



AGENDA

St. Clair County Board of Commissioners Human Services Committee

**Board of Commissioners' Room
County Administrative Office Building, 2nd Floor
200 Grand River Avenue
Port Huron, MI 48060**

December 2, 2021 at 6:00 PM

-
- 1. Roll Call/Opening/Pledge of Allegiance**
 - 2. Additions/Deletions/Changes to the Agenda**
 - 3. Citizens to be Heard**
 - 4. Updates**
 - 5. Conceptual Initiatives**
 - 6. Old Business**
 - 7. New Business**
 - A. MSUE Annual Report and Presentation
 - B. 2022 Memorandum of Agreement: MSU Extension Services in St. Clair County
 - C. Health Department Space Study
 - D. Health Department Staff Development 2021
 - E. Health Advisory Board - Appointment
 - 8. Other Human Services Matters**
 - 9. Information Only**
 - A. Health Department Points of Interest
 - 10. Receive and File Packets**
 - 11. Adjournment**

Committee Chair: Lisa Beedon

Note: The County complies with the "Americans with Disabilities Act" and if auxiliary aids or services are required at the meeting for individuals with disabilities, please contact Administrator/Controller's Office, Suite 203, 200 Grand River Avenue, Port Huron, MI 48060, (810) 989-6900 three days prior to said meeting.

MSUE Annual Report and Presentation

Summary:

2022 Memorandum of Agreement: MSU Extension Services in St. Clair County

Summary:

ATTACHMENTS:

	Description	Upload Date	Type
📎	SCC Cover Memo - 2022 MOA 22-Nov-2021	11/22/2021	Cover Memo
📎	2022 Memorandum of Agreement: MSU Extension Services in St. Clair County	11/22/2021	Cover Memo

To: St. Clair County Board of Commissioners

From: Jerry Johnson, MSU Extension District Director

Date: November 22, 2021

Re: 2022 Memorandum of Agreement: MSU Extension Services in St. Clair County

The attached Memorandum of Agreement (MOA) clarifies the terms and conditions of MSU Extension's work efforts in St. Clair County. In addition, it verifies the budget terms upon which have been previously agreed.

The annual assessment for 2022 is \$28,291.00 which is to be paid quarterly consistent with past practice. This assessment provides the financial support for expenses related to educator staff and program support for the 4-H Youth Development program. St. Clair County also provides work space and office supplies necessary for daily operations. MSU will provide access to programs in all four MSU Extension Institutes for St. Clair County. This includes access to Educators, Program Instructors and MSU faculty affiliated with each Institute.



We enter into this agreement annually subject to the approval by the St. Clair County Board of Commissioners.

I will be in attending virtually to answer any questions or concerns expressed by the board.

Sincerely,

Jerry Johnson
District 10 Director
MSU Extension

**St. Clair County
MSU EXTENSION**

200 Grand River Avenue
Suite 102
Port Huron, MI 48060

810.989.6935
Fax: 810.985.3557

msue.stclaircounty.org

AGREEMENT FOR EXTENSION SERVICES

This AGREEMENT FOR EXTENSION SERVICES ("Agreement") is entered into on _____ by and between Saint Clair County, Michigan ("County"), and the BOARD OF TRUSTEES OF MICHIGAN STATE UNIVERSITY ("MSU") on behalf of MICHIGAN STATE UNIVERSITY EXTENSION (MSUE").

The United States Congress passed the Smith-Lever Act in 1914 creating a National Cooperative Extension System and directed the nation's land grant universities to oversee its work; and,

MSUE helps people improve their lives by bringing the vast knowledge resources of MSU directly to individuals, communities and businesses; and,

For more than 100 years, MSUE has helped grow Michigan's economy by equipping Michigan residents with the information needed to do their jobs better, raise healthy and safe families, build their communities and empower our children to succeed; and,

It is the mission of MSUE to help people improve their lives through an educational process that applies knowledge to critical issues, needs and opportunities; and,

Further, as an organization committed to the principles of diversity, equity and inclusion, we will work collaboratively with our community partners to ensure participation from the broad human diversity of each community (including race, color, religion, national origin, age, sex, disability, height, weight, marital status, gender, gender identity (gender expression), political beliefs, sexual orientation, family status, veteran status or any other factor prohibited by applicable law) and work to make our programs accessible and inclusive of the multiple realities and forms of knowledge that will support equitable outcomes for all throughout Michigan's 83 counties;

MSUE meets this mission by providing Extension educational programs in the following subject matter areas:

- Agriculture & Agribusiness
- Children & Youth Development, including 4-H
- Health & Nutrition
- Community, Food & Environment

NOW THEREFORE in consideration of the mutual covenants herein contained, and other good and valuable consideration, the parties hereto mutually agree as follows:

A. MSUE will provide:

1. Access to programs in all four MSUE Institutes to residents in your County. This includes access to educators and program instructors appointed to the Institutes and MSU faculty affiliated with each Institute to deliver core programs.

2. Extension Educators and program staff as needed to implement programs within the County, housed at the county office.
3. A county 4-H program. **0** FTE 4-H Program Coordination.
4. Salary and benefits of MSUE Personnel and the cost of administrative oversight of Personnel.
5. Operating expenses, per MSU policy, for MSUE personnel ("Personnel").
6. Supervision of MSU-provided academic and paraprofessional staff. Supervision of county employed clerical staff and/or other county employed staff, upon request.
7. Administrative oversight of MSUE office operations.
8. An annual report of services provided to the residents of the County during the term of this Agreement, including information about audiences served, and impact of Extension programs in the County.

B. The County will provide:

1. An annual assessment that will be charged to the county and administered by MSUE. The assessment will help fund Extension services for the County, including operating expenses for certain Extension personnel and the operation of the County 4-H program.
2. Office and meeting space meeting the following requirements:
 - a. Sufficient office space to house Extension staff as agreed upon between the County and the MSUE District Director.
 - b. Utilities, including telephone and telephone service sufficient to meet the needs of Personnel utilizing MSUE office space.
 - c. High-speed Internet service sufficient to meet the needs to Personnel utilizing the MSUE office space.
 - d. Access to space for delivering Extension programs.
 - e. Access to the office building and relevant meeting spaces must be ADA compliant/accessibile.
3. Clerical support for staff for the MSUE office as agreed upon between the County and MSUE District Director that will perform clerical functions, including assisting County residents in accessing MSUE resources by office visit, telephone, email, internet and media. The clerical support staff will be either a County employed clerical staff, or the County will provide funding for an MSUE employed clerical staff.

1.0 FTE County employed Clerical Staff

Optional:

4. Funding for additional Extension educators at **0 FTE**
5. Funding for additional 4-H program capacity at **0 FTE**
6. Funding for additional paraprofessional(s) at **0 FTE**
7. Total Annual Assessment in the amount of **\$28,291**

Payments due and payable under the terms of this agreement shall be made on the first of the month, of the first month, in each quarter of the county fiscal year, unless otherwise requested and agreed as provided below.

Payment mailing address: MSU Extension Business Office, Justin S. Morrill Hall of Agriculture, 446 W. Circle Drive, Room 160, East Lansing, Michigan 48824

C. Staffing and Financial Summary:

A. Base Assessment (includes 0 FTE 4-H Program Coordination)	\$94,965
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ADDITIONAL PERSONNEL

B. 0 FTE Clerical Support Staff to be employed by MSU	\$0
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C. 0 FTE Educator (Program Area:)	\$0
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D. Credit 1.0 FTE County Employed 4-H Program Coordinator	\$(66,674)
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E. 0 FTE Additional paraprofessional staff	\$0
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TOTAL COUNTY ASSESSMENT PAYABLE TO MSU FOR FY 2022:	\$28,291
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I. Term and Termination

The obligations of the parties under this Agreement will commence on January 1, 2022, the first day of the County budget year 2022 and shall terminate on the last day of such County budget year 2022. Either party to this Agreement may terminate the Agreement, with or without cause, with 120 days written notice delivered to Michigan State University Extension, Justin S. Morrill Hall of Agriculture, 446 W. Circle Drive, Room 160, East Lansing, MI 48824 if to MSUE and delivered to County of St. Clair, Office of the Administrator/Controller, Attn: Accts Payable, 200 Grand River Ave., Ste. 203, Port Huron, MI 48060, if to the County.

II. General Terms

1. **Independent Contractor.** The University is an independent contractor providing services to the County. The County and MSU do not have the relationship of legal partners, joint venturers, principals or agents. Personnel have no right to any of County's employee benefits.

2. **Force Majeure.** Each party will be excused from the obligations of this agreement to the extent that its performance is delayed or prevented by circumstances (except financial) reasonably beyond its control, including, but not limited to, acts of government, embargoes, fire, flood, explosions, acts of God, or a public enemy, strikes, labor disputes, vandalism, or civil riots.
3. **Assignment.** This agreement is non-assignable and non-transferable.
4. **Entire Agreement.** This Agreement, with its Appendix "A" is the entire agreement between MSU and the County. This Agreement supersedes all previous agreements, for the subject matter of this Agreement. The Agreement can only be modified in writing, signed by both MSU and the County.
5. **No Third Party Beneficiaries.** This Agreement is solely for the benefit of MSU and the County and does not create any benefit or right for any other person, including residents of the County.
6. **Nondiscrimination:** The parties will adhere to all applicable federal, state and local laws, ordinances, rules and regulations prohibiting discrimination. Neither party will discriminate against a person to be served or any employee or applicant for employment because of race, color, religion, national origin, age, sex, disability, height, weight, marital status, or any other factor prohibited by applicable law.

The individuals signing below each have authority to bind MSU and the County, respectively.

**BOARD OF TRUSTEES OF
MICHIGAN STATE UNIVERSITY**

By: _____

Evonne Pedawi
Contract & Grant Administration

Its: _____

Date: _____

SAINT CLAIR COUNTY

By: _____

Print name: _____

Its: _____

(title)

Date: _____

Appendix A

Technical Standards for County Internet Connections

Michigan State University Extension (MSUE) employs the use of technology to meet the ever-changing needs of our constituents. We strive to utilize standard, enterprise tools when appropriate, but also recognize the need to evolve with the times and utilize innovative tools to reach a broad array of people.

MSUE does support and encourage the use of technologies that others may not, including social media platforms. We view communication with our constituents through Facebook, Twitter, Instagram, YouTube, and other emerging social media to be critical to our work. MSUE staff are required to follow the MSU Acceptable Use Policy (AUP) <https://tech.msu.edu/about/guidelines-policies/aup/>.

We ask that our county partners provide Extension personnel access to a high-speed Internet connection. From that access, the easiest way to create a secure path to necessary applications is to open the full MSU Internet Protocol Range to and from your network, as well as opening social media sites to the addresses used by MSUE staff at your location. MSUE is prepared to support end user needs if there is high-speed internet, networking to clients, and phone system support. MSU will provide firewall functionality and client support. To discuss this possibility please contact your MSUE District Director. To provide the needed services on county equipment review the following MSU-owned ranges:

The MSU-owned ranges are:
NetRange35.8.0.0 - 35.9.255.255 CIDR35.8.0.0/15

If you would like to narrow the scope further for additional protection, some of the addresses that will need to be allowable include:

Office 365 – Details on what to open are at <https://docs.microsoft.com/en-us/microsoft-365/enterprise/urls-and-ip-address-ranges?view=o365-worldwide>
search.msu.edu
35.9.160.36 (1935,443) authentication)
45.60.149.216
35.9.247.31 (zoom.msu.edu)
d2l.msu.edu (80 and 443) (D2L – Desire to Learn @ Brightspace.com)
108.161.147.0/24, 199.231.78.0/24, 64.62.142.12/32, 209.206.48.0/20 (external) Meraki Cloud communication
199.231.78.148/32, 64.156.192.245/32 (external) Meraki VPN registry

The following applications are necessary on all computers – MS Office (preferably O365, MSUE provides MS licensing), Adobe Acrobat, Zoom, SAP client, VPN client, Antivirus. (Most recent version of Chrome, Firefox, or Edge)

Other notable web server/sites IP addresses:

canr.msu.edu – 52.5.24.1
msue.anr.msu.edu – 52.5.24.1
events.anr.msu.edu/web3.anr.msu.edu – 45.60.11.113
web2.canr.msu.edu | web2.msue.msu.edu - 35.8.200.220
master Gardener (External) – 128.120.155.54
extension.org (External) – 54.69.217.186 msu.zoom.us (External)

Questions may be directed to anr.support@msu.edu where they will be routed to the best person to assist you.

Health Department Space Study

Summary:

ATTACHMENTS:

	Description	Upload Date	Type
📎	Health Department Space Study	10/18/2021	Cover Memo
📎	_1._2021_A3C_St-Clair_Health_Dept-Proposal_Final	10/18/2021	Cover Memo
📎	B202-2020 - Architect's Services Programming-DRAFT StClairHealthDeptSpaceStudy	10/14/2021	Cover Memo
📎	RFP-HD-0621-413R Health Dept Space Study Reissue Bid Results	10/14/2021	Cover Memo



ST. CLAIR COUNTY HEALTH DEPARTMENT

Our Community. Our Environment.

