

**AMENDED NOTICE OF MEETING**

*A Special Session of the Leelanau County Board of Commissioners will be held on Thursday, July 29, 2020, at 9:00 a.m. Due to COVID-19, this session will be held virtually via Zoom, and in the Commissioner Meeting Room, Leelanau County Government Center, Suttons Bay, Michigan*

***A live streaming of this meeting will be available for viewing via the following link –***  
[https://www.youtube.com/channel/UCNQTglgcTedF2qB8floC1GQ?view\\_as=subscriber](https://www.youtube.com/channel/UCNQTglgcTedF2qB8floC1GQ?view_as=subscriber)

If you would like to provide comment during the meeting, please watch the livestreamed video, and call in during one of the two public comment portions on the agenda, to **231-256-8109**. There will be no queue, and calls will be taken in the order they are received. Emailed comments are also welcomed prior to the meeting, and can be addressed to [clerk@co.leelanau.mi.us](mailto:clerk@co.leelanau.mi.us)

*(Please silence any unnecessary cellular/electronic devices)*

*(Proceedings of the meeting are being recorded and are not the official record of the meeting; the formally approved/accepted written copy of the minutes will be the official record of the meeting.)*

**AGENDA**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE / MOMENT OF SILENCE**

**ROLL CALL**

**PUBLIC COMMENT**

**Purpose of Meeting – Discussion/Potential Action:**

- |  | <u>Page:</u> |
|--|--------------|
| 1. Jury Commission Vacancy Recommendation.                           | 2-3          |
| 2. Coronavirus Emergency Supplemental Fund (CESF) Grant –            |              |
| a. Prosecuting Attorney’s Office.                                    | 4-10         |
| b. Sheriff’s Office.   | 11-23        |
| 3. Review and Approval of Economic Development Administration Grant. | 24-41        |
| 4. Potential Approval of Leland Township Recycling Sites Agreements. | 42-49        |
| 5. Government Campus Tower Update/Potential Recommendation.          | 50-54        |

**PUBLIC COMMENT**

**COMMISSIONER COMMENTS**

**ADJOURNMENT**

# EXECUTIVE DOCUMENT SUMMARY

Department: Clerk	<b>Submittal Dates</b>
Contact Person: <u>Michelle L. Crocker</u>	<input type="checkbox"/> Executive Board: _____
Telephone No.: <u>231-256-9824</u>	<input type="checkbox"/> Regular Session: <u>07/29/2020</u>
<b>Source Selection Method</b>	VENDOR: <u>n/a</u>
<input type="checkbox"/> Select One	Address/ Phone: _____
<input checked="" type="checkbox"/> Other: <u>n/a</u>	
Account Number (Funds to come from): _____	

Budgeted Amount: _____	\$ 0.00	Contracted Amount: _____	\$ 0.00
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<b>Document Description</b>	
<input type="checkbox"/> Select One	<input checked="" type="checkbox"/> Other <u>Appointment</u>

<input type="checkbox"/> <b>Request to Waive Board Policy on Bid Requirements</b>
<p>There is currently a vacancy on the Jury Commission for a term vacated by Jay Johnson. Attached is the letter from the Thirteenth Judicial Circuit Court Judges regarding the vacancy.</p>
<p><b>Suggested Recommendation:</b> I move that the Leelanau County Board of Commissioners appoint June Schaub to the Jury Commission for the balance of a term ending April 2021. Session on July 21, 2020.</p>

Department Head Approval: \_\_\_\_\_

*Michelle L. Crocker*

Digitally signed by Michelle L. Crocker  
Date: 2020.07.28 09:16:39 -04'00'

Date: \_\_\_\_\_

THOMAS G. POWER  
KEVIN A. ELSENHEIMER  
CIRCUIT JUDGES

## State of Michigan



### Thirteenth Judicial Circuit

328 WASHINGTON STREET, SUITE 300  
TRAVERSE CITY, MICHIGAN 49684  
(231) 922-4701

c13court@13thcircuitcourt.org  
[www.13thcircuitcourt.org](http://www.13thcircuitcourt.org)

COUNTIES  
ANTRIM  
GRAND TRAVERSE  
LEELANAU

TERI QUINN  
COURT ADMINISTRATOR

Leelanau County  
Board of Commissioners  
8527 E. Government Center Drive  
Suttons Bay, MI 49682

July 22, 2020

RE: Jury Board Vacancy

Dear Chairman Bunek:

We write to support the appointment to the Leelanau Jury Board of Ms. June Schaub. Clerk Michelle Crocker speaks highly of her and believes she would work well with the current board members. We request your favorable consideration of Ms. June Schaub's request for appointment to the Leelanau County Jury Board.

Sincerely,

Handwritten signature of Kevin A. Elsenheimer in black ink.

07/22/2020  
02:09PM

KEVIN A. ELSENHEIMER, CIRCUIT COURT JUDGE, P49293

Kevin A. Elsenheimer  
Chief Circuit Court Judge

Handwritten signature of Thomas G. Power in black ink.

07/22/2020  
11:52AM

THOMAS G. POWER, CIRCUIT COURT JUDGE, P24270

Thomas G. Power  
Circuit Court Judge

cc: Michelle Crocker, County Clerk  
Chet Janik, County Administrator

# EXECUTIVE DOCUMENT SUMMARY

Department: <u>Prosecuting Attorney</u> Contact Person: <u>Joseph T. Hubbell</u> Telephone No.: <u>231-256-9872</u>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th colspan="2" style="text-align: center;">Submittal Dates</th> </tr> <tr> <td style="width: 50%;"><input checked="" type="checkbox"/> Executive Board:</td> <td><u>07/29/2020</u></td> </tr> <tr> <td><input type="checkbox"/> Regular Session:</td> <td>_____</td> </tr> </table>	Submittal Dates		<input checked="" type="checkbox"/> Executive Board:	<u>07/29/2020</u>	<input type="checkbox"/> Regular Session:	_____				
Submittal Dates											
<input checked="" type="checkbox"/> Executive Board:	<u>07/29/2020</u>										
<input type="checkbox"/> Regular Session:	_____										
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th colspan="2" style="text-align: center;">Source Selection Method</th> </tr> <tr> <td style="width: 50%;"><input checked="" type="checkbox"/> Quotation</td> <td style="width: 50%;">VENDOR: <u>Dell Marketing L.P.</u></td> </tr> <tr> <td><input type="checkbox"/> Other: _____</td> <td>Address/ <u>One Dell Way</u></td> </tr> <tr> <td>Account Number _____</td> <td><u>Round Rock, TX 78682</u></td> </tr> <tr> <td>(Funds to come from): _____</td> <td>Phone: <u>512-725-0580</u></td> </tr> </table>	Source Selection Method		<input checked="" type="checkbox"/> Quotation	VENDOR: <u>Dell Marketing L.P.</u>	<input type="checkbox"/> Other: _____	Address/ <u>One Dell Way</u>	Account Number _____	<u>Round Rock, TX 78682</u>	(Funds to come from): _____	Phone: <u>512-725-0580</u>	
Source Selection Method											
<input checked="" type="checkbox"/> Quotation	VENDOR: <u>Dell Marketing L.P.</u>										
<input type="checkbox"/> Other: _____	Address/ <u>One Dell Way</u>										
Account Number _____	<u>Round Rock, TX 78682</u>										
(Funds to come from): _____	Phone: <u>512-725-0580</u>										

Budgeted Amount: _____	Contracted Amount: <u>\$ 18,589.34</u>
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Document Description	
<input checked="" type="checkbox"/> Grant	<input type="checkbox"/> Other _____

<input checked="" type="checkbox"/> <b>Request to Waive Board Policy on Bid Requirements</b>  There is a law enforcement grant to prevent the spread of Covid. The PAO decided that laptops with accompanying peripherals would allow employees to work from home. I was advised to get a quote from Dell along with information for other offices. The following quote is breakdown of ALL the offices:  PAO: \$6,471.22 7x laptop, 7x mouse, 7x laptop sleeve, 8x headphones  District Court: \$1,838.44 2x laptop, 2x mouse, 2x laptop sleeve, 2x headphones  Probate/Family Court: \$5,123.08 + \$1,659.08 5x laptop, 6x mouse, 6x laptop sleeve, 6x headphones, 1x printer/scanner 1x reimburse laptop  Circuit Court: \$1,838.44 + \$1,659.08 2x laptop, 2x mouse, 2x laptop sleeve, 2x headphones 1x reimburse laptop  Total: \$15,271.18 + 2x reimburse laptop (\$3,318.16) = \$18,589.34  <b>Suggested Recommendation:</b> We move the Leelanau County Board of Commissioners allow the Departments above mentioned to apply for the Coronavirus Emergency Supplemental Fund grant in the combined amount of \$18,589.34, for the purchase of described equipment with funds to be expended from the appropriate accounts, with reimbursement from the State.	<input checked="" type="checkbox"/>
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Department Head Approval: Joseph T. Hubbell Date: 7-28-2020



## A quote for your consideration.

Based on your business needs, we put the following quote together to help with your purchase decision. Below is a detailed summary of the quote we've created to help you with your purchase decision.

To proceed with this quote, you may respond to this email, order online through your [Premier page](#), or, if you do not have Premier, use this [Quote to Order](#).

<b>Quote No.</b>	<b>3000065468655.1</b>	Sales Rep	Justin Hobby
<b>Total</b>	<b>\$15,271.18</b>	Phone	(800) 456-3355, 80000
Customer #	10249994	Email	Justin_Hobby@Dell.com
Quoted On	Jul. 22, 2020	<b>Billing To</b>	ACCOUNTS PAYABLE
Expires by	Aug. 21, 2020		LEELANAU COUNTY
Deal ID	19832608		8527 E GOVERNMENT CTR DR
			STE 101
			SUTTONS BAY, MI 49682-9742

### Message from your Sales Rep

Please contact your Dell sales representative if you have any questions or when you're ready to place an order. Thank you for shopping with Dell!

Regards,  
Justin Hobby

### Shipping Group

<b>Shipping To</b>	<b>Shipping Method</b>
RON PLAMONDON LEELANAU COUNTY 8527 E GOVT CTR DR STE 101 SUTTONS BAY, MI 49682-9742 (231) 256-8105	Standard Delivery

Product	Unit Price	Qty	Subtotal
Dell Latitude 3510	\$843.86	16	\$13,501.76
Dell Professional Sleeve 15	\$24.01	17	\$408.17
Dell Optical Mouse - MS116 (Black)	\$14.67	17	\$249.39
Dell Pro Stereo Headset - UC150	\$36.68	18	\$660.24
Lexmark CX522ade Color Duplex Laser Printer - Multifunction	\$451.62	1	\$451.62

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<b>Subtotal:</b>	<b>\$15,271.18</b>
<b>Shipping:</b>	<b>\$0.00</b>
<b>Non-Taxable Amount:</b>	<b>\$15,271.18</b>
<b>Taxable Amount:</b>	<b>\$0.00</b>
<b>Estimated Tax:</b>	<b>\$0.00</b>
<hr/>	
<b>Total:</b>	<b>\$15,271.18</b>

Special lease pricing may be available for qualified customers. Please contact your DFS Sales Representative for details.

## Shipping Group Details

### Shipping To

RON PLAMONDON  
LEELANAU COUNTY  
8527 E GOVT CTR DR  
STE 101  
SUTTONS BAY, MI 49682-9742  
(231) 256-8105

### Shipping Method

Standard Delivery

<b>Dell Latitude 3510</b>	<b>\$843.86</b>	<b>Qty 16</b>	<b>Subtotal \$13,501.76</b>
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Estimated delivery if purchased today:  
Aug. 04, 2020  
Contract # C000000181093  
Customer Agreement # MHEC-07012015

Description	SKU	Unit Price	Qty	Subtotal
Dell Latitude 3510	210-AVLN	-	16	-
10th Generation Intel Core i5-10210U (4 Core, 6M cache, base 1.6GHz, up to 4.2GHz)	379-BDZM	-	16	-
Win 10 Pro 64 English, French, Spanish	619-AHKN	-	16	-
No AutoPilot	340-CKSZ	-	16	-
Microsoft Office Home and Business 2019	630-ABGK	-	16	-
Integrated Intel UHD for 10th Generation Intel Core i5-10210U	338-BVBN	-	16	-
8GB,1x8GB, DDR4 Non-ECC	370-AFEH	-	16	-
M.2 256GB PCIe NVMe Class 35 Solid State Drive	400-BIJP	-	16	-
Not selected in this configuration	817-BBBC	-	16	-
15.6" LCD Display Back Cover, WLAN	320-BDSQ	-	16	-
15.6" HD (1366 x 768) Anti-Glare Non-Touch, Camera & Microphone	391-BFEG	-	16	-
Non-Backlit Power Button with No Fingerprint Reader	346-BGIP	-	16	-
Single Pointing Non Backlit Keyboard, US English	583-BGJF	-	16	-
WLAN Driver Intel AX201, CML /9260, KBL-R (with Bluetooth)	555-BFSF	-	16	-
Intel Dual Band Wi-Fi 6 AX201 2x2 802.11ax 160MHz + Bluetooth 5.1	555-BFNI	-	16	-
No Mobile Broadband Card	556-BBCD	-	16	-
4 Cell 53Whr ExpressCharge Capable Battery	451-BCPS	-	16	-
65 Watt AC Adapter	450-ADTR	-	16	-
No Anti-Virus Software	650-AAAM	-	16	-
OS-Windows Media Not Included	620-AALW	-	16	-
US Power Cord	537-BBBL	-	16	-
Latitude 3510 Quick Start Guide	340-CPVC	-	16	-
US Order	332-1286	-	16	-
SERI Guide (ENG/FR/Multi)	340-AGIK	-	16	-
Fixed Hardware Configuration	998-ECIV	-	16	-
Regulatory Label, FCC	389-DPGZ	-	16	-
SupportAssist	525-BBCL	-	16	-
Software Driver	555-BFUC	-	16	-

