Dakota County

General Government and Policy Committee of the Whole

Agenda

Tuesday, August 16, 2022	**11:00 AM**	**Conference Room L139 Western Service Center, Apple Valley**

(or following Physical Development Committee of the Whole)

If you wish to speak to an agenda item or an item not on the agenda, please notify the Clerk to the Board via email at CountyAdmin@co.dakota.mn.us
Emails must be received by 7:30am on the day of the meeting.
Instructions on how to participate will be sent to anyone interested.

1.   Call To Order And Roll Call

Note: Any action taken by this Committee of the Whole constitutes a recommendation to the County Board.

2.   Audience

Anyone in the audience wishing to address the Committee on an item not on the agenda or an item on the consent agenda may come forward at this time. Comments are limited to five minutes.

3.   Approval Of Agenda (Additions/Corrections/Deletions)

3.1   Approval of Agenda (Additions/Corrections/Deletions)

CONSENT AGENDA

4.   County Administration - Approval of Minutes

4.1   Approval of Minutes of Meeting Held on July 19, 2022

5.   County Board/County Administration

5.1   *Office Of The County Manager* - Second Quarter Update On 2022 Board Priorities

5.2   *Budget* - Report On Budget Amendments, Contracts, And Year-End Projections For Operations

6.   Enterprise Finance and Information Services

6.1   *Information Technology -* Authorization To Execute Contract With EarthSoft For Purchase And Implementation Of Environmental Quality Information System Software Application

REGULAR AGENDA

7.   Physical Development

7.1   *Parks, Facilities, and Fleet Management -* Award Of Bid And Authorization To Execute Contract With Donlar Construction Company For South St. Paul Library Project And Authorization To Increase Project Budget And Amend 2022 Buildings Capital Improvement Program And Non-Departmental Budgets

8.   Public Services And Revenue

8.1   *Library -* Authorization To Pilot Self-Service Hours And Amend 2022 Library Budget

8.2   *Library -* Authorization For Renewal Of Mobile Hotspot Agreement And Amend 2022 Library Budget

9.   County Manager's Report

10.   Adjournment

10.1   Adjournment

For more information, call 651-438-4417
Dakota County Board meeting agendas are available online at
https://www.co.dakota.mn.us/Government/BoardMeetings/Pages/default.aspx
Public Comment can be sent to CountyAdmin@co.dakota.mn.us

Item Number: DC-1310	**Agenda #:** 3.1	**Meeting Date:** 8/16/2022

Approval of Agenda (Additions/Corrections/Deletions)

Request for Board Action

Item Number: DC-1311   **Agenda #:** 4.1   **Meeting Date:** 8/16/2022

Approval of Minutes of Meeting Held on July 19, 2022

Dakota County

General Government and Policy
Committee of the Whole
Minutes

Tuesday, July 19, 2022	9:30 AM	Conference Room 3A, Administration Center, Hastings,

(or following County Board)

1. Call To Order And Roll Call

Also in attendance were Matt Smith, County Manager; Tom Donely, First Assistant County Attorney; and Jeni Reynolds, Sr. Administrative Coordinator to the Board.

The audio recording from this meeting is available upon request.

The meeting was called to order by Chair Holberg at 10:10 a.m.

Present	Commissioner Joe Atkins
	Commissioner Liz Workman
	Commissioner Mike Slavik
	Commissioner Mary Liz Holberg
	Commissioner Mary Hamann-Roland
	Commissioner Laurie Halverson
	Commissioner Kathleen A. Gaylord

2. Audience

Chair Holberg noted that all public comments can be sent to CountyAdmin@co.dakota.mn.us No comments were received for this agenda.

3. Approval Of Agenda (Additions/Corrections/Deletions)

3.1 Approval of Agenda (Additions/Corrections/Deletions)

Motion: Mary Hamann-Roland   Second: Mike Slavik

Ayes: 7

CONSENT AGENDA

On a motion by Commissioner Workman , seconded by Commissioner Atkins, the consent agenda was unanimously approved as follows:

4. County Administration - Approval of Minutes

4.1 Approval of Minutes of Meeting Held on June 7, 2022

Motion: Liz Workman   Second: Joe Atkins

Ayes: 7

REGULAR AGENDA

5.   **Public Safety**

5.1   Update On Public Safety

Sheriff Tim Leslie and County Attorney Kathy Keena gave a an overview of public safety in Dakota County and responded to questions. Some topics that were covered were what types of crimes are being committed/charged, the trends, the public health crisis associated with drug use, juvenile crimes, and what is being done around prevention.

Information only; no action requested.

6.   **County Manager's Report**

No County Manager update.

7.   **Adjournment**

7.1   Adjournment

Motion: Mike Slavik   Second: Laurie Halverson

On a motion by Commissioner Slavik, seconded by Commissioner Halverson, the meeting was adjourned at 10:58 a.m.

Ayes: 7

Respectfully submitted,
Jeni Reynolds
Sr. Administrative Coordinator to the Board

Item Number: DC-1295	**Agenda #:** 5.1	**Meeting Date:** 8/16/2022

DEPARTMENT: Office of the County Manager

FILE TYPE: Consent Information

TITLE
Second Quarter Update On 2022 Board Priorities

PURPOSE/ACTION REQUESTED
Receive an update on the second quarter performance of the 2022 Board Priorities.

SUMMARY
Each year the County Board identifies a number of priority projects to focus on and track throughout the year. The second quarter of 2022 is now complete and an update on the status of these priorities is attached (Attachment: 2022 Board Priorities Q2 Update).

RECOMMENDATION
Information only; no action requested.

EXPLANATION OF FISCAL/FTE IMPACTS
☒ None   ☐ Current budget   ☐ Other
☐ Amendment Requested   ☐ New FTE(s) requested

RESOLUTION
Information only; no action requested.

PREVIOUS BOARD ACTION
22-036; 1/18/22

ATTACHMENTS
Attachment: 2022 Board Priorities Q2 Update

BOARD GOALS
☐ A Great Place to Live   ☐ A Healthy Environment
☐ A Successful Place for Business and Jobs   ☒ Excellence in Public Service

PUBLIC ENGAGEMENT LEVEL
☐ Inform and Listen   ☐ Discuss   ☐ Involve   ☒ N/A

CONTACT
Department Head: Matt Smith   Author: Madeline Goebel

2022 Board Priorities

Table of Contents

1 South St. Paul Library

BACKGROUND/PURPOSE
Dakota County is entering into an agreement with the City of South St. Paul to acquire land at 7th and Marie to build and operate a new Dakota County Library branch in South St. Paul.

Based upon 2021 Board direction:
1. A design firm is preparing plans and specifications in anticipation of Board direction to proceed with the project
2. Legislation requesting State assistance is being considered by the Legislature.
3. A coordinating Committee of County and City Elected Officials and staff are discussing terms of a potential JPA.

MILESTONE
Q2: Project design phase for the new South St. Paul library. Board direction on proceeding.

NARRATIVE
A joint powers agreement was adopted by the City of South St. Paul and Dakota County. Construction of the new library is on schedule for completion in December 2023.

PARTNERS
Dakota County

City of South St. Paul

PARTNER UPDATE
JPA signed between City of South St. Paul and Dakota County

FUTURE MILESTONES
Q3: Bid/Award Construction Contract

Q4: Construction Begins with anticipated completion in December 2023.

9

2 | Dakota County Future Assessment

BACKGROUND/PURPOSE

The Board has expressed interest in understanding long-term trends, particularly in the wake of COVID that will affect the County's strategies and opportunities in the future.

The purpose is to provide opportunities to review current trends and future forecasts and incorporate that into the Board's planning and decision making.

MILESTONE

Q2: Staff will bring an update on work schedules and office space needs. As well as future planning in the post COVID-19 environment and conducting space planning for the future work and service environment.

NARRATIVE

Senior Leadership held several meetings to address and collect information on space usage, staffing work locations and frequency, and future expectations. Division Directors reported on current staffing work locations and frequency. A contractor has been selected to analyze space needs, initial kick off meeting has been completed. Employee work location tracking continues.

PARTNERS

Dakota County Administration
Dakota County Board of Commissioners

PARTNER UPDATE

A contractor for space evaluation has been selected.

FUTURE MILESTONES

Q3: Review the fiscal impacts of future planning in developing the 2023 budget and 2023-2027 CIP

Q4: Internal County strategic planning will include an updated outlook on future trends.

3 | Redistricting

BACKGROUND/PURPOSE
The US Constitution requires decennial redistricting to reapportion political districts. Redistricting is the process of redrawing the boundaries of election districts. It occurs every 10 years after the census. Redistricting evens out population shifts (increases and decreases) within a geographical area, like a county. The purpose is to make sure residents are equally represented. Dakota County must redistrict its own County Board and Soil and Water Conservation Districts.

The State Supreme Court issued a redistricting order after the legislature did not meet the February 15 deadline. Cities and townships must redraw their precinct lines by March 29th. Following that, the County must reapportion the County Board and Soil and Water Conservation Districts. Staff recommend that the County Board pass a plan at their April 19 County Board Meeting.

MILESTONE
Q2: April 19 Recommended County Board redistricting plan adoption date

NARRATIVE
The County Board adopted the commissioner and soil and water conservation district plans on April 19th. The new maps are posted on the website and were published in the newspaper.

PARTNERS
County GIS
Local GIS and Clerks
PS&R and Elections Department Staff
County Administration

PARTNER UPDATE
Dakota County GIS department worked tirelessly with Election Department staff and the state to streamline the entry of new districts into the Voter Registration System. The address ranges were thoroughly updated to exclude any non-residential addresses and updated address ranges were uploaded to the Voter Registration System creating a very up-to-date address database which will benefit voters and election officials.

FUTURE MILESTONES
Q3: Redistricting Notice to Voters
August 9 State Primary

Q4: November 8 General Election

4 ARP Allocations

BACKGROUND/PURPOSE

On March 11, 2021, the President signed the American Rescue Plan (ARP) Act into law in response to the unprecedented impacts of the COVID-19 health emergency on the economy, public health, state and local governments, individuals, and businesses. ARP provides various new resources to fund the County's relief and response efforts related to COVID-19.

On May 18, 2021, the County Board authorized the acceptance of ARP Fiscal Recovery Funds (FRF) in the amount of $83,332,300, which may be used to respond to the public health emergency or its negative economic impacts, respond to workers performing essential work during the public health emergency, for the provision of government services to the extent of reduction in revenue due to the public health emergency, and to make necessary investments in water, sewer or broadband infrastructure.

The goal is to make strategic, timely decisions on the utilization of ARP funds. Staff will implement and report funding, ensuring federal compliance with spending and reporting.

MILESTONE

Q2: Quarterly Project and Expenditure Report and the annual Recovery Plan Performance Report due by July 31, 2022. Following the 2022 legislative session, review capital and operating funding needs, and consider additional ARP allocation decisions.

NARRATIVE

The County received a $83.3M ARP allocation. Funds must be obligated by the end of 2024 and expended by the end of 2026.

PARTNERS

Dakota County Administration
Dakota County Board of Commissioners

PARTNER UPDATE

No partner updates at this time.

FUTURE MILESTONES

Q3: Quarterly Project and Expenditure Report due by October 31, 2022

Q4: Quarterly Project and Expenditure Report due by January 31, 2023. Incorporate and align ARP spending decisions to the overall County capital and operating budgets.

5 | Greenway Acceleration Program- Decision Making

BACKGROUND/PURPOSE

In order to advance the County Board's vision of a 200-mile greenway system, staff are undertaking pre-design and design studies to help refine the understanding of capital costs, operational costs, and staffing requirements. This work will also better position projects for external funding. Based on study progress, staff would prepare budget requests for future County Board consideration.

The aim is to improve understanding of capital, operational, and staffing requirements for potential greenway acceleration. In addition, position projects for potential grant funding.

Preliminary focus:
Initial design of Tier 1and 2 segments of the Lake Marion GW (Lakeville), Vermillion Highlands GW (Rosemount), and Mendota-Lebanon Hills GW (IGH & Eagan). Final designs of Vermillion River GW (Hastings) and River to River Greenway (Mendota Heights).

MILESTONE

Q2: Authorization to proceed; site evaluations

NARRATIVE

On track. Design consultants are under contract and have been given notice to proceed. Initial stages of design, including site evaluations, are underway.

PARTNERS

Internal: Parks Administration, Transportation Project Management, Planning, Land Conservation, Right of Way, Construction Administration, Grounds Maintenance, Buildings Maintenance, Parks Outreach, Visitor Services, Outdoor Education, Natural Resources, Capital Projects. Risk Management GIS, Finance, Contracting, Patrol, Attorney.