3415 28th Street Port Huron MI 48060

Memorandum

ANNETTE MERCATANTE MD MPH
MEDICAL HEALTH OFFICER

GREG BROWN
ADMINISTRATOR

ADVISORY BOARD OF HEALTH

MARIE J. MULLER
CHAIRPERSON

JOHN F. JONES
VICE CHAIRPERSON

CHERYL SMITH
SECRETARY

ARNOLD KOONTZ

MONICA STANDEL

LISA BEEDON
COUNTY COMMISSIONER

Divisions

ADMINISTRATION
P 810.987.5300
F 810.985.2150

DENTAL CLINIC
P 810.984.5197
F 810.984.0747

EMERGENCY PREPAREDNESS
P 810.987.5300
F 810.987.0630

ENVIRONMENTAL HEALTH
P 810.987.5306
F 910.985.5533

HEALTH EDUCATION
P 810.987.5300
F 810.986.2150

NURSING DIVISION
P 810.987.5300
F 810.985.4487

TEEN HEALTH
P 810.987.1311
F 810.966.2898

WIC PROGRAM
P 810.987.8222
F 810.966.2898



www.scchealth.co

[f/scchdmi](https://www.facebook.com/scchdmi) | [@scchdmi](https://twitter.com/scchdmi)

DATE: October 18, 2021

TO: St. Clair County Board of Commissioners

FROM: Greg Brown, Administrator

RE: Health Department Space Study Contract Approval

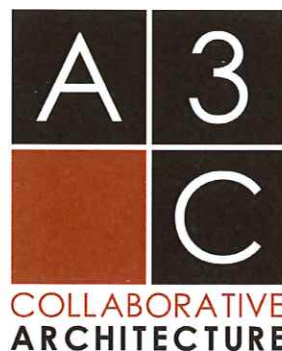
In anticipation of beginning the process for planning a new Health Department building, a request for proposal (RFP-HD-0621-413) was issued through the Purchasing Department for bids to complete a Health Department space study. We received two bids, and after reviewing the bids it has been decided to pursue the bid from A3C Architecture. The Health Department is respectfully requesting approval of a professional service contract with A3C Architecture not to exceed \$33,250. There are sufficient Health Department funds to support this project.



Statement of Qualifications to:

County of Saint Clair

Saint Clair's Health Department Space Study





Senior Principals

Brian K. Winkler
Donald F. Barry
Jan K. Culbertson
Daniel H. Jacobs
Anne M. Cox

Principals

Ron Lincoln
Lissa Spitz

August 18, 2021

County of St. Clair, Michigan
Administration
Purchasing Division
200 Grand River, Suite 203
Port Huron, MI 48060

RE: Health Department Space Study

Dear County of St. Clair Health Dept -

A3C is eager to partner with the St. Clair County Health Department to implement its Health Department Space Study. As a firm that emphasizes health, wellness and sustainability, we appreciate your needs and will meet them in a manner that is consistent with the long-term goals of the St. Clair County Health Department.

A3C is uniquely qualified to meet the challenges posed by your project. In addition to a 35-year history working on local, public-sector projects, we offer a unique blend of health care experience, programming expertise, new building and renovation experience, and environmental stewardship. We are responsible partners and community leaders with the knowledge and experience to help you meet your aspirations.

We would strive to be your trusted partner in this Health Department Study. We have maintained long-term relationships with many institutional clients, including Canton Township, University of Michigan, Wayne State University, Michigan State University, Beaumont Health, Henry Ford Health, and Michigan Medicine. We understand the importance of accountability, responsiveness, and working within client expectations. We like to think that the duration of these relationships is a testament to our ability to meet these client-specific needs.

Sustainable design has been part of our ethos since firm inception. We incorporate environmental stewardship into all of our designs, allowing our clients to advance awareness and reduce life cycle costs. It's the way we work; and part of our DNA. Our partner MEP firm PBA Associates has coordinated with us on LEED projects and also always incorporates energy saving and sustainability measures to meet our clients needs. PBA and A3C have worked together for over 10 years, and would be delighted to work together on this project.

We are community leaders in sustainability, health, and wellness. A3C is not only a signatory to the AIA 2030 Commitment, one of our firm partners is co-chair of the Ann Arbor 2030 District. We continue to be involved in the A2Zero Carbon Neutrality Initiative, as a member of its Legislative Implementation Subcommittee. I also serve as President Elect of the Huron Valley Chapter of the American Institute of Architects. This latter responsibility has given me a unique perspective on current local challenges, including embodied carbon initiatives, diversity and inclusion, and the adversities faced by community organizations during a pandemic and beyond.

If you seek qualified Healthcare Planning Services, and a firm committed to sustainability, please do us the honor of allowing us to serve you. Thank you for the opportunity to provide you with this proposal.

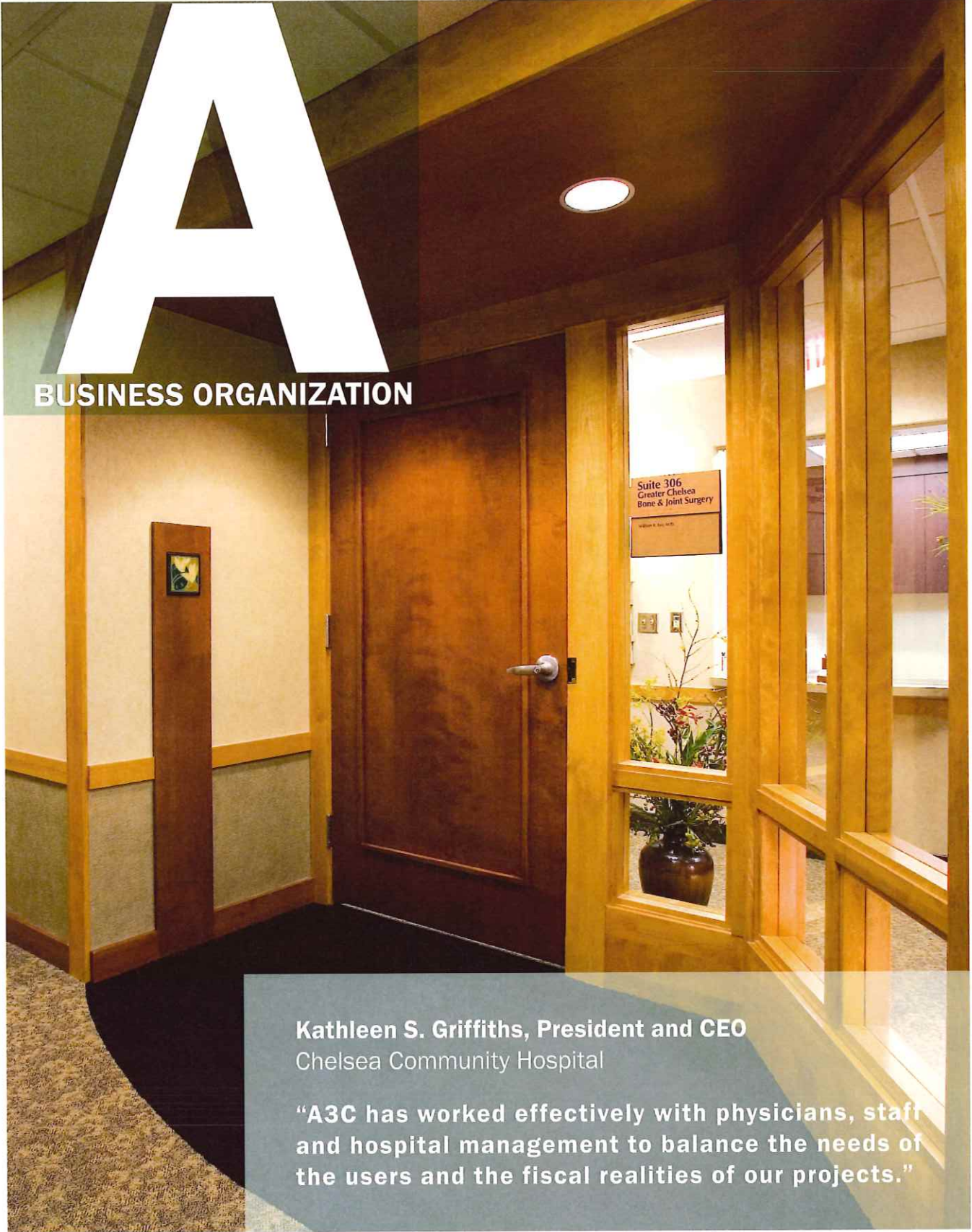
Sincerely,

A3C – Collaborative Architecture
Anne M. Cox, AIA, ACHA, EDAC, LEED AP BD+C, WELL AP
Senior Principal, Shareholder

A3C
115 1/2 E. Liberty St.
Ann Arbor, MI
48104-1913
734.663.1910
www.a3c.com

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A

BUSINESS ORGANIZATION

Kathleen S. Griffiths, President and CEO
Chelsea Community Hospital

"A3C has worked effectively with physicians, staff and hospital management to balance the needs of the users and the fiscal realities of our projects."

About A3C



A3C - Collaborative Architecture

115 1/2 East Liberty Street
Ann Arbor, MI 48104

Phone: 734-663-1910

Email: marketing@a3c.com

Web: www.a3c.com

Firm Background

Incorporated in Michigan in 1983, A3C is a multidisciplinary architecture firm with a focus on municipal, educational, and healthcare design. We partner with clients to create responsive, sustainable solutions through our core values of a collaborative approach, a supportive environment, quality work, and environmental stewardship.

Healthcare Workgroup

Our healthcare workgroup consists of a team of healthcare architects and project managers with specialized experience in the planning, design, documentation, and execution of a full range of healthcare facility projects. Our focus is on developing long-term relationships with healthcare clients large and small. A3C has working relationships with many health care providers in Michigan. Since 1991, A3C has maintained a blanket contract with Michigan Medicine, having completed hundreds of projects. We have worked with Beaumont Health, Inc. since 2005.

We have completed a wide variety of healthcare project types, including:

- Medical Offices
- Ambulatory/Clinical Facilities
- Inpatient Facilities
- Surgery Suites
- Diagnostic Imaging, including mobile technologies
- Emergency Services
- Laboratories
- Dining/Food Service
- Computer Facilities
- Infusion Centers

Respect our Clients

We have learned how to create special spaces that work for our clients at the unique budget they have adopted. We work with our clients to be sure a realistic program and budget have been established that meets their needs and finances.

Service & Expertise

The Design Team at A3C consists of architects, interior designers, and project managers with specialized experience in the planning, design, documentation, and execution of a full range of facility projects. We coordinate our work with our consultants for seamless integration of building technologies and interiors. These skills are supported by a wealth of resources and technology. Our firm is capable of meeting your needs in all aspects of the project: feasibility studies, designs, construction documents, specifications, and contract administration services. Cost opinions are developed with the help of an in-house data bank and the benefit of our construction specialist. We take responsibility for meeting our clients' schedules, cost and time parameters, and maintaining a high level of quality. This quality is illustrated by our excellent investigation, documentation, and coordination skills. Our approach has earned us a reputation for creative, practical solutions completed within established budgets and time frames.