Dell(TM) Digital Delivery Cirrus Client	640-BBLW	-	16	-
Dell Client System Update (Updates latest Dell Recommended BIOS, Drivers, Firmware and Apps)	658-BBMR	-	16	-
Waves Maxx Audio	658-BBRB	-	16	-
Dell Power Manager	658-BDVK	-	16	-
Dell SupportAssist OS Recovery Tool	658-BEOK	-	16	-
Dell Optimizer	658-BEQP	-	16	-
Direct Ship Info Mod	340-AASO	-	16	-
Min Model Packaging	340-CQVH	-	16	-
System Ship Info	640-BBJB	-	16	-
Intel(R) Core(TM) i5 Processor Label	340-CNBZ	-	16	-
No Mouse	570-AADK	-	16	-
No Resource DVD / USB	430-XXYG	-	16	-
ENERGY STAR Qualified	387-BBOO	-	16	-
Smart Selection Shipment (S)	800-BBQI	-	16	-
EAN label	389-BKKL	-	16	-
EPEAT 2018 Registered (Silver)	379-BDTO	-	16	-
Latitude 3510 Bottom Door Included	321-BFKI	-	16	-
Dell Limited Hardware Warranty Extended Year(s)	975-3461	-	16	-
Dell Limited Hardware Warranty	997-6727	-	16	-
Onsite/In-Home Service After Remote Diagnosis, 1 Year	997-6735	-	16	-
Onsite/In-Home Service After Remote Diagnosis, 2 Year Extended	997-6737	-	16	-

<b>Qty</b>	<b>Subtotal</b>
17	\$408.17

**Dell Professional Sleeve 15**

Estimated delivery if purchased today:  
Aug. 25, 2020  
Contract # C000000181093  
Customer Agreement # MHEC-07012015

Description	SKU	Unit Price	Qty	Subtotal
Dell Professional Sleeve 15.6	460-BCBJ	-	17	-

<b>Qty</b>	<b>Subtotal</b>
17	\$249.39

**Dell Optical Mouse - MS116 (Black)**

Estimated delivery if purchased today:  
Jul. 29, 2020  
Contract # C000000181093  
Customer Agreement # MHEC-07012015

Description	SKU	Unit Price	Qty	Subtotal
DELL Optical MOUSE - MS116	275-BBCB	-	17	-

<b>Qty</b>	<b>Subtotal</b>
18	\$36.68

**Dell Pro Stereo Headset - UC150**

Estimated delivery if purchased today:  
Jul. 29, 2020  
Contract # C000000181093  
Customer Agreement # MHEC-07012015

Description	SKU	Unit Price	Qty	Subtotal
Dell Pro Stereo Headset - UC150 - Skype for Business	750-AAVN	-	18	-

<b>Qty</b>	<b>Subtotal</b>
1	\$451.62

<b>Lexmark CX522ade Color Duplex Laser Printer - Multifunction</b>		<b>\$451.62</b>	<b>1</b>	<b>\$451.62</b>
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Estimated delivery if purchased today:  
Aug. 03, 2020  
Contract # C000000181093  
Customer Agreement # MHEC-07012015

<b>Description</b>	<b>SKU</b>	<b>Unit Price</b>	<b>Qty</b>	<b>Subtotal</b>
Lexmark CX522ade Color Duplex Laser Printer - Multifunction	AA260120	-	1	-
				<b>Subtotal:</b> \$15,271.18
				<b>Shipping:</b> \$0.00
				<b>Estimated Tax:</b> \$0.00
				<hr/>
				<b>Total:</b> \$15,271.18

# Important Notes

## Terms of Sale

This Quote will, if Customer issues a purchase order for the quoted items that is accepted by Supplier, constitute a contract between the entity issuing this Quote ("Supplier") and the entity to whom this Quote was issued ("Customer"). Unless otherwise stated herein, pricing is valid for thirty days from the date of this Quote. All product, pricing and other information is based on the latest information available and is subject to change. Supplier reserves the right to cancel this Quote and Customer purchase orders arising from pricing errors. Taxes and/or freight charges listed on this Quote are only estimates. The final amounts shall be stated on the relevant invoice. Additional freight charges will be applied if Customer requests expedited shipping. Please indicate any tax exemption status on your purchase order and send your tax exemption certificate to [Tax\\_Department@dell.com](mailto:Tax_Department@dell.com) or [ARSalesTax@emc.com](mailto:ARSalesTax@emc.com), as applicable.

**Governing Terms:** This Quote is subject to: (a) a separate written agreement between Customer or Customer's affiliate and Supplier or a Supplier's affiliate to the extent that it expressly applies to the products and/or services in this Quote or, to the extent there is no such agreement, to the applicable set of Dell's Terms of Sale (available at [www.dell.com/terms](http://www.dell.com/terms) or [www.dell.com/oemterms](http://www.dell.com/oemterms)), or for cloud/as-a-Service offerings, the applicable cloud terms of service (identified on the Offer Specific Terms referenced below); and (b) the terms referenced herein (collectively, the "Governing Terms"). Different Governing Terms may apply to different products and services on this Quote. The Governing Terms apply to the exclusion of all terms and conditions incorporated in or referred to in any documentation submitted by Customer to Supplier.

**Supplier Software Licenses and Services Descriptions:** Customer's use of any Supplier software is subject to the license terms accompanying the software, or in the absence of accompanying terms, the applicable terms posted on [www.Dell.com/eula](http://www.Dell.com/eula). Descriptions and terms for Supplier-branded standard services are stated at [www.dell.com/servicecontracts/global](http://www.dell.com/servicecontracts/global) or for certain infrastructure products at [www.dellemc.com/en-us/customer-services/product-warranty-and-service-descriptions.htm](http://www.dellemc.com/en-us/customer-services/product-warranty-and-service-descriptions.htm)

**Offer-Specific, Third Party and Program Specific Terms:** Customer's use of third-party software is subject to the license terms that accompany the software. Certain Supplier-branded and third-party products and services listed on this Quote are subject to additional, specific terms stated on [www.dell.com/offeringspecificterms](http://www.dell.com/offeringspecificterms) ("Offer Specific Terms").

**In case of Resale only:** Should Customer procure any products or services for resale, whether on standalone basis or as part of a solution, Customer shall include the applicable software license terms, services terms, and/or offer-specific terms in a written agreement with the end-user and provide written evidence of doing so upon receipt of request from Supplier.

**In case of Financing only:** If Customer intends to enter into a financing arrangement ("Financing Agreement") for the products and/or services on this Quote with Dell Financial Services LLC or other funding source pre-approved by Supplier ("FS"), Customer may issue its purchase order to Supplier or to FS. If issued to FS, Supplier will fulfill and invoice FS upon confirmation that: (a) FS intends to enter into a Financing Agreement with Customer for this order; and (b) FS agrees to procure these items from Supplier. Notwithstanding the Financing Agreement, Customer's use (and Customer's resale of and the end-user's use) of these items in the order is subject to the applicable governing agreement between Customer and Supplier, except that title shall transfer from Supplier to FS instead of to Customer. If FS notifies Supplier after shipment that Customer is no longer pursuing a Financing Agreement for these items, or if Customer fails to enter into such Financing Agreement within 120 days after shipment by Supplier, Customer shall promptly pay the Supplier invoice amounts directly to Supplier.

Customer represents that this transaction does not involve: (a) use of U.S. Government funds; (b) use by or resale to the U.S. Government; or (c) maintenance and support of the product(s) listed in this document within classified spaces. Customer further represents that this transaction does not require Supplier's compliance with any statute, regulation or information technology standard applicable to a U.S. Government procurement.

For certain products shipped to end users in California, a State Environmental Fee will be applied to Customer's invoice. Supplier encourages customers to dispose of electronic equipment properly.

Electronically linked terms and descriptions are available in hard copy upon request.

**^Dell Business Credit (DBC):**

OFFER VARIES BY CREDITWORTHINESS AS DETERMINED BY LENDER. Offered by WebBank to Small and Medium Business customers with approved credit. Taxes, shipping and other charges are extra and vary. Minimum monthly payments are the greater of \$15 or 3% of account balance. Dell Business Credit is not offered to government or public entities, or business entities located and organized outside of the United States.

# EXECUTIVE DOCUMENT SUMMARY

Department: <u>Sheriff's Office</u> Contact Person: <u>Mike Borkovich</u> Telephone No.: <u>231-256-8800</u>	<b>Submittal Dates</b>
	<input checked="" type="checkbox"/> Executive Board: <u>07/29/2020</u> <input type="checkbox"/> Regular Session: _____
<b>Source Selection Method</b>	VENDOR: <u>State of Michigan</u>  Address/ Phone: _____
<input type="checkbox"/> Select One <input checked="" type="checkbox"/> Other: _____ Account Number (Funds to come from): _____	

Budgeted Amount: _____	Contracted Amount: <u>\$ 35,719.36</u>
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Document Description	
<input type="checkbox"/> Grant Application	<input type="checkbox"/> Other _____

**Request to Waive Board Policy on Bid Requirements**

The Leelanau County Sheriff's Office is eligible for reimbursement Corona-virus Emergency Supplemental Funding (CESF) grant through the State of Michigan. Budgeted items must directly relate to the prevention of, preparation for, or response to corona-virus. Our allotted amount under this grant is \$49,856.00. Jurisdictions have until August 15th, 2020, to apply for these funds, although they encourage agencies to apply ASAP. Applying jurisdictions will be notified on or before October 15th, 2020, if they are successful applicants. Funds must be spent by September 2021.

Our Agency wishes to submit a request for the above amount to fund two (2) RDS3110 Total Decontamination units, one to be used in the Corrections Division and one to be used in the Law Enforcement Division. These portable units can be used to decontaminate vehicles, rooms, cells and other equipment. We are looking to obtain the units, spray gun applicators and disinfectant.

**Suggested Recommendation:** Allow the Sheriff's Office to submit a CESF grant request in the amount of \$35,719.36. If awarded the grant, allow the purchase of the described equipment with funds to be expended from the account line designated by Accounting, with reimbursement to come from the State.

Department Head Approval: \_\_\_\_\_  Date: 07/27/2020

## FY 2020 CORONAVIRUS EMERGENCY SUPPLEMENTAL FUNDING (CESF)

- If your jurisdiction [appears on this list](#), you are not eligible to apply for this funding.
- This application is due to the MSP/GCSD no later than 12 p.m. (noon) EST on August 14, 2020. Late submissions and/or incomplete applications will not be accepted. Submission must be made electronically to [msp-cesf@michigan.gov](mailto:mSP-cesf@michigan.gov).

<input type="checkbox"/> <b>Our agency chooses not to apply for this funding.</b>			
<b>I. Applicant Information</b>			
Tribe/Agency/Jurisdiction Name ⓘ Leelanau County Sheriff's Office		Tribe/Agency/Jurisdiction Address (Street, City, State, and Zip) 8525 East Government Center Drive, Suttons Bay, MI 49682	
Date of Application 08/11/2020	Project Start Date <b>March 1, 2020</b>	Project End Date <b>September 30, 2021</b>	
Tribe/Agency/Jurisdiction's SIGMA Vendor/Customer ID ⓘ CV0053862	Tribe/Agency/Jurisdiction's SIGMA Address ID 001	Federal Tax Identification Number 46-1385335	DUNS Number ⓘ 044703338
<b>II. Geographic Data</b>			
Population of Geographic Area Served 21,761		County(ies) Served Leelanau	
<b>Political Districts</b> ⓘ			
U.S. Congressional District 1st Congressional District	State House District 101st State House District	State Senate District 35th State Senate District	
<b>III. Funding Disclosure</b>			
Is your jurisdiction also applying for other grant or foundation dollars (Federal, State, or Private) that will be used to pay for the budget items in this application? <b>Yes</b> <input type="checkbox"/> <b>No</b> <input checked="" type="checkbox"/>			
If <b>yes</b> , please explain.			
<b>IV. Project Information</b>			
<b>Grant Summary</b>			
Describe your tribe/agency/jurisdiction's efforts for preventing, preparing for, and/or responding to the coronavirus in four sentences or less (a maximum of 400 characters). This brief summary will be used for a short description of your jurisdiction's efforts for press notification. Be sure this description accurately represents what has been completed as well as future plans.			
Our Agency has instituted several measures to prevent our personnel from contracting COVID-19 while on the job. These measures include following the Governor's Executive Orders of wearing facial coverings when contacting the public and within enclosed buildings. We have worked with our Court system to reduce our jail population and screen all incoming arrests.			
<b>Program Narrative</b>			
Describe the impacts of the coronavirus specific to your tribe/agency/jurisdiction. Then, describe how this funding will assist in resolving the issues specific to your jurisdiction. Finally, provide a brief description of the timeline for this plan. (A maximum of 2,000 characters is allowed for this section).			
The COVID-19 pandemic has increased the risk to both our road patrol and corrections personnel. First responders must have daily contact with individuals with unknown exposure histories and although precautions are taken, the chance of exposure still exists. Within the Jail, corrections personnel must deal with inmates with unknown exposure histories which could also lead to staff being exposed or inmates being exposed. The funding we are requesting will be used for a hands free decontamination solution to be used by road and corrections personnel. This piece of equipment can be used to decontaminate vehicles, rooms, and other parts of our facility preventing the spread of the COVID-19 virus.			
<b>V. Designation of Grant Officials</b>			
<b>Authorized Official</b>			
This individual is authorized to enter into binding contracts for the jurisdiction receiving funds. This is normally the executive of the tribe/agency/jurisdiction (e.g., mayor, city manager, council president, etc.)			
Authorized Official Name and Title William J. Bunek, Chairman	Agency Board of Commissioners-Leelanau County	Phone Number 231-256-8101	
Address 8527 East Government Center Drive, Suttons Bay, MI 49682		Email Address cjanik@co.leelanau.mi.us	