External: Cities of Lakeville, Rosemount, IGH, Eagan, Hastings, Mendota Heights.

PARTNER UPDATE

No partner updates at this time.

FUTURE MILESTONES

Q3 & Q4: Design; refined cost and staffing estimates

2023: Complete preliminary and final designs; refined cost and staffing estimates. Determination by Board whether to accelerate progress.

6 | ELF Policy

BACKGROUND/PURPOSE
To obtain Board direction on the sources and uses of various revenues for the purpose of furthering Board goals in the areas of natural resource protection and enhancement, parks and greenways, and land conservation.

MILESTONE
Q2: Continued and refined discussion of current and potential revenues to understand the capacity to attain short and long-term goals. Obtain Board direction on revenues

NARRATIVE
Provided an update and received direction at the June 14, 2022 PDC meeting. Started developing criteria for specific funding sources to be incorporated into CIP development.

PARTNERS
Dakota County
Potentially local governments

PARTNER UPDATE
No partner updates.

FUTURE MILESTONES
Q3: Preparation of 5-year Capital Improvement Plans based upon Board direction on revenues

Q4: Board adoption of CIP. Board decision on revenues

7 Veterans Memorial Greenway

BACKGROUND/PURPOSE

Complete the five-mile greenway extending from Lebanon Hills Regional Park to the Mississippi River Greenway and include five to seven memorial nodes. At least one of the memorials would be designed to accommodate large group gatherings. The greenway is projected to serve 63,000 annual visits and honor the 25,000 veterans that have served from Dakota County communities. This is a multi-year project.

The objective is to complete the greenway from Lebanon Hills Regional Park to the Mississippi River Greenway, while honoring veterans through both design and amenities.

Funding for the Greenway will be pursued from state and federal sources. Work with Veterans' Services to identify veterans' groups to advocate for funding.

MILESTONE

Q2: Complete 60% design review for Phase 2, continue right-of-way negotiations for Phase 1, Public Outreach with 105th Street, complete Interpretive Plan

NARRATIVE

Finalize donation of land with Flint Hills Resources. Continued discussions with UP Rail will take place including discussions on progressing to a maintenance agreement or variance request to cross the tracks. Alternatives analysis of reconstructing 105th Street in Inver Grove Heights are occurring. Federal environmental document work is likely to begin on all three phases. Interpretive Memorial plan to be finalized.

PARTNERS

Veterans groups
Dakota County Veterans Services
Private property owners
Businesses
Local governments

PARTNER UPDATE

No partner updates at this time.

COVID-19 IMPACT

No impact currently. There could be potential impacts when open houses are scheduled later this summer.

FUTURE MILESTONES

Q3: Public outreach, continue right-of-way negotiations for Phase 1, finalize 60% design review for Phase 2, begin 90% design for Phase 1, finalize interpretive node public outreach process.

Q4: Finalize 60% design review for Phase 2, begin right-of-way process on Phase 2, finalize design and submit plans for Phase 1, complete right-of-way negotiations for Phase 1.

15

8 Broadband

BACKGROUND/PURPOSE
The Dakota Broadband Board (DBB) was formed in 2017 with the approval of a Joint Powers Agreement (JPA) by eleven member participants. Eight members executed the Indefeasible Right of Use (IRU) agreement. The remaining elected bodies, including Dakota County, have not voted on the IRU.

With direction from Dakota County Board regarding participation in the DBB, complete a plan for future Dakota County participation. Implement a plan including the creation of a new JPA.

MILESTONE
Q2: Work with cities and potentially school districts to potentially create new JPA.

NARRATIVE
The DBB Board voted in June to direct the DBB Executive Director to prepare a plan for dissolution of the DBB. County staff will participate in the plan preparation process along with other members. Staff is also considering options for the future operation and maintenance of our I-Net infrastructure and is open to partnerships in this area.

PARTNERS
Dakota County Board and staff
DBB staff
DBB Technical Advisory Committee members
DBB Board members
Dakota County City Administrators/Managers
Dakota County Superintendents

PARTNER UPDATE
No partner updates at this time.

FUTURE MILESTONES
Q3: Implement JPA including increased Dakota County capacity.

Q4: To be determined.

9 Host Fees Agreements

BACKGROUND/PURPOSE

Dakota County has negotiated Host Fee Agreements in lieu of Surcharge since 1998. These agreements apply to six active landfills in Dakota County, Pine Bend Sanitary Landfill, Burnsville Sanitary Landfill, Burnsville Demolition Landfill, SKB Rich Valley Demolition Landfill, Frattalone's Dawnway Landfill, and the SKB Industrial Waste Landfill. Proceeds from these agreements are placed in the County's Environmental Legacy fund which is for the purposes of protection, preservation, or enhancement of the environment.

The purpose is to Negotiate updated Host Fee Agreements with the six active landfills in Dakota County and ensure adequate compensation to the County for hosting Landfills.

MILESTONE

Q1-Q2: Obtain board direction and begin negotiations with partners.

NARRATIVE

Continued meeting with partner organizations to discuss and refine terms for future Host Fee Agreements.

PARTNERS

Physical Development, Environmental Resources, Finance, and the County Attorney's Office

Republic Services, SKB Environmental, Waste Management, and Frattalone Companies

PARTNER UPDATE

Partner organizations provided counterproposals for consideration by the County negotiating team.

COVID-19 IMPACT

Meetings have been virtual to date.

FUTURE MILESTONES

Q3: Present draft agreements to the County Board for Consideration

Q4: Finalize and approve agreements

10 | Review and Update Energy Policies and Strategies

BACKGROUND/PURPOSE
Adopt a County Energy Conservation and Greenhouse Gas (GHG)Reduction Strategy in order to reduce County facility and equipment energy consumption, increase investment in clean energy alternatives, and reduce GHG production.

The goal is to Adopt County Energy Conservation and Greenhouse Gas Reduction strategy.

MILESTONE
Q2: Identify energy conservation projects that will reduce the County's long-term facility and equipment operating costs and provide ROI within the life expectancy of improvement.

Seek external funding to offset the cost of energy efficiency improvements.

NARRATIVE
Identified Energy Conservation projects to submit for Federal Appropriations funding. $5.63M in projects identified at 3 Dakota County sites involving solar, EV charging, and mechanical system upgrades. Successful in getting support from Federal Congressional representatives to include in Federal Appropriations request. Currently in Federal Committees for review and consideration.

PARTNERS
Energy Consultant

Affected Cities

Energy related groups

PARTNER UPDATE
County working with consultants, federal legislative representatives, and County lobbyists to seek support for energy conservation projects at the Federal level.

FUTURE MILESTONES
Q3 and Q4: Implement energy improvements that meet ROI goals and reduce long-term operational costs, resulting in saving of County tax dollars.

11 COVID-19 Information and Response

BACKGROUND/PURPOSE
Since the start of the COVID-19 pandemic in 2020, public health has taken the lead role in the COVID-19 pandemic response. The purpose going forward is to decrease the number of COVID-19 cases in Dakota County by increasing vaccination rates, offering testing options and informing residents of other mitigation strategies. Employee Relations and Risk Management take the lead in the employee response but consult with public health. Public health provided technical assistance to schools and businesses, however, does not provide policy decisions.

MILESTONE
Q2: demobilize by April 20th

NARRATIVE
Currently, we are in the process of demobilizing and utilizing our current staff for the response. We have COVID grant funding through 12/31/23 to support additional/temp staff.

PARTNERS
Cities
Schools
Clinics
Faith-Based Organizations
Businesses
MDH
Other metro counties

PARTNER UPDATE
All partners involved in the response are managing the response with little help from their public health liaison.

COVID-19 IMPACT
The COVID-19 pandemic is one of the largest global disruptions of the past 75 years and has taken the lives of over 5 million people worldwide. The disease has infected over 68,000 Dakota County residents, hospitalized over 3,400 and killed nearly 600. The best solution to control this is the administration of COVID-19 vaccines Dakota County Public Health collaborated with dozens of partners to plan for and administer over 76,000 COVID-19 vaccinations. COVID-19 has impacted every sector over the last two years.

FUTURE MILESTONES
Q3 and Q4: monitor and remobilize if needed

12 Groundwater Agricultural Chemical Reduction Effort (ACRE)- Plan Development

BACKGROUND/PURPOSE

The development of an ACRE Plan was identified as a priority in the adopted 2020-2030 Dakota County Groundwater Plan (tactic 1B1B). The purpose of ACRE is to partner with farmers, SWCD, UMN, and other state, regional and local agencies to develop, adopt, and implement prioritized, targeted, and measurable strategies that protect the health of drinking water wells and the environment from agricultural chemicals such as nitrates, pesticides, and chloride. The goal is approval of an ACRE Plan to address nitrate contamination in Dakota County.

Using the 2020-2030 Groundwater Plan as a starting point, staff will work with stakeholder groups (including an organized Ag. Advisory Group) to develop an ACRE Plan that provides prioritized, targeted, and measurable strategies to reduce ag. chemicals (with focus on nitrate) in groundwater. The draft strategies and tactics will be presented to the Planning Commission and Physical Development Committee of the Whole (PDC) for consideration. Revised strategies, based on Planning Commission and PDC direction, and feedback from stakeholder groups, will be presented to the County Board for possible adoption.

MILESTONE

Q2: (1) Contractor to complete groundwater nitrate model identifying nitrate reduction goals at the local level (e.g., township/city); (2) Complete draft plan document and present draft plan summary to the Planning Commission and County Board, seek recommendation to release for public review and comment; (3) Start 45-60 day public/stakeholder review period.

NARRATIVE

Contractor completed the groundwater nitrate model; data was used to identify practice adoption rate goals for the Plan. The final report is anticipated to be completed and posted mid-July.

The draft plan was presented to the Planning Commission on 6/23/2022. The plan was recommended for release for a 30-day public review period.

Due to delays in completing the nitrate model, staff are presenting the draft Plan to the County Board on July 12 to seek recommendation to release for public review and comment. The 30-day public review period is projected for July 20 - Aug 19. The 1-month delay with starting the public review period should not impact the completion date.

PARTNERS

Soil and Water Conservation District (SWCD), Minnesota Department of Health (MDA) and other state regulatory agencies, farmers and rural residents, LGUs/municipalities located in rural Dakota County, and other County departments/ units.

PARTNER UPDATE

The SWCD, the Ag. Advisory Group and the Technical Advisory Group provided comments on the preliminary draft Plan.

FUTURE MILESTONES

Q3: (1) Complete 45-60-day public/stakeholder review period; (2) Compile, summarize, and respond to public comments; finalize changes to Plan document; (3) Present final Plan to County Board and seek approval for Plan adoption.

13 | Freeway Landfill

BACKGROUND/PURPOSE

The Freeway Landfill, located west of Interstate 35W in Burnsville, opened in the early 1970s and accepted approximately 5.3 million cubic yards of municipal solid waste for disposal through 1990. The Freeway Dump, located on the east side of Interstate 35W, was an unlicensed dump that accepted an estimated 790,000 cubic yards of waste between 1966 and 1971. The Landfill and Dump lack most of the environmental protection mechanisms required to ensure the areas surface water and groundwater are adequately protected. Neither location has a liner beneath the waste, and both have inadequate groundwater and methane gas monitoring and venting and lack leachate collection systems.

The City of Burnsville's municipal water supply wells are located within one mile of the Dump and Landfill. When the nearby Kraemer Quarry stops pumping water out of the quarry, groundwater in the areas will rise and come into contact with the waste at the Landfill and Dump, potentially polluting the city's water supply. The Minnesota Pollution Control Agency is currently reviewing options for the proper cleanup of the property.

The purpose is to ensure that the Freeway Landfill is remediated to protect public health and the environment.

MILESTONE

Q2-**Q3**: Monitor MPCA, City of Burnsville, and private party actions related to Freeway Landfill.

NARRATIVE

No significant actions were completed during this quarter. County staff continue to monitor progress with partner organizations.

PARTNERS

Minnesota Pollution Control Agency

City of Burnsville

County Attorney's Office

PARTNER UPDATE

Bidding by MPCA for the project is still anticipated to take place in Fall 2023.

COVID-19 IMPACT

All meetings were held virtually

FUTURE MILESTONES

Q4: Review proposed MPCA Legislative Actions of Freeway landfill and determine the applicability of County Host Fees.