Health Care Facility Experience



SURGICAL FACILITIES

Surgical Department Renovations
Pain Clinics
Operating Suites
Orthopedic OR
Endoscopy Procedure
Laser Surgery
Preparation / Holding / Recovery
Outpatient Surgery

DIAGNOSTIC IMAGING

MRI: Fixed, Mobile
PET
Computer-Aided Tomography:
Fixed, Mobile
General Radiology / Fluoroscopy
Nuclear Medicine
Ultrasound
Mammography
Stereotactic Breast Biopsy
Cardiac Catheterization Lab
Pulmonary / Respiratory
Lithotripsy

PHARMACY

Inpatient Pharmacy
Satellite Pharmacy
Retail Pharmacy
Home Health

REHABILITATION

Physical Therapy
Cardiac Rehabilitation
Occupational Therapy
Speech Pathology / Audiology
Brain Injury Day Treatment
Sports Medicine
Health & Wellness

LABORATORIES

Invitro Fertilization Lab
Phlebotomy / Specimen Collection
Clinical Pathology
Anatomical Pathology
Blood Bank

RETAIL

Optical Services
Cafe / Coffee Shop
Learning / Book Store
Bank Branch / Bankmart
Home Health Aids & Supplies
Healthy Living Concepts

DINING / FOOD SERVICE

Conferencing Facilities
Dining Room / Meeting Room
Cafeteria
Serving
Main Kitchen
Galley Kitchen
Production Dishwasher
Cook / Chill Area

INPATIENT FACILITIES

Rehabilitation
Headpain
Intensive Care
Trauma / Burn
Pediatric
Behavioral Health
Skilled Nursing
Medical / Surgical
Operating Rooms / Surgical Suites
Birthing Unit / Labor & Delivery
Special Care Nurseries (NICU)
Mother / Baby Units/LDRP's

SPECIAL PROJECTS

Central Server
Systems Monitoring
Simulation Centers
Surgical Nursing Training Centers
Emergency Power Generation
Hyperbaric Treatment Suites

EMERGENCY SERVICES

Urgent Care
Emergency Departments
Observation Units

AMBULATORY/CLINICAL

Oncology/Infusion Services
Women's Health
Resource Center
Timeshare Clinics
Internal Medicine
Behavior Health / Partial
Hospitalization
Spine / Back Care
Occupational Health
Family Practice
Reproductive Health
Pediatrics
Surgical Specialists
Sleep Study
Bariatric Treatment
Ophthalmology
Dentistry
Orthodontic Dentistry
Oral Surgery
Blood Draw
Executive Office Suites
Dermatology
Plastic Surgery / Vein Clinic
Cardiology

A3C's Anne Cox

Healthcare Planner Expert
Experience



Anne is a senior healthcare planner and architect with over 25 years of experience. She studies and facilitates workshops on operational, programmatic, logistical, and functional issues to enable the design team and her clients to make decisions that promote operational best practices and bench-marked design strategies. These results maximize the value of her clients' facility assets, raise owner satisfaction, and help improve project outcomes. **Anne notes that...**

“...the greatest successes come from working together, listening, and using collaborative teamwork. These components are the best way to bring about great projects with meaningful outcomes.”

One client recommendation notes:

“ It is without hesitation that I present my highest recommendation for Anne Cox. It has been my pleasure to work directly with Ms. Cox on highly complicated clinical projects where she functioned as the lead healthcare architect and planner. Ms. Cox is of the highest caliber of any architectural professional I have had the pleasure to work with. ”

Gary A. Smith, Lt. Col. (Ret), USAF, Chief of Engineering, VA Ann Arbor Healthcare System

In addition to her project work, Anne volunteers with her local chapter of the American Institute of Architects, Huron Valley Chapter, promoting quality, built environments for SE Michigan. **She has spoken at a number of conferences and written articles on healthcare planning topics.** Two are noted here:

‘Applying behavioral health design strategies to the ED Environment; Providing a safe and therapeutic ED’.
Health Facilities Management Magazine, pp 40-44. October 4, 2018.

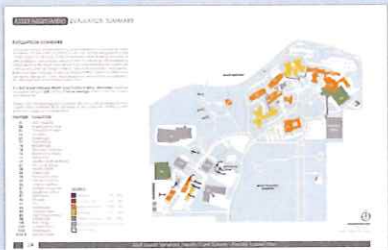
‘Health and Wellness in the Built Environment’.
AIAMI Design Perspectives Series, Construction Association of Michigan (CAM) Magazine, pp.12-15, May 2021.

Summary of Anne's Planning Experience with Visual Examples

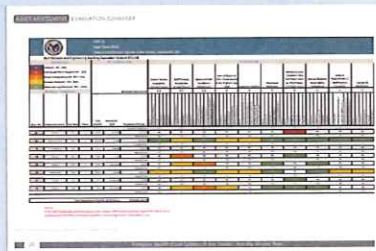
Department of Veterans Affairs: Veterans Integrated Service Network 16

Location: Fayetteville, AK + Biloxi, MS + New Orleans, LA

Role: Project Lead for Programming, Planning, Facility Evaluation & New Work Projects for three complete Veterans Administration Campuses



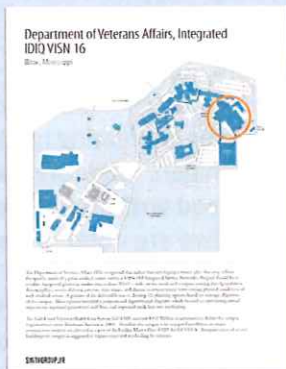
Campus Assessment Mapping



Asset Evaluation Summary



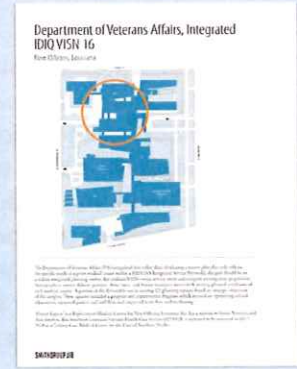
Master Planning Evaluation



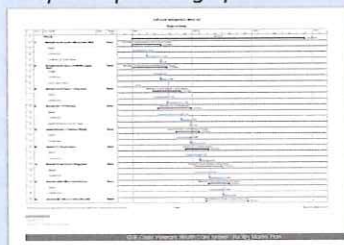
Proposed planning options



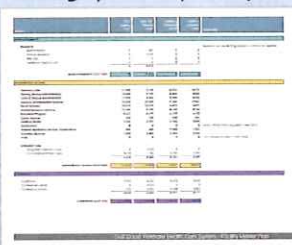
Existing Space Gap Analysis



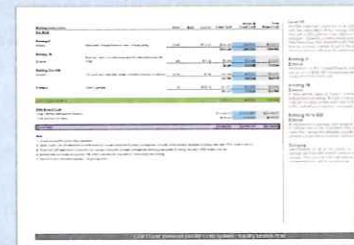
Campus Asset Mapping



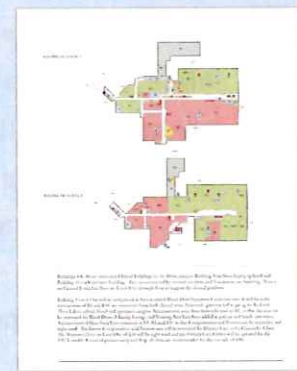
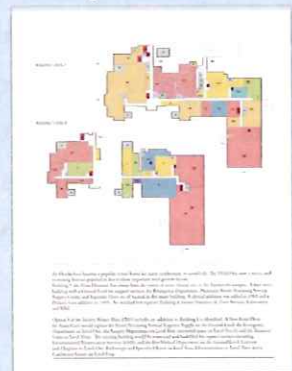
Cost Allocation & Estimating



Building Additions



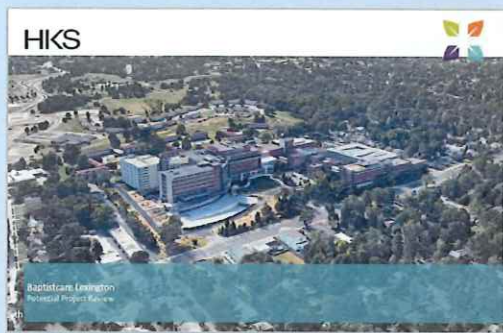
Project Scheduling



Baptist Health Kentucky: Campus Facility Evaluations | Central Region Planning Studies

Location: Lexington, KY + Richmond, KY + Corbin, KY

Role: Facility Evaluation Lead for Three complete campuses+all related outpatient centers in the Central Region of Kentucky



Lexington, KY – Comprehensive Campus Plan



Planning for a new MOB, expanded ED & CDU

Budget Summary

Item	Amount (\$/square)	Comments
Projects Included in Priority Budget		
1. Renovation of Emergency and creation of observation unit in former IP Pharmacy	\$24	Includes consolidation of EVS in Basement and relocation of IP Pharmacy to former EVS Space
2. Surgery/Endoscopy/ICU/Observation Renovation	\$32	Per plan prepared by Facilities and Construction
	\$41	
Infrastructure Needs		Not evaluated on assumption recent major projects had corrected significant deficiencies
TOTAL PROJECTS IN PRIORITY BUDGET	\$41	
Other Projects Considered		
1. Continuing West Concourse	\$5	Provides access from west end of South Bldg to concourse
2. Long-Term Development	\$268	Relocation of east garage to north and construction of clinical building in its current location. Does not include land acquisition. Current dollars

Project Cost Estimating and Budget Summary

Future Bed Distribution Proposed Bed Option

Bed Type	Current	Proposed	Change	Comments
1. Adult Med/Surg	100	100	0	
2. Adult Med/Surg	100	100	0	
3. Adult Med/Surg	100	100	0	
4. Adult Med/Surg	100	100	0	
5. Adult Med/Surg	100	100	0	
6. Adult Med/Surg	100	100	0	
7. Adult Med/Surg	100	100	0	
8. Adult Med/Surg	100	100	0	
9. Adult Med/Surg	100	100	0	
10. Adult Med/Surg	100	100	0	
11. Adult Med/Surg	100	100	0	
12. Adult Med/Surg	100	100	0	
13. Adult Med/Surg	100	100	0	
14. Adult Med/Surg	100	100	0	
15. Adult Med/Surg	100	100	0	
16. Adult Med/Surg	100	100	0	
17. Adult Med/Surg	100	100	0	
18. Adult Med/Surg	100	100	0	
19. Adult Med/Surg	100	100	0	
20. Adult Med/Surg	100	100	0	
21. Adult Med/Surg	100	100	0	
22. Adult Med/Surg	100	100	0	
23. Adult Med/Surg	100	100	0	
24. Adult Med/Surg	100	100	0	
25. Adult Med/Surg	100	100	0	
26. Adult Med/Surg	100	100	0	
27. Adult Med/Surg	100	100	0	
28. Adult Med/Surg	100	100	0	
29. Adult Med/Surg	100	100	0	
30. Adult Med/Surg	100	100	0	
31. Adult Med/Surg	100	100	0	
32. Adult Med/Surg	100	100	0	
33. Adult Med/Surg	100	100	0	
34. Adult Med/Surg	100	100	0	
35. Adult Med/Surg	100	100	0	
36. Adult Med/Surg	100	100	0	
37. Adult Med/Surg	100	100	0	
38. Adult Med/Surg	100	100	0	
39. Adult Med/Surg	100	100	0	
40. Adult Med/Surg	100	100	0	
41. Adult Med/Surg	100	100	0	
42. Adult Med/Surg	100	100	0	
43. Adult Med/Surg	100	100	0	
44. Adult Med/Surg	100	100	0	
45. Adult Med/Surg	100	100	0	
46. Adult Med/Surg	100	100	0	
47. Adult Med/Surg	100	100	0	
48. Adult Med/Surg	100	100	0	
49. Adult Med/Surg	100	100	0	
50. Adult Med/Surg	100	100	0	
51. Adult Med/Surg	100	100	0	
52. Adult Med/Surg	100	100	0	
53. Adult Med/Surg	100	100	0	
54. Adult Med/Surg	100	100	0	
55. Adult Med/Surg	100	100	0	
56. Adult Med/Surg	100	100	0	
57. Adult Med/Surg	100	100	0	
58. Adult Med/Surg	100	100	0	
59. Adult Med/Surg	100	100	0	
60. Adult Med/Surg	100	100	0	
61. Adult Med/Surg	100	100	0	
62. Adult Med/Surg	100	100	0	
63. Adult Med/Surg	100	100	0	
64. Adult Med/Surg	100	100	0	
65. Adult Med/Surg	100	100	0	
66. Adult Med/Surg	100	100	0	
67. Adult Med/Surg	100	100	0	
68. Adult Med/Surg	100	100	0	
69. Adult Med/Surg	100	100	0	
70. Adult Med/Surg	100	100	0	
71. Adult Med/Surg	100	100	0	
72. Adult Med/Surg	100	100	0	
73. Adult Med/Surg	100	100	0	
74. Adult Med/Surg	100	100	0	
75. Adult Med/Surg	100	100	0	
76. Adult Med/Surg	100	100	0	
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78. Adult Med/Surg	100	100	0	
79. Adult Med/Surg	100	100	0	
80. Adult Med/Surg	100	100	0	
81. Adult Med/Surg	100	100	0	
82. Adult Med/Surg	100	100	0	
83. Adult Med/Surg	100	100	0	
84. Adult Med/Surg	100	100	0	
85. Adult Med/Surg	100	100	0	
86. Adult Med/Surg	100	100	0	
87. Adult Med/Surg	100	100	0	
88. Adult Med/Surg	100	100	0	
89. Adult Med/Surg	100	100	0	
90. Adult Med/Surg	100	100	0	
91. Adult Med/Surg	100	100	0	
92. Adult Med/Surg	100	100	0	
93. Adult Med/Surg	100	100	0	
94. Adult Med/Surg	100	100	0	
95. Adult Med/Surg	100	100	0	
96. Adult Med/Surg	100	100	0	
97. Adult Med/Surg	100	100	0	
98. Adult Med/Surg	100	100	0	
99. Adult Med/Surg	100	100	0	
100. Adult Med/Surg	100	100	0	