<b>Project Director</b> This individual is designated by the agency to be directly responsible for all grant activities, including reporting, and is the main contact.		
Project Director Name and Title Steve Morgan-Undersheriff	Agency Leelanau County Sheriff's Office	Phone Number 231-256-8602
Address 8525 East Government Center Drive, Suttons Bay, MI 49682		Email Address smorgan@co.leelanau.mi.us
<b>Financial Officer</b> This individual has detailed knowledge of the grant budgeting and accounting practices of the agency. The financial officer will be responsible for all financials regarding the reimbursement of grant funds.		
Financial Officer Name and Title Michelle L. Crocker	Agency Leelanau County Clerk	Phone Number 231-256-9824
Address 8527 East Government Center, #103, Suttons Bay, MI 49682		Email Address mcrocker@co.leelanau.mi.us
<b>VI. Budget Information</b> All budget items must be <b>directly related</b> to the prevention of, preparation for, and/or response to the coronavirus.		
Tribe/Agency/Jurisdiction CESF Allocation (Provided by the MSP/GCSD): <b>\$49,856.00</b>		
<b>Overtime Expenses</b> Provide a description of all Overtime expenses. This must include the position title, justification for overtime, and the grant funds allocated toward each position. N/A  <div style="text-align: right;">Total Overtime Grant Funds:</div>		
<b>Supplies and Materials Expenses</b> Provide a description of all Supply and Material expenses. Include the budget item and the grant funds allocated toward each item.  <div style="text-align: right;">Total Supplies and Materials Grant Funds:</div>		
<b>Equipment Expenses</b> Provide a description of all Equipment expenses. Include the budget item and the grant funds allocated toward each item. DO NOT use this budget line unless an individual item costs more than \$5,000. Items costing under \$5,000 should be listed under Supplies and Materials. (2) AeroClave RDS3110 Total Asset Decontamination Unit: \$27,998.00 (2) APA hand applicator: \$2,498.00 48 Case pallet of Vital-Oxide Disinfectant: \$5,223.36  <div style="text-align: right;">Total Equipment Grant Funds: \$35,719.36</div>		
<b>Other Expenses</b> Provide a description of all Other expenses. Include the budget item and the grant funds allocated toward each item.  <div style="text-align: right;">Total Other Grant Funds:</div>		
<b>Contractual (Subcontracts) Expenses</b> Total number of Contractor positions anticipated for this project: N/A  <b>Budget Information</b> Provide details regarding each Contractor in the space provided. You MUST include the following information for EACH Contractor: <ul style="list-style-type: none"> <li>• Agency Type (Options: State Agency, County, Local (City, Township, Village), Private, Nonprofit, College/University)</li> <li>• Name of Contractor</li> <li>• Brief Description of Services</li> <li>• If the Contractor includes personnel and number of personnel</li> <li>• Contractor Address (Street Address, City, State, and Zip Code)</li> <li>• The grant funds allocated toward each Contractor</li> </ul> <b>Contractor Position(s) Information</b>  <div style="text-align: right;">Total Contractual Grant Funds:</div>		

<b>Grant Funds Grand Total: \$20,471.36</b>
---

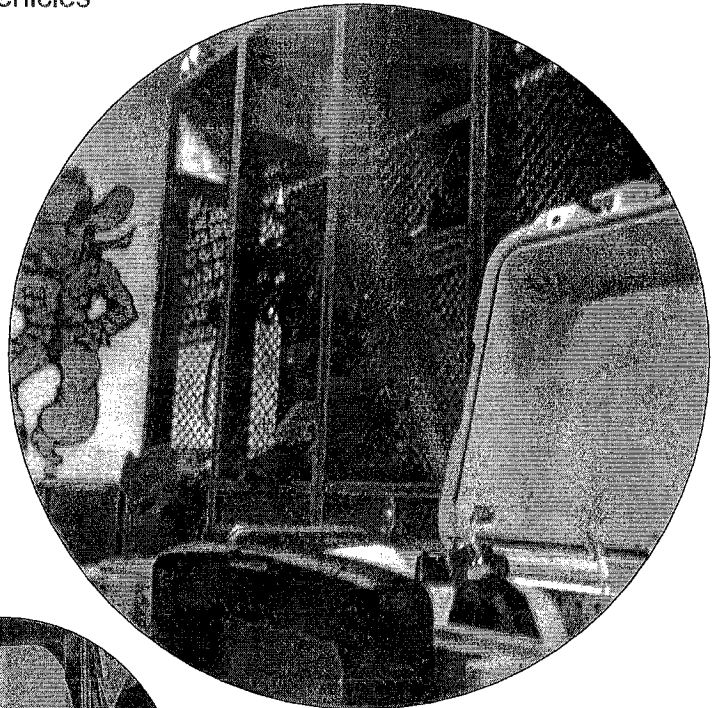
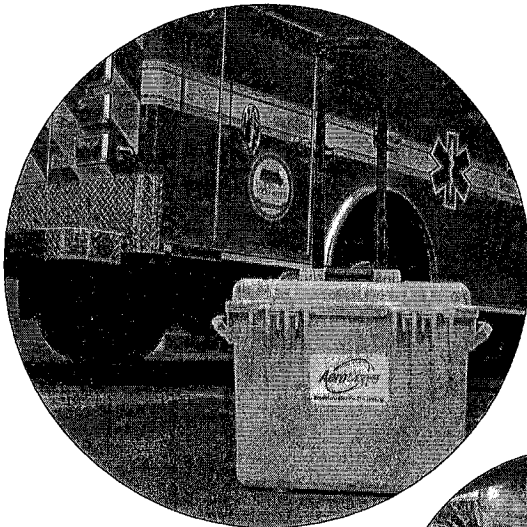
<b>VII. Certification</b>
---------------------------

<input checked="" type="checkbox"/> I certify, to the best of my knowledge, that the above information is true, complete, and accurate.
---



# *The Triple Play*

The only solution on the market to combine hands-free decontamination of rooms/facilities and vehicles with the ability to hand-spray equipment.



**RDS 3110**  
Total Asset Decontamination

# RDS 3110

## Total Asset Decontamination

The RDS 3110 uses the proprietary AeroClave Process™ to disinfect rooms, vehicles, and equipment with an EPA-approved, hospital-grade disinfectant at the push of a button.

### Superior Design

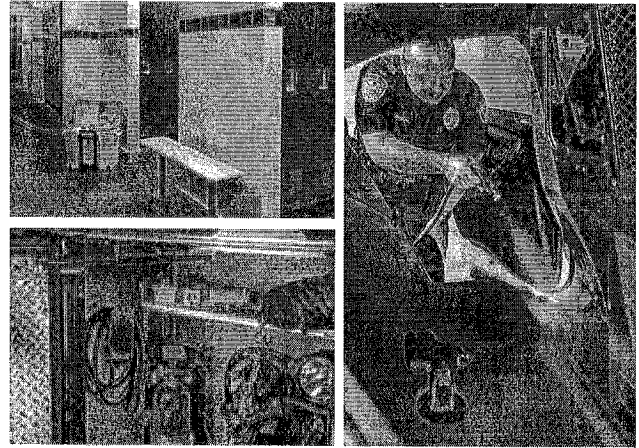
The RDS 3110 is a rugged, lightweight and man-portable decontamination system that can effectively treat spaces up to 5,000 cubic feet. Larger spaces can be treated with multiple units. Weighing in at only 48 pounds, the 3110 is simple to use and requires minimal operator training. It is fully self-contained and can be set up and operating in minutes. The small form-factor allows it to be neatly tucked away until needed.

### Breakthrough Process

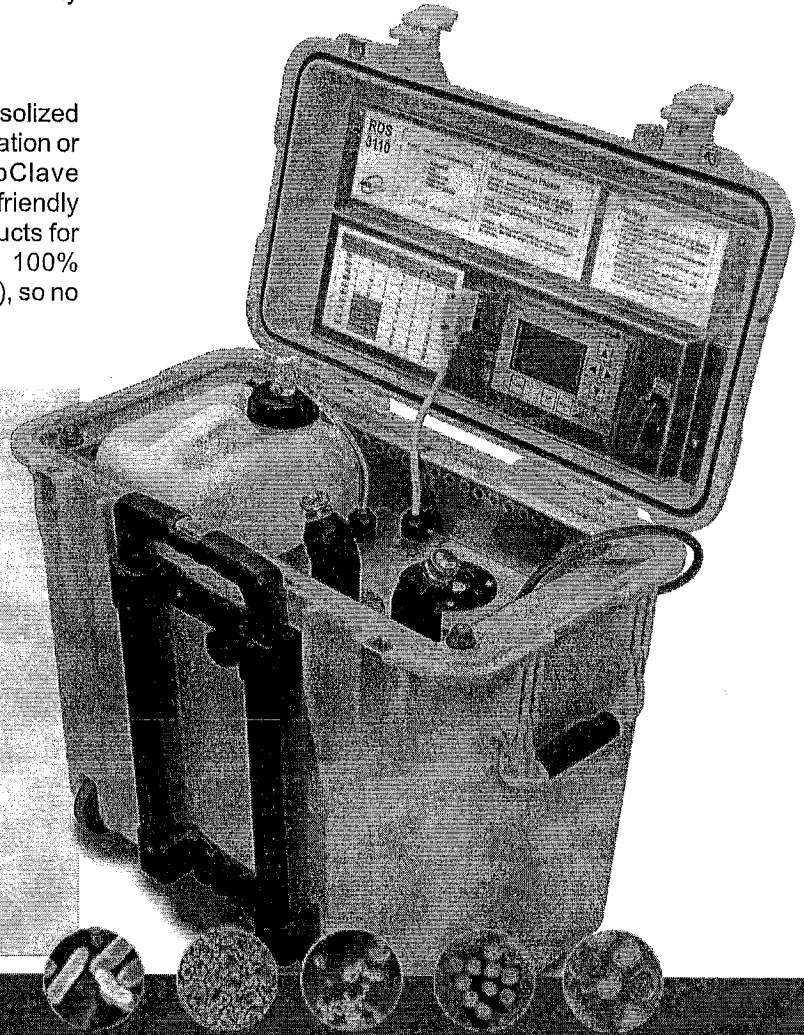
The RDS 3110 can be operated in either an aerosolized application mode for hands-free room decontamination or hand-applied mode using the optional AeroClave Portable Applicator (APA). The environmentally friendly disinfectant solution produces no harmful by-products for the environment, contains no VOC's and is 100% biodegradable. In addition, it is ready to use (RTU), so no mixing is required.

### Benefits

- Reduces staff and patient exposure to dangerous pathogens
- Consistent and reliable delivery of disinfectant, not achievable through manual cleaning methods
- Decontaminate even hard-to-reach surfaces
- Improves asset turn-around time - back in service faster
- Faster decontamination process requiring less labor
- Improved general cleanliness of the vehicle and firehouse
- Low cost of operation and ownership
- Safe for sensitive electronic equipment



Clockwise from upper left: 1) Hands-free disinfecting of a locker room in under 30 minutes; 2) Officer hand-applying disinfectant to the rear seat of his patrol car; 3) Optional ADP-PT installed in the exterior compartment of an ambulance.



### Destroys Pathogens

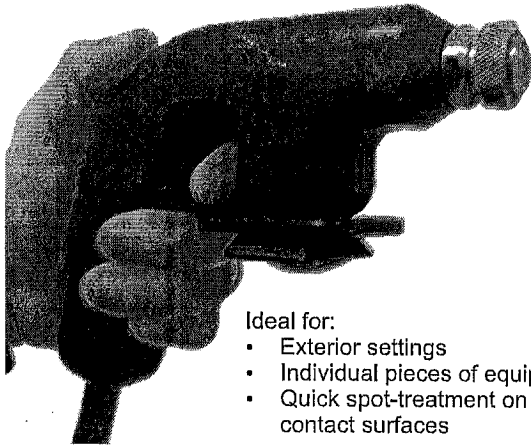
AeroClave's family of products represent the latest in decontamination technology. All our products use the proprietary AeroClave Process, utilizing an EPA-approved hospital disinfectant, to decontaminate rooms, vehicles, and equipment as an adjunct to gross decontamination.

Proven effective against MRSA, HIV-1, Hepatitis B, Hepatitis C, Tuberculosis, Ebola, MERS, CRE, E. coli, Norovirus, H1N1, Legionella pneumophila, Salmonella, Listeria, mold, mildew and more.

**YES, it's effective against EBOLA and MERS**



# APA HAND APPLICATOR

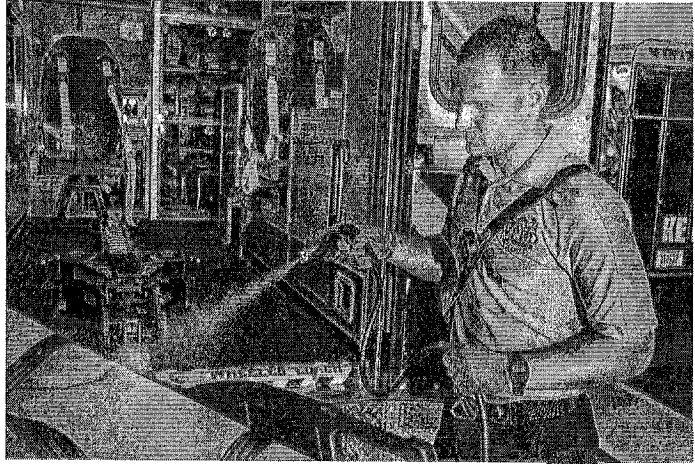


Ideal for:

- Exterior settings
- Individual pieces of equipment
- Quick spot-treatment on high contact surfaces

APA Spray gun applicator with 25' hose.

The APA allows for both manual hand-application to spot treat high contact surfaces and remote-head fogging. This accessory plugs directly into the RDS using our simple ADP connector. The APA comes with a spray gun attached to a 25' cable for maximum coverage.