14 Support 2022 Legislative Priorities

BACKGROUND/PURPOSE
The County is pursuing a number of legislative priorities during the 2022 Legislative Session. This priority will include updates on the status of Country priorities, reporting on legislative-related events, and preparations for the 2023 legislative session. Continue to Work with partners in the State Legislature, executive branch, and among other local units of government to pursue the County's legislative priorities.

MILESTONE
Q2: Provide updates to the Board on the status of 2022 legislative priorities and host a post-session forum with the legislative delegation.

NARRATIVE
The Legislative Advisory Workgroup has provided regular updates to the Board during GGP and County Board legislative updates. A post-session forum with the delegation has not been held due to the uncertainty regarding a special session, and a lack of action during the regular session.

PARTNERS
Minnesota State Legislature
Executive Branch
Stinson LLP
Congress
U.S. Executive Branch
Downs Government Affairs

PARTNER UPDATE
Stinson LLP and Downs Government Affairs continue to advocate for our state and federal legislative priorities.

COVID-19 IMPACT
The Legislative Advisory Workgroup provides updates on our COVID-19 response to the Legislative Delegation as needed. Legislative activities are beginning to transition to in-person rather than virtual.

FUTURE MILESTONES
Q3: Begin development of 2023 legislative priorities.

Q4: Finalize the 2023 Legislative Platform and schedule a 2023 pre-session forum with the legislative delegation.

15 | Priority Transportation Projects

BACKGROUND/PURPOSE
To track progress and provide updates to the County Board on high priority 2022 Trunk Highway transportation improvement projects identified in the adopted legislative platform.
• Interstate 35 and the interchange at I-35 and CSAH 50, Lakeville and Burnsville
• Trunk Highway 77, Apple Valley and Eagan
• Trunk Highway 3, Rosemount, Eagan and Inver Grove Heights
• Trunk Highway 55 from Rosemount to Hastings.

MILESTONE
Q2: Provide update to County Board on any 2022 traffic data available from MnDOT and the Met Council on regional travel patterns and traffic volumes.

NARRATIVE
I-35 and County Highway 50 Interchange MnDOT has negotiated the consultant contract for leading the corridor evaluation of I-35 and expects to have a signed contract and notice to proceed sometime in July. A funding request for the design of the interchange was submitted by all members of the County's federal delegation for congressionally directed spending. Staff are evaluating the new Federal Bridge Investment Program (BIP) through USDOT/FHWA for potential grant opportunities.

Trunk Highway 77 Congestion Mitigation Study documents were completed in June. Next steps are pending review of post-pandemic travel patterns in the corridor and the region.

Trunk Highway 55 No change from Q1. MnDOT is planning on starting this effort in early 2023 to inform planned bridge and pavement project in MnDOT's 10-year Capital Highway Investment Plan.

Trunk Highway 3 No change from Q1. This effort is scheduled to begin in 2023 after the TH 55 initiative is underway.

PARTNERS
MnDOT, Cities, transit providers, Met Council, FHWA, public and other agencies through public engagement efforts.

PARTNER UPDATE
County and MnDOT staff continue to monitor traffic patterns to understand the level of continued telework and the resulting impact on of post-pandemic travel patterns.

FUTURE MILESTONES
Q3: Provide update to County Board on I-35 corridor study. Identify next steps for TH 77 Preliminary Engineering.

Q4: Assist MnDOT with TH 55 scope of work and timeline. Identify timing and project lead (county or state) for TH 3 study.

16 # Priority County Building Projects

BACKGROUND/PURPOSE
To track progress and provide updates to the County Board on high-priority 2022 Building CIP projects.

PROJECTS

South St. Paul Library

Q1: Design Development
Q2: Construction Documents
Q3: Bidding and Contract Award
Q4: Onsite Construction Begins

Mendota Heights Youth Shelter

Q1: Due Diligence Period
Q2: Close on Property
Q3: Alterations to Exterior and Interior
Q4: Begin Operations

Adult IR Treatment Services Facility

Q1: Grant Accepted by Board
Q2: Work with West St. Paul on Zoned Location
Q3: Produce Predesign for City Review
Q4: Due Diligence & Land Acquisition

LEC Mental and Medical Health Treatment Addition

Q1: Designer Selection Process
Q2: Program Verification/ Predesign
Q3: Begin Design (pending State funding)
Q4: Schematic Design

County-wide Building Conditions Assessment

Q1: Sign Vendor to Contract, Gather Source
Q2: Execute On-site Assessments
Q3: Enter Site Data into Software
Q4: Software Training and Analysis

Recycle Zone II:

Q1: Site Search, Program Test Fit
Q2: Site Search, Revise Grant Information
Q3: Site Search
Q4: Due Diligence

PARTNERS
The cities of South St. Paul, Mendota Heights, West St. Paul and other municipalities depending on site selection. Also, Scott County, various State agencies, nonprofit partners and private landowners.

PARTNER UPDATE

Partnerships with cities (SSP, WSP and others) and Scott & Washington Counties continue for property acquisitions and project planning/zoning.

COVID-19 IMPACT
Although bidding of projects remains strong. Price inflation is affecting original budgets. Also, extended lead times for simple but key items (doors, etc.) are affecting initial substantial completion dates. Uncontrollable backups at BCA for background checks have doubled the wait time for tradesman to be cleared for badging. These affect start and end times for projects beyond the control of the general contractor.

Q2 PROJECT UPDATES
South St. Paul Library Design development phase was completed. Bidding started July 1st

Mendota Heights Youth Shelter Purchase is complete, and construction began both interior and exterior. On tract for October use as intended.

Adult IR Treatment Services Facility Board directed to proceed with site at Northern Service Center. Selection of design team started.

LEC Mental and Medical Health Treatment Addition Board approved Wold Architects & Engineers as the design firm for project design. Pre-design work nearly complete; Schematic Design will commence in Q3.

County-wide Building Conditions Assessment All field work by consult complete. Software training using this data will occur in Q3.

Recycle Zone II- Search for suitable sites continues along with Scott County partnership in mutually preferred search areas. Planning department now working to engage individual cities.

Dakota
COUNTY

17 Priority Parks and Greenways Projects

BACKGROUND/PURPOSE
To track progress and provide updates to the County Board on high-priority 2022 park and greenway improvement projects.

PROJECTS
Bison Reintroduction Project (Spring Lake Park Reserve)

Q1: Construct required infrastructure
Q2: Substantial completion of infrastructure
Q3: Final preparation
Q4: Bison arrival

Natural Resource Restoration Activities (systemwide)

Q1: 2022 Workplan development
Q2-Q4: Conduct restoration activities

Sustainable Trails Study (Lebanon Hills Regional Park)

Q1: Solicit consultant proposals
Q2: Award contract; initiate project
Q3: Data collection; recommendation development
Q4: Finalize study

Updates to Park System Plan, Visitor Services Plan, and Natural Resource Management System Plan (systemwide)

Q1: Conduct pre-planning tasks to prepare for updates (e.g., confirm inventory, identify issues, develop RFP)
Q4: Solicit consultant proposals; initiate project
2023: Conduct planning updates

Donor Recognition Policy (systemwide)

Q2: Develop a draft policy
Q3: Present policy to Board for adoption
Q4: Implementation

PARTNERS
Internal: Planning, Land Conservation, Transportation, Grounds Maintenance, Buildings Maintenance, Parks Outreach, Visitor Services, Outdoor Education, Natural Resources, GIS, Finance, Contracting, OPA, Patrol, Attorney.

External: Met Council, cities, MnDNR, Minnesota Zoo, and community members.

PARTNER UPDATE
No partner update at this time.

COVID-19 IMPACT
Pandemic effects, staff capacity, and leadership transitions have delayed efforts to update Park System Plan, Visitor Service Plan, and Natural Resource Management Plan.

PROJECT UPDATES
All Q2 milestones have been achieved for each specific project.

18 | Housing Business Plan

BACKGROUND/PURPOSE

Housing Leadership Work Group reconvened in 2021 to review learnings and accomplishments from Housing Business Plan 1.0 and to recommend future investments and activities for Housing Business Plan 2.0. The workgroup recommended future investments focused on three areas: shelter, prevention, and affordable housing units.

The goal is to update the County Housing Business Plan based on stakeholder input, learnings from Housing Business Plan 1.0 and the changing dynamics of the housing work in Dakota County following the COVID Pandemic.

MILESTONE

Q2: Present Prevention strategies and possible investments to the Board; Further explore shelter opportunities based on recommendations previously provided to Board

NARRATIVE

Continued shelter planning with PD. Started research and planning for the prevention strategy recommendations to be made to the Board in July.

PARTNERS

Internal: Community Services; Physical Development (PD) and Capital Projects, OPA, CSA

External: Community Development Agency (CDA), cities, community partners, people experiencing homelessness, landlords.

PARTNER UPDATE

Continued partnership with PD for shelter planning.

FUTURE MILESTONES

Q3: Present affordable housing recommendations; Continue follow-up work from Q1 and Q2

Q4: Continue follow-up work from Q1-Q3; bring all elements together under Housing Business Plan 2.0.

19 Same-day Driver's License Issuance Pilot at Lakeville License Center

BACKGROUND/PURPOSE
This project is required by the State Legislature as of 7/1/21. A same-day driver's license pilot project has been initiated, with the Minnesota pilot locations of Lakeville and Moorhead participating. The pilot will commence on October 1, 2022 and run through June 30, 2023. The pilot will be monitored by the Minnesota Department of Public Safety and Driver & Vehicle Services and a report is due to the MN Legislature by January 1, 2024. That report will be drafted by DPS.

The goal behind this legislation is to provide customer convenience - instant issuance of a standard driver's license credential, identification card, or instructional permit.

MILESTONE
Q2: DPS to complete card design, all parties complete MOU

NARRATIVE
Project is on track and meetings are being held regularly between DPS, DVS, and pilot locations. A User Acceptance Testing (UAT) Plan has been developed and is being reviewed by all parties. Interface testing, user training, and UAT will all commence in Q3.

PARTNERS
Minnesota Department of Public Safety, Minnesota Driver & Vehicle Services, Public Service & Revenue Division, Service & License Center Department, Lakeville License Center.

PARTNER UPDATE
Security enhancements are underway and will finish in Q3. Dakota County along with DPS will begin deploying our communications plans in Q3. IDEMIA (card vendor) will deliver the card printer & all consumables to the pilot locations in Q3.

FUTURE MILESTONES
Q3: LLC staff training by DPS

Q4: Go live

20 Mental Health Continuum

BACKGROUND/PURPOSE

System partners have been working together for years to develop partnerships and new models of service delivery related to mental health crisis care continuum. We continue to implement innovative partnerships to address the needs of community members who experience mental health crisis. Work to Continue to expand the crisis services continuum in the areas of:

1. someone to call

2. mobile crisis response

3. somewhere to go, and

4. crisis follow-up.

MILESTONE

Q2: Continue with hiring, orientation, and program expansion

NARRATIVE

Continuing 911 call transfer process: Sept 15, 2022 - June 23, 2022, 764 call transfers from 911 to Crisis Response Unit, 78% of calls were handled without need for law enforcement (LE) response.

Hiring, training and onboarding new FTE to expand mobile crisis team - 5 staff hired, onboarded and now providing mobile response with 1 additional hire starting in July 22nd. Continuous posting and interviewing for remaining positions.

Board approval for site selection of Crisis and Recovery Center; working with Capital Project Management (CPM) and city on zoning issues.

Completed LOI for Embedded Social Worker Partnership program expansion and got Board approval (April) for countywide expansion and Joint Powers Agreements; initiated hiring process for SW positions (4/8 embedded SW positions filled).

Developing workflow and data tracking systems for services, in partnership with GIS. Continued high level of partner and community engagement around expansion activities, including through LACs, MH and substance use disorder (SUD) roundtables, community presentations, etc.

PARTNERS

Internal partners: CAO, ER, IT, Sheriff's Office (SO), CS Admin., Physical Development/Capital Project Management (CPM), etc. External partners (several): 11 local Law Enforcement (LE) agencies; Sheriff's Office; Dakota County Communications Center/911; Guild; people with lived experience/Local Advisory Council (LAC); East Metro Crisis Alliance, Service Safety and Justice (SSJ) Committee, etc.

PARTNER UPDATE

All going well with 911 transfers from County, LE and Dakota County Communications perspectives. LE partners and community partners report high satisfaction with more mobile response. In recent meetings with all Dakota County LE agencies, high satisfaction and excitement for continuing to build partnerships was indicated. The team continues to grow.