Inpatient Bed Projections to meet future demand

Summary of MEP Needs*

Category	Priority 1 Immediate	Priority 2 3-5 Years	Priority 3 6-9 Years
Upgrade Chiller Plant	100,000	100,000	750,000
Upgrade Medical Gas Plant		225,000	
CSEPP System	230,000		
Air Handling Systems	300,000	750,000	
Controls		300,000	
Steam Production	100,000		250,000
1995 IAQ Upgrades	125,000	225,000	
Normal Power Electrical System Modifications	30,000		300,000
Emergency Power System Modifications		350,000	2,500,000
Electrical Switchboard/Panelboard Replacement	100,000		
Lighting Upgrades		250,000	
TOTALS	985,000	2,400,000	3,800,000

*Construction cost in dollars. Capital summary adds 20% for project cost

Mechanical, Electrical, Plumbing upgrades



Planning for expanded Surgery, ICU & Endo



Planning for a new Loading Dock & EVS



Planning for a new NICU, LDRs & IPUs

A3C - Healthcare Experience

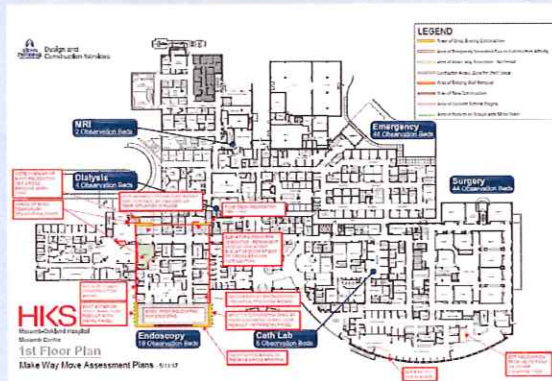
Ascension Macomb Oakland Hospital: Vertical Bed Tower Expansion

Location: Warren, MI

Role: Project Director for Programming and Healthcare Planning



Pre-construction planning for ongoing operations during bed tower construction



Bed Tower Addition over existing hospital



Light and views for the new Rehabilitation Department



New Collaborative Staff Work Areas



Inpatient Rehabilitation Gymnasium

About the Firm

Recognized as a leader in mechanical/electrical/plumbing (MEP) engineering, Peter Basso Associates (PBA) is at the forefront of the application of new technology. Our engineers focus on building systems solutions that pay returns over the life of the facility, balancing performance with cost.

Services

Engineering design services are provided during design, construction and operations and include: Mechanical Engineering, Electrical Engineering, Energy Management Services, Commissioning, Communication Technologies Design, and Architectural Lighting Design through Illuminart, our lighting division.

Project Portfolio

The firm is organized to serve four key market sectors: Commercial & Governmental Buildings, K-12 Schools, Higher Education and Healthcare/Laboratories, with MEP systems being designed for a broad range of facility types.

Technical Capabilities

Engineering designs are produced using current versions of Autodesk AutoCAD MEP and Autodesk Revit MEP, as we lead the industry in our use of Building Information Modeling technology for mechanical and electrical design. New technology – whether it is hardware, software, or methodology -- is analyzed and integrated into our design process on an on-going basis.

A Brief History

When Peter Basso Associates was founded in 1990, a small staff provided only mechanical engineering services until electrical engineering services were added in 1991. In 2002, PBA became **100% employee-owned** through an Employee Stock Ownership Plan. Being a company of owners means that everyone involved with a project literally has a vested interest in its successful outcome.

Today our staff of 110 provides comprehensive services. From the inception of the firm to today, the commitment to excellence in engineering and personal attention to clients has remained a core value of the firm.

Just the Facts

Services:

PBA provides MEP engineering services during design, construction and operations including:

- Mechanical Engineering
- Electrical Engineering
- Energy Management
- LEED® Design/Documentation
- Commissioning, Retro-Cx
- Communication Technologies
- Architectural Lighting Design by Illuminart, a division of PBA

Personnel by Discipline:

110 Employees including:
66 Engineers (25 registered)
13 Designers
9 CAD Specialists
14 LEED Accredited Professionals
10 Administrative Support
6 Lighting Designers (4 Certified)
2 Certified Plumbing Designers
2 Certified Energy Managers
2 Certified Cx Professionals
1 Certified Construction Specifier
3 College Interns

Locations:

(Headquarters)
5145 Livernois, Suite 100
Troy, MI 48098
T (248) 879.5666
F (248) 879.0007

2001 Commonwealth, Suite 203
Ann Arbor, MI 48105
T (734) 913.4749
F (734) 913.4957

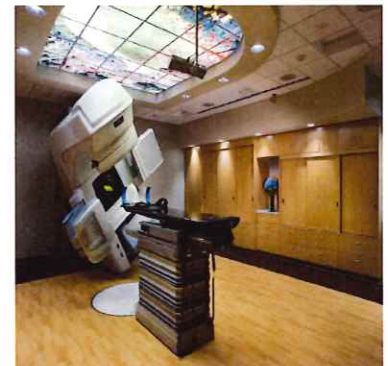


Peter Basso Associates | www.peterbassoassociates.com

Representative Medical Office / Ambulatory Care Projects

Engineering infrastructure is a critical element of healthcare facility design; they must provide a high level of occupant comfort and reliability. Special attention must be given to infection control, illumination levels and comfort levels for patients. PBA has provided mechanical and electrical engineering services for numerous health-care projects including hospitals, ambulatory surgery centers, critical care units, medical office buildings, and more. The following is a sample of our Medical Office and Ambulatory Care experience:

- **Beaumont Health System, Troy, MI**
Outpatient Integrative Medicine Renovation
MOB OT/PT Renovations Phase II
- **Beaumont Health System, Royal Oak, MI**
Medical Office Building 5th Floor Electrical Panels Upgrade
Medical Office Building - East HVAC Renovations
Dr. Koffron 6th Floor Renovation/Transplant
- **Beaumont Health System, Dearborn, MI**
Oakwood Hospital New Surgical Suite and Offices
- **Beaumont Health System, West Bloomfield, MI**
Medical Center Expansion
- **Clarkston Medical Center, Clarkston, MI**
Medical Office Building Phase 1
- **Dearborn Town Center, Dearborn, MI**
Midwest Medical Center LEED Silver Design
- **Detroit Medical Center, Detroit, MI**
Children's Hospital of Michigan Carls Building 2nd thru 5th Floors Renovation
- **Henry Ford Health System, Brownstown, MI**
New Wyandotte Ambulatory Care Center
- **Henry Ford Health System, West Bloomfield, MI**
Farmington Road MOB Renovation
- **Henry Ford Health System, Dearborn, MI**
Henry Ford Medical Center - Fairlane Emergency Department Addition and Renovation
Henry Ford Medical Center - Fairlane Gastro Suite Renovation



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Macomb Community College

Space Optimization and Utilization Program (SOUP) Clinton Township, MI



Project Description

Completion:
2012 / Ongoing

Size:
Six Buildings - 68,300
Square Feet

Construction Cost:
\$9.6 Million Estimate

Reference:
Bill Simonson
Manager, Engineering &
Hazmat
(586) 286-2110

Peter Basso Associates provided MEP engineering services for the renovation of six buildings on the South and Center campuses of Macomb Community College. Building spaces include classrooms and seminar halls; counseling offices and support spaces; career services area; and student services such as financial aid, information, and enrollment. Because the owner wished the buildings to remain in operation during construction, renovations occurred in a sequential order. As one building was renovated, the occupants from the next in line moved in, leaving that building vacant for renovation, and so on.

Projects included:

- An analysis of the deficiency in the airflow delivered to the spaces in the MAC Building. This deficiency created comfort and controllability issues for the occupants. Recommended corrective actions were issued in a report to the College.
- Fiber duct replacement in the CK Building.
- A study of the operational issues related to the exhausting of contaminated air through the existing energy recovery unit in the ST Building Welding Lab. Recommended corrective actions were issued in a report to the College.
- Renovation of the Alternative Energy Lab in the SR Building.
- Renovation of SD-302 in the Campus Administration Building.
- Modification of the roof top unit in the MAC Building.

As a result, PBA has continued providing services on more than 75 projects at MCC from electrical equipment replacements and numerous building renovations, to chiller replacements, emergency lighting upgrades, and additional facility condition assessments and improvements. Currently underway is the major renovation and addition to the Skilled Trades and Advanced Technology Center. MEP scope includes updating the entire HVAC and electrical systems, all new lighting, and all new technology.



Peter Basso Associates | www.peterbassoassociates.com



B

RECOMMENDATION

Margaret M Holmes, Vice President & Chief Operating Officer
Dept. of Obstetrics & Gynecology
Wayne State University

" A3C has been our choice on more than one occasion and the fact that we call them again and again is proof of their ability to work effectively with physician groups. They are current with regard to health care facility design, codes and regulations, they provide guidance relative to operational efficiencies and effective use of space, and our projects have been on time and within budget. The experience A3C brings to a project is first rate. "

Project Understanding



Project Understanding - Health Department Space Study

St. Clair County Health Department

A3C would like to put forward the following understanding of the project requirements. The space study will take place as an evaluation of the St. Clair County Health Department facility, located at 3415 28th Street, Port Huron, MI 48060. The facility was building in 1967 and consists of a two floor split level structure with two additions, totaling 31,831 SF. Previous space studies have been conducted, but the inefficient building layout and outdated facility and infrastructure is causing the county to look into a new space study. The result of the study will be recommendations on renovations and/or new construction. This space study will identify current and projected space needs for the Health Department.

The departments and needs to be considered include at a minimum:

- Current and projected office and clinic space needs
- Current and projected laboratory space needs
- Waiting and public space needs
- Support space needs
- Staff and visitor parking
- Equipment and file storage
- IT Server and network hardware
- Conference/ meeting space
- Emergency Preparedness (PHEOC, storage areas)
- Vaccine storage
- Generator back-up power
- EP trailer storage

In addition, some additional considerations would include:

- Possible satellite location
- Efficiency of space
- Costs and benefits of potential renovations and/or new construction
- Cost and Sustainability Analysis

The study would review needs with the following agency divisions in the Health Department Building:

- Administration
- Emergency Preparedness
- Environmental Health
- Health Education/ Outreach
- Laboratory
- Nursing (MIHP, Clinic Services, V&H, CSHCS, Personal Health & Immunizations)
- WIC
- Information Technology
- Buildings/Grounds

Work Plan

Work Plan - Health Department Space Study St. Clair County Health Department

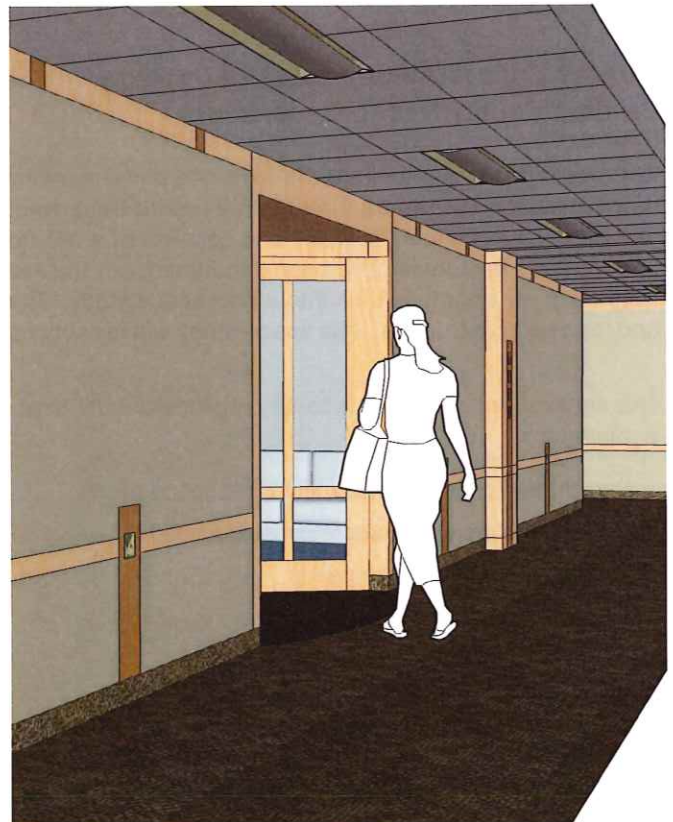
A3C enjoys engaging with their clients to understand their project needs and applying the best results to meet their client's needs. For this Health Department Space Study, A3C will apply the healthcare planning tools of listening and interviewing each department, understanding their space needs, and applying industry and bench marking standards. The final space and cost recommendations will provide the St. Clair Health Department with resulting decision-making tools to reach final conclusions

The Healthcare Planning tools that A3C will use to conduct the Health Department Space study will include, site visits, staff interviews, program documents, efficiency, and repurposing diagrams.