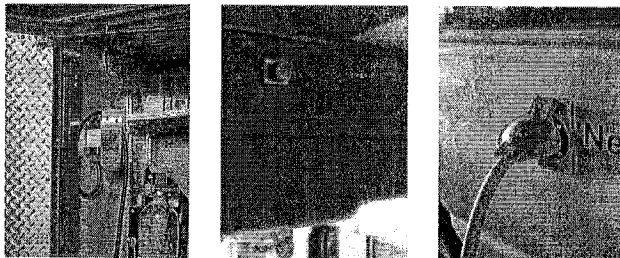


# ADP

The ADP Ports provide a direct, plug-and-play connection to a nozzle assembly that is permanently mounted in the treatment area. The ports are a cost-effective option to be used in conjunction with your RDS 3110 to decontaminate the interior of the ambulances, fire engines and rooms using AeroClave's hands-free disinfectant system.

## How does it work?

Connect the ADP hose between the port and the RDS 3110. Open all interior cabinets and close the exterior doors. Set the RDS to AMBULANCE or Port MODE and push the start button. The process virtually eliminates the human element of disinfecting, allowing for consistent results. Best of all, it's all done in less than 20 minutes.



Left to right: 1) ADP-PT installed in an exterior compartment; 2) Nozzle assembly permanently mounted inside the patient compartment; 3) ADP-Ex installed on exterior of ambulance.

## ADP-PT

*Designed for Type I & III Ambulances*

ADP-PT Kit includes hose and nozzle assembly.

## ADP-Ex

*Designed for Type II Ambulances*

ADP-Ex Kit includes port, exterior cover and nozzle.

## ADP-CC

*Designed for the crew cab of fire engines, ladder trucks and other vehicles.*

ADP-CC Kit includes port, exterior cover and nozzle.

## ADP-RM

*Designed for rooms and facilities, such as bunk rooms, cells, equipment rooms, lockers rooms and more.*

ADP-RM Kit includes port, exterior cover and nozzle.

## ADP-AS

The solutions above require the use of one of our dual-headed hoses.

ADP-AS 8 foot dual-headed hose.

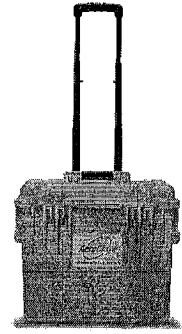


### ADP Installation

Easily installed in under 30 minutes. The kit comes with everything you need to install as an OEM, after-market or DIY installer.

**RDS 3110 SPECIFICATIONS**

- Case dimensions: (H)18in x (W)19in x (D)12in
- Interior: Stainless steel construction
- Exterior: Durable, waterproof, ultra-high impact co-polymer Pelican™ case
- Weight: 48 lbs
- Power supply: 110 VAC, 15 amps standard
- Remote control range: maximum 100 ft
- Operating temp: 35°F to 80°F at between 45% to 75% relative humidity
- Standard configuration: 2 static heads and 1 ADP for use with optional accessories
- Maximum treatment area: 5000 cubic ft \*Utilize multiple units for larger spaces
- Warranty: 12 month parts and labor
- Training: Available online or on-site



RDS 3110

**Optional accessories and consumables**

**APA Module - p/n APA**

- Spray gun applicator with 25' hose
- ADP connector to integrate with RDS
- Tripod compatible (Tripod is not included)



APA

**EPA-Approved Disinfectant: Vital Oxide**

- Active ingredients:
  - Chlorine Dioxide.....0.200%
  - Alkyl (60% C14, 30% C16, 5% C12, 5% C18) dimethyl benzyl ammonium chloride.....0.125%
  - Alkyl (68% C12, 32% C14) dimethyl ethyl benzyl ammonium chloride.....0.125%
  - OTHER INGREDIENTS.....99.550%
  - Total.....100.000%
- Effectiveness:
  - Proven complete inactivation of MRSA, HIV, H1N1, Hepatitis B, Hepatitis C, Legionella, Norovirus, Pseudomonas aeruginosa and much more
  - 99.999% elimination of bacteria, including E.coli, Salmonella and Listeria
  - Long-term effectiveness on mold and mold spores, including Aspergillus niger, Alternaria alternata, Penicillium and Stachybotrys
- Toxicity category: EPA Category 4
- First aid: If in eyes, flush with water
- National Safety Foundation (NSF) rating: No Rinse Required on food contact surfaces at full strength
- Shelf life: > 1 year
- Mixing requirements: None, rated ready to use (RTU)



Ask about our automatic fluid replenishment program

Purchase your AeroClave equipment through the HGACBuy cooperative purchasing program.



AeroClave, LLC

Visit our offices at:  
4007 Forsyth Road  
Winter Park, FL 32792

Send mail to:  
P.O. Box 560  
Winter Park, FL 32790

800-788-9119  
407-788-3300  
aeroclave.com



**Coronavirus Emergency Supplemental Funding (CESF)**  
**Fiscal Year (FY) 2020**

**Frequently Asked Questions**

**Why is my jurisdiction not eligible to apply for this funding?**

If your jurisdiction appears on this list, your jurisdiction received a direct CESF allocation from the U.S. Department of Justice, Bureau of Justice Assistance. Jurisdictions receiving a direct CESF allocation are not eligible to apply for the state of Michigan/Michigan State Police CESF solicitation.

**Do we automatically receive our allocation?**

No, your agency must submit a completed FY 20 CESF application for up to your entire allocation amount to receive an award. If you apply for less than your allocation amount, you cannot submit a second application for the remainder.

**Can we apply for more than our allocated amount?**

No, formula allocations are provided for each jurisdiction/agency, and the application request cannot exceed the allocation. Your application will be returned to you for resubmission if you have requested anything over your allocated amount.

**Is hazard pay an allowable expense?**

No, hazard pay is not an eligible expense under the CESF grant.

**Are the items we want to purchase eligible?**

Budget items must be directly related to the prevention of, preparation for, or response to coronavirus. You must explain, in your application, how these purchases are directly related to coronavirus and would not have been needed otherwise. The list of eligible expense categories can be found in the FY 20 CESF Application Instructions document (Part VI, page 3).

**Is this a reimbursement grant?**

Yes.

**How long will it take to receive our reimbursement?**

Reimbursement will be made after budget items are purchased or payment for services has been made and a reimbursement request (with proper documentation) is submitted. Please note that it may take up to 30 business days after the request is approved for your jurisdiction to receive the reimbursement.

**In item 2 under “Expenditures” on the CESF Application (page 5), are the “grantee” and “Applicant” the same?**

Yes. That item states that your agency’s purchasing policies must be followed for you to remain within the guidelines of this grant.

**Can the expenses included in our budget be amended or modified later?**

Yes, you can request to amend budget items/expenses after the award has been made as long as the modifications are within your allocation amount.

**If our county has more than one allocation (i.e., one for the County Prosecutor’s Office and one for the County Sheriff’s Office), are we required to complete separate applications for each allocation?**

No, applications can be combined into one as long as the individual allocations for each agency remain the same.

**Can we hire a full-time personnel position that is either partially or fully funded by the CESF grant?**

No full-time personnel are allowed under the CESF grant, but you can hire a contractual employee or pay overtime as long as you can explain how the position is directly related to coronavirus.

**Can we share budget items purchased under the CESF grant with other agencies in our jurisdiction?**

You may share items with other agencies, but the agency that received the CESF award must purchase the items. We will not reimburse another agency.

**What documentation are we required to retain under the CESF grant?**

Your agency is required to retain all financial documentation for costs incurred for a three-year period following the final MSP payment for the project.

**Is this funding different than the FEMA funding?**

Yes

## General Information

### Program Purpose

The purpose of this grant program is to provide emergency supplemental funding for response to, preparation for, and prevention of the coronavirus pandemic. Applicants should read this instruction form in its entirety in order to have a comprehensive understanding of all CESF requirements.

### Eligibility

Applications are accepted directly from federally recognized Indian tribes; local law enforcement; county sheriff offices; county prosecutor offices; Michigan circuit, district, and probate courts; the Michigan State Police (MSP); the Michigan Department of Attorney General; and the State Appellate Defenders Office (SADO). Please note, if your jurisdiction received a direct CESF award from the Department of Justice, your agency is not eligible to apply under this CESF solicitation.

### Application Process

The CESF application will be available beginning June 19, 2020 on the MSP/GCSD website. Applicants are encouraged to start working on their applications as soon as possible after the form is made available in order to have a sufficient amount of time to complete the application. Applicants are encouraged to submit early, as applications will be accepted, reviewed, and awarded on a rolling basis.

### Deadline

To be considered for funding, a completed application must be received by the MSP/GCSD via email to misp-cesf@michigan.gov by 12 p.m. (noon) EST on August 14, 2020. There will be no extensions of this deadline.

### Grant Period

The grant performance period will be March 1, 2020, through September 30, 2021. All grant-related work must be complete by September 30, 2021.

### Notification Process

Applicants selected for a grant award will receive a final award letter and grant agreement documents on or before October 15, 2020. Signed grant agreement documents must be returned by November 30, 2020, via email to misp-cesf@michigan.gov. Reimbursement of funds will not occur until signed grant agreement documents are received by the MSP/GCSD.

### Application Opt-Out:

Agencies that choose not to apply for CESF funds must check the appropriate box located above Part I and submit the application form to misp-cesf@michigan.gov. Those not applying are only required to fill out Part I in addition to the checkbox indicating the agency's decision.

### Source of Funds

The CESF is funded from the United States Department of Justice as appropriated in the Coronavirus Aid, Relief, and Economic Security (CARES) Act. The CESF Program is authorized by Division B of H.R. 748, Pub. L. No. 116136 (Emergency Appropriations for Coronavirus Health Response and Agency Operations); 28 U.S.C. 530C.

### Public Disclosure of Application

Application contents are subject to the Freedom of Information Act, 1976 PA 442, MCL 15.231 *et seq.*

### Contact

For questions regarding the CESF, please contact the MSP/GCSD at misp-cesf@michigan.gov.



**Coronavirus Emergency Supplemental Funding (CESF)  
Local Jurisdiction Allocation**

Jurisdiction/Agency	CESF Allocation
Kirtland Community College Department of Public Safety	\$6,171
Laingsburg Police Department	\$2,805
Lake Angelus Police Department	\$6,171
Lake County Prosecutor's Office	\$15,000
Lake County Sheriff's Office	\$87,552
Lake Linden Police Department	\$3,366
Lake Odessa Police Department	\$2,244
Lake Orion Police Department	\$7,293
Lakeview Police Department	\$3,366
Lanse Police Department	\$2,244
Lansing Community College Police Department	\$6,171
Lansing Township Police Department	\$8,415
Lapeer County Prosecutor's Office	\$45,000
Lapeer County Sheriff's Office	\$103,360
Lapeer Police Department	\$10,659
Lapeer Township Police Department	\$2,805
Lathrup Village Police Department	\$7,293
Laurium Police Department	\$3,366
Lawton Police Department	\$5,610
Leelanau County Prosecutor's Office	\$19,800
Leelanau County Sheriff's Office	\$49,856
Lenawee County Prosecutor's Office	\$72,000
Lenawee County Sheriff's Office	\$111,872
Lennon Police Department	\$1,683
Leslie Police Department	\$2,244
Lexington Police Department	\$5,049
Lincoln Township Police Department	\$6,732
Linden Police Department	\$5,610
Litchfield Police Department	\$3,366
Livingston County Prosecutor's Office	\$72,000
Livingston County Sheriff's Office	\$166,592
Lowell Police Department	\$7,854
Luce County Prosecutor's Office	\$6,000
Luce County Sheriff's Office	\$13,376
Ludington Police Department	\$7,854
Luna Pier Police Department	\$6,732
Mackinac County Prosecutor's Office	\$12,000
Mackinac County Sheriff's Office	\$37,696
Mackinac Island Police Department	\$3,927
Mackinaw City Police Department	\$3,927
Macomb Community College Police Department	\$15,708
Madison Heights Police Department	\$26,928
Madison Township Police Department	\$3,927
Mancelona Police Department	\$2,244

Building broadband  
infrastructure to support  
economic recovery, growth,  
and resiliency for Leelanau  
businesses



## Outline for EDA Grant Application Package that follows

- Overview
- About Leelanau County
- Impact of coronavirus disruption
- Broadband Needs and Gaps
- Broadband keeps businesses running, workers employed
- Agricultural broadband needs today
- Small business internet needs during coronavirus
- Why fixed wireless broadband
- Why County-owned towers
- Who supports the proposal
- Project details
- ISPs on standby
- Summary
- Appendix (proposed elements)
  - DBA survey comments (proposed)
  - Testimonials (proposed)
  - Community Action Plan (proposed)
  - Broadband coverage maps (proposed)
  - County tower map (proposed)

**Leelanau County, MI, Application for Public Works Grant  
Under Economic Development Administration's Coronavirus Aid, Relief, and Economic  
Security Act (CARES Act) Recovery Assistance**

**I. OVERVIEW**

Leelanau County, MI, seeks an Economic Development Administration grant to allow the County to expand infrastructure for delivery of fixed wireless broadband internet within the County that would enhance business recovery and resiliency arising from the coronavirus pandemic shutdown, help retain and create jobs and strengthen economic activity in the future.

The economic shutdown caused by the ongoing coronavirus pandemic created an increased reliance by businesses, farms and residents upon online tools and resources to sustain economic activity and connectivity with employees and customers, provide access to online learning programs and access to telemedicine services. The availability of broadband internet within our rural county is uneven and where available to businesses for a sizable percentage of businesses fails to meet the 25 Mbps by 3 Mbps standard used by federal entities to evaluate broadband adequacy.

Our grant proposal is the result of a public-private partnership to evaluate the technology needs of the community, and identify a strategy to improve access to online resources. In 2016, the Leelanau Peninsula Economic Foundation (LPEF), a non-partisan advisory board whose purpose is to support the Leelanau business community, partnered with the Michigan branch of Connected Nation on a comprehensive County-wide survey of residents and businesses, including tourism and agribusinesses, to identify broadband needs and priorities. Survey results formed the basis of a comprehensive action plan that was submitted to the Leelanau County Board of Commissioners for implementation in 2018.

