funding available if this RFA is approved
\$ - Expenditures to Date
\$ - Committed Funds
\$ 14,550.00 Award Amount

\$ - Funds Remaining

NEW CONTRACT SUMMARY: Standard County Agreement - No modifications or additional terms

BID PRESENTATION FOR PROJECT #: 1010-23
Project Name: Dumont Lake Utility Pole Relocation
Service Area: Parks & Recreation
Award Recommendation: Excel Electric Inc
Award Criteria: Lowest bidder with satisfactory past performance

Date: 5/11/2023

Advertised: County website and invitations to bid

of Firms Invited to Bid: 9

of Bids Received: 2

VENDOR TABLE	Vendor 1	Vendor 2
Company Name	Excel Electric Inc	CT Electrical Services Inc
Company Address1	3115 Dixie SW	2535 Saidla Rd
City, State, Zip	Grandville, MI 49418	Kalamazoo, MI 49001
Main Contact Name	Ed Tripp	Chris Balkema
Main Contact Title	Estimator	President
Main Contact Email	EdT@excelelectricinc.com	bbalkema@c-telectric.com
Main Contact Tel#		
Main Contact Cell#		

COST TABLE		
Replacement Utility Pole Cost	\$ 1,200.00	\$ 980.00
Replacement Light Fixture	\$ 500.00	\$ 97.00
All other Materials/supplies	\$ 5,725.00	\$ 4,600.00
Total Labor	\$ 7,125.00	\$ 8,723.00
All Other Costs		\$ 1,750.00
TOTAL PROJECT COSTS	\$ 14,550.00	\$ 16,150.00

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 - APPROVE DRUG IDENTIFICATION DEVICE PURCHASE

WHEREAS, the Sheriff's Department is requesting approval to purchase a drug identification device which includes a 5-year warranty, 24/7 technical support, lifetime software updates and test sticks, and solution vials using funds from the drug forfeiture fund for an amount of \$37,191.30.

THEREFORE BE IT RESOLVED that the Board hereby authorizes a fund balance transfer of \$38,000 from the drug forfeiture fund to cover the purchase of a drug identification device; and

BE IT FURTHER RESOLVED, the County Administrator is authorized to negotiate and sign the contracts and complete the necessary budget adjustments to complete this action.

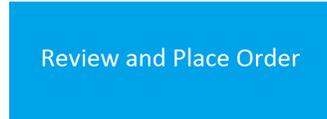
Sales Quotation

*Quote Nbr	Creation Date	Due Date	Page
3130-7888-07	05/10/2023	07/01/2023	1 of 3
Payment Terms		Delivery Terms	
NET 30 DAYS		DEST	
Valid To		Prepared By	
09/07/2023		POLLUM, DENISE	
Customer Reference		Sales Representative	
TRUNARC		REGINA BAKER	
To place an order	Ph: 800-766-7000	Fx: 800-926-1166	
Submitted To:		Customer Account: 916585-003	
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Nbr	Qty	UN	Catalog Number	Description	Unit Price	Extended Price
1	1	EA	18001100	TN UNLMTD 1 YR-WRTY TRAIN	29,408.48	29,408.48
				Thermo Scientific TruNarc Handheld Narcotics Analyzer, Includes: 1 Year Warranty, Handheld Raman Spectrometer, Battery Type: Rechargeable internal 3.7 V battery pack (10 hr.); DC wall adapter, 5 V DC, 1.5 A; optional car charger, Data Export Formats: CSV, Excel spreadsheet, SPC file, PDF, SCN, SCZ Vendor Catalog # 800-01041-01 Hazardous Material This item is being sold as 1 per each Original Catalog Number 8000104101 COMMENTS: NASPO CONTRACT MA16000234-1 MI CONTRACT 200000001949		
2	1	EA	18001102	TN UNLMTD 2 YR-WRTY TRAIN	30,546.88	30,546.88
				Thermo Scientific TruNarc Handheld Narcotics Analyzer, Includes: 2 Year Warranty, Handheld Raman Spectrometer, Battery Type: Rechargeable internal 3.7 V battery pack (10 hr.); DC wall adapter, 5 V DC, 1.5 A; optional car charger, Data Export Formats: CSV, Excel spreadsheet, SPC file, PDF, SCN, SCZ Vendor Catalog # 800-01042-01 Hazardous Material This item is being sold as 1 per each Original Catalog Number 8000104201 COMMENTS: NASPO CONTRACT MA16000234-1 MI CONTRACT 200000001949		