The workplan process will include:

- Site visits to verify all existing departmental space utilization boundaries and functions
 - Product would be an existing conditions space program by department
- Interviews with all departments to understand their future space needs
 - Product would be a future conditions space program by department
- Space utilization & optimization diagrams with recommendations for current & future needs
 - Product would be schematic notated bubble diagrams
- Preliminary Cost Estimates and recommendations for renovations and/or new construction
 - Product would be industry standard cost estimates based on cost/sf pricing and notes on cost/benefit analysis of renovation vs. new construction
 - Professional Cost estimating services can be added as additional service if desired
- Possible Satellite Location Study
 - Product to be a report regarding recommendations on a satellite location
- Site visit to assess existing building and systems for energy efficiency
 - Product to be a Sustainability Report and Preliminary Costs for replacement/upgrade of building and systems
 - A deep dive Energy Audit can be added as an additional service if desired

A steering committee appointed by the county, will review the process and resulting documentation on a regular basis. Any questions or clarifications will be reviewed and processed throughout the project. Once all interviews, site visits, cost estimating and recommendations have been reviewed, the results will be compiled into a **Final Report Document**.



Timeline

Project Timeline													
St. Clair Health Department Study													
		October				November				December			
Tasks & Descriptions	Duration	1	2	3	4	5	6	7	8	9	10	11	12
Information Gathering / Programming Meeting													
Departmental Site Visits/ Initial Interviews	1 Week												
Departmental Programming Interviews	4 Weeks												
Building Evaluation Site Visit for Sustainability Recommendations	1 Week												
Diagrams/Cost Estimating/Approvals													
Space Utilization/ Optimization Diagrams	2 Weeks												
Cost Estimating	2 Weeks												
Prepare Sustainability Recommendations	2 Weeks												
Review and Finalize Program and Building Recommendations with Owner	1 Week												
Final Report Preparation													
Prepare Final Report	2 Weeks												
Final Presentation / Deliver to Owner	1 Week												
General Statements													
Schedule to be adjusted as necessary for Township review processes or required board meetings.													



PROJECT STAFFING

Monte Oberlee, Administrator of Environment of Care
Crittenton Hospital Medical Center

“ A3C’s knowledge of health care facility design and detailed knowledge of the regulatory review and approval process for the construction of health care projects has been a significant asset to our facilities. Their responsiveness to our needs is extraordinary. ”

Project Team



THE COUNTY OF SAINT CLAIR AND SAINT CLAIR COUNTY HEALTH DEPT.



A3C - Collaborative Architecture
Architects and Healthcare Planners
Anne Cox, Lissa Spitz and Ron Lincoln



PBA - Peter Basso Associates
Mechanical, Electrical, Plumbing
David Conrad and Eric Graettinger





Anne M. Cox AIA, ACHA, EDAC, LEED AP BD+C, WELL AP

Principal, Sr Healthcare Planner

Anne brings over 25 years of experience and a desire to create spaces that are functional, flexible, operationally efficient, safety focused and patient-centered. She studies and facilitates workshops on operational, logistical and functional issues enabling the design team and her clients to make more informed design decisions.

Experience Highlight



Dexter Family Practice
New Facility

Certification

Education

Master of Architecture
University of Michigan

Bachelor of Architecture
University of Michigan

Bachelor of Arts in
Linguistics
University of Michigan

Certifications

American College of
Healthcare Architects -
Board Certified

Evidence-Based Design
Accreditation and
Certification (EDAC)

American Institute of
Architects

LEED AP BD+C

WELL Accredited
Professional

Professional Registrations

Licensed Architect:
MI

Publications

"Applying behavioral health
design strategies to the
ED environment"; Health
Facilities Mgmt Magazine,
pp 40-44. Oct 4, 2018.

Relevant Projects- performed at other firms except as noted (*)

HEALTHCARE - PLANNING

Henry Ford Health System

Detroit, Michigan
Destination cancer center

Department of Veterans Affairs

Biloxi, MS; Fayetteville AR; & New
Orleans, LA
Campus master planning for three
healthcare systems

U.S. Dept of Veterans Affairs, Replacement VA Medical Ctr

Louisville, Kentucky
80,000 sf space planning
including PT, prosthetics,
polytrauma, social work, canteen,
dentistry, audiology, compensation
and pension, ENT, Inpatient and
Outpatient Pharmacy

Veterans Administration Medical Center

Ann Arbor, Michigan
Departmental Renovation and
additions for PT and OT, central
sterile processing, central
supply distribution, surgery
and administrative suites with
new construction for SCIP infill
additions

Henry Ford West Bloomfield

West Bloomfield, Michigan
ED, Surgery and Imaging Depts.

HEALTHCARE - OTHER

United Eastern Medical Services, Danat al Emarat Women's & Children's Hospital

Abu Dhabi, UAE
New South Tower

Ascension St. John Macomb- Oakland Hospital

Warren, Michigan
- Vertical Expansion - 50,000sf,
3-story vertical bed tower
expansion

- Behavioral Health Outdoor Patio

University of Michigan*

Various Locations
Stockbridge Family Practice
Building, Dexter Family Practice,
Monroe Family Practice

Oakwood Hospital (Beaumont*)

Allen Park, MI
Allen Park Ambulatory Outpatient
Facility, PT/ OT, Radiology, Lab

Oakwood Hospital, Beyer Center (Beaumont)*

Ypsilanti, MI
MOB, Physician Suites & Pharmacy

Oakwood Hospital (Beaumont)*

Dearborn, MI
Cardiac Catheterization Lab,
Speech Pathology, Stereotactic
Breast Biopsy



Lissa Spitz, LEED AP BD+C

Senior Project Manager, Principal

Lissa is one of A3C's Principals, and she brings 30+ years of experience in facility planning, design, and construction. She serves as LEED Administrator on the majority of A3C's LEED projects and is instrumental in our ongoing research in energy efficiency and sustainable practices.

Experience Highlight



Beaumont Hospital - Royal Oak
Pediatric Neuroscience Clinic

Certification

Education

Master of Architecture

University of Michigan

Bachelor of Science

University of Michigan

Professional

Certifications

LEED AP

LEED Project Reviewer

Professional Development

Greenbuild

LARA and AIA Michigan
Health Facilities Planning
Seminar

Community Involvement

Recycle Ann Arbor -
Waste Wizard Program

United Way Volunteer

Give365 Volunteer

Relevant Projects

Garden City Hospital

- CT1/CT2 Replacement
- Westland Medical Office Building

Beaumont Health

- Royal Oak Pediatric Neuroscience Clinic
- Annapolis Hospital Birthing Center

St. Joseph Mercy Chelsea

- 3D Tomography
- Infusion Suite
- Intensive Cardiac Rehab
- InSpirit Spa
- Chelsea Orthopedic Specialists Suite
- POB Timeshare Suite
- Physician's Office Building
- Wellness Center Addition

St. Joseph Mercy Health System

- Clinical Simulation Center
- Pain and Wound Care Clinic
- Saline Urgent Care
- Brighton POB Level Two Renovation
- Electrophysiology Lab
- Endoscopy Procedure Rooms

Michigan State University

- Veterinary Medicine Critical Care Unit

- Telecommunications Relocation Study

Michigan Medicine

- AES Advanced Waiting
- AES East Waiting Room Conversion
- AES Post-Triage Waiting
- Cancer Center Phlebotomy
- UHS Transplant Offices
- Clinical Engineering Services Consolidation
- Emergency Command Center
- SWAT Team Relocation
- Psychiatric Administrative Offices
- Arbor Lakes Training Center
- East Ann Arbor Breast Imaging
- Cancer Center Breast Imaging
- C&W Nursing Education Team Room
- Saline Healthcare Center Clinic
- Executive Director's Suite
- Surgery Chairman's Suite
- Internal Medicine Chairman's Suite
- Orthotics and Prosthetics Clinic
- Cancer Center Infusion Suites
- Cancer Center Pharmacy
- Operations Executive Offices
- Radiology Equipment Replacement (multiple projects)



Ron Lincoln, AIA, LEED BD+C, GGA

Senior Project Manager, Principal

Ron is one of A3C's Principals. He brings 35+ years of experience to the table, and this includes many unique and complex building types and scopes. He has experience with Code Reviews, JCAHO SOC's, Building Assessments, Green Globes Assessments, Accessibility Assessments, and Energy Audits.

Experience Highlight



Michigan Medicine
**Central Sterile Processing Dept
Renovation**

Certification

Education

Master of Architecture
University of Michigan

**Bachelor of Science -
Architecture**
University of Michigan

Certifications

Licensed Architect: MI
LEED AP
GBI Green Globes Assessor

Professional Affiliations

AIA National
AIA Michigan
AIA Huron Valley Chapter
Past President
Thirteen-Year Officer
NRDC

Outreach

Christmas in April
Volunteer

Relevant Projects

HEALTHCARE EXPERIENCE

Michigan Medicine

- CW Helipad Door Investigation
- Central Sterile Processing Dept. Renovation
- LEAN Pathology Renovations
- NCAC (MCIT) Data Center
- EAA ASC Frozen Section Lab
- MRI #2 Renovation
- PET Scanner Renovations
- B2 Linear Accelerator Replacement
- Arbor Lakes MCIT Parallel Computing UH Generator #4
- EAA ASC Steam Generator
- Med Inn Level 6 Renovation
- Briarwood 4 Therapy Pool Room
- Child Care Center Roof Repair
- Satellite Pharmacy/Cleanroom Renovation
- Blood Bank Lab Renovations
- UHS Scope Reprocessing Center
- UHS Training Room Renovation
- EAA Infrastructure Improvements
- UHS Residents Room
- Arbor Lakes MCIT Data Center Renovation

Henry Ford Health System

- Livonia Dialysis Unit- Life Safety Code Survey
- Macomb Campus- Shower Room Renovation

Sparrow Health System

- JCAHO Pre-Survey LSA/SOC
- Main Hospital- Fire Protect Plans

EDUCATION EXPERIENCE

Wayne State University

- New Data Center
- DeRoy Clinic Expansion
- Fire Marshall Submittals
- Perdy Kresge Library Renovation
- Rackham Renovation
- Student Center Building Freight Elevator Modernization
- Student Center Building Passenger Elevator Renovations
- Science Hall Lecture Room Upgrades
- State Hall 3rd Fl Classroom Renovation
- Reconfiguration of State Hall 4th Floor Classrooms
- Welcome Center 1st Floor

University of Michigan

- College of Engineering Research MRI Installation
- MCIT Disaster Recovery Center
- Building AB Ramp Lift
- Lay Auto Interior Improvements
- Lay Auto Dynamometer & CNG Yard
- CCRB Kinesiology Labs

David A. Conrad, PE Vice President



As Group Leader for the firm's Corporate Government Market, Dave participates in all phases of a project. He is responsible for understanding client expectations for the mechanical systems and ensuring these expectations are reflected in the final project design.

Dave is often responsible for production of the mechanical systems design in collaboration with the lead electrical engineer and architect. He has experience in building heating and cooling load analyses, ductwork layout and sizing, HVAC piping layout and sizing, piping hydraulic analyses, and field investigation.

Dave's 22 years of experience includes systems design for new construction and renovation of various types of facilities, with a particular emphasis on government and sports facilities.

Project Role Education

Professional Registrations Professional Memberships

Lead Mechanical Engineer
Bachelor of Science in Architectural Engineering, Kansas State University
Professional Engineer - MI (PE)
American Society of Heating, Refrigerating and Air Conditioning Engineers (ASHRAE);
Engineering Society of Detroit (ESD)

Relevant Project Experience

- **State of Michigan, Brighton, MI**
Dept. of Natural Resources Stewardship Building Facility Condition Analysis & Design
- **State of Michigan, Detroit, MI**
DOC - Conversion of Mound Rd Correctional Facility to Detroit Detention Ctr.
Dept. Human Services - Clark Street Office Tenant Improvements
- **State of Michigan, Lapeer, MI**
DMVA Lapeer National Guard Armory Renovations
- **State of Michigan, Saline, MI**
Center for Forensic Psychiatry Maintenance Projects
- **City of Rochester, Rochester, MI**
DPW Facility Improvements
- **City of Saline, Saline, MI**
New DPW Facility
- **General Services Administration, Detroit, MI**
Theodore Levin U.S. Courthouse Renovations
McNamara Federal Building Renovations
- **Washtenaw County Parks, Ann Arbor, MI**
New Multipurpose Building
- **Time Equities, Southfield, MI**
Travelers Tower II 10th Floor Assessment
- **Blue Cross Blue Shield of Michigan, Detroit, MI**
Detroit & Lyon Meadows Data Center Facility Assessments



Peter Basso Associates | www.peterbassoassociates.com

Eric M. Graettinger, PE, LEED AP BD+C Vice President



Eric's responsibilities as Lead Electrical Engineer include the technical production of a project, such as system design and layout, product research, documentation and drawing review submittals, and field investigations. He also monitors the budget and schedule throughout the course of a project.