COVID-19 IMPACT

Internal: Workforce shortages impacting pace of hiring but still getting good candidates.

External: broader workforce shortages are also impacting availability of MH and SUD services.

FUTURE MILESTONES

Q3: Monitor staff progress and service expansion

Q4: Evaluate program progress.

21 Dakota Communications Center (DCC) Governance Reform

BACKGROUND/PURPOSE

In 2021 a County Board priority was to review the governance of the Dakota Communications Center (DCC). The DCC was established in 2005 as a Joint Powers Agreement between Dakota County and eleven cities located within the county. To comply with an FBI requirement that the DCC has a management control agreement with a law enforcement agency, the Dakota County Sheriff's Office assumed this responsibility. Complying with this requirement led to discussions on whether the County should assume primary ownership and management of the DCC.

Upon request by the Board of Commissioners to examine governance the DCC Board of Directors created a Financing Task Force to evaluate the County's future involvement and participation in the DCC.

Three key actions were identified by the Task Force:
County phase up to cover 50% of fixed costs from 2022-2024, approximately a $250k increase per year.
Identifying possible changes to the committee structure.
Identifying measures to provide greater County influence over fixed cost spending decisions.
Progress will be evaluated after the initial 3 years.

MILESTONE

Q2: Completion, approval, and signing of new JPA

NARRATIVE

All governance partners have approved the revised JPA, signature collection is nearly complete as of the end of June. The name has officially been changed from Dakota County Communications to Dakota 911. The website has transitioned to www.Dakota911MN.gov. The 2023 budget has also been approved.

PARTNERS

Dakota County Board
Dakota County Cities
Dakota County Administration
Dakota County Sheriff
DCC Executive Committee
DCC Staff
Dakota County Attorney's Office

FUTURE MILESTONES

Q4: Report to Board of Commissioners on funding implementation, operations efficiency, and costs evaluations.

General Government and Policy Committee of the Whole

Request for Board Action

Item Number: DC-1306	**Agenda #:** 5.2	**Meeting Date:** 8/16/2022

DEPARTMENT: Budget

FILE TYPE: Consent Information

TITLE
Report On Budget Amendments, Contracts, And Year-End Projections For Operations

PURPOSE/ACTION REQUESTED
Receive quarterly and year-end update on budget amendments, contracts, and the year-end financial projections for 2022.

SUMMARY
The summary of budget amendments completed from April 1, 2022 through May 31, 2022, is included as Attachment: Budget Amendment Summary. Budget amendments identified in this attachment include administrative amendments that would have gone to Board prior to the adoption of the Budget Compliance Policy by Resolution No. 18-485 (September 18, 2018).

Attachment: Professional Services Contracts is a summary of all administratively approved contracts and contract amendments completed April 1, 2022 through May 31, 2022, that would have needed Board approval prior to the adoption of the Solicitation, Bid, and Contract Policy by Resolution No. 18-485 (September 18, 2018).

Financial year-end projections for 2022 operations are included as Attachment: Year-end Forecast. Financial projections will be adjusted as new information becomes available.

RECOMMENDATION
Information only; no action requested.

EXPLANATION OF FISCAL/FTE IMPACTS
☒ None   ☐ Current budget   ☐ Other
☐ Amendment Requested   ☐ New FTE(s) requested

RESOLUTION
Information only; no action requested.
PREVIOUS BOARD ACTION
18-485; 9/18/18

ATTACHMENTS
Attachment: Budget Amendment Summary
Attachment: Professional Services Contracts
Attachment: Year-end Forecast

BOARD GOALS
☐ A Great Place to Live   ☐ A Healthy Environment
☒ A Successful Place for Business and Jobs   ☐ Excellence in Public Service

PUBLIC ENGAGEMENT LEVEL
☐ Inform and Listen   ☐ Discuss   ☐ Involve   ☒ N/A

CONTACT
Department Head: Paul Sikorski
Author: Karen Cater

Dakota County
Budget Amendment Summary
Posted April 1 through May 31

Set ID	Effective Date	GL/JL	Department	Reference Description	Revenue	Expense	FTE
				No Amendment to Report This Period			
				Report Totals	$ -	$ -	0.00

MANAGER APPROVED CONTRACT AMENDMENTS

Contract Number	Contractor Name	Contract Description	Contract Type	Contract Original Amount	Contract Amendment Total	Contract Current Maximum Total	Dept	Amendment Approval Date	Amendment Change Order	5% C, 10% NC Amendment	Amendment Extended Amount	Amendment Change Description
C0034070	MCNAMARA CONTRACTING INC	2021 Overlays & Misc. Projects	Construction	$5,040,132.95	$1,439.25	$5,041,572.20	7094	05/02/2022	1	$ 252,006.65	$1,439.25	Change Order #4
C0034398	MCNAMARA CONTRACTING INC	IC - Lebanon Hills Campground entrance road	Construction	$655,433.00	$50,406.64	$705,839.64	7095	05/04/2022	2	$ 32,771.65	$8,190.00	Contract ext. and Price Inc.
C0034509	SCHREIBER MULLANEY CONSTRUCTION CO INC	Construction of the community corrections lobby	Construction	$138,590.00	$18,762.14	$157,352.14	6099	04/26/2022	3	$ 6,929.50	$17,575.34	Inc Contract by $17,575.34

2022 Year-End Projections Operations

As of 5/31/2022

Object Category Description	YTD Actual	% of Budget	YE Projection	% of Budget	Budget	Balance
41 - Property/Other Taxes	$ 20,064,524	14%	$ 142,432,758	101%	$ 140,432,758	2,000,000.00
42 - Charges for Services	$ 6,617,898	22%	$ 31,630,529	104%	$ 30,419,458	1,211,070.97
43 - Other Revenues	$ 2,181,648	16%	$ 11,971,020	85%	$ 13,568,430	(1,597,410.15)
44 - Fines and Forfeitures	$ 1,369	5%	$ 20,365	68%	$ 30,000	(9,635.00)
45 - Licenses & Permits	$ 1,020,519	71%	$ 1,560,662	109%	$ 1,436,430	124,232.00
46 - Federal Revenue	$ 8,901,297	20%	$ 38,605,189	87%	$ 44,396,779	(5,791,589.76)
47 - State Revenue	$ 6,999,958	13%	$ 50,259,950	92%	$ 54,630,380	(4,370,430.40)
48 - Other Intergovernmental Rev	$ 506,478	13%	$ 3,714,239	96%	$ 3,868,999	(154,759.96)
49 - Other Financing Sources	$ 50,000	0%	$ 12,784,980	96%	$ 13,277,694	(492,714.29)
Total Revenues	**$ 46,343,690**	**15%**	**$ 292,979,691**	**96%**	**$ 302,060,928**	**(9,081,236.59)**
51 - Salaries	$ 30,242,938	19%	$ 148,672,116	94%	$ 157,614,841	8,942,725.15
52 - Benefits	$ 10,965,642	20%	$ 48,541,204	90%	$ 53,908,820	5,367,615.92
53 - Dept/County Support	$ 6,502,290	27%	$ 24,681,129	102%	$ 24,225,115	(456,013.79)
54 - Travel/Training	$ 227,187	13%	$ 1,313,962	76%	$ 1,730,530	416,567.84
55 - Office Support	$ 399,939	16%	$ 2,030,555	82%	$ 2,465,318	434,763.50
56 - Materials/Supplies	$ 559,886	21%	$ 2,401,879	91%	$ 2,649,964	248,084.94
57 - Citizen/Client Related Service	$ 10,071,272	19%	$ 49,318,904	95%	$ 51,769,143	2,450,239.31
58 - Interdepartmental	$ (338,274)	2%	$ (13,625,627)	97%	$ (14,006,221)	(380,593.61)
59 - Capital, Debt, Other Financing	$ 1,185,521	5%	$ 12,784,980	59%	$ 21,703,418	8,918,438.29
Total Expenses	**$ 59,816,401**	**20%**	**$ 276,119,100**	**91%**	**$ 302,060,928**	**25,941,827.54**

Total Projected Contribution to Fund Balance: $ 16,860,591

Revenues

Property/Other Taxes - $2 million surplus resulting from addition taxes on electric distribution lines
Charges for Services - Park fees coming in higher for camper cabins, equipment rentals and campground fees
Other Revenues - Interest on Investments projecting a $1.5 million deficit based on current rates
State and Federal revenues - Grant revenues deficits offset by grant expense surpluses in salaries/benefits and citizen services

Expenses

Salaries and Benefits - 134 vacancies as of 3/31, resulting in a projected $14 million year end surplus
Citizen/Client Related Services - Grant expense surpluses offset by deficits in state and federal revenues
Capital Equipment - Surpluses resulting in delays in vehicle shipments and delays in project start dates

*Significant Variances are greater than one tenth of one percent of the total 2022 Operating Budget.

Item Number: DC-1219	**Agenda #:** 6.1	**Meeting Date:** 8/16/2022

DEPARTMENT: Information Technology

FILE TYPE: Consent Action

TITLE
Authorization To Execute Contract With EarthSoft For Purchase And Implementation Of Environmental Quality Information System Software Application

PURPOSE/ACTION REQUESTED
Authorize the Chief Information Officer (CIO) to execute a contract with EarthSoft for the purchase of Environmental Quality Information System (EQuIS) software, a water quality data management system to electronically store, retrieve, and share well water testing and chemistry data.

SUMMARY
The Environmental Resources Department, Groundwater Protection Unit identified the need for a software system capable of managing and organizing large sets of data. Through a request for proposal (RFP) solicitation process, in close partnership with the Information Technology Department, EarthSoft was the vendor selected with the best system. The EarthSoft system, EQuIS, will provide a sustainable method to manage the Groundwater Protection Unit's large amount of current and historic data pertaining to environmental chemistry, biology, geology, geotechnical, hydrology, and associated monitoring activities all in one location and format. Laboratories can provide results in the template needed for direct input into the system and the software automatically checks for errors. The new system will save hundreds of hours of staff time entering and correcting data. In addition, having all data in the same software system will allow for Dakota County to easily share and receive groundwater information with state agencies and to collaborate on projects. The program will make the data accessible to all County staff in a standard and sustainable format.

Below is a breakdown of estimated cost:
- EQuIS Implementation (configuration, data management, training, etc.) = $107,540 (Attachment: EQuIS Implementation Proposal)
- EQuIS Initial License Purchase (Perpetual Licenses) = $60,500 (Attachment: EQuIS License Price Quote)
- EQuIS Annual Software Subscription Products = $18,600 per year starting in year two

RECOMMENDATION
Staff recommends authorizing the Chief Information Officer (CIO) to execute a contract with EarthSoft for EQuIS software licensing and services for a total cost of $168,040.

EXPLANATION OF FISCAL/FTE IMPACTS
Cost to purchase and implement contract with Earthsoft is $168,040. Funds will be met by approved

2022 Environmental Resources Department Operations Budget and Countywide Budget Incentive Program (BIP). A budget amendment will be required for this request. Annual operating cost will come from the Environmental Resources Department Operations Budget.

☐ None   ☒ Current budget   ☐ Other
☒ Amendment Requested   ☐ New FTE(s) requested

RESOLUTION

WHEREAS, the Environmental Resources Department identified a need to better manage the well water and chemistry data collected over the years from wells located within Dakota County; and

WHEREAS, EarthSoft Environmental Quality Information System (EQuIS) was selected as the best solution through a formal request for proposal (RFP) solicitation process; and

WHEREAS, the State of Minnesota Pollution Control Agency staff also use EarthSoft; and

WHEREAS, funds are available in the Environmental Resources Department Operations Budget to invest in a new water quality data management system; and

WHEREAS, the Environmental Resources Department and the Information Technology Department jointly recommend the purchase of software and services from EarthSoft; and

WHEREAS, the total cost of the system is $168,040 with annual operating costs in year two of $18,600.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Dakota County Chief Information Officer to execute a contract with EarthSoft to implement software and services in an amount not to exceed $168,040, subject to approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That the 2022 Countywide Budget Incentive Program (BIP) budget is hereby amended as follows:

Expense

Countywide BIP	$128,040
Environmental Resources Department Operations Budget	$ 40,000
Total Expense	**$168,040**

PREVIOUS BOARD ACTION
None.