Our grant proposal specifically seeks **\$XXXXXX**. These funds would be used to:

- Build two new County-owned towers that would fill in gaps in our tower infrastructure within the County. With the addition of the new towers, the County would have a robust tower network that covers a majority of our County and can be leased to internet service providers willing to expand their service to deliver fixed-wireless broadband services. **The projected cost to build the two new towers, plus required equipment, is \$568,000.**
- Contract with an ISP to run fiber-optic cable to one of the new towers. Fiber to towers is the most reliable way to transport high-speed internet that is used to broadcast fixed wireless services. **The projected cost of running fiber to the tower is \$\$\$\$.**

The broadband delivered via our proposal will enable County businesses, especially agriculture, to more reliably and efficiently access online tools, capabilities and resources to support commerce and create jobs. Many businesses that closed during coronavirus shutdown lacked

broadband options that would provide greater resiliency to develop online capabilities to continue sales, engage with employees and customers, and manage supply chains.

Beyond the business benefits, enhancing the infrastructure for delivering broadband via the towers and fiber optic cable to selected premises also would increase the availability of broadband options for County schools, government and residents. With so many employees and students under partial or complete shutdown due to coronavirus, the need for broadband access is higher than ever.

Improved broadband also will benefit the healthcare sector, making it easier to expand the delivery of telemedicine services and enabling both medical providers and patients in the community to connect online for timely and efficient consultation and care. During the coronavirus shutdown, telemedicine technology was not available to residents and doctors in the County with inadequate broadband. Leelanau County's senior population—a population group that uses far more medical services than younger groups—has steadily increased and currently makes up approximately 43% of the population and is projected to continue to increase.

## **II. ABOUT LEELANAU COUNTY – ECONOMIC BASE**

Leelanau County's economic activity is diverse, but two areas are dominant: tourism and agriculture. Tourism economic activity supports area accommodations, wineries, retail stores, restaurants and recreational activities, to name a few. Agriculture is represented not only by farms and vineyards within the County, but also markets, tasting rooms, farm stands, tours and events.

According to Census data analyzed by Networks Northwest, Leelanau County's top 5 business sectors in number of companies are, in descending order: Construction, retail trade, accommodation and food services, other services, and agriculture and forestry. The top 5 business sectors in number of employees are, in descending order: Accommodation and food services, construction, retail trade, manufacturing, and healthcare and social assistance.

With the exception of the Grand Traverse Band of Ottawa and Chippewa Indians, County Government and the Leelanau Public Schools, the vast majority of Leelanau's businesses are considered to be small business, with 44% either sole proprietors or having fewer than 20 employees.

Among these small businesses are many home-based businesses, including farms, which underscore that broadband internet availability within the home is important for commercial activities and employees.

### III. IMPACT OF CORONAVIRUS DISRUPTION

The problem of inadequate broadband within Leelanau County has been acutely felt by businesses and employees, schools, and families in the County during the pandemic shutdown. Prior to the pandemic, Leelanau County's GDP per capita (\$33,500) represented 6% of our 10-county region's total GDP. The pandemic is expected to cause a decline in these GDP figures. It is estimated that retail, accommodations and food service are the industries that will see the greatest GDP decrease, and whose workers will be hardest hit. The coronavirus pandemic impact on jobs in Leelanau County is dramatic, with an estimated 23% of the County's workforce in occupations that are not deemed critical or are non-remote. The economic impact on Leelanau's small businesses and workforce places Leelanau County in the highest risk category in our 10-county region. A critical tool for businesses and individuals to be more resilient in the future and to recover from the pandemic will be access to high-speed internet. <sup>i</sup>

Preliminary data from the [Michigan Department of Technology, Management and Budget](#) shows that in Leelanau County, unemployment during the first few months of the coronavirus pandemic increased dramatically. In May 2020, the Leelanau County unemployment rate was 17.1%, down slightly from 22.0% in April, and up sharply from 4.1% in March. In comparison, the Michigan unemployment rate was 20.8% in May, 24.0% in April and 4.0% in March. The U.S. unemployment rate was 13.3% in May, compared with 14.4% in April 2020 and 4.4% in March.

As a result of school closures due to the coronavirus pandemic, many employees, especially women, will take time off from work to remain home and care for their children, which takes an economic toll on businesses in terms of absenteeism. Also, many workers in the top employment categories within the County—accommodation and food services, construction, retail trade, manufacturing, and healthcare and social assistance—would not be able to work remotely. Even in those jobs where a parent may perform his or her job remotely from home, insufficient internet may make that an unavailable option, especially if sharing bandwidth with children engaged in online learning.

Other ways in which the problem of inadequate broadband within Leelanau County has negatively impacted businesses and employees in the County during the pandemic shutdown include:

- Farmers without available broadband found it challenging to retain and attract critical seasonal workers because their children could not access online school lessons.
- Farmers were unable to attend webinars and virtual meetings to obtain education and critical information on managing their crops, herds, equipment, weather, etc.
- Retail stores that had not developed an online sales capability prior to the pandemic were unable to shift operations online during lockdown, and thus had to shut down and furlough workers.
- Restaurants unable to facilitate online sales for take-out orders struggled to meet demand or shut down completely.
- Business customers were impacted, unable to readily access services from online ready businesses.

A June 2020 survey of small businesses in the County found that during the coronavirus shutdown, 57% said their dependence on the internet for business activities increased. In addition, nearly one-third, or 31%, said that essential business activities were not available during the coronavirus shutdown due to insufficient internet. See below for more findings from the survey, in section VII. SMALL BUSINESS INTERNET NEEDS DURING COVID.

<sup>1</sup> Fourth Economy Research Consultants, May, 2020

#### **IV. BROADBAND KEEPS BUSINESSES RUNNING, WORKERS EMPLOYED**

As the coronavirus pandemic emerged, Michigan ordered the closure of many businesses throughout the state in mid-March leading to a statewide stay-at-home order on March 23 for all non-essential workers. To maintain operations and employment, many businesses sought to pivot to online sales and marketing—but those that lack adequate internet speed, access and online tools risk being left behind, a situation this grant would address. Examples of the impact on employment of broadband application during the pandemic include:

- Many restaurants in Leelanau County that had online ordering systems in place as the pandemic shutdowns occurred in March 2020 were able to continue to serve customers with curbside services, retaining jobs to serve that demand. Restaurants that lack adequate internet are less likely to take advantage of online e-commerce systems, and during the shutdown were forced to limit operations to outdoor service or shut down and laid off workers. An informal survey of Leelanau County restaurants by the [Leelanau Enterprise](#) at the height of the shutdown in early April identified 36 restaurants offering take-out services vs. 31 restaurants that closed.
- Retail businesses in Leelanau County that were closed during the pandemic turned to phone, email and internet orders to keep their operations running, thereby able to retain both employees and customers. An informal survey of Leelanau County retail businesses by the Leelanau Enterprise identified [21 businesses taking email and online orders as of April 21](#), which increased to [33 businesses as of April 29](#), and [44 businesses as of May 19](#). Internet-ready businesses were able to pivot to online sales and marketing much more quickly.
- Although some workers were allowed to perform their jobs remotely from home via the internet, anyone with inadequate internet would find it less efficient, time-consuming or impossible to be productive. Low bandwidth makes it difficult to engage in such activities as downloading and uploading large files, participating in video conferencing or attending online training, to name a few. Workers unable to effectively work remotely are more at risk of losing their jobs.
- According to a [Pew Research Center study](#), job losses in the early stages of the COVID-19 outbreak have been concentrated among workers unable to work remotely. From February

to March, U.S. employment decreased by 2.9 million, a loss of 1.8%. This was driven almost entirely by employment falling by 2.6 million (-2.7%) in jobs that could not be done remotely via the internet. Employment in occupations that could be done remotely was essentially unchanged, edging down by 300,000 (-0.5%).

- The coronavirus pandemic has shown many businesses that they need to develop online capabilities in the event of another crisis that shuts their physical location. Availability of internet will ensure they don't face that obstacle to innovating in how they serve customers, engage employees and grow their business.
- According to McKinsey & Co., even before the COVID-19 crisis, structural shifts—for example, the adoption of automation and the move toward clean energy—that were reshaping the labor market and increasing demand for particular skills were under way. Technological advances were expected to bring large-scale change in demand for particular roles in the workforce. For example, demand was forecast to increase for information- and communication-technology specialists and managers as well as for “future skills,” such as digital literacy and cognitive, social, and emotional skills. Demand was expected to decline for administrative roles.
- For workers who lose their jobs, finding new work will depend on the internet. Online job boards, researching career options and openings and also skills training and re-training all require effective internet to find new jobs.
- In the tourism sector, businesses can use online tools like social media, blogs, email marketing and multimedia to build demand for their services during a shutdown, so that business recovers more quickly after any restrictions on travel, gatherings and in-person operations are lifted.
- In the agricultural sector, [farmer's markets in Leelanau County](#) turned to an online ordering system enabling them to continue to harvest and sell their products locally, keeping the farms' labor force employed and productive.
- For Leelanau County farm workers with school-age children, working for a producer that had internet available for online learning was critical to remaining on the job, or having to seek work elsewhere.
- According to the American Farm Bureau Federation, many of the latest yield maximizing farming techniques require broadband connections for data collection and analysis performed both on the farm and in remote data centers. However, 29% of U.S. farms have no access to the Internet according the USDA report, “Farm Computer Usage and Ownership, 2017.” Within Leelanau County, a 2016 survey found that 92.5% of farms had internet service, though more than half had download speeds of less than 10 Mbps.

- The Michigan State University Extension Service in Leelanau County has identified multiple technologies that farmers use broadband connectivity to achieve optimal yield, lower environmental impact and maximize profits for their orchards, fields and livestock. A lack of access to high-speed internet to use these new tools will make our farmers less competitive, resulting in fewer farms and jobs (See Section VI. Agricultural broadband needs today) for detail.
- The availability of high-speed internet within Leelanau County also will create new agricultural technology jobs as farms are able to access broadband internet and make use of these innovative new tools and services to gather and analyze data and maximize yields.

## **V. BROADBAND NEEDS AND GAPS**

The issue of broadband availability was identified as a critical issue prior to the pandemic by the Leelanau Peninsula Economic Foundation (LPEF), a non-partisan advisory board supporting businesses by providing resources, programming and collaborative opportunities to strengthen the economic vitality of Leelanau businesses and communities. Following a 2016 survey of technology needs, LPEF in 2018 presented a comprehensive “Community Technology Action Plan” to the Leelanau County Board of Commissioners. Among other things, the plan recommended development of “public-private partnerships” to expand broadband availability, specifically in the form of allowing usage of the County-owned towers by ISPs to expand service.

In 2019, the County undertook a tower load capacity study to determine whether existing infrastructure could host equipment from multiple ISPs, as well as propagation analysis to determine where gaps might exist using existing infrastructure. Those efforts determined that one of five County-owned towers could not handle additional equipment from multiple ISPs and would need to be replaced to be an effective platform for fixed wireless expansion. It also identified that an additional tower would be needed to serve areas within Glen Arbor and surrounding townships.

The EDA grant would allow the County to add the infrastructure needed to support the goal of facilitating fixed wireless broadband delivery via County-owned towers.

A 2016 survey of community needs formed the basis of the LPEF action plan, and highlights of that survey’s findings for business, tourism and agriculture sectors are included below:

### **Business:**

- Slightly more than 96% of businesses responding to the survey indicated they have a broadband connection. However, nearly half of responding businesses (49%) reported an internet download speed of less than 10 Mbps, while an additional 10% have between 10 and 25 Mbps speed, which is the federal benchmark for adequate internet. Only 7% of

businesses in the County connect with a download speed of 100 Mbps or faster, the 2016 survey found.

- Of businesses with internet connectivity, 37% had cable internet, 34% had DSL internet (over the phone), 13% were satellite connected, 8% wireless (other than cell phone) and 3% fiber-optic.
- Beyond having a website, which 81% of businesses reported, there are many Internet-enabled technologies that can benefit businesses of all types. These technologies are aimed at increasing revenue and reducing expenditures to give businesses a competitive advantage. In the 2016, 43.7% of Leelanau County businesses either currently used or planned to implement advanced applications within one year. These digital applications—which can range from a corporate email system, to digital inventory and supply chain management software, to point-of-sale and e-commerce—all benefit from a robust internet bandwidth. Without wider availability of high-speed internet, business productivity and growth may be stifled.
- The 2016 survey found that one-quarter, or 24.6%, residents engaged with local businesses online on a daily basis, while 47.6% engaged digitally on a weekly basis.
- E-mail, text messaging, and Facebook were the three most popular tools for customer communication among businesses responding to the 2016 survey. Website updates, YouTube, and Instagram represented the next most popular platforms for digital communication. Google Hangouts is likely used for video calling or video conference meetings. At the time of the 2016 survey, responses indicated that the frequency of business use of digital tools to communicate with the public was between weekly and several times each month.
- (Since the 2016 survey was conducted, the frequency of online business activity in the United States has grown significantly. Checking email and texting once a day, for example, is hardly the norm today for successful businesses, along with other activities like posting to social media or updating content on a company web site. However, all those communication activities that are critical to business operations today can be challenging with slow or poor internet, representing lost productivity as tasks take longer to complete. Or, in the case of technology applications like video conferencing or online training and education, poor internet speeds may make them all but impossible.)
- Among all responding businesses, 21% stated that the technology skills of their employees only poorly or fairly met the technology needs of their business. While these responses were spread among businesses of all types, a few clusters stood out. Accommodation and Food Service establishments and Manufacturing businesses had a higher concentration of responses of “poor” or “fair” when asked about the technology skills of their employees. Additionally, businesses with revenue between \$100,000 and \$500,000, annually, also



responded with a higher proportion of similar responses. Finally, businesses with less than 10 employees also indicated “poor” or “fair” technology skill alignment with their employees.