Eric has been involved in the design of specialty indoor and outdoor lighting systems; medium- and low-voltage power distribution systems; fire alarm systems; emergency power distribution systems; power system evaluations; studies for existing primary and secondary distribution systems; and facility condition studies.

Eric's 23 years of electrical engineering experience includes both new construction and renovation of retail, commercial, institutional, government, corporate, and prototype facilities.



Lead Electrical Engineer
Bachelor of Science in Electrical Engineering,
University of Detroit Mercy
Professional Engineer - MI, AZ, FL
USGBC LEED Accredited Professional
Building Design + Construction (LEED AP
BD+C)
Illuminating Engineering Society - Board
of Manager Member; Past-President of
Detroit Section

Relevant Project Experience

- **State of Michigan, Detroit, MI**
Belle Isle Radio Station Renovation
Cadillac Place Annex Elevator & Freight Elevator
DOC - Conversion of Mound Rd Correctional Facility to Detroit Detention Ctr.
Dept. Human Services - Clark Street Office Tenant Improvements
- **State of Michigan, Lapeer, MI**
DMVA Lapeer National Guard Armory Renovations
- **State of Michigan, Grand Ledge, MI**
Army National Guard Grand Ledge Armory Mechanical System Modification
- **State of Michigan, Ypsilanti, MI**
Washtenaw Armory Renovations
- **General Services Administration, Detroit, MI**
Theodore Levin U.S. Courthouse Renovations
McNamara Federal Building Renovations
- **Grosse Pointe Academy, Grosse Pointe, MI**
Campus Assessments
- **Blue Cross Blue Shield of Michigan, Southfield, MI**
3000 Town Center Consolidation Infrastructure Assessment
- **Wurlitzer Building, Detroit, MI**
Adaptive Reuse of Historic Building for Hotel
- **Bedrock Detroit, Detroit, MI**
First National Building Infrastructure Upgrades
5725 W. Buhl Building MEP Infrastructure Upgrades



Peter Basso Associates | www.peterbassoassociates.com



D

DOCUMENTS

Julie Deppner, CEO
Silver Maples of Chelsea

“ Conscientious, and timely are two words I would use to describe the services we received from A3C. The personal touch we received certainly enhanced our project and we felt very well communicated with throughout the work. ”



A3CCOLL-01

LFRITCH

CERTIFICATE OF LIABILITY INSURANCE

 DATE (MM/DD/YYYY)
 6/21/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
 Professional Underwriters, Inc.
 39475 13 Mile Road, Suite 106
 Novi, MI 48377

CONTACT NAME: Leah R. Fritch

PHONE (A/C, No, Ext): (248) 553-8300 104

FAX (A/C, No): (248) 553-8305

E-MAIL ADDRESS: lfritch@profunderwriters.com

INSURER(S) AFFORDING COVERAGE

NAIC #

INSURER A: RLI Insurance Company

13056

INSURER B: Navigators Insurance Company

42307

INSURER C:

INSURER D:

INSURER E:

INSURER F:

INSURED

A3C Collaborative Architecture
 115 1/2 E Liberty St.
 Ann Arbor, MI 48104

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY			PSB0001001	10/1/2020	10/1/2021	EACH OCCURRENCE \$ 1,000,000
	☐ CLAIMS-MADE ☒ OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000
							MED EXP (Any one person) \$ 10,000
							PERSONAL & ADV INJURY \$ 1,000,000
							GENERAL AGGREGATE \$ 2,000,000
							PRODUCTS - COMP/OP AGG \$ 2,000,000
							\$
	GEN'L AGGREGATE LIMIT APPLIES PER:						
	☐ POLICY ☒ PROJECT ☐ LOC						
	OTHER:						
A	AUTOMOBILE LIABILITY			PSB0001001	10/1/2020	10/1/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	ANY AUTO OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐						BODILY INJURY (Per person) \$
	☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY ☐						BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
							\$
A	UMBRELLA LIAB ☒ EXCESS LIAB ☐			PSE0001001	10/1/2020	10/1/2021	EACH OCCURRENCE \$ 3,000,000
	☐ CLAIMS-MADE						AGGREGATE \$ 3,000,000
	DED ☐ RETENTION \$						\$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			PSW0002174	10/1/2020	10/1/2021	☒ PER STATUTE ☐ OTH-ER \$
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) ☐ Y/N ☐ N/A						E.L. EACH ACCIDENT \$ 500,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$ 500,000
							E.L. DISEASE - POLICY LIMIT \$ 500,000
B	Professional Liab.			NY20DPL080738IV	10/1/2020	10/1/2021	Per claim \$ 2,000,000
B	Claims Made Basis			NY20DPL080738IV	10/1/2020	10/1/2021	Aggregate \$ 2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

For Proposal Purposes

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

ACORD 25 (2016/03)

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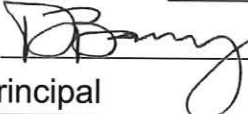
23. APPROVAL ACCEPTANCE/ACCEPTANCE OF SPECIFICATIONS

The undersigned herein submits this proposal and agrees to enter into an agreement, if awarded the contract, with the County of St. Clair Board of Commissioners in accordance with the contract documents. In submitting this completed and signed proposal, it is understood that the right is reserved by the County to reject any or all bids and to make such award that, in the opinion of the County, is in the best interest of the County of St Clair, MI.

NAME OF BIDDER: A3C Collaborative Architecture

BUSINESS ADDRESS OF BIDDER: 115 1/2 E Liberty, Ann Arbor, MI 48104

BUSINESS TELEPHONE # OF BIDDER: 734-663-1910

AUTHORIZED SIGNATURE: 

TITLE OF SIGNER: Senior Principal

DATE OF SIGNATURE: 08 / 17 / 2021 FAX # _____

EMAIL: Donald Barry <dbarry@a3c.com>; Anne Cox <acox@a3c.com>

TOTAL COST

Provide a pricing methodology with attention to detail and understandability that includes a properly designed and implemented all-inclusive response. The Respondent shall include all associated costs to successfully complete the project including travel, printing, telephone expenses, etc.

NAME OF COMPANY: A3C Collaborative Architecture

<u>Description</u>	<u>Cost</u>	
Health Department Space Study	\$ <u>29,500.00</u>	Combined Architectural & Engineering Fees
Any additional costs:		
<u>Professional Estimating Services</u>	\$ <u>3,000.00</u>	
<u>Deep Retrofit Energy Audit</u>	\$ <u>7,500.00</u>	
<u>Estimated Reimbursables</u>	\$ <u>750.00</u>	

CERTIFICATION OF COMPLIANCE – IRAN ECONOMIC SANCTIONS ACT
Michigan Public Act No. 517 of 2012

The undersigned, the owner, or authorized officer of the below-named company (the "Company"), pursuant to the compliance certification requirement provided in the County of St. Clair, MI's Request For Proposal (the "RFP"), hereby certifies, represents, and warrants that the Company (which includes its officers, directors and employees) is not an "Iran Linked Business" within the meaning of the Iran Economic Sanctions Act, Michigan Public Act No. 517 of 2012 (the "Act"), and that in the event the Company is awarded a contract by the County of St. Clair, MI as a result of the aforementioned RFP, the Company is not and will not become an "Iran Linked Business" at any time during the course of performing any services under the contract.

The Company further acknowledges that any person who is found to have submitted a false certification is responsible for a civil penalty of not more than \$250,000.00 or two (2) times the amount of the contract or proposed contract for which the false certification was made, whichever is greater, the cost of the County of St. Clair, MI's investigation, and reasonable attorney fees, in addition to the fine. Moreover, any person who submitted a false certification shall be ineligible to bid on a request for proposal for three (3) years from the date the it is determined that the person has submitted the false certification.

A3C Collaborative Architecture

Name of Company

Donald F. Barry, Senior Principal

Name and Title of Authorized Representative



Signature

08/17/2021

Date

THIS PAGE MUST BE SIGNED AND MUST ACCOMPANY THE VENDOR PROPOSAL

ATTACHMENT II

CERTIFICATION OF COMPLIANCE – Suspension and Debarment E.O. 12549 and 12689 “Debarment and Suspension”

The undersigned, the owner, or authorized officer of the below-named company (the “Company”), pursuant to the compliance certification requirement provided in the County of St. Clair, MI’s Request For Proposal (the “RFP”), hereby certifies, represents, and warrants that the Company (which includes its officers, directors and employees) is not an active business listed on the General Services Administration’s Excluded Parties List System (EPLS), and that in the event the Company is awarded a contract by the County of St. Clair, MI as a result of the aforementioned RFP, the Company is not and will not become an active business on the General Services Administration’s Excluded Parties List System (EPLS) at www.SAM.gov. at any time during the course of performing any services under the contract.

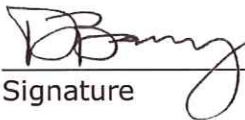
The Company further acknowledges that any person who is found to have submitted a false certification is responsible for a civil penalty of not more than \$250,000.00 or two (2) times the amount of the contract or proposed contract for which the false certification was made, whichever is greater, the cost of the County of St. Clair, MI’s investigation, and reasonable attorney fees, in addition to the fine. Moreover, any person who submitted a false certification shall be ineligible to bid on a request for proposal for three (3) years from the date the it is determined that the person has submitted the false certification.

A3C Collaborative Architecture

Name of Company

Donald F. Barry, Senior Principal

Name and Title of Authorized Representative



Signature

08/17/2021

Date

THIS PAGE MUST BE SIGNED AND MUST ACCOMPANY THE VENDOR PROPOSAL

REFERENCES

Provide three professional references

Name of Company: A3C Collaborative Architecture

REFERENCE #1

Company Name: Ann Arbor Fire Station #4

Company Address: Ann Arbor, MI

Primary Contact

Name: Chief Mike Kennedy Title: Chief, Ann Arbor Fire Department

Phone: _____

Email: mkennedy@a2gov.org

Project Description: New NetZero Fire Station for City of Ann Arbor

REFERENCE #2

Company Name: University of Michigan - Michigan Medicine

Company Address: Ann Arbor, MI

Primary Contact

Name: Mike Heffelfinger Title: Project Manager - Project Lead

Phone: _____

Email: mikeheff@med.umich.edu

Project Description: Various hospital and outpatient center renovations

REFERENCE #3

Company Name: Trinity Health - St. Joseph Hospital System

Company Address: Livonia, MI

Primary Contact

Name: Michael Pacheco Title: Project Manager - Project Lead

Phone: _____

Email: Michael.Pacheco@stjoeshealth.org

Project Description: Programming, Planning and architectural services for various hospital and outpatient clinic projects

THIS PAGE MUST BE SIGNED AND MUST ACCOMPANY THE VENDOR PROPOSAL

THANK YOU

for your consideration



**COLLABORATIVE
ARCHITECTURE**

DRAFT AIA® Document B202™ – 2020

Standard Form of Architect's Services: Programming

for the following PROJECT:

(Name and location or address)

«Health Department Space Study »
«3415 28th Street, Port Huron , MI 48060»

THE OWNER:

(Name, legal status, and address)

«County of St. Clair, Michigan »«Governmental Entity »
« Purchasing Division, 200 Grand River, Suite 203, Port Huron, MI 48060 »

THE ARCHITECT:

(Name, legal status, and address)

«A3C Collaborative Architecture »« Michigan Corporation »
« 115 E Liberty, Ann Arbor MI 48104 »

THE AGREEMENT

This Standard Form of Architect's Services is part of the accompanying Owner-Architect Agreement (hereinafter, together referred to as the Agreement) dated the « 16 » day of «September » in the year « 2021 »

(In words, indicate day, month, and year.)

TABLE OF ARTICLES

- 1 INITIAL INFORMATION
- 2 PROGRAMMING SERVICES
- 3 SUPPLEMENTAL AND ADDITIONAL SERVICES
- 4 OWNER'S RESPONSIBILITIES
- 5 COMPENSATION
- 6 ATTACHMENTS AND EXHIBITS

ARTICLE 1 INITIAL INFORMATION

§ 1.1 The Agreement is based on the Initial Information set forth in this Section 1.1.

(For each item in this section, insert the information or a statement such as "not applicable" or "unknown at time of execution.")

§ 1.1.1 The scope of Programming Services provided by the Architect is described in Article 2 and as follows:

(Describe the scope of Programming Services for the Project, as well as any future development, growth, and expansion projections.)

« The space study will evaluate the St. Clair County Health Department. The result of the study will be recommendations on renovations and/ or new construction. This study will identify current and projected space needs for the Health Department. »

ADDITIONS AND DELETIONS: The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

This document provides the Architect's scope of services only and must be used with an owner-architect agreement. It may be used with AIA Document B102™-2017, Standard Form of Agreement Between Owner and Architect without a Predefined Scope of Architect's Services, to provide the Architect's sole scope of services, or with B102 in conjunction with other standard form services documents. It may also be used with AIA Document G802™-2017, Amendment to the Professional Services Agreement, to create a modification to any owner-architect agreement.