ATTACHMENTS
Attachment: EQuIS Implementation Proposal
Attachment: EQuIS License Price Quote

BOARD GOALS
☐ A Great Place to Live   ☐ A Healthy Environment

☐ A Successful Place for Business and Jobs   ☒ Excellence in Public Service

PUBLIC ENGAGEMENT LEVEL

☐ Inform and Listen   ☐ Discuss   ☐ Involve   ☒ N/A

CONTACT

Department Head: Dan Cater
Author: Brian Klinga

EQuIS Implementation Proposal

Executive Summary

EarthSoft is pleased to submit this proposal for EQuIS Implementation services to Client. Based on each client's specific requirements, the overall implementation process may include three separate tracks. The tasks outlined for each track are typical steps in an EQuIS Implementation, and the level of effort estimated represents an average for each track and related task(s).

The EQuIS implementation project will begin as specified in the final Statement of Work (SOW) and will consist of the following component(s):

TRACK 1 – Routine implementation services
- Valid value review and loading
- Workflow requirements implemented
- Applications configured (Field forms, task management, dashboard views, reports setup…)
- Training
- User acceptance testing
- Go live

TRACK 2 – Historical Data Migration Evaluation and Data Transformation/Migration

Historical Data Migration Evaluation
- Determine current data status
- Plan database mapping
- Mid-stream assessment
- Develop time/effort costs

Data Transformation/Migration
- Begin to convert client databases into an EQuIS format for migration to the new EQuIS system
- Use the EQuIS Link data transformation tool to map and convert client databases
- Review of the schema and valid values is a key part of this process

TRACK 3 – System Integration and/or Web Development Work
- This will be initially outlined as its own plan
- Development team will interact with client using an Agile framework to guide the final product
- Estimated six-month development cycle to UAT

If the proposed implementation fits this average, the costs estimated should cover completion of that task. If, however, further review process reveals complexities or other unanticipated obstacles, EarthSoft will summarize the status of the track/task and provide an updated estimate based upon the knowledge and state of the implementation at that time. The Needs Assessment task will tailor the suggested scope, schedule, and budget to the organization's specific needs and refine the task list appropriately. A refined cost estimate will be provided after all requirements are defined.

When placing a Purchase Order please refer to this Price Quotation.
Please sign and return to accounting@earthsoft.com, fax: 850.471.7470, or mail to:
EarthSoft Inc., 9455 Pensacola Boulevard, Pensacola, FL USA 32534-1237
850.471.6262 | www.earthsoft.com

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(*Refer Case(s): TBD– For Internal Use Only; v.20180322)

38

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Summary of Estimated Costs*

TRACK 1	HOURS	AMOUNT (USD)
EQuIS Implementation Kickoff Meeting**	32	$5,760
Data Management Plan	60	$10,800
EQuIS Workflow Documentation	20	$3,600
EQuIS Configuration	240	$43,200
EQuIS Online Training	68	$17,000
TRACK 2	**HOURS**	**AMOUNT (USD)**
Historical Data Migration Evaluation	56	$10,080
Data Transformation/Migration		TBD
TRACK 3	**HOURS**	**AMOUNT (USD)**
System Integration and/or Web Development Work		TBD
PROJECT MANAGEMENT	**HOURS**	**AMOUNT (USD)**
Project Management (total for all tracks)	95	$17,100
Total EQuIS Implementation Services:**		**$107,540**

Note: All costs are stated in USD.

*Costs provided in this example implementation plan are non-binding, are based on prior estimates for small-scale implementations and are provided in this document for informational purposes.

**Total estimate is exclusive of data transformation/migration costs.

TRACK 1: ROUTINE IMPLEMENTATION SERVICES

Task 1: EQuIS Implementation Kickoff Meeting

To commence the EQuIS Implementation as effectively as possible, the EarthSoft team will meet online with the client to evaluate current-state environmental data workflows (including field forms and required reports), identify future-state EQuIS workflows, and discuss project plans and schedules. The Implementation will be broken down into tasks, and roles and responsibilities for all Implementation team members will be reviewed. Data management workflow(s) to meet client requirements will be finalized. Sources and locations of key data sets needed to configure the EQuIS reference tables will be identified. Milestones, key dates, and task assignments will be determined. Refinement of the cost for this task will be adjusted and provided prior to the meeting once the EarthSoft team is formed and location of the meeting is determined and scheduled.

The following project areas will be discussed during the Kickoff Meeting to inform the revised Scope of Work (SOW):

- Project Contacts
    - EarthSoft contacts, client contacts, internal stakeholders, laboratory contacts, subject matter experts (SMEs)
- IT/Security
    - Discuss cloud hosting requirements, desired Azure region, number/type of user, required levels of access
- Current & Future State Workflow
    - Map out current and future state workflow and desired improvements
- Reporting & Visualization
    - Identify required internal and external reports, discuss appropriate level of automation, define integration points with other systems (e.g., Power BI, ArcGIS Pro, etc.)

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PRICE QUOTATION #: S220128A1   ISSUED BY: /TJD   Page 5
(*Refer Case(s): TBD– For Internal Use Only; v.20180322)

39

- Historical Data Migration
  - Identify existing data sources, discuss cost vs. value of historical data, identify legacy data required for "field-to-field" migration, review reference values and naming conventions, discuss plan to migrate gap data
- Field Data Collection
  - Discuss current field forms, review out-of-the-box EQuIS Collect forms, identify field devices/equipment desired for integration
- Sample Planning
  - Identify sample plans to be configured in EQuIS SPM, discuss pre-population of field forms vs. ad-hoc data collection
- Electronic Data Deliverable (EDD) Formats
  - Identify current Electronic Data Deliverable (EDD) formats provided by laboratories and contractors, review out-of-the-box EQuIS EDD formats for historical and ongoing data import
- Data Qualification
  - Discuss data qualification requirements, identify data review routines fit for automation in EQuIS DQM
- Training
  - Determine training frequency and format (e.g., regional, site-by-site, etc.)
- User Acceptance Testing (UAT)
  - Determine process and staff for UAT, discuss functional requirements to be tested, define "completeness"

Line Item	Service Classification	Effort (hrs)	Rate ($/hr)	Amount
EQuIS Implementation Kickoff Meeting (Two days, two Implementation Team members)	Senior Project Manager	32	$180	$5,760
Subtotal:		**32**		**$5,760**

Total Estimated Task Cost: **$5,760**

Task 2: Data Management Plan

The Data Management Plan (DMP) is the overall guidance document for managing data using EQuIS. This task involves research and inquiry into current data management procedures to identify where activities can or should be modified to best fit a new, optimized data management process. The DMP will be based on client-specific requirements relative to the collection, management, and reporting of both field and analytical data.

The DMP will include a detailed description of tasks including steps to be followed that will comply with the data management process. The document will also include any identified specifications or standard operating procedures (SOPs), which may include:
- Sample planning
- Field data collection
- Chain of Custody (COC) preparation and submission of data to the laboratories
- Laboratory reporting
- Data checking and loading
- Reporting

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40

Line Item	Service Classification	Effort (hrs)	Rate ($/hr)	Amount
Data Management Plan	Senior Project Manager	60	$180	$10,800
Subtotal:		**60**		**$10,800**

Total Estimated Task Cost: $10,800

Task 3: EQuIS Workflow Documentation

The client will use EQuIS as the corporate data management system to manage field and analytical data. EQuIS consists of the EQuIS Professional and EQuIS Enterprise applications, the relational database model (Schema) itself, and several modules supporting the data workflow, including the EQuIS Data Processor (EDP), Sample Planning Module (SPM), and EQuIS Data Gathering Engine (EDGE) and/or EQuIS Collect. Other optional modules include EQuIS Live for real-time data logger data and EQuIS Alive for biological/ecological data.

The purpose of the Workflow Documentation is to provide a visual representation of how each piece of the EQuIS software will be implemented and integrated. The workflow documentation may identify client staff or groups responsible for operating and maintaining EQuIS.

The client's workflow will be mapped out and documented appropriately. This documentation is part of the Data Management Plan. Detailed workflows will be generated to illustrate individual sections of the EQuIS implementation, and to provide more accurate detail and understanding of the EQuIS data management process.

Line Item	Service Classification	Effort (hrs)	Rate ($/hr)	Amount
EQuIS Implementation and Workflow Document	Senior Project Manager	20	$180	$3,600
Subtotal Estimated Cost:		**20**		**$3,600**

Total Estimated Task Cost: $3,600

Task 4: EQuIS Configuration

EQuIS Configuration is the stage that applies the definitions, requirements, and procedures defined in the Data Management Plan. Specifically:
- EQuIS Software will be deployed
- Facilities will be created in the EQuIS database as defined in the DMP
- Locations and coordinates will be reviewed and loaded
- Method Analyte Groups (MAGs) will be reviewed and loaded
- Action Levels will be reviewed and loaded
- Reference values for matrix, location type, analytical method, fraction, and test type will be reviewed and loaded
- Other reference value sets, as required and appropriate, will be reviewed and loaded
- Groups (analyte, location, facility, and others as needed) will be defined and implemented
- User types will be defined, and members identified
- Input forms (within scope) will be produced, specifically EDGE and/or Collect
- Reports will be configured
- Dashboard views will be created as prescribed within the scope
- User Acceptance Testing (UAT) defined

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41

Because of the magnitude and complexity of this effort, individual tasks will be prioritized and may be phased. The end result of EQuIS Configuration is that EQuIS will be operational as required by the client. Data will be loadable, viewable, and reportable.

Line Item	Service Classification	Effort (hrs)	Rate ($/hr)	Amount
EQuIS Configuration	Senior Project Manager	240	$180	$43,200
Subtotal:		**240**		**$43,200**

Total Estimated Task Cost: **$43,200**

Task 5: EQuIS Online Training

Throughout the EQuIS implementation, EarthSoft will conduct EQuIS training sessions for the project team including data managers, users, and consultants. These training sessions will cover the use of EQuIS while focusing on the client Data Management Program in conjunction with project-specific data management SOPs.

While the training will be arranged to best fit the schedule and needs of those attending, the recommendation is to have the first round of online training sessions (24 hours) for Power Users soon after the completion of the Data Migration. This provides an opportunity to review and discuss the migration and also, hopefully, to use client data for training purposes. As a populated database already exists, this session could be held as soon as practical within the scheduling constraints of both EarthSoft and the client.

For consultants and laboratories, one day (typically two half-day sessions) is appropriate.

Approximately 3 to 4 months into the project and following the first sessions, a second round of online training (24 hours) would be conducted to train new staff, reinforce, and clarify concepts already discussed, and explore other facets of EQuIS use not previously covered.

Twenty-four hours of training for up to 10 people is estimated at $250/hour. (For 10 or more people, a session is required at additional cost.) Consultant and Laboratory Training is taught consecutively with the Introductory Training.

Line Item	Unit	Quantity	Unit Cost	Amount
EQuIS Training – Introductory	Hour	24	$250	$6,000
Focused Product Training (Online)	Hour	12	$250	$3,000
Consultant and Laboratory Training	Hour	8	$250	$2,000
EQuIS Training – Follow-up	Hour	24	$250	$6,000
Subtotal:		**68**		**$17,000**

Total Estimated Task Cost: **$17,000**

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PRICE QUOTATION #: S220128A1   ISSUED BY: /TJD   Page 8
*(*Refer Case(s): TBD– For Internal Use Only; v.20180322)*

42

Track 1: Project Management

Project Management includes regular meetings to discuss project goals, planning, schedules, deliverables, and administration. Estimated level of effort is three hours per week for an EQuIS implementation approximately three to six months in duration.

Line Item	Service Classification	Effort (hrs)	Rate ($/hr)	Amount
Project Management	Senior Project Manager	84	$180	$15,120
Subtotal:		**84**		**$15,120**

Total Estimated Task Cost: **$15,120**

TRACK 2: Historical Data Migration Evaluation & Data Transformation/Migration

Historical Data Migration Evaluation

In most cases, historical data must be migrated into EQuIS from legacy systems or other data repositories. Data migrations are frequently the largest source of effort uncertainty in an EQuIS Implementation and often the largest overall task in terms of level of effort and time required for completion. For this reason, it is impossible to predict how much effort will be required to 'complete' the data migration. The EarthSoft team will work with the client to review historical data, discuss concerns regarding the data, and consider recommendations. The data migration objectives will be weighed against the budgeted allowance and if gross discrepancies exist, a change in scope or in budget will be considered.

Where practical and reasonable, the data migration will be completed in two steps: Design and Implementation. Design consists of a detailed inventory of the source data and mapping the source data to the EQuIS structure. Implementation refers to developing the queries and tools that will extract the data into an importable format, executing these queries and tools to extract the data, and then performing the actual data loading. We will estimate a separate level of effort / cost for Design (inventory / mapping) and for Implementation (queries and tools / data loading), which allows the client to consider the value of migrating the data based on EarthSoft's design mapping.