Sales Quotation



Quote Nbr	Customer Reference	Page
3130-7888-07	TRUNARC	2 of 3

Nbr	Qty	UN	Catalog Number	Description	Unit Price	Extended Price
3	1	EA	18001105	TN UNLMTD 3 YR-WRTY TRAIN  Thermo Scientific TruNarc Handheld Narcotics Analyzer, Includes: 3 Year Warranty, Handheld Raman Spectrometer, Battery Type: Rechargeable internal 3.7 V battery pack (10 hr.); DC wall adapter, 5 V DC, 1.5 A; optional car charger, Data Export Formats: CSV, Excel spreadsheet, SPC file, PDF, SCN, SCZ Vendor Catalog # 800-01043-01 Hazardous Material This item is being sold as 1 per each Original Catalog Number 8000104301 COMMENTS: NASPO CONTRACT MA16000234-1 MI CONTRACT 200000001949	33,108.26	33,108.26
4	1	EA	17720425	TRUNARC UNLMD WRNTY4YR TRAIN12  Thermo Scientific TruNarc Handheld Narcotics Analyzer, Includes: 4 Year Warranty, Handheld Raman Spectrometer, Battery Type: Rechargeable internal 3.7 V battery pack (10 hr.); DC wall adapter, 5 V DC, 1.5 A; optional car charger, Data Export Formats: CSV, Excel spreadsheet, SPC file, PDF, SCN, SCZ Vendor Catalog # 800-01044-01 Hazardous Material This item is being sold as 1 per each Original Catalog Number 8000104401 COMMENTS: NASPO CONTRACT MA16000234-1 MI CONTRACT 200000001949	34,341.52	34,341.52
5	1	EA	17720429	TRUNARC UNLMD WRNTY5YR TRAIN12  Thermo Scientific TruNarc Handheld Narcotics Analyzer, Includes: 5 Year Warranty, Handheld Raman Spectrometer, Battery Type: Rechargeable internal 3.7 V battery pack (10 hr.); DC wall adapter, 5 V DC, 1.5 A; optional car charger, Data Export Formats: CSV, Excel spreadsheet, SPC file, PDF, SCN, SCZ Vendor Catalog # 800-01045-01 Hazardous Material This item is being sold as 1 per each Original Catalog Number 8000104501 COMMENTS: NASPO CONTRACT MA16000234-1 MI CONTRACT 200000001949	36,523.44	36,523.44
6	1	EA	17720422	TRUNARC SOL KIT TYPE H-100  Thermo Scientific TruNarc Solution Kit (Type H), For Use With: TruNarc Handheld Narcotics Analyzer, Includes: 100 Test Sticks and 100 Solution Vials with Ethanol, Languages: English Vendor Catalog # 810-01462-01 Hazardous Material	667.86	667.86

Sales Quotation



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Quote Nbr	Customer Reference	Page
3130-7888-07	TRUNARC	3 of 3

Nbr	Qty	UN	Catalog Number	Description	Unit Price	Extended Price
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This item is being sold as 1 per each
Original Catalog Number 8100146201
COMMENTS: NASPO CONTRACT MA16000234-1 MI CONTRACT 200000001949

MERCHANDISE TOTAL 164,596.44

Shipping and handling fees are calculated at the time of shipment

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thermo scientific



Narcotics, synthetics and cutting agent identification

Thermo Scientific TruNarc handheld narcotics analyzer

Field-based presumptive narcotics, precursor and cutting agent testing

System overview

The Thermo Scientific™ TruNarc™ Analyzer rapidly identifies drugs and can reduce the backlog of cases at crime labs while decreasing costs. This leads to quicker case resolution and helps drug offenders access treatment faster.

