

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 – FACILITY MASTER PLANNING SERVICES

WHEREAS, the County desires to update its overall Facility Master Plan to determine future space needs and building maintenance costs; and

WHEREAS, funds have not been appropriated for this service and a contract award would require a mid-year appropriation of funds; and

WHEREAS, available capital funds remain in the Courthouse Air Handler Replacement Project, which will be completed under budget.

THEREFORE BE IT RESOLVED that the Board of Commissioners (Board) authorizes the budgetary reallocation of \$80,000 within the Public Improvement Fund (Fund #401) for this Facility Master Planning Project; and

BE IT FURTHER RESOLVED that the County Administrator is authorized to negotiate a final contract with Wightman of 1670 Lincoln Road, Allegan, Michigan 49010 for a not to exceed amount of \$80,000; and

BE IT FINALLY RESOLVED that the County Administrator is authorized to sign the necessary documents on behalf of the County and that the Executive Director of Finance is authorized to make the necessary budget adjustments to complete this action.



ALLEGAN COUNTY REQUEST FOR ACTION FORM

BUDGET ADJUSTMENTS OR TRANSFERS

Completed RFA form must be attached to a work order request through the Work Order system. If you have any questions regarding this process, please contact Finance @ext. 2658.

Date 5/27/2022

Department Requesting Administration

Submitted by Valdis Kalnins

Contact Information vkalnins@allegancounty.org

Fund, Activity: 401-265

Describe the requested change, and why it is needed:

The County desires to contract with a vendor to update the County's overall Facility Master Plan, but funds have not been appropriated for this service/project and a contract award would require a mid-year appropriation of funds. Available capital funds remain in the Courthouse Air Handler Replacement Project (#1130-22) which will be completed under budget. The Executive Director of Finance and Project Manager are recommending that \$80,000 of these appropriated capital funds be re-allocated from the existing Air Handler Replacement Project to the new Facility Master Plan Project pending approval of this action by the County Board of Commissioners.

	ACCOUNT	AMOUNT
<input type="checkbox"/> Revenue Increase:		
<input type="checkbox"/> Revenue Decrease:		
<input checked="" type="checkbox"/> Expenditure Increase:	401-265.261-976.000	\$80,000
<input checked="" type="checkbox"/> Expenditure Decrease:	401-265.261-977.000	\$80,000