The process for estimating and completing the historical data migration is as follows:
1) Determine current data status.
   a. How many databases, Excel spreadsheets or other source data?
   b. Determine data volume and complexity
      i. How unique and / or variable are the databases, Excel spreadsheets or other source data? (Two different databases can be twice the work of two databases that are identical.)

   c. What is the current state of the data to be migrated?
      i. SQL Server database that is highly normalized? Data dictionary is not available, making mapping more difficult?
   d. How are the data accessed—on a server, individual hard drives, CD, paper?
   e. How many records are to be migrated? How will the data be divided into manageably sized Electronic Data Deliverables (EDDs)? Will Enterprise EDP be implemented?

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PRICE QUOTATION #: S220128A1   ISSUED BY: /TJD   Page 9
*(*Refer Case(s): TBD– For Internal Use Only; v.20180322)*

43

2) Plan database mapping.
   a. Create a spreadsheet with the EQuIS and client database mapping.
   b. Discuss, review, revise, and update mappings, and obtain client approval.
   c. Edit or customize EQEDD format for data migration. This will not necessarily be the final client format. The format may only be used for data migration.
3) Mid-stream assessment.
   a. Reassess at the midway point to confirm validity of the preliminary assessment and assumptions.
   b. If necessary, adjust the process and reassess the level of effort.
4) Adjust the Time and Effort costs. EarthSoft will provide the client with revised costs for approval before proceeding.
5) Complete the mapping and data loading.

The Data Migration - Design delivery will include:
1) Assumptions Document – to be reviewed and accepted by the client; includes scripts, queries and assumptions made during the migration.
2) Mapping Document – Excel spreadsheets containing the mapping from the original data source to EQuIS.
3) Reference Value EDDs – for import to the client database.
4) Modified EQEDD (or similar) format – typical migrations require that some of the conditional checks are removed or modified.
5) Data migration EDDs consistent with the modified EDD format for archival.

The tasks described are intended to be a one-time activity. However, the migration EDDs will be provided in case a re-migration is ever necessary. Once EarthSoft receives the source data and the migration is started, the client may not enter any new data into the source database(s).

Line Item	Service Classification	Effort (hrs)	Rate ($/hr)	Amount
Historical Data Migration Evaluation Allowance	Senior Project Manager	56	$180	$10,080
Subtotal:		56		$10,080

Total Estimated Task Cost: $10,080

Project Management (Historical Data Migration Evaluation)

Project Management includes regular meetings to discuss project goals, planning, schedules, deliverables, and administration. Estimated level of effort is three hours per week for an EQuIS implementation approximately three to six months in duration.

Line Item	Service Classification	Effort (hrs)	Rate ($/hr)	Amount
Project Management	Senior Project Manager	11	$180	$1,980
Subtotal:		11		$1,980

Total Estimated Task Cost: $1,980

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PRICE QUOTATION #: S220128A1   ISSUED BY: /TJD   Page 10
(*Refer Case(s): TBD– For Internal Use Only; v.20180322)

44

Data Transformation/Migration (Design and Implementation)

In most cases, historical data must be migrated into EQuIS from legacy systems or other data repositories. Data migrations are frequently the largest source of effort uncertainty in an EQuIS Implementation and often the largest overall task in terms of level of effort and time required for completion. For this reason, it is impossible to predict how much effort will be required to 'complete' the data migration. The EarthSoft team will work with the client to review historical data, discuss concerns regarding the data, and consider recommendations. The data migration objectives will be weighed against the budgeted allowance and if gross discrepancies exist, a change in scope or in budget will be considered.

Costs provided for this task are estimated probable costs and are based on representations made rather than the product of the detailed Mapping outcome of the Design phase. The level of effort estimate represents a budget estimate average based on experience with similar projects. These numbers do not reflect the simplest or most complex Data Migrations. If the proposed migration fits this average, the costs estimated should cover completion of this task. If, however, performance of this task reveals complexities or other unanticipated obstacles, EarthSoft will summarize the status of the task and provide an updated estimate based upon the knowledge and state of the migration at that time.

EarthSoft separates Data Migrations projects into three phases: Evaluation, Design, and Implementation. This approach has been developed based on years of experience in performing data migrations. EarthSoft starts each data migration effort with imperfect knowledge of the source data and specifics on how this source data will map into the EQuIS data structure. EarthSoft can often estimate the effort for the first phase, Evaluation, accurately based on representations from the client. The level of effort for Design and Implementation, by contrast, is unknown until we complete Evaluation.

The second phase, Design, uses the Client provided or developed Inventory of data, creates a preliminary mapping from the source client data structure to the EQuIS data structure, reviews reference values, as well as checks for referential integrity and data anomalies. There are several checkpoints in this phase where level of effort is analyzed. These checkpoints address the representations made on the data for the price quotation versus the reality of what is received, the complexity of understanding and mapping that data, and presentation to the Client of logical subsets for processing and related costs. EarthSoft will coordinate with the Client to finalize the scope of the Implementation phase based on Client choices from this estimate. EarthSoft recognizes that not all data has future value. The Design provides the Client tools to make decisions regarding the costs and benefits of migrating subsets of the source data. The final step of the Design phase is for the Client to make selections from the Inventory of data to migrate and EarthSoft to refine the estimate for the Implementation phase based on those selections.

The third phase, Implementation, entails effort to process the selected source client data into Electronic Data Deliverable (EDD) files based on the Design. It is not possible to provide an accurate estimate for this phase until Design is complete. EarthSoft is providing a budget or allocation value that will likely be modified at the completion of Design. This phase, upon Client approval for the refined budget, will process source data in to EDDs, load into a test EQuIS environment, assess for correctness and completeness based on the specifications of the client, and provide access for Client acceptance.

Gap Data
At the outset of the data migration project, the Client and EarthSoft will define a bright line for what data will be included in this project. There should be a clear plan to handle 'gap' data – data that is added to the Client's legacy data system after the source data for the migration has been delivered to EarthSoft. The Inventory and Mapping document detail what data are in scope. All data not included in these documents are out of scope.

Considerations for how to handle the gap data technically will be included but actual effort to migrate that data is not. Once the initial defined inventory migration is complete, better details on the Gap Data will be available for addressing the required level of effort.

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PRICE QUOTATION #: S220128A1   ISSUED BY: /TJD   Page 11
(*Refer Case(s): TBD– For Internal Use Only; v.20180322)

45

The Data Migration is a collaborative and iterative process between the client and EarthSoft. We work closely with a client representative(s) who are knowledgeable and can make decisions regarding the data.

Line Item	Service Classification	Effort (hrs)	Rate ($/hr)	Amount
Phase 2 Design – Inventory and Mapping	Senior Project Manager	TBD	$180	$TBD
	Quality Assurance III	TBD	$150	$TBD
Phase 3 Implementation – EDD Creation, Testing and Loading	Senior Project Manager	TBD	$180	$TBD
	Quality Assurance III	TBD	$150	$TBD
Total EQuIS Data Transformation/Migration:		**TBD**		**$TBD**

TRACK 3: System Integration and/or Web Development Work

EarthSoft will work with the client to review system integration and custom development requirements. A level of effort (LOE) will be developed based on discussions with the client end-users and IT team.

Line Item	Service Classification	Effort (hrs)	Rate ($/hr)	Amount
System Integration & Web Development	Senior Project Manager	TBD	$180	TBD
Subtotal:				**TBD**

Track 3: Project Management

Project Management includes regular meetings to discuss project goals, planning, schedules, deliverables, and administration. Estimated level of effort is three hours per week for an EQuIS implementation approximately three to six months in duration.

Line Item	Service Classification	Effort (hrs)	Rate ($/hr)	Amount
Project Management	Senior Project Manager			TBD
Subtotal:				**TBD**

Total Estimated Task Cost: **$TBD**

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46

Conditions and Schedule to Complete Proposed Services

The client will provide EarthSoft with all relevant information pertaining to the specific objectives and priorities and will generally assist us in accurately and efficiently completing the requested services. EarthSoft will complete the above-described deliverable(s) to the client according to a project plan schedule proposed separately. The client is responsible for final testing and will have 15 business days after EarthSoft provides the final deliverable(s) to complete acceptance testing. Modifications or changes to scope will require a signed Change Order.

Terms of Service

These Terms of Service constitute a legal agreement between Client and EarthSoft; therefore, please review these terms of service carefully. By referring to this Price Quotation when placing a Purchase Order (PO), you contractually agree to these Terms of Service as the first order of precedence.

EarthSoft hereby agrees to provide for Client the above EarthSoft services at our standard hourly rates for the actual effort used to perform these services, and not to exceed the Total Budget Amount as stated above (exclusive of travel expenses) without further written authorization. EarthSoft retains all rights of authorship, ownership, and use of all Intellectual Property created, developed, or derived by EarthSoft during the performance of EQuIS support services. Additional EarthSoft services are available to Client at EarthSoft's current prices.

Payment Terms

EQuIS Software, Support, and Services fees are quoted to Licensee net to EarthSoft, Inc., 9455 Pensacola Boulevard, Suite B, Pensacola, FL 32534-1237, and are exclusive of any and all taxes and fees of every sort. Licensee is solely responsible for all sales tax, use tax, value-added tax, property tax, withholding tax, duties, customs, tariffs, shipping, handling, and every other charge that may be lawfully assessed on this transaction at this time or anytime hereafter.

Payment is due within 45 calendar days of the date of each Progress Invoice. All fees are payable in US currency; currency conversions are calculated on the day the EarthSoft Invoice is prepared. A four-percent convenience fee will be added to credit card payments. For proper billing, please see, complete, and return *Appendix D Client Billing Address and Other Information* with your signed quote and purchase order.

The prices listed may change at any time after expiration of price quotation in 45 calendar days.

Acceptance and Authorization Signature

	SIGNATURE
Dan Alexander, Vice President	PRINTED NAME/TITLE
February 2, 2022	DATE
EARTHSOFT, INC.	**DAKOTA COUNTY**

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PRICE QUOTATION #: S220128A1   ISSUED BY: /TJD   Page 13
*(*Refer Case(s): TBD– For Internal Use Only; v.20180322)*

47

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Page 1 of 2

EarthSoft Price Quotation

EQuIS™ Perpetual License Portfolio

June 15, 2022

Price Quotation #: **E220411A4**

Dakota County

Brian Klinga
brian.klinga@co.dakota.mn.us

EQuIS End User License Agreement (EULA) Appendix 1 Products - Perpetual License Portfolio:

All license grants are per the EQuIS EULA. Please refer to the EQuIS EULA and related documentation for the software license grants, definitions, use rights, responsibilities, restrictions and other important provisions of this contract. This list of EQuIS Products is your EULA Appendix 1.

Item	Product Name	ES Product Number	Unit of Measure	List Price	Product Quantity	Amount
	EQuIS Perpetual Licenses					
1	EQuIS Enterprise Basic License	ES21_OP:E_Basic_ENV	each	$22,000.00	1	$22,000.00
2	EQuIS Enterprise Basic - ACAL	ES21_OP:E_Basic_ACAL	each	$800.00	7	$5,600.00
3	EQuIS Professional PremierD Library - CUL	ES21_OP:Pro_PremD	each	$11,000.00	1	$11,000.00
4	EQuIS EnviroInsite - CUL	ES21_OP:Pro_Enviro	each	$3,300.00	1	$3,300.00
5			Subtotal - EQuIS Software Perpetual License Fees:			$41,900.00
	EQuIS Software Subscription Products					
6	EQuIS Collect Named User License Annual Subscription	ES21_SAAS:Collect_A	each	$300.00	7	$2,100.00
7	EQuIS Enterprise REST API License Annual Subscription	ES21_SAAS:E_RESTAPI_A	each	$16,500.00	1	$16,500.00
8			Subtotal - EQuIS Software Subscriptions:			$18,600.00
	EQuIS Software Maintenance Agreement (SMA)					
9	EQuIS Annual SMA - Perpetual Licenses; 25% of Item 5	ES21_OP:SMA_A				$10,475.00
10	EQuIS Annual SMA - Subscription Licenses; 25% of Item 8	ES21_SAAS:Sub_SMA_A				$4,650.00
11			Subtotal - EQuIS SMA:			$15,125.00
	EQuIS Discounts					
12	EQuIS Perpetual Licenses Government Discount; 25% of Item 5	ES21_OP:Gov_Disc				($10,475.00)
13	EQuIS Subscription Licenses Government Discount; 25% of Item 8	ES21_SaaS:Gov_Disc				($4,650.00)
14			Subtotal - EQuIS Software Discounts:			($15,125.00)

TOTAL PRICE QUOTATION (USD): **$60,500.00**

(Applicable sales tax will be applied at time of invoicing, see Payment Terms)

These Subscriptions are in effect as follows:	***First Day of Service Term*** 10/01/22	***Last Day of Service Term*** 09/30/23

EQuIS Software Maintenance Agreement (SMA) Benefits

- Must maintain Client in Good Standing (CIGS) status for Client to have the right to exchange EQuIS Schemas with other CIGS. (Only CIGS may exchange EQuIS Schemas.)
- Help Desk technical support by email, phone, or online meetings with EarthSoft's Customer Support Team as described in the EQuIS EULA.
- New software releases will be available multiple times per year.
- Escalation procedures and access to EarthSoft Systems Engineers and Developers for difficult issues and other complex items.
- Access to EarthSoft Community Center: Online forums and documentation, EQuIS Training resources, Data Dictionary, and other support information.
- Full Discounted Price License surrender credit for product upgrades and exchanges for other EQuIS licenses; must not decrease the total portfolio value.
- Additional non-production database licenses are granted for use as specified in the EQuIS Non-Production License Request Form for no additional charge.