- If technology is ever-changing, and employee technology skills are important to meeting the needs of local businesses, then technology-related training is essential for ensuring employees keep up with the latest online tools, devices, and applications. Among responding businesses with fewer than 15 employees, 70% feel that technology training for their employees is moderately or very important, (compared to 50% of larger businesses). Similarly, 67% of businesses with revenues under \$200,000 annually state that tech. training for employees is moderately or very important, (compared to 50% of businesses with revenues greater than \$200,000).
- According to survey results, 39.4% of residents in the Leelanau Peninsula are teleworkers, a rate much higher than the national average. Current teleworkers indicate that they telework an average of several days per week.
  - Nearly half (49%) of adults aged 45 to 54 report that they telework with some frequency.
  - Of those who telework, more than 55% have had least a bachelor’s degree, (compared to only 3% of teleworkers who hold a high school diploma or less).
  - Most teleworkers are employed full-time (54.4%) while 30.1% are self-employed.
  - Most telecommuters work from a home office (68.8%) and some work from a restaurant or coffee shop (13.1%), while only a small group work from a co-working or shared office space (5.3%) or a library (7.5%), (respondents were able to select multiple locations).

#### **Tourism:**

- Competing in a global economy requires a competitive advantage, and a broadband connection coupled with the adoption and meaningful use of related technology, can provide tourism businesses with a resource for expanding their market and creating operational efficiencies. Nearly half (49.3%) of the 2016 survey’s business respondents identified themselves as part of the local tourism economy. Of those, nearly 100% of responding tourism businesses subscribe to broadband service (a rate higher than that for all businesses in the community).
- Half of tourism businesses connect to the internet with a download speed less than 25 Mbps, while 23% reported 25 Mbps to 49.99 Mbps, and 21% report 50 Mbps to 99.99 Mbps. Tourism establishments were more likely to have a connection faster than 25 Mbps compared with all business respondents.
- Some 40% of responding tourism businesses say they offer free Wi-Fi to the public. This is higher than the rate of 29.2% among all businesses in the community.

- A website is one of the most basic ways in which a tourism business establishes and maintains an online presence. According to the 2016 survey, 86.4% of tourism businesses in the Leelanau Peninsula have a website. This is higher than the rate of 81% rate of website use among all businesses.

### **Agriculture:**

- Among respondents to the Agriculture survey, 92.5% state they have dedicated internet service for their operation. Of those, (60%) subscribe to DSL internet over the phone lines. Fixed wireless service is used by 12% of producers with access to the internet and the remainder use mobile broadband, cable or satellite technology to connect.
- Among agriculture respondents, 56.3% reported internet download service of less than 10 Mbps.
- Agriculture Producers were asked, “Can the internet be accessed throughout your operation?” The majority of respondents (68.2%) indicated that the internet is not accessible in any form in the extended, more remote areas of the operation. Nearly one-quarter (22.7%) of operations indicated that Wi-Fi is accessible throughout their main operation buildings and immediate surrounding area. Finally, 9% indicate that they can access the internet via the cellular or mobile network throughout their operation.
- 21st Century agriculture operations have many opportunities to use technology to improve efficiency and increase production. Agriculture producers were asked about their current and planned use of various technology-enabled equipment. Among respondents, 15.5% say the currently use or are planning to implement the various technologies within one year.
- The two most frequently used technologies are farm management and nutrient management systems. Nearly half (42.9%) of producers currently use these technologies. The least commonly used are hybrid equipment and vehicles and geo-fencing. If they didn’t currently use or had no plan to implement the various technologies, respondents were asked to indicate if they were interested in the technology or not. The potential for improving the use of technology-enabled equipment among agricultural producers in the community lies with those saying they were interested in learning more about the technology. For example, 23.8% of respondents don’t currently use or have a plan to use full autonomous equipment, but are interested in learning more about how the technology could improve their operation. Similarly, 23.8% are interested in learning more about unmanned aerial vehicles (drones).

## **VI. AGRICULTURAL BROADBAND NEEDS TODAY**

Since the 2016 LPEF survey, agricultural operations have expanded their need for high-speed internet. Farms today use the internet to manage their farms, attract and retain workers and go

to market. According to the MSU Extension Service in Leelanau County, some examples of specific needs of farmers that exist now, but are unavailable without adequate broadband, include:

- Internet and cell coverage in the orchards and fields as well as at the farmstead/home.
- Real-time weather information, especially moisture potential, wind, temperatures, inversion meteogram and predictive temperatures, wind and moisture information during critical weather events to perform crop saving management strategies. Agriculture weather needs are much more detailed and precise than local weather stations provide. Access to radar is needed as storms approach so growers can provide preventive applications for crops.
- Access to the many online disease, insect and phenology stage prediction models that enable growers to make timely protective applications to the crops.
- The ability to take high quality photos to send to university diagnostic labs for disease, insect, or excess/deficient nutrient analysis.
- The ability to operate tractors, harvesting and other equipment without human operators using remote steering, GPS guidance and other capabilities to work fields, plant, harvest and make protective and nutrient applications to crops.
- The ability to use high-tech equipment out in the field to analyze crop nutritional needs during the crop season.
- High-tech equipment that is available to prevent wildlife damage to crops that needs high-speed internet access to pull and send data from the internet to the equipment and to act as a remote weather station with sensors that need internet for transmission.
- Equipment available that can do variable application of nutrients based on soil testing and GPS positioning information.
- Live access to webinars, virtual meetings and other virtual online information resources to educate and communicate with growers on a variety of subjects. Especially during the coronavirus pandemic, MSU Extension Research Station Staff and on Campus researchers cannot deliver on-site pest management and horticultural information necessary for effective and efficient crop management. Farmers that do not have the internet capacity to do live webinars and videoconferences are at a disadvantage and cannot get the information they need to effectively manage and grow their operations.
- Leelanau County has approximately 470 farms farming 50,000 acres and employs 1,520 workers with a payroll of \$14 million. To be an attractive employer, the workers want internet available on the farm for their children to do school learning online, especially during the coronavirus pandemic but also for homework in normal times. They also want internet access for information, connection to family, online shopping and communication.
- Agricultural labor retention is key. There is also increasing labor needs as farmers move to develop value-added products and to market fresh produce direct, on-line to consumers as well as local wholesale markets. High-tech equipment associated with packaging can also require additional labor needs. As growers add new capabilities to their operations and need higher technology equipment as well as information and data online, it creates more jobs in the agribusiness community by supplying high-tech equipment requested by more informed farmers.

## VII. SMALL BUSINESS INTERNET NEEDS DURING PANDEMIC

More recently, as a result of the pandemic shutdown, LPEF sought to gain additional insight to how small businesses, including many home-based businesses, were impacted by potentially inadequate broadband. Findings of the May 2020 survey included:

- Nearly all (94%) respondents said they require internet access for their business operations. Also, 77% said reliable broadband internet is of high importance to their business.
- A majority of business respondents reported dissatisfaction with their current broadband internet service in terms of:
  - Availability: 53% are not satisfied.
  - Speed: 65% are not satisfied.
  - Price: 73% are not satisfied.
- Among respondents who indicated dissatisfaction with some aspect of their broadband internet, 81% said they believe that if they had satisfactory high-speed internet it would enable their business to grow, and 68% said it would be more likely they could retain jobs.
- More than half of respondents who knew their internet speed, or 56%, reported internet download speeds below the government benchmark of 25 Mbps, including 40% of respondents that receive internet at less than 10 Mbps, and 19% with less than 3 Mbps. Those percentages are a slight improvement from the 2016 LPEF survey, but still represent a sizable segment of county businesses with inadequate internet speeds.
- Thirty-three percent of respondents received internet via a cable provider, which typically offers adequate speed. Yet, 22% receive their internet via DSL (phone), and 11% via satellite, both typically offering slower speeds or limits on data. Other internet sources included wireless, mobile or a combination of several sources.
- During the coronavirus shutdown, 58% said their dependence on the internet for business activities increased.
- Also, 31% said that essential business activities were not available during the coronavirus shutdown due to insufficient internet.
- The businesses responding were overwhelmingly small businesses, with 47% reporting a single employee, 25% reporting two employees and 15% with 3 to 5 employees. Also, 63% of respondents are home-based businesses.

## **VIII. WHY FIXED WIRELESS BROADBAND**

Although fiber to the premises is viewed by many as the best solution for delivering high-speed internet, it is expensive to build a fiber-optic network in a rural environment that meets the needs of all premises in the County and such a network is unavailable without commercial ISP appetite to serve a rural market like Leelanau County. Also, agricultural operations need to access broadband in the field, not only in the home. For these reasons, we have identified fixed wireless broadband as an effective solution for large rural areas of Leelanau County.

We recognize, however, that because of the County's terrain, some premises and areas will not be served by fixed wireless broadband and will require other options. Some ISPs that we are in discussion with are also beginning to explore a limited deployment of fiber to selected premises in the County. It is our hope that with the growth and development of a fixed-wireless broadband customer base, these ISPs will be more inclined to develop additional fiber deployment to County premises in the future.

Fixed wireless broadband also can take advantage of County-owned infrastructure. The County currently owns five (5) towers and uses a total of eight (8) towers in the County for 911 communications. This network of towers can be used to deliver broadband signals. With the addition of two new towers, this network could reach currently unserved areas of the County, enabling more businesses to take advantage of online information and services, improving their resiliency for future economic shocks.

## **IX. WHY COUNTY-OWNED TOWERS**

Smaller ISPs are the primary provider of fixed wireless broadband in our area. Many smaller ISPs would be unable to build their own tower network because not only are they relatively undercapitalized but they also would have to navigate local township zoning requirements so that towers could be built. Each of the 11 townships has different zoning requirements which adds to the inequity and difficulty in ISPs building their own tower network. The County-owned towers have already been through the zoning process and thus the fees charged to ISPs would be more affordable to them than creating a private tower network.

There has also been some public opposition in the past to efforts by private companies to build additional radio towers, making the County-owned infrastructure a more feasible solution for expanding fixed wireless broadband services.

For these reasons, the LPEF action plan proposed a public-private partnership to achieve the goal of a wider rollout of fixed wireless broadband services.

## **X. WHO SUPPORTS THE PROPOSAL**

In addition to Leelanau County officials, the project is supported by the Leelanau Peninsula Economic Foundation (LPEF). Participation in the LPEF's internet task force represents a

coalition of County residents, businesses and stakeholders, including Libraries, Agriculture, Government, Healthcare, K-12 Education, Public Safety, Community Organizations, and Tribal Organizations.

Organizations that support the EDA grant proposal to be listed **here**.

## **XI. PROJECT DETAILS**

This proposal is for construction of two towers and related infrastructure, such as power supply and fiber internet junction boxes and fiber connections to the towers, within the County. One tower will be located in Suttons Bay Township on the campus of the Leelanau County government offices, and the second will be in Glen Arbor Township on a township-owned parcel on Miller Hill.

The new Government Center tower will be a 197-foot self-supporting tower that will hold County and Michigan Public Safety Communication System (MPSCS) 800MHz radio equipment (antennas, microwaves, feedlines, shelters, ground equipment, etc.). The County will ensure the tower is built to withstand at least 5 co-locations, 5 cell carriers and 4 ISPs. The new Government Center tower would be in addition to an existing tower in that location that was determined to have insufficient capacity to house additional ISPs and cell carriers. Projected cost to build tower is \$200,000.

The new Miller Hill tower will be a 250-foot self-supporting tower that will hold County and MPSCS 800MHz radio equipment (antennas, microwaves, feedlines, shelters, ground equipment, etc.). The County will ensure the tower is built to withstand at least 5 co-locations, 5 cell carriers and 4 ISPs. As the tower is more than 200 feet, it will also require lighting at top to comply with Federal Aviation Administration requirements. Projected cost to build tower is \$308,000.

Installation of microwave wireless equipment on each tower to connect with the 460-foot Central Tower will provide redundancy of service, minimizing the risk of interrupted service to the areas served by the new towers due to unforeseen issues. Cost of this equipment and installation would be \$30,000 per tower, or \$60,000 total.

Our proposal also seeks to fund the installation of fiber optic cable and connections to serve the two new County towers. Expanding fiber to each tower will cost...**\$XXX**.

Total projected costs of the tower construction project are **\$XXXX**.

Total costs would include 20% County matching funds, or: **\$XXXX**.

These two new towers would bring the network of County-owned towers to seven available for ISPs for placement of their equipment.

## **XII. ISPS ON STANDBY**

With the County's tower load studies now complete, the ISPs are ready to begin installing equipment on the existing towers and with construction of the two new towers to add equipment there, as well.

The County has contracts with two fixed-wireless internet Service Providers to lease access to the County-owned towers for their equipment to deliver broadband. These are Cherry Capital Communications and ElevateNet. In addition, the County is in negotiations with 3 additional ISPs: Agri-Valley Communications Inc., Aspen Wireless and an ISP formed by the Grand Traverse Band of Ottawa and Chippewa Indians.

## **XIII. SUMMARY**

The EDA grant would allow Leelanau County to increase the infrastructure needed to attract fixed-wireless broadband providers to serve businesses in our county, especially farms, with much-needed high-speed internet. Improving internet is essential to helping businesses stay current and competitive, to generate growth and to retain and add new jobs. During the coronavirus pandemic, with so many employees under stay-at-home orders and businesses closed to the public, the reality of how vital the internet is to the economic wellbeing and resiliency of businesses was painfully evident to those who lack adequate high-speed internet. The sooner that Leelanau County can build new towers, the sooner that ISPs can install their equipment and begin delivering high-speed broadband internet to many businesses in the county that are currently underserved.