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§ 1.1.2 The Owner's anticipated Sustainable Objective for the Project:
(Identify and describe the Owner's Sustainable Objective for the Project, if any.)

« to meet current energy codes»

§ 1.1.3 The Architect shall retain the following consultants:
(List name, discipline, address, and other information.)

« Peter Basso Associates, Mechanical, Electrical Plumbing Engineers, 5145 Livernois, Troy, MI 48098 »

§ 1.1.4 The Owner's contractors and consultants that affect the Architect's Programming Services:
(List name, discipline, address, and other information.)

« NA »

§ 1.1.5 The Owner's budget for the Project:
(List the Owner's budget for the Project.)

« \$ 29,500.00 »

§ 1.1.6 The Owner's schedule for the Project:
(State the Owner's schedule for the Project.)

« A three month study; depends on start date »

§ 1.1.7 Other Initial Information on which the Architect's Programming Services are based:
(List below other information that will affect the Architect's performance of its Programming Services, such as authorized representatives and Owner confidentiality requirements.)

« NA »

§ 1.2 The Owner and Architect may rely on the Initial Information. Both parties, however, recognize that the Initial Information may materially change, and in that event, the Owner and the Architect shall appropriately adjust the Architect's services, schedule for the Architect's services, and the Architect's compensation.

ARTICLE 2 PROGRAMMING SERVICES

§ 2.1 Administration of Programming Services

§ 2.1.1 Programming Services consist of those services described in this Article 2 and include identifying, discussing, and prioritizing values, goals, and objectives to establish performance and design criteria for the Project. Services not set forth in this Article 2 are Supplemental or Additional Services.

§ 2.1.2 Based on the scale of the Project, the type of facilities, and the level of specialized functions that will be required, the Architect and Owner shall identify programming participants to be involved with the programming process, including participants from the Architect, the Architect's consultants, the Owner, the Owner's consultants, and users of the Project, as well as other stakeholders.

§ 2.1.3 The Architect shall manage and administer the Programming Services. The Architect shall consult with the Owner, facilitate and attend Project meetings, and communicate with the programming participants.

§ 2.1.4 The Architect shall coordinate the services provided by the Architect and the Architect's consultants with those services provided by the Owner and the Owner's consultants. The Architect shall be entitled to rely on, and shall not be responsible for, the accuracy, completeness, and timeliness of, services and information furnished by the Owner and the Owner's consultants. The Architect shall provide prompt written notice to the Owner if the Architect becomes aware of any error, omission, or inconsistency in such services or information.

§ 2.1.5 The Architect shall prepare, and periodically update, a schedule for Programming Services that identifies milestone dates for decisions required of the Owner, Programming Services furnished by the Architect, and

completion of documentation to be provided by the Architect. The Architect shall coordinate the programming schedule with the Owner's Project schedule.

§ 2.1.6 The Architect shall submit program documents to the Owner for evaluation and approval at intervals appropriate to the process. The Architect shall be entitled to rely on approvals received from the Owner to complete the Programming Services.

§ 2.2 Identification of Project Values, Goals, and Objectives

§ 2.2.1 Subject to the limits set forth in Section 3.2.3, the Architect shall facilitate a visioning session with the programming participants to identify, discuss, and prioritize values and goals for the Project, such as institutional purposes and growth, culture, technology, aesthetics, symbols, economics, environment, social, safety, sustainability, aspirations, and other relevant criteria.

§ 2.2.2 Following the visioning session, the Architect shall prepare and provide to the Owner a written evaluation of the prioritized values and goals for the Owner's review, confirmation, and approval.

§ 2.2.3 Following approval of the prioritized values and goals, the Architect, in conjunction with the Owner, shall identify and confirm the Owner's objectives for the Project.

§ 2.3 Information Gathering

§ 2.3.1 The Architect shall compile and review Project-related information, including the following:

- .1 Available data on existing facilities, land surveys, record documents, and other Owner documents, including existing program material and design and facility standards;
- .2 Relevant documents from authorities having jurisdiction over the Project, such as applicable codes, regulations, and ordinances;
- .3 Applicable non-governmental building and planning standards; and
- .4 Relevant historical documents and archival materials.

§ 2.3.2 The Architect shall identify the constraints and opportunities that may impact the Project, such as location, access, visibility, and site and building services.

§ 2.3.3 Subject to the limits set forth in Section 3.2.3, the Architect shall conduct interviews. In preparation for the interviews, the Architect shall:

- .1 assist the Owner in identifying individuals to be interviewed;
- .2 establish a work plan and schedule for the interviews;
- .3 determine the types of data that could impact the design of the Project; and
- .4 determine how interviews will relate to other information-gathering techniques, such as observations and surveys.

§ 2.3.4 If applicable, the Architect shall conduct a walkthrough of the Owner's existing facilities with the appropriate personnel, such as the Owner, property manager, or facility manager, and

- .1 prepare, if appropriate, a space inventory;
- .2 identify traffic and circulation patterns, use levels, and general adequacy of spaces to accommodate the users; and
- .3 prepare a written description, a graphic illustration, or both, that includes relevant criteria, such as space utilization data; area allowances; adjacencies; communication, technology, and security systems; and operating procedures.

§ 2.3.5 The Architect shall identify, in consultation with the Owner, similar facilities and operations for the programming participants to visit and observe for evaluation and comparison to the Project. Subject to the limits set forth in Section 3.2.3, the Architect shall visit the identified facilities and operations.

§ 2.3.6 The Architect shall facilitate meetings, as applicable, with programming participants to (1) review data obtained from information gathering activities; (2) consider and discuss design and planning issues, such as future growth and expansion projections; and (3) endeavor to achieve consensus as to how the values, goals, objectives, and information should influence the design of the Project.

§ 2.4 Data Analysis

§ 2.4.1 Based on the identified values, goals, objectives, and information gathered, the Architect shall develop performance and design criteria for the Project.

§ 2.4.2 The Architect shall make a preliminary determination of space requirements, space relationships, and circulation, and consider special requirements, such as aesthetics; ergonomics; flexibility; furniture, furnishings, and equipment (FF&E); lighting; sustainability; acoustics; surrounding environment; safety; security; and site information, as appropriate.

§ 2.4.3 The Architect shall identify unresolved programming issues, discuss them with the Owner, and recommend solutions for the Owner's approval prior to preparing the Architect's initial program document.

§ 2.5 Initial Program Document and Presentation

§ 2.5.1 The Architect shall compile the results of its findings and analyses concerning (1) the values, goals, and objectives for the Project; (2) information gathering; and (3) data analysis in an initial program document for the Owner.

§ 2.5.2 Subject to the limits set forth in Section 3.2.3, the Architect shall present its initial program document to the programming participants, in a format approved by the Owner, and request the Owner's approval. Subject to the limits set forth in Section 3.2.3, the Architect shall make special presentations to individuals or groups not included as programming participants.

§ 2.6 Development of Final Program of Project Requirements

§ 2.6.1 Based on the Owner's approval of the initial program document, including the Owner's authorization of any adjustments, the Architect shall prepare the final program document for the Owner's approval.

§ 2.6.2 The Architect shall incorporate the Owner's design and facility standards and recommend Project standards, such as area allowances; space allocation; adjacencies; communication, technology, and security requirements; FF&E requirements; lighting; acoustics; and aesthetics.

§ 2.6.3 The Architect shall determine specific space requirements for the Project by

- .1 identifying required spaces;
- .2 establishing sizes and relationships;
- .3 establishing efficiency factors; and
- .4 documenting special requirements, such as structural, mechanical, electrical, lighting, acoustical, FF&E, technology, security, or site development.

§ 2.6.4 The Architect shall prepare a final program document detailing all items identified in Sections 2.6.1 through 2.6.3, incorporating written and graphic materials that may include

- .1 an executive summary;
- .2 documentation of the methodology used to develop the program;
- .3 value and goal statements;
- .4 relevant facts upon which the program was based;
- .5 photo documentation of relevant existing site and building features;
- .6 aspirational images;
- .7 conclusions derived from data analysis;
- .8 relationship diagrams;
- .9 flow diagrams;
- .10 matrices identifying space allocations and relationships;
- .11 space listings by function and size; and
- .12 space diagrams, as needed, to convey program information.

§ 2.6.5 The Architect shall review the Owner's budget and Project schedule and provide a preliminary opinion of the program with respect to the Owner's budget and Project schedule. The Architect's opinion of the budget shall be based on current area, volume, or other similar conceptual data.

ARTICLE 3 SUPPLEMENTAL AND ADDITIONAL SERVICES

§ 3.1 Supplemental Services

§ 3.1.1 In addition to the Programming Services described above, the Architect shall provide the following Supplemental Services only if specifically designated in the table below as the Architect's responsibility, and the Owner shall compensate the Architect as provided in Section 5.2. Unless otherwise specifically addressed in this Agreement, if neither the Owner nor the Architect is designated, the parties agree that the listed Supplemental Service is not being provided for the Project.

(Designate the Architect's Supplemental Services and the Owner's Supplemental Services required for the Project by indicating whether the Architect or Owner shall be responsible for providing the identified Supplemental Service. Insert a description of the Supplemental Services in Section 3.1.2 below or attach the description of services as an exhibit to this Agreement.)

Supplemental Services	Responsibility (Architect, Owner, or Not Provided)
§ 3.1.1.1 Site evaluation and project feasibility	Not provided
§ 3.1.1.2 Site planning	Not provided
§ 3.1.1.3 Master planning	Not provided
§ 3.1.1.4 Preliminary design	Not provided
§ 3.1.1.5 Cost estimating	Additional Service if selected
§ 3.1.1.6 Project scheduling	Not provided
§ 3.1.1.7 Market analysis	Not provided
§ 3.1.1.8 Detailed existing facility evaluation	Additional Service if selected
§ 3.1.1.9 Questionnaires and surveys	Not provided
§ 3.1.1.10 Existing FF&E inventory	Not provided
§ 3.1.1.11 FF&E programming services	Not provided
§ 3.1.1.12 Other Supplemental Services	Not provided

§ 3.1.2 Description of Supplemental Services

§ 3.1.2.1 A description of each Supplemental Service identified in Section 3.1.1 as the Architect's responsibility is provided below.

(Describe in detail the Architect's Supplemental Services identified in Section 3.1.1 or, if set forth in an exhibit, identify the exhibit.)

«Professional Estimating Services, if selected; Deep Retrofit Energy Audit, if selected »

§ 3.1.2.2 A description of each Supplemental Service identified in Section 3.1.1 as the Owner's responsibility is provided below.

(Describe in detail the Owner's Supplemental Services identified in Section 3.1.1 or, if set forth in an exhibit, identify the exhibit.)

« »

§ 3.2 Architect's Additional Services

The Architect may provide Additional Services after execution of this Agreement without invalidating the Agreement. Except for services required due to the fault of the Architect, any Additional Services provided in accordance with this Section 3.2 shall entitle the Architect to compensation pursuant to Section 5.3 and an appropriate adjustment in the Architect's schedule.

§ 3.2.1 Upon recognizing the need to perform Additional Services, the Architect shall notify the Owner with reasonable promptness and explain the facts and circumstances giving rise to the need. The Architect shall not proceed to provide Additional Services until the Architect receives the Owner's written authorization.

§ 3.2.2 Additional Services may be necessitated by circumstances such as (1) a change in the Initial Information; (2) changes in previous instructions or approvals given by the Owner; or (3) a material change in the Project including size, quality, complexity, or the Owner's schedule or budget.

§ 3.2.3 The Architect shall provide Programming Services exceeding the limits set forth below as Additional Services. When the limits below are reached, the Architect shall notify the Owner:

- .1 « » (« ») sessions to determine values and goals
- .2 « » (« ») interviews for the purpose of gathering data
- .3 « » (« ») adjustments to the initial program document
- .4 « » (« ») presentations to programming participants
- .5 « » (« ») special presentations to individuals or groups not included as programming participants
- .6 « » (« ») facility visits pursuant to Section 2.3.5

ARTICLE 4 OWNER'S RESPONSIBILITIES

§ 4.1 Unless specifically described in Articles 2 or 3, the services in this Article shall be provided by the Owner or the Owner's consultants.

§ 4.2 The Owner shall provide the Architect data and information necessary to complete the Programming Services, such as budget, schedule, design and facility standards, environmental criteria, and other design criteria.

§ 4.3 The Owner shall identify a representative authorized to act on the Owner's behalf to participate in the information gathering process, to facilitate the programming process, and to provide, in a timely manner, decisions made by the Owner.

§ 4.4 The Owner shall provide the Architect master plans, record drawings, surveys, and other data that pertain to each site or existing facility under consideration for development or redevelopment within the scope of this Agreement.