Terms of Service

Execution of this Price Quotation constitutes a legal agreement between Dakota County and EarthSoft to purchase the listed Products and Services as per these Terms of Service. All EQuIS Software Products require acceptance and execution of the current EarthSoft Software EULA and all other applicable EarthSoft License Agreements. Reference to this Price Quotation in a Purchase Order (PO) also constitutes acceptance of and agreement to these Terms of Service by Dakota County.

Subject to the provisions of this Price Quotation, EarthSoft grants to Dakota County the Perpetual Internal End User Licenses listed above (EULA Appendix 1), including the Software Maintenance Agreement and all other listed Subscriptions for the period indicated.

Dakota County agrees to abide by all other terms, conditions and provisions of the EarthSoft End User License Agreement (EULA). For the avoidance of doubt, EarthSoft retains all rights of authorship, ownership and use of all intellectual property created, developed or derived by EarthSoft during the performance of EQuIS support services. Additional EarthSoft services are available to Dakota County at EarthSoft's then current prices.

Dakota County hereby gives EarthSoft permission to list its name as a customer of EarthSoft for public relations, including, but not limited to: press releases, sales, marketing and business development purposes.

EQuIS Materials (Schema, source code, entity relationship diagrams, data dictionaries, and user access credentials) are proprietary, confidential, and EarthSoft's intellectual property and business information.

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Page 2 of 2

EarthSoft Price Quotation

Price Quotation #:   **E220411A4**

Dakota County   **Brian Klinga**
                                                            brian.klinga@co.dakota.mn.us

Payment Terms

EQuIS Software, Support and Services fees are quoted to Dakota County net to EarthSoft, Inc., 9455 Pensacola Boulevard, Suite B, Pensacola, FL 32534-1237, and are exclusive of any and all taxes and fees of every sort; Dakota County is solely responsible for all sales tax, use tax, value-added tax, property tax, withholding tax, duties, customs, tariffs, shipping, handling and every other charge that may be lawfully assessed on this transaction at this time or anytime hereafter. Execution of this Price Quotation and/or issuance of an appropriate Purchase Order are required; an EarthSoft Invoice will be generated promptly upon receipt. Payment is due within 30 days of the date the Invoice is prepared; future Installment Payments, SMA and other Annual Subscription Fees are due in advance prior to the beginning of any Renewal Period. Recurring Automatic Payment by Credit Card will be posted one banking day prior to each Payment due date. A four-percent fee will be added to credit card payments. All fees are payable in US currency; currency conversions are calculated on the day the EarthSoft Invoice is prepared.

Point(s) of Contact
Accounts Payable POC: Please provide for proper billing and account setup. Invoices are delivered via email to the contact and email address listed below.
  Name:
  Email:
  Phone and Fax:
  Address:
  Federal W-9 Required?
  Purchase Order Required?
  Purchase Order Number:
  Special Billing Instructions:

Primary POC: Please provide the POC information for Technical & Help Desk Support
  Name:
  Email:
  Phone and Fax:
  Address:

Signatures

I hereby attest that I understand, accept and agree to the provisions of this Price Quotation; and that I am authorized by Dakota County to execute and enter into this agreement, effective as of the date that I sign it.			
CLIENT **Sign**		**Date**	*Dal M Algan*
Print			**Daniel M. Alexander**
Select:	**Charge Card** **Invoice Now** **Invoice @ PO Receipt**		*VICE PRESIDENT, SALES*
Dakota County		**EARTHSOFT, INC.**	**June 15, 2022**

THE PRICES LISTED MAY CHANGE AT ANYTIME AFTER EXPIRATION OF PRICE QUOTATION IN SIXTY CALENDAR DAYS   *Issued by:*   *tjd*

Item Number: DC-1324	**Agenda #:** 7.1	**Meeting Date:** 8/16/2022

DEPARTMENT: Parks, Facilities, and Fleet Management

FILE TYPE: Regular Action

TITLE
Award Of Bid And Authorization To Execute Contract With Donlar Construction Company For South St. Paul Library Project And Authorization To Increase Project Budget And Amend 2022 Buildings Capital Improvement Program And Non-Departmental Budgets

PURPOSE/ACTION REQUESTED
Authorize execution of a contract with Donlar Construction Company to complete construction of the South St. Paul Library project. This project is included in the 2022-2026 Building Capital Improvement Program (CIP) Adopted Budget. Additionally, authorize amendment to the 2022 Building Capital Improvement Program and Non-Departmental Budgets to increase the total South St. Paul Library project budget to $11,300,000 and update its funding source.

SUMMARY
By Resolution No. 22-033 (January 18, 2022), the Dakota County Board of Commissioners approved the design of the proposed South St. Paul Library and authorized staff to negotiate the terms of a joint powers agreement (JPA) to complete the City library's merger and acquisition of land for the County's tenth branch library location.

By Resolution No. 22-281 (June 21, 2022), the Dakota County Board of Commissioners approved the JPA between the City of South St. Paul and Dakota County. The JPA was approved with the understanding that the Board would determine funding for the library prior to award of a construction contract.

Bid documents were prepared by staff with the professional design support of BKV Group. The project was formally advertised, and competitive bids were received on August 4, 2022. The three lowest bid totals evaluated for award are as follows:

Bidder	Contract Amount
Donlar Construction Company, Shoreview, MN	$8,434,500
Ebert Inc. - d.b.a. "Ebert Construction", Corcoran, MN	$8,998,000
Jorgenson Construction, Inc., Minneapolis, MN	$9,047,000

All bids received were complete, included a bid bond, and acknowledged the Addendums required for evaluation. The project included four Alternates to expose specific costs; three of these four were included in the totals above. All alternates are detailed in the Bid Tabulation attachment.
The original project funding was split evenly between County and State of MN Bonding funds. Although sought, the State Bonding funds were not granted. In lieu of the original funding plan, the County Board has chosen to fund the complete project with Federal ARP funds. Final Rule, 31 CFR

Part 35, Subp. A, Section 35.6 (b) permits capital expenditures for projects "responding to the public health emergency or its negative impacts." See the attached required written justification for the use of ARP funds for this capital expenditure. Furthermore, extraordinary material and energy inflation coupled with continuing labor shortages have driven construction costs up in excess of prior estimates; for the award of this bid and the execution of a contract with the above-named Contractor, and for the project to proceed further, $1,500,000 in additional funding is needed to augment the original $9,800,000 expected for the project.

RECOMMENDATION
After reviewing the qualifications of the low bidder, staff recommends award to Donlar Construction Company as the lowest responsive and responsible bidder in an amount not to exceed $8,434,500. With this award, $147,500 of the $8,434,500 Contractor's award total will be reimbursed to the County by the City of South St. Paul as established by the prior executed JPA. Note that this $147,500 is not included within the total project budget because it will be directly reimbursed to the County. Additionally, staff recommends an amended total project budget of $11,300,000 be approved by the Board and authorize this total to come from Federal ARP funds. This new Project Budget does not include funds to be reimbursed to the County by the City per the JPA.

EXPLANATION OF FISCAL/FTE IMPACTS
The Adopted 2022 Building CIP Budget includes a total of $4,700,000 for the South St. Paul Library project. Based on the June Budget Workshop, this project anticipated the use of $9,800,000 of ARP funds. With a total budget amendment of $11,300,000 from ARP funding, sufficient funds will exist to award this contract and for the project to proceed into construction (see Attachment: Financial Summary). The $4,700,000 allocated prior within the Building CIP will not be used for this project.

☐ None   ☐ Current budget   ☐ Other
☒ Amendment Requested   ☐ New FTE(s) requested

RESOLUTION
WHEREAS, the South St. Paul Library project was included in the 2022-2026 Building Capital Improvement Program (CIP) Adopted Budget; and

WHEREAS, bid document and specifications were prepared by County staff and BKV Group; and

WHEREAS, seven competitive bids were received on August 4, 2022; and

WHEREAS, Donlar Construction Company has the lowest bid of $8,434,500 that includes Alternates 2, 3 & 4; and

WHEREAS, staff has reviewed the qualifications of the bidder and recommend award to Donlar Construction Company as the lowest responsive and responsible bidder in an amount not to exceed $8,434,500 for the South St. Paul Library project; and

WHEREAS, the inflationary costs of materials and energy, coupled with a continuing labor shortage in the construction industry, have unprecedently escalated the required total project budget to $11,300,000; and

WHEREAS, the City of South St. Paul will directly reimburse Dakota County for an additional

$147,500 of budgetary funding to complete site remediations as established in the June 2022 Joint Powers Agreement; and

WHEREAS, external revenues to support this project's funding were requested but not received; and

WHEREAS, Final Rule, 31 CFR Part 35, Subp. A, Section 35.6 (b) permits capital expenditures for projects "responding to the public health emergency or its negative impacts."

WHEREAS, This new library will respond to critical needs, including the areas of health care, employment, and workforce development, in a community that has been disproportionately impacted by the pandemic, with cumulative case and hospitalization rates well above the state average.

WHEREAS, as approved by Resolution No. 22-281 (June 21, 2022), the Dakota County Board of Commissioners is committed to the intentions of a Joint Powers Agreement recently executed with the City of South St. Paul to both construct the County's tenth branch library location and assume the City's library system into the Dakota County Library system.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Parks, Facilities, and Fleet Management Director to execute a contract for the South St. Paul Library project to Donlar Construction Company, 550 Shoreview Park Road, Shoreview, MN 55126, in an amount not to exceed $8,434,500, subject to approval by the County Attorney's office as to form.