## **XIV. APPENDIX**

Proposed elements in appendix to include:

- DBA survey comments (proposed)
- Testimonials (proposed)
- Community Action Plan (proposed)
- Broadband coverage maps (proposed)
- County tower map (proposed)

## APPENDIX

### Leelanau County Business Owner Survey comments regarding broadband internet in county

“We are a specialty consulting engineering firm servicing a certain segment of the agricultural industry. We frequently host design review meetings via Webex, where we can share our graphics screens with our clients to review and modify current design drawings. An internet speed of 7 to 9 Mbps is just barely adequate for this, and we have had to terminate at least two sessions since late March. While we do not video conference much, we have not even tried since late March.”

“The internet allows us to operate an international business from the most beautiful place in the world. “

“As a photographer I have to transfer a lot of data and upload speeds are always slow—taking hours to upload an event's worth of jpeg files.”

“This is the digital age. Almost all activities, business, commerce, education, ASSUME everyone has internet access. Those without it run the risk of becoming non-participants in today's world.”

“The available choices are terrible, not reliable and ridiculously expensive. Not only for work but I have 2 students at home. This has been a terrible experience for work, school and family.”

“I am considering moving because of the terrible internet service here.”

“It needs to be county-wide if we want to recruit younger professionals and bring in higher business talent.”

“Essential service for fruit growers who must file their spray records, etc., online.”

“I support this cause. Working remotely from home was extremely difficult due to the slow speed of the computer.”

“If you had increased availability and speed, you could attract more small entrepreneurs to the area that would increase your tax base.”

“We had three people working from home during stay-at-home, and we didn't have enough speed for all activity at the same time. We don't have reliable cell service inside the house, so internet is even more critical.”

“It is not that they are unavailable, but our service is so slow and at times is shut down. This applies when I work from home, as I have had to do during COVID crisis. I have said for years that the lack of adequate broadband service to the county is seriously restricting its growth.”

“The reliability of the internet connection in Leelanau is not as high as those seen in cities and other larger municipalities. It has decreased productivity and continuity during the Covid 19 shutdown.”

“We often sell our products at street fairs and craft markets locally. Because we cannot get a signal for our point-of-sale device, we must accept payments ‘offline’ meaning there is no immediate verification of credit card validity. We have made numerous sales that ended up being fraudulent. With high-speed internet service, this would not happen. Also, we cannot participate on Zoom conference calls with video service with our slow speed and narrow bandwidth.”



“Need internet capabilities in my orchards & fields, worker housing lacks internet for school children & the families.”

“(Videoconference) meetings were difficult for several members of our Board because their internet connectivity was so poor.”

“Wholeheartedly support this grant application! Fast internet availability would be a Godsend to my business.”

“Besides business, Internet is a class and income bias. Children need it to be competing in school, workers need it for communication, the elderly need it for safety. The rich will always have it. Start caring about the vulnerable as much as you care about money. Please.”

“I feel very strongly that better internet service is needed in Leelanau County. Broadband internet would be beneficial to both my business and my employees who live in the area.”

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# EXECUTIVE DOCUMENT SUMMARY

Department: <u>Planning/Comm. Dev.</u> Contact Person: <u>Trudy Galla, Planning Director</u> Telephone No.: <u>231-256-9812</u>	<b>Submittal Dates</b> <input type="checkbox"/> Executive Board: _____ <input checked="" type="checkbox"/> Regular Session: <u>07/29/2020</u>
<b>Source Selection Method</b>	VENDOR: <u>n/a</u>  Address/ Phone: _____
<input checked="" type="checkbox"/> Negotiated  <input type="checkbox"/> Other: _____ Account Number (Funds to come from): _____	

Budgeted Amount: <u>\$ 11,250.00</u>	Contracted Amount: <u>\$ 1,250.00</u>
--------------------------------------	---------------------------------------

<b>Document Description</b>	
<input type="checkbox"/> Select One	<input checked="" type="checkbox"/> Other <u>Recycling Agreement-Leland Twn</u>

**Request to Waive Board Policy on Bid Requirements**

This request is for approval of a Recycling Agreement with Leland Township for a new recycling site on S. Popp Rd., located 1/2 mile south of M-204. At its July 13 meeting, the Leland Township Board approved a motion for Popp Road site as a recycling center and utilize the \$10,000 grant from the GTB to make the improvements that would be needed. This passed 3-2. Attached is an Agreement which was developed by Corporate Counsel.

(Note: The Solid Waste Council (SWC) received \$10,000 in 2% allocation funds toward improvements for a new site. These funds are available should improvements be required at Popp Rd. Should improvements be required, an Agreement would be drawn up and brought back to the County Board for consideration, as has been done in the past for other recycling sites.)

At its Special Meeting July 24, the SWC unanimously passed the following motions:

***Recommend to the County Board of Commissioners that the county enter into a Recycling Site Agreement with Leland Township for the property on S. Popp Rd. in Leland Township. Motion Carried 11-0.***

***Recommend to the County Board of Commissioners that the Board authorize submittal of the application and all documents required for the necessary permits for the S. Popp Rd. site, following completion of the documents by staff.***

\* Motion to approve a Recycling Site Agreement with Leland Township for the township owned property on S. Popp Rd. with costs to come from Fund 230.

\* Motion to submit the required application and all required documents to Leland Township for the necessary permits for the Popp Rd site, following completion of the documents by staff. Costs to come from Fund 230 and the 2% allocation funds.

**Suggested Recommendation:**

Department Head Approval: Trudy J. Galla Digitally signed by Trudy J. Galla  
Date: 2020.07.27 12:40:26  
-04'00' Date: 07/27/2020

**AGREEMENT  
BETWEEN LEELANAU COUNTY AND  
LELAND TOWNSHIP  
FOR A COUNTY RECYCLING PROGRAM RECYCLING SITE**

This Agreement is entered this \_\_\_\_\_ day of \_\_\_\_\_, 2020, between Leelanau County, a municipal corporation and political subdivision of the State of Michigan, with offices located at 8527 East Government Center Drive, Suttons Bay, Michigan 49682 (hereinafter referred to as the “**County**”), and Leland Township (hereinafter referred to as “**Site Host**”), for the use and operation of a Leelanau County Recycling Program recycling site on the Site Host’s property located on S. Popp Rd., Leland Township Township (hereinafter referred to as “**Recycling Site**”), to be operated by the County or the Leelanau County Solid Waste Council, a committee of the Leelanau County Board of Commissioners.

**1. COUNTY REQUIREMENTS:**

- a) **COUNTY MONITORING** - The County, through an independent agreement with a contractor, will provide equipment and staff oversight of the Recycling Site and will be responsible for the use, maintenance, and servicing of the recycling containers. All materials left at the Recycling Site will be removed by County authorized contractors.
- b) **CONTACT** - The Planning and Community Development Office will serve as the contact for this Agreement and can be reached at (231) 256-9812.
- c) **FUNDING** – Any costs associated with the recycling and handling of the material will come from the collection of funds through P.A. 69 of 2005.
- d) **RECYCLING SITE** - Relocation, removal, or moving of the recycling containers will only occur by County authorized contractors.
- e) **INSURANCE** – The County authorized contractors at all times during the life of this Agreement shall maintain insurance that meets the requirements of the Leelanau County Board of Commissioners’ Policy, including, but not limited to, Worker’s Compensation and Comprehensive General Liability Insurance.
- f) **HOLD HARMLESS** -- All liability to third parties, loss or damage as a result of claims, demands, costs, or judgments arising out of activities, such as direct service delivery, to be carried out by the County in the performance of this Agreement shall be the responsibility of the County, and not the responsibility of the Site Host. In the event that liability to third parties, loss, or damage arises as a result of activities conducted jointly by the County and the Site Host in fulfillment of their responsibilities under this Agreement, such liability, loss, or damage shall be borne by the County and the Site Host in relation to each party’s responsibilities under these joint activities.
- g) **LICENSING** – The County authorized contractors shall comply with all municipal, county, state and federal laws, regulations, ordinances and specifications. The County authorized contractors shall obtain all required licenses necessary to collect, handle, store, process, transfer, remove, transport or dispose of recyclables within Leelanau County.
- h) **SIGNAGE** – The County will be responsible for providing adequate signage directing Leelanau County residents to the Recycling Site as well as for placing appropriate signage on each recycling container.

**2. SITE HOST REQUIREMENTS:**

- a) **INSURANCE** – The Site Host will maintain adequate liability insurance coverage for itself.
- b) **HOLD HARMLESS** - All liability to third parties, loss or damage as a result of claims, demands, costs, or judgments arising out of activities, such as direct service delivery, to be carried out by the Site Host in the performance of this Agreement shall be the responsibility of the Site Host, and not the responsibility of the County. In the event that liability to third parties, loss, or damage arises as a result of activities conducted jointly by the County and the Site Host in fulfillment of their responsibilities under this Agreement, such liability, loss, or damage shall be borne by the County and the Site Host in relation to each party’s responsibilities under these joint activities.
- c) **ACCESS** – The Site Host agrees to work with the County on an on-going basis to provide Leelanau County residents adequate public access to the Recycling Site at all times for the benefit of the County, within the scope of the Site Host’s abilities and contractual obligations.
- d) **RECYCLING SITE** – The Site Host will provide for a thirty (30) foot by fifty (50) foot location for placement of the containers, with at least six (6) feet allowance between recycling containers. The Recycling Site will include adequate space for up to nine (9) recycling containers and an open area for the County authorized contractors’ vehicles to unload containers. An area directly in front of the containers will be free of obstacles in order to maneuver a transport truck for pickup of recycling materials.
- e) **MAINTENANCE** - The Site Host will provide adequate maintenance of the Recycling Site to allow for safe use of the containers. Relocation, removal or moving of the recycling containers will only occur by County authorized contractors.

**3. COMPENSATION:**

The County shall pay the Site Host an annual rental payment for services rendered in the total amount of One Thousand Two Hundred Fifty and No/100 Dollars (\$1,250.00), payable in equal installments on a quarterly basis. The County shall not be responsible for any additional costs incurred by the Site Host for repairs or improvements to the Recycling Site. In no event shall the total compensation paid under this Agreement exceed the sum of Six Thousand Two Hundred Fifty and No/100 Dollars (\$6,250.00).

**4. EFFECTIVE DATE:**

This Agreement is effective on the date first above written, and shall continue for a term of five (5) years thereafter, through August 31, 2025, unless terminated earlier.

**5. TERMINATION:**

Each party to this Agreement has the right to terminate this Agreement at any time, with or without cause, during the original term or any extended term by providing ninety (90) days’ written notice to the other party. In the event this Agreement is terminated before expiration of the term, the Site Host shall only be entitled to receive rental payments prorated through the effective date of the termination.

**6. AMENDMENTS:**

Any amendments to this Agreement shall only be valid when they have been reduced to writing and signed by the authorized representatives of the parties.

**LEELANAU COUNTY**

\_\_\_\_\_  
By: William Bunek  
Leelanau County Board of Commissioners  
Its: Chairperson

\_\_\_\_\_  
Date

**SITE HOST:**

\_\_\_\_\_  
By:  
Its:

\_\_\_\_\_  
Date

N:\Client\Leelanau\Agreements\Recycling Site Rental Agrs\Draft 3 General Agreement for Recycling Site rental 5 2 2018 CAG.doc

# EXECUTIVE DOCUMENT SUMMARY

Department: <u>Planning/Comm. Dev.</u> Contact Person: <u>Trudy Galla, Planning Director</u> Telephone No.: <u>231-256-9812</u>	<b>Submittal Dates</b>
	<input type="checkbox"/> Executive Board: _____ <input checked="" type="checkbox"/> Regular Session: <u>07/29/2020</u>
<b>Source Selection Method</b>	
<input checked="" type="checkbox"/> Negotiated  <input type="checkbox"/> Other: _____ Account Number (Funds to come from): _____	VENDOR: <u>n/a</u>  Address/ Phone: _____

Budgeted Amount: <u>\$ 11,250.00</u>	Contracted Amount: <u>\$ 937.50</u>
--------------------------------------	-------------------------------------

<b>Document Description</b>	
<input type="checkbox"/> Select One	<input checked="" type="checkbox"/> Other <u>Agreement-Recycling site: Oak St, Leland</u>

<input type="checkbox"/> <b>Request to Waive Board Policy on Bid Requirements</b>	
<p>This request is for approval of a Recycling Agreement for a property at the corner of E. Oak St and S. Edwards Ave in the unincorporated village of Leland. At its July 13 meeting, the Leland Township Board approved a motion to find a location in each village or in close proximity to each village as soon as possible to have interim recycling sites available immediately. This motion passed 5-0.</p> <p>Attached is an Agreement which was developed by Corporate Counsel. This Agreement is worded for 9 months with payment for the site also based on 9 months.</p> <p>At its Special Meeting July 24, the SWC unanimously passed the following motion:</p> <p><b><i>Recommend to the County Board of Commissioners that the county enter into a Recycling Site Agreement with the owners of the property at the corner of E. Oak St. and S. Edward Ave in Leland. Motion carried 11-0.</i></b></p>	
<p><b>Suggested Recommendation:</b></p>	<p>* Motion to approve a Recycling Site Agreement with the owners of the property at the corner of E. Oaks St. and S. Edward Ave in Leland. Costs to come from Fund #230.</p>

Department Head Approval: Trudy J. Galla Digitally signed by Trudy J. Galla  
Date: 2020.07.27 12:43:03  
-04'00' Date: 07/27/2020

**AGREEMENT  
BETWEEN LEELANAU COUNTY AND  
South & North Manitou Islands, LLC  
FOR A COUNTY RECYCLING PROGRAM RECYCLING SITE**

This Agreement is entered this \_\_\_\_\_ day of July, 2020, between Leelanau County, a municipal corporation and political subdivision of the State of Michigan, with offices located at 8527 East Government Center Drive, Suttons Bay, Michigan 49682 (hereinafter referred to as the “**County**”), and South & North Manitou Islands, LLC (hereinafter referred to as “**Site Host**”), for the use and operation of a Leelanau County Recycling Program recycling site on the Site Host’s property located at the corner of E. Oak St and S. Edward Ave, in the unincorporated village of Leland, Leland Township MI (hereinafter referred to as “**Recycling Site**”), to be operated by the County or the Leelanau County Solid Waste Council, a committee of the Leelanau County Board of Commissioners.