§ 4.5 The Owner shall provide access to the property, buildings, and personnel necessary for the Architect to complete the Programming Services.

§ 4.6 The Owner shall make the Owner's personnel available to the Architect, in a timely manner, to provide information to facilitate decision-making in accordance with the programming schedule.

ARTICLE 5 COMPENSATION

§ 5.1 If not otherwise specifically addressed in the Agreement, the Owner shall compensate the Architect for the Programming Services described in Article 2 as follows:
(Insert amount of, or basis for, compensation.)

«\$29,500.00 »

§ 5.2 For the Architect's Supplemental Services designated in Section 3.1.1, the Owner shall compensate the Architect as follows:
(Insert amount of, or basis for, compensation. If necessary, list specific services to which particular methods of compensation apply.)

« »

§ 5.3 For Additional Services that may arise during the course of the Project, including those under Section 3.2, the Owner shall compensate the Architect as follows:
(Insert amount of, or basis for, compensation.)

« »

§ 5.4 Compensation for Supplemental and Additional Services of the Architect's consultants when not included in Section 5.2 or 5.3, shall be the amount invoiced to the Architect plus « » percent (« » %), or as follows:

(Insert amount of, or basis for computing, Architect's consultants' compensation for Supplemental or Additional Services.)

« »

ARTICLE 6 ATTACHMENTS AND EXHIBITS

The following attachments and exhibits, if any, are incorporated herein by reference:
(List other documents, if any, including any exhibits relied on in Section 3.1.)

« »



RFP-HD-0621-413R - Health Department Space Study - REISSUE (Closed)



Notes

 Actions[Preview](#)[Addendum](#)**[Bid Results](#)**[Award](#)[Audit](#)[Expand All](#) [Collapse All](#)

Organization Name ▲	Org. Number	Submission Type	Bid Amount	Exceptions	Bid Rank
▶ A3C	855870	Electronic	29,500.00	No	1
▶ Merritt Cieslak Design PLC	564103	Electronic	43,800.00	No	2

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Health Department Staff Development 2021

Summary:

ATTACHMENTS:

Description		Upload Date	Type
	Memo	11/10/2021	Cover Memo



ST. CLAIR COUNTY HEALTH DEPARTMENT

Our Community. Our Environment.

3415 28th Street Port Huron MI 48060

Memorandum

ANNETTE MERCATANTE MD MPH
MEDICAL HEALTH OFFICER

GREG BROWN
ADMINISTRATOR

ADVISORY BOARD OF HEALTH

MARIE J. MULLER
CHAIRPERSON

JOHN F. JONES
VICE CHAIRPERSON

ARNOLD KOONTZ

MONICA STANDEL

LISA BEEDON
COUNTY COMMISSIONER

DATE: November 4, 2021

TO: Board of Commissioners

FROM: Greg Brown, Administrator

RE: Staff Development Day

Dear Commissioners,

The Health Department traditionally holds a staff development and appreciation day event in December. This event includes the entire Health Department staff. This event requires the department to close at noon on that day. I am requesting approval to close the Health Department at noon on December 17th, 2021 to allow for this event. We will notify our clients and take steps to minimize any inconvenience to the public.

If you have any questions or require more information please contact me.

Divisions

ADMINISTRATION
P 810.987.5300
F 810.985.2150

DENTAL CLINIC
P 810.984.5197
F 810.984.0747

EMERGENCY PREPAREDNESS
P 810.987.5300
F 810.987.0630

ENVIRONMENTAL HEALTH
P 810.987.5306
F 910.985.5533

HEALTH EDUCATION
P 810.987.5300
F 810.986.2150

NURSING DIVISION
P 810.987.5300
F 810.985.4487

TEEN HEALTH
P 810.987.1311
F 810.966.2898

WIC PROGRAM
P 810.987.8222
F 810.966.2898

www.scchealth.co

[f/sccchdmi](https://www.facebook.com/sccchdmi) | [t/sccchdmi](https://twitter.com/sccchdmi)

Health Advisory Board - Appointment

Summary:

ATTACHMENTS:

Description		Upload Date	Type
	Health Advisory Board - Appointment	11/19/2021	Cover Memo
	Health Advisory Board Roster	11/19/2021	Cover Memo



COUNTY OF ST. CLAIR



Boards and Commissions Application

First Name: Sushma Middle Initial: _____ Last Name: Reddy

Home Address: 5744 Lakeshore Road Home Phone: (810)385-9699

City: Fort Gratiot Zip Code: 48059 Bus Phone: (586)871-0473

E-mail Address: sushreddyendo@yahoo.com Cell Phone: (586)871-0473

I am at least 18 years of age: x ☒ Yes ☐ No

Employer: Diabetes Solutions International Title: President

Nature of Employment: Endocrinologist

Educational Level: Postgraduate Degree Received: MD

Board and/or Commission interested in serving on: Board of Health

Community activities and/or experience: See attached

Previous Held Appointments: None Length of Appointment: _____

Other information you wish to provide to qualify you to serve on the Board and/or Commission: See attached

Available for day time meetings? x ☒ Yes ☐ No

Available for evening meetings? x ☒ Yes ☐ No

Upon appointment, the applicant must complete a standard background check including, but not limited to drug screening, driving record check, criminal background, and sex offender registry.

Sushma Reddy

Signature

10/19/21

Date

Application for Board of Health: Supplementary Information for Sushma Reddy

WORK EXPERIENCE

1/15 - present	President, Diabetes Solutions International
7/14 – 5/19	Endocrinologist, Lake Huron Medical Group, Port Huron, MI.
7/91 – 7/14	Endocrinologist, Endocrinology & Diabetes Center, Port Huron, MI

HOSPITAL APPOINTMENTS

7/91-present	Staff Endocrinologist, Lake Huron Medical Center, Port Huron, MI.
9/15 – 6/19	Director of Population Health, Lake Huron Medical Center, Port Huron, MI
7/91-7/17	Staff Endocrinologist, Port Huron Hospital, Port Huron, MI.

HOSPITAL COMMITTEES

2007 – 6/19	Director, Diabetes Excellence Team, Lake Huron Medical Center Achieved Joint Commission Disease Specific Specialty Certification for Inpatient Diabetes Care, June 2016 Recertified in 2018 (one of two hospitals in Michigan)
1993 – 6/19	Chair, Diabetes Advisory Committee, Lake Huron Medical Center
2005 – 2015	Director, Diabetes Excellence Team, Port Huron Hospital Achieved Joint Commission Disease Specific Specialty Certification for Inpatient Diabetes Care, Nov 2012 Recertified in Oct 2014 (one of two hospitals in Michigan)
1992 – 2015	Chair, Diabetes Advisory Committee, Port Huron Hospital

HONORS AND AWARDS

The MAVEN Project's 2021 Educator Award
People's Choice Award for the 2017 Governors Fitness Award
Finalist, Directors Champion of Health for the 2017 Governors Fitness Award
Hometown Health Hero Award Michigan Dept of Community Health 2012
Michigan State Medical Society Community Service Award 2010
Medtronic Center of Excellence Award 2009
Patient Focused Physician Award, St. Joseph Mercy Hospital 2008
Michigan State Medical Society Community Service Award 2006

COMMUNITY ACTIVITIES

VOLUNTEER ACTIVITIES

2/19 – 2021 Port Huron Area School District Wellness Committee
1/16 – present Board Member, Blue Water YMCA
2011 – present Trustee, St. Clair County Medical Society Foundation

- 2015 – present Blue Water Walking Club – A project that encourages physical activity by establishment of walking clubs in our county
- 2009 – 2020 Walk for Summer Reading – A project that encourages physical activity and improves literacy skills in disadvantaged elementary school students. The students walk to “earn” books for summer reading.
- 2012 – present Co-Chairperson, St. Clair County Community Services Coordinating Body Healthy Lifestyles Workgroup
- 1999 – 2015 Endocrinologist, Sweet Touch Program – Diabetes care and management for uninsured/underinsured as part of Peoples Clinic for Better Health, a collaborative effort by St. Clair County Medical Society and St. Joseph Mercy Hospital, Port Huron, Michigan
- 2010 – 2018 Trustee, Community Foundation of St. Clair County
- 2008 Teen Health Center Lifestyles
- 2008 Holland Woods Middle School Science Club
- 2004 Y Knot Club – a youth program to initiate health and fitness habits for life. Initiated and sponsored this program through the YMCA of the Blue Water Area.
- 2003 Promoted and participated in the Educational Awareness Program on the Prevention of Type 2 DM in adults and children

HONORS AND AWARDS

- 2021 Dr Bassam Nasr Distinguished Champion Award
- 2001 John R Hogan Humanitarian Award
- 2016 Blue Water Woman of the Year
- 1999 Women of Distinction Award, Michigan Waterways Council of Girl Scouts
- 1995 Spirit of Port Huron Award Cultural category.

Boards and Commissions Committee Report

Health Advisory Board

Est. 1942; Geographic districts apportioned by Resolution 84-29

	<i>Position</i>	<i>Term</i>	<i>Expiration</i>
Mr. Arnold Koontz 3245 Range Rd. Port Huron MI 48060-1617 <i>Home Phone</i> (810) 982-3219 <i>Work Phone</i> (810) 956-0768 <i>Mobile Phone</i> (810) 956-7673 <i>Email</i> aeddk@aol.com	District 1	2 Years	12/31/2023
** ~~Vacancy~~ Dr. Sushma Reddy	District 2	2 Years	12/31/2022
<i>Home Phone</i> <i>Work Phone</i> <i>Mobile Phone</i> <i>Email</i>			
Ms. Monica Standel 105 Frantz St. Capac MI 48014 <i>Home Phone</i> <i>Work Phone</i> <i>Mobile Phone</i> (810) 650-0982 <i>Email</i> monicastandel@gmail.com	District 3	2 Years	12/31/2022
Mrs. Marie J. Muller 9505 Sparling Road Goodells MI 48027 <i>Home Phone</i> (810) 384-6517 <i>Work Phone</i> <i>Mobile Phone</i> <i>Email</i>	District 4	2 Years	12/31/2021
Mr. John F. Jones 7619 Markel Road Ira Township MI 48023 <i>Home Phone</i> (586) 725-4553 <i>Work Phone</i> <i>Mobile Phone</i> <i>Email</i> johnjones7619@hotmail.com	District 5	2 Years	12/31/2021

Health Advisory Board

Est. 1942; Geographic districts apportioned by Resolution 84-29

	<i>Position</i>	<i>Term</i>	<i>Expiration</i>
Lisa M. Beedon 2877 Military St. Port Huron MI 49060 <i>Home Phone</i> (810) 683-9617 <i>Work Phone</i> (810) 989-6900 <i>Mobile Phone</i> <i>Email</i> lbeedon@stclaircounty.org	Represents BOC's		

Health Department Points of Interest

Summary:

ATTACHMENTS:

Description	Upload Date	Type
 HD Points of Interest	11/22/2021	Cover Memo

NOVEMBER 2021***Points of Interest...***

- The St. Clair County Health Department (SCCHD) recently launched a new, mobile friendly website. The new site is organized more efficiently and will be an easier to page to navigate. Visit www.scchealth.co.
- Over the past few weeks, the SCCHD in partnership with other agencies, provided community vaccination clinics at venues including Harbor Impact Ministries, Senior Power Day in Marine City, and drive-thru clinics in Wadhams and Marysville. Types of vaccines offered ranged from COVID-19 and boosters, Flu, Hepatitis A, B and Pneumonia. Over 600 vaccinations were administered.
- The Nursing Division is providing additional nursing support at Marysville School District through an agreement that supports a Registered Nurse onsite three days per week. This agreement, when added to the existing two day per week position, allows for full-time, public health nursing services at Marysville School District! Services at this time are strongly focused on COVID prevention and outbreak control efforts, though also include sick visits, injury assessment, prevention education, as well as an emphasis on high immunization coverage for students and staff. SCCHD is delighted with the community and district support and recognition of the benefits of public health nurses.
- The SCCHD Title X Family Planning program received a virtual accreditation review in October by MDHHS. Due to COVID full accreditation reviews are on pause. The program received an exceptionally positive review with accolades for continuing Family Planning services, and staff flexibility related to assignments/rapid role changes during COVID response.
- The CDC expanded recommendations for booster shots to include all adults ages 18 years and older who received a Pfizer or Moderna vaccine at least six months after their second dose. Moderna, Pfizer, and Johnson & Johnson booster shots are widely available at locations across St. Clair County. For more information visit: <https://www.vaccines.gov/>.
- Effective December 1, the COVID testing process at the SCCHD will change for the winter months. Under advisement and direction from staff, clients will be responsible for exiting their vehicle to pick up and administer their own specimen collection. More details will be provided in an instructional video and be placed on the health department website, social media and new signage will be posted outdoors.