The TruNarc handheld narcotics analyzer offers:

- Tests for almost 500 substances, including narcotics, stimulants, depressants, hallucinogens and analgesics
- Library regularly updated to include emerging drug threats
- Requires no direct contact with most substances
- Delivers clear, real-time results for presumptive evidence
- Provides automated, tamper-proof records with scan results, including time-and-date stamps to help expedite prosecution

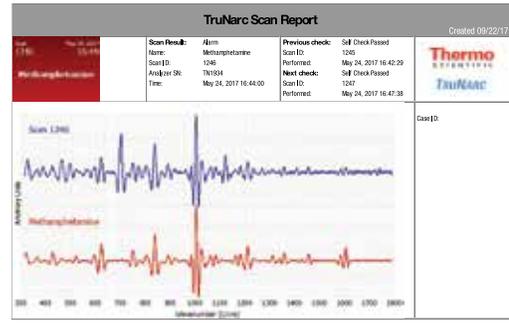
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Helping law enforcement stay ahead of the curve: safe, precise narcotics identification

A more accurate and reliable presumptive test and limits direct contact

Technology in the field, including the tried and true Thermo Scientific TruNarc, is helping law enforcement officials stay safer and increasing their situational awareness when encountering both old and new narcotics.





TruNarc: efficient, economical, safe

Agencies across the United States who deploy TruNarc are seeing immediate benefits:

- Even little known substances can be identified almost instantly in the field
- The need for Law Enforcement Officers to handle potentially lethal narcotics is greatly reduced
- Valuable lab time is freed up for higher priority cases
- Reduced demand for lab testing delivers significant cost savings

TruNarc success stories

Quincy PD, Massachusetts: Littleknown drugs identified quickly

- TruNarc immediately identified an unknown sample as Alpha-PVP (“Flakka”) a synthetic cathinone
- Official state-wide alert about new drug issued next day

Etowah County, Alabama: Reduced court wait times

- *“We’re definitely seeing a benefit because of TruNarc. We’re able to take cases to the grand jury where before we didn’t have a toxicology report. Now, a defendant doesn’t have to wait for his day in court. It’s been a godsend.”*

– Etowah County

Charles County, Maryland: Improved protection for Law Enforcement Officers

- Using TruNarc, officers quickly identified fentanyl (a potent opioid absorbed by touch, potentially causing overdose or death) in heroin seizure.
- *“The safety of our officers is one of our top priorities, and this technology will allow us to safely identify controlled dangerous substances quickly and accurately without having to wait on lab results.”*

– Charles County





TruNarc helps keep officers safe

Saves time and money

The use of illicit narcotics and opioids continues to skyrocket. Emerging lethal drugs like fentanyl and carfentanil threaten public safety.

To save lives and protect law enforcement officers, banned substances need to be identified quickly, safely and accurately.





TruNarc: A more accurate and reliable presumptive test

Specifications	Description
Weight	1.25 lb (.570 kg)
Size	6.4 x 4.1 x 2.0 in. (16.26 x 10.41 x 5.10 cm)
Library	Controlled substances, cutting agents and precursors
Configurations	Unlimited or Pay-Per-Scan
Data export formats	CSV, SPC, PDF, SCZ, SCN
Battery	Rechargeable internal 3.7V battery pack (10 hrs.); DC wall adapter, 5V DC, 1.5A; optional car charger
Operating temperature	14° F to 122° F (-10° C to +50° C)
Language configurations	English, Arabic, Chinese, Czech, Dutch, French, Japanese, Polish, Russian, Spanish
Computer administration	TruNarc Admin software connected via microUSB to USB
Reachback support	Spectral analysis by staff chemists available
Validation	Third party test results available on request



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**County of Allegan
Budget Adjustment**

Date	Fund	Activity	Account	Description	Increase	Decrease
5/11/23	265	301.000	977.000	Machinery and Equipment	37,200	
Total					37,200	-

Explanation	Budget Adjustment for Drug Forfeiture Fund Equipment Exp

Prepared By:	Autumn Morgan	5/23/2023	Approval
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