**1. COUNTY REQUIREMENTS:**

- a) **COUNTY MONITORING** - The County, through an independent agreement with a contractor, will provide equipment and staff oversight of the Recycling Site and will be responsible for the use, maintenance, and servicing of the recycling containers. All materials left at the Recycling Site will be removed by County authorized contractors.
- b) **CONTACT** - The Planning and Community Development Office will serve as the contact for this Agreement and can be reached at (231) 256-9812.
- c) **FUNDING** – Any costs associated with the recycling and handling of the material will come from the collection of funds through P.A. 69 of 2005.
- d) **RECYCLING SITE** - Relocation, removal, or moving of the recycling containers will only occur by County authorized contractors.
- e) **INSURANCE** – The County authorized contractors at all times during the life of this Agreement shall maintain insurance that meets the requirements of the Leelanau County Board of Commissioners’ Policy, including, but not limited to, Worker’s Compensation and Comprehensive General Liability Insurance.
- f) **HOLD HARMLESS** – All liability to third parties, loss or damage as a result of claims, demands, costs, or judgments arising out of activities, such as direct service delivery, to be carried out by the County in the performance of this Agreement shall be the responsibility of the County, and not the responsibility of the Site Host. In the event that liability to third parties, loss, or damage arises as a result of activities conducted jointly by the County and the Site Host in fulfillment of their responsibilities under this Agreement, such liability, loss, or damage shall be borne by the County and the Site Host in relation to each party’s responsibilities under these joint activities.
- g) **LICENSING** – The County authorized contractors shall comply with all municipal, county, state and federal laws, regulations, ordinances and specifications. The County authorized contractors shall obtain all required licenses necessary to collect, handle, store, process, transfer, remove, transport or dispose of recyclables within Leelanau County.
- h) **SIGNAGE** – The County will be responsible for providing adequate signage directing Leelanau County residents to the Recycling Site as well as for placing appropriate signage on each recycling container.

**2. SITE HOST REQUIREMENTS:**

- a) **INSURANCE** – The Site Host will maintain adequate liability insurance coverage for itself.
- b) **HOLD HARMLESS** – All liability to third parties, loss or damage as a result of claims, demands, costs, or judgments arising out of activities, such as direct service delivery, to be carried out by the Site Host in the performance of this Agreement shall be the responsibility of the Site Host, and not the responsibility of the County. In the event that liability to third parties, loss, or damage arises as a result of activities conducted jointly by the County and the Site Host in fulfillment of their responsibilities under this Agreement, such liability, loss, or damage shall be borne by the County and the Site Host in relation to each party’s responsibilities under these joint activities.
- c) **ACCESS** – The Site Host agrees to work with the County on an on-going basis to provide Leelanau County residents adequate public access to the Recycling Site for the benefit of the County, within the scope of the Site Host’s abilities and contractual obligations. The Site Host agrees to allow the County use of the Recycling Site nine (9) months out of each calendar year during the term of this Agreement to be coordinated with the Planning and Community Development Office.
- d) **RECYCLING SITE** – The Site Host will provide for a thirty (30) foot by fifty (50) foot location for placement of the containers, with at least six (6) feet allowance between recycling containers. The Recycling Site will include adequate space for up to nine (9) recycling containers and an open area for the County authorized contractors’ vehicles to unload containers. An area directly in front of the containers will be free of obstacles in order to maneuver a transport truck for pickup of recycling materials.
- e) **MAINTENANCE** – The Site Host will provide adequate maintenance of the Recycling Site to allow for safe use of the containers. Relocation, removal or moving of the recycling containers will only occur by County authorized contractors.

**3. COMPENSATION:**

The County shall pay the Site Host an annual rental payment in the total amount of Nine Hundred Thirty-Seven and 50/100 Dollars (\$937.50), payable in three (3) equal installments for nine (9) months of access to the Recycling Site per year. The County shall not be responsible for any additional costs incurred by the Site Host for repairs or improvements to the Recycling Site. In no event shall the total compensation paid under this Agreement exceed the sum of Four Thousand Six Hundred Eighty-Seven and 50/100 Dollars (\$4,687.50).

**4. EFFECTIVE DATE:**

This Agreement is effective on the date first above written, and shall continue for a term of five (5) years thereafter, through August 31, 2025, unless terminated earlier.

**5. TERMINATION:**

Each party to this Agreement has the right to terminate this Agreement at any time, with or without cause, during the original term or any extended term by providing ninety (90) days’ written notice to the other party. In the event this Agreement is terminated before expiration of the term, the Site Host shall only be entitled to receive rental payments prorated through the effective date of the termination.



6. **AMENDMENTS:**

Any amendments to this Agreement shall only be valid when they have been reduced to writing and signed by the authorized representatives of the parties.

**LEELANAU COUNTY**

\_\_\_\_\_  
By: William Bunek  
Leelanau County Board of Commissioners  
Its: Chairperson

\_\_\_\_\_  
Date

**SITE HOST:**

\_\_\_\_\_  
By:  
Its:

\_\_\_\_\_  
Date

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# Tower Communications Expert, LLC Proposal Overview

Home Office: 114 Short Dr, Burr Ridge, IL 60527 (Closest Satellite Office: Indianapolis, IN)

Over a decade of experience performing all aspects of building tower site from conception to completion.

Core values include: Safety, Quality, Integrity, Equality, Establishing Strong Long-Term Relationships.

Control all aspects of projects: Project Management, Site Construction, System Installation, System Testing, Inspection & Maintenance

## **Construction Methodology:**

Civil Services Crew will be responsible for excavation, landscaping, utility work, and foundation.

Tower Services Team will erect the tower.

Professional Services Crew will perform surveying, environmental studies (boring samples), and draft the final design of the tower.

Project Management Team will provide guidance to construction teams and communicate with County to ensure needs are met and more information is provided instead of not enough.

Safety & Quality are the primary focus of all team members throughout the project.

## **References:**

Tim Rowland - Motorola Solutions, Senior Project Manager

Matt Byrne - gogo (Inflight Internet Company), Senior Network Deployment Engineer

Jason Weinmann - Crown Castle (Communications Infrastructure Investment Firm), Project Manager

Listed Clients & Partners: AT&T, Verizon, US Cellular, T-Mobile, Sprint, Ericsson, Nokia, Motorola, gogo, Samsung, Crown Castle, American Tower, Uniti Towers

## **Contract Terms & Conditions**

Sabre Tower Terms & Conditions included in proposal:

Submission of Purchase Order (or similar) constitutes acceptance of their terms & conditions

Net-30 payment terms, change orders in writing, product returns within 30 days, 1yr warranty from date of shipment, drawings/specs/brochures/copies remain under ownership of Sabre, Sabre has right to photograph structure at any time

Proposal good for 120 calendar days - November 6, 2020

# Grand Traverse Engineering & Construction Proposal Overview

Home Office: 3147 Logan Valley Rd, Traverse City, MI 49684

Established in 1979. Project Managers have 50+yrs of combined experience in managing multiple, nation-wide staffing and project-based initiatives.

Owned by Grand Traverse Economic Development, the economic development entity of the Grand Traverse Band of Ottawa and Chippewa Indians.

## Construction Methodology:

4-person team will dig and build the foundation. Trenching will be 24" below grade to accommodate conduit and grounding of the tower. All excavated areas will be backfilled and compacted.

4-person team will assemble tower on the ground to proper specifications, then utilize a crane to stack the base on the foundation and subsequent sections on the base.

Topsoil will be removed from the tower area. Weed barrier and gravel to be installed throughout.

Site will be cleared of all construction debris before work is complete.

## References:

USDA Okefenokee Wildlife Park - Folkston, GA

Erect 180ft Self-Supported Tower, 6 weeks to complete

Ellington Air Field - USAF Base, TX

2 Rapid Deployable Towers & Antenna & Grounding & Building Entry System, 3 weeks to complete

Globenet Telecommunications - Tulsa, OK

Re-cable 4 towers (Antenna System, Feedlines, Conduit), 8 weeks to complete

Pueblo Colorado Airport

Install 4 repeater towers (foundations, conduit, feedlines, antennas), 12 weeks to complete

State of West Virginia

Erect Two 400ft Self-Supporting Towers (lighting & antennas), 14 weeks to complete

Fort Rucker - US Army Base, AL

Reinforce & equip 60ft communication tower, 2 weeks to complete

## Contract Terms & Conditions

No Terms & Conditions outlined within the proposal.

Proposal good for 120 calendar days - November 6, 2020

# RFP COMPARISION

	TOWER COMMUNICATIONS EXPERT, LLC	GRAND TRAVERSE ENGINEERING & CONSTRUCTION
BID:	<b>\$405,061.00</b>	<b>\$260,881.60</b>
TIMELINE:	4 months (120-130 days)	2 1/2 months (75 days)
TOWER:	195' Lattice	195' Lattice
BASE:	21ft	25ft 2in
TOP:	5ft	4ft 9in
ENGINEERING STANDARD:	ANSI/TIA-222-G	ANSI/TIA-222-G
WIND SPEED:	112mph	90mph
WIND SPEED W/ICE:	50mph (1.5" ice)	40mph (1" ice)
LEG COMPRESSION:	398 kips	500.8 kips
SHEAR FORCE:	35.91 kips	56.5 kips
FOUNDATION:	30ft x 30ft x 6ft	35ft x 35ft x 5ft 3in
COLLOCATIONS:	5	5
ELEVATIONS:	184ft, 172ft, 160ft, 148ft, 136ft	184ft, 172ft, 160ft, 148ft, 136ft
BID BOND:	5% (\$20,253.05)	5% (\$13,044.08)
INSURANCE:	\$5M per occurrence \$5M aggregate	No information submitted
SITE DEVELOPMENT:	\$172,450.00	\$32,340.00
FOUNDATION:	\$86,300.00	\$62,776.00
TOWER CONSTRUCTION:	\$115,911.00	\$117,479.60
ANODE ROD & CABLE:	\$4,200.00	\$4,900.00
TOWER COUNTERPOISE:	\$4,700.00	\$11,900.00
WEED BARRIER & GRAVEL:	\$6,400.00	\$5,810.00
CLIMBING LADDER:	\$4,600.00	\$17,276.00
DESIGN DRAWING:	\$7,800.00	\$4,900.00
AREA CLEANUP:	\$7,400.00	\$3,500.00
<b>TOTAL:</b>	<b>\$409,761.00</b>	<b>\$260,881.60</b>
<b>DEPARTURE FROM BID:</b>	<b>\$4,700.00</b>	<b>\$0.00</b>

# WIND AVERAGES AT CHERRY CAPITAL AIRPORT

	2015		2016		2017		2018		2019		2020		MONTHLY AVERAGE	
	Max	Gust	Max	Gust	Max	Gust	Max	Gust	Max	Gust	Max	Gust	Max	Gust
JANUARY	28	41	29	36	30	45	22	36	24	39	24	41	<b>26.2</b>	<b>39.7</b>
FEBRUARY	24	40	26	44	29	46	22	41	36	51	24	44	<b>26.8</b>	<b>44.3</b>
MARCH	24	35	26	40	30	52	22	33	24	39	24	40	<b>25.0</b>	<b>39.8</b>
APRIL	24	35	25	39	25	38	26	38	23	43	30	43	<b>25.5</b>	<b>39.3</b>
MAY	22	39	22	31	22	39	22	37	26	43	23	37	<b>22.8</b>	<b>37.7</b>
JUNE	20	26	26	49	33	46	22	36	18	35	24	48	<b>23.8</b>	<b>40.0</b>
JULY	25	38	26	40	26	40	21	38	17	33	25	37	<b>23.3</b>	<b>37.7</b>
AUGUST	40	55	22	36	18	32	38	56	25	38			<b>28.6</b>	<b>43.4</b>
SEPTEMBER	20	29	26	35	20	40	29	49	21	37			<b>23.2</b>	<b>38.0</b>
OCTOBER	26	41	18	29	22	31	28	40	23	47			<b>23.4</b>	<b>37.6</b>
NOVEMBER	23	38	33	45	26	36	22	33	26	35			<b>26.0</b>	<b>37.4</b>
DECEMBER	25	48	28	44	28	46	20	33	24	40			<b>25.0</b>	<b>42.2</b>
<b>YEARLY AVERAGE:</b>	<b>25.1</b>	<b>38.8</b>	<b>25.6</b>	<b>39.0</b>	<b>25.8</b>	<b>40.9</b>	<b>24.5</b>	<b>39.2</b>	<b>23.9</b>	<b>40.0</b>	<b>24.9</b>	<b>41.4</b>		

# RFP SCORING BREAKDOWN

	TOWER COMMUNICATIONS EXPERT, LLC	GRAND TRAVERSE ENGINEERING & CONSTRUCTION
Proposal - 40 points possible	20	25
Reasoning:	Limited Background information provided on company, Mission Statement for each team was provided, References were diverse, Clients & Partners were comprehensive, Terms & Conditions provided by Sabre Towers, Proposal expiration favorable	Company Background excellent, Construction criteria defined for each phase of project, References included project descriptions & were comprehensive, No Terms & Conditions or Insurance provided, Proposal expiration favorable
Cost - 35 points possible	20	25
Reasoning:	Cost exceeded double our projections for "not to exceed" pricing	Cost exceeded our projections for "not to exceed" pricing
Experience/Resources - 15 points possible	15	15
Reasoning:	Expertise extends beyond tower management, communications and customers service strengths	Expertise and proficiency demonstrated in real-world applications of work experience
Contract Terms & Conditions - 10 points possible	5	0
Reasoning:	Terms & Conditions extended to tower structure itself, not entire project	No Terms & Conditions provided
<b>TOTAL SCORE:</b>	<b>60</b>	<b>65</b>