BE IT FURTHER RESOLVED, That the 2022 Buildings CIP Budget is hereby amended as follows:

Expense	
South St. Paul Library (B30040)	$6,600,000
Total Expense	**$6,600,000**

Revenue	
Dakota County ARP Funding	$11,300,000
State Bonding	($ 2,350,000)
County Funding	($ 2,350,000)
Total Revenue	**$ 6,600,000**

; and

BE IT FURTHER RESOLVED, That the 2022 Non-Departmental Budget is hereby amended as follows:

Expense	
ARP Expense	($11,300,000)
Total Expense	**($11,300,000)**
Revenue	
Dakota County ARP Funding	($11,300,000)
Total Revenue	**($11,300,000)**

PREVIOUS BOARD ACTION

20-572; 11/17/20
21-321; 06/22/21
21-421; 08/24/21
22-006; 01/04/22
22-033; 01/18/22
22-281; 06/21/22

ATTACHMENTS
Attachment: Financial Summary
Attachment: Bid Tabulation
Attachment: Written Justification for the Use of ARP Funds

BOARD GOALS
☐ A Great Place to Live   ☐ A Healthy Environment
☐ A Successful Place for Business and Jobs   ☒ Excellence in Public Service

PUBLIC ENGAGEMENT LEVEL
☒ Inform and Listen   ☐ Discuss   ☐ Involve   ☐ N/A

CONTACT
Department Head: Taud Hoopingarner
Author: Jay Biedny

B30040- South St. Paul Library

Year	Expense Budget			Funding Sources Budget						
	Budget	Proposed RBA	Revised Budget	Current County's Share	Proposed RBA	Revised County's Share	Current Non-County Funding	Proposed RBA	Revised Non-County Funding	Total Revised Project Funding
Prior to 2022	-	-	-	-	-	-	-	-	-	-
2022 Budget	4,700,000	6,600,000	11,300,000	2,350,000	(2,350,000)	-	2,350,000	8,950,000	11,300,000	**11,300,000**
2023 Plan	-		-	-	-	-	-	-	-	-
2024 Plan	-		-	-	-	-	-	-	-	-
2025 Plan	-		-	-	-	-	-	-	-	-
2026 Plan	-		-	-	-	-	-	-	-	-
Current CIP Total	*4,700,000*	*6,600,000*	*11,300,000*	*2,350,000*	*(2,350,000)*	*-*	*2,350,000*	*8,950,000*	*11,300,000*	*11,300,000*
Costs Beyond Current CIP	-		-	-		-	-		-	-
Total	***4,700,000***	***6,600,000***	***11,300,000***	***2,350,000***	***(2,350,000)***	***-***	***2,350,000***	***8,950,000***	***11,300,000***	***11,300,000***

*ARP Fiunding (for 2022 Budget row)

		Bid Bond Y/N	Bid Form all attachments & complete?	Addenda 1 2 3	Base Bid	ALTERNATE #1 ADD net zero enhancements	ALTERNATE #2 ADD 4,200 CY soil correction import	ALTERNATE #3 ADD clerestory windows	ALTERNATE #4 ADD brick detailing	EVALUATED AWARD TOTAL (base + ALT #'s 2, 3 & 4)
	PRIME CONSTRUCTION CONTRACT									
Bidder #1	Donlar Construction Company	Y	Y	X X X	$ 8,200,000	$ 1,100,000	$ 147,500	$ 24,000	$ 63,000	$ 8,434,500
Bidder #2	Ebert Inc. - d.b.a. "Ebert Construction"	Y	Y	X X X	$ 8,787,000	$ 1,130,000	$ 90,000	$ 43,000	$ 78,000	$ 8,998,000
Bidder #3	Jorgenson Construction, Inc.	Y	Y	X X X	$ 8,770,000	$ 1,300,000	$ 96,000	$ 48,000	$ 133,000	$ 9,047,000
Bidder #4	Parkos Construction Company	Y	Y	X X X	$ 8,725,000	$ 2,313,000	$ 147,000	$ 69,000	$ 130,000	$ 9,071,000
Bidder #5	Shaw-Lundquist Associates, Inc.	Y	Y	X X X	$ 9,020,000	$ 1,249,000	$ 91,000	$ 43,000	$ 80,000	$ 9,234,000
Bidder #6	Sheehy Construction Company	Y	Y	X X X	$ 9,172,300	$ 1,080,000	$ 150,000	$ 39,500	$ 80,000	$ 9,441,800
Bidder #7	Meisinger Construction Company, Inc.	Y	Y	X X X	$ 9,568,000	$ 1,033,000	$ 100,800	$ 44,600	$ 138,000	$ 9,851,400

Explanation of Allowances and Evaluated Award Recommendation

ALTERNATE #1 adds the **NetZero Enhancements** to the project.
These upgrades include: replacement of the base HVAC systems with a ground-source geothermal system, the addition of a rooftop photovoltaic panel system to generate onsite solar power, an approximate doubling of the building's insulation value (walls, roofing and slab), and other B3 enhancements required with State funding support (such as: landscape water features, additional acoustical treatment, etc.).

ALTERNATE #2 adds the **Site Suitable Fill Material** to the project.
This estimated 4,200 CY of imported soils will infill the hole left behind by the City, just before construction begins. This award total will be reimbursed by the City to Dakota County per the executed JPA.

ALTERNATE #3 adds 9 additional **Clerestory Windows** to the project.

ALTERNATE #4 adds the **Brick Detailing** to the project on the N/E/S face of the building.

The award recommendation evaluates the addition of Alternate #'s 2, 3 & 4 to the base bid. This is because ALTERNATE #1 was created as an upgrade possibility to be offered in exchange for State Bonding funding of the project. No bonding support has been provided from the State. An investment with County resources to add ALTERNATE #1 would be a decades long financial return (in energy savings) and so, this alternate is not recommended for award evaluation.

Final Rule, 31 CFR Part 35, Subp. A, Section 35.6 (b) permits capital expenditures for projects "responding to the public health emergency or its negative impacts." Public libraries are not an enumerate use under Section 35.6 (b)(3) and the expenditure exceeds $1 million requiring a written justification for the expenditure. Section 35.6 (b)(4) requires the following elements

(.i) Describe the harm or need to be addressed

(ii) Explain why a capital expenditure is appropriate; and

(iii) Compare the proposed capital expenditure to at least two alternative capital expenditure and demonstrate why the proposed capital expenditure is superior.

Need to be addressed

This new library, part of the Dakota County Library system, would respond to critical needs in the community, including in the areas of health care, employment, and workforce development. The new building will also provide public access to the internet for purposes including work, education, and health monitoring.

This request for funding is in response to critical needs in the community, exacerbated by the COVID-19 pandemic. The South St. Paul community faces challenges and has been disproportionately impacted by the pandemic, with cumulative case and hospitalization rates well above the state average. Dakota County has made great use of our existing libraries as places to pick-up test kits and to host vaccination clinics. We continue to explore ways to use libraries to connect residents to public health services. In addition, the technology in the new library will enable patrons to conduct telemedicine appointments or access other services to monitor their individual physical or behavioral health.

Explain why a capital expenditure is appropriate

The U.S. Department of the Treasury has acknowledged that Public libraries projects providing public access to the internet for purposes including work, education, and health monitoring are responsive to harms and negative impacts of the public health emergency. See Guidance for the Coronavirus Capital Projects Fund For States, Territories & Freely Associated States, Page 6, including libraries as presumptively eligible projects under the Coronavirus Capital Projects Fund section of the American Rescue Plan Act.

This library will support and provide educational and other resources for a community with a median income among the lowest in the county. Our libraries provide a wide variety of services for all ages to support education, including our Storytime and Summer Reading programs, which help develop literacy over a wide spectrum of different learning needs; tutor based homework assistance and a variety of classes and events for teens and adults including basic and more advanced computer classes. Our libraries also help individuals connect with other community services including drop-in assistance for housing and crisis support.

The new South St. Paul Library will be a community resource hub, a place to learn, work and gather. The new library will greatly improve the community's connection to employment resources, education opportunities and health services. The public will have access to high-speed internet on public computers and Wi-Fi in the building, hotspots and laptops to borrow, plus a variety of informational events and classes through the library.

A new library in South St. Paul will also help job seekers in the community search for employment and participate in career counseling and workforce training programs. Over the course of the pandemic, our county libraries have hosted over 100 job and small business development events. These features and activities will continue in a post pandemic society.

Compare the proposed capital expenditure

The library construction project, which is planned to break ground in the fall on a publicly owned site, has the support of local stakeholders. The new library will include meeting rooms, workspaces and technology not available at the almost 100-year old library which it will replace. The new building will improve access to services for a community that is on average lower income and more diverse than the county and the state as a whole. The services the library will offer will greatly benefit the residents of South St. Paul, all of Dakota County, and surrounding areas.

Based on the hours of public operation, breath of materials and services extended for use, and the location in an under resourced portion of our county, the new Dakota County public library in South Saint Paul exhibits more value to the broad community than any other capital project being considered by the county over the next five years. Specifically. this Library Project is ARP superior to the following competing projects:

Recycling Zone II (RZII) is a second location for collecting and processing solid household waste in the county. Although RZII includes important health, ecologically, and broad positive impact on the community, it lacks the medical tracking, employment support and broad educational & technology components that the library project exhibits.

Law Enforcement Center Renovations is a project which expands the office area and staffing considerations for the county's jail as well as making some small needed changes within the secured perimeter. Although the Renovation Project supports the health aspects of the prison population and the staff that cares for them, it lacks the broad educational, employment and public technology components of the library project.

Item Number: DC-1279	**Agenda #:** 8.1	**Meeting Date:** 8/16/2022

DEPARTMENT: Library

FILE TYPE: Regular Action

TITLE
Authorization To Pilot Self-Service Hours And Amend 2022 Library Budget

PURPOSE/ACTION REQUESTED
Authorize the library to offer as a pilot for Self-service Hours at the Farmington Library and amend the 2022 Library Budget.

SUMMARY
Self-service Hours is a proposed service which would allow library customers access to all the public spaces in a library building when the building is not open for regular scheduled hours. This pilot would be offered at Farmington Library and if it is successful, we will add other locations.

Customers will be able to use library services in a building when it's convenient for them and when they do not need staff assistance such as picking up a hold, using the WIFI or a computer while studying or working. Community meetings would be able to extend beyond the posted closing time.

Interested customers, age 18 and up, would first register for the service, sign an agreement, have a brief training, then be given an access card specific to them. Individuals using the service will be responsible for any guests they bring in with them.

The library would utilize the same security system which is currently being used for county staff but be limited to access via the front door of the library. The system keeps track of who has entered the building and when.

An Enterprise Risk Management Assessment was done for this service working through potential issues and a treatment was developed for each such as adding two more security cameras to the Farmington Library.

Project Goals

1. Increase usage of in-building library services

2. Increase of in-person visits to library locations

3. Increase awareness and understanding of library services

The library is working with Facilities and timing the project with other work being done on the building specifically the replacement of the front door. The cost for the equipment, installation, software and access cards for this service at the Farmington Library is approximately $45,000. The cost will be

covered using Metropolitan Library Service Agency Phase Funds.

The pilot will run for six months and the library director will report back at that time on the status.

RECOMMENDATION
Staff recommend the County Board authorize the pilot.

EXPLANATION OF FISCAL/FTE IMPACTS
The library will use Metropolitan Library Service Agency Phase funds to cover the approximate cost of $45,000 for the pilot.

☐ None   ☐ Current budget   ☐ Other
☒ Amendment Requested   ☐ New FTE(s) requested

RESOLUTION
WHEREAS, the library wished to increase usage of the public spaces and convenience in using the library; and

WHEREAS, the library seeks authorization to pilot a new service called, Self-service Hours, which offers access to the library building outside of regular staffed open hours; and

WHEREAS, the library can utilize the security systems already in place; and

WHEREAS, an Enterprise Risk Assessment has been done for this service working through potential issues and a treatment was developed for each such as adding additional security cameras; and

WHEREAS, the library can use Phase Funds from the Metropolitan Library Service Agency; and

WHEREAS, the library director will report on the status of the service following completion of the pilot.

NOW, THEREFORE, BE IT RESOVED, that the Dakota County Board of Commissioners hereby authorizes the Library to offer a pilot of Self-service Hours at the Farmington Library; and

BE IT FUTHER RESOLVED, That the Dakota County Board of Commissioners authorizes acceptance of Metropolitan Library Service Agency Phase Funds and hereby amends the 2022 Library budget as follows:

Revenue
MELSA Phase funds $45,000
Total Revenue   **$45,000**

Expense
Program Expense $45,000
Total Expense   **$45,000**

PREVIOUS BOARD ACTION
None.

ATTACHMENTS
None.

BOARD GOALS

☒ A Great Place to Live   ☐ A Healthy Environment

☒ A Successful Place for Business and Jobs   ☐ Excellence in Public Service

PUBLIC ENGAGEMENT LEVEL

☐ Inform and Listen   ☐ Discuss   ☐ Involve   ☒ N/A

CONTACT
Department Head: Margaret Stone
Author: Margaret Stone

Item Number: DC-1280	**Agenda #:** 8.2	**Meeting Date:** 8/16/2022

DEPARTMENT: Library

FILE TYPE: Regular Action

TITLE
Authorization For Renewal Of Mobile Hotspot Agreement And Amend 2022 Library Budget

PURPOSE/ACTION REQUESTED
Approve the renewal of an annual service agreement with T-Mobile for WIFI hotspots and amend the 2022 Library budget.

SUMMARY
Approximately 15 percent of households in Dakota County lacked reliable Internet coverage before the COVID-19 pandemic which increased unemployment and impacted the economy. During 2014-18, 9.2 percent of Dakota County's households had either no home internet subscription or dial up-only, according to the latest American Community Survey from the Census estimates. 5.6 percent of the county's households had a cellular data plan only, which may be costly to use for non-essential services. Some census tracts in Burnsville, West St. Paul, South St. Paul, Farmington, Hastings and Rosemount in Dakota County show 15 percent or more of households have no internet subscription or dial-up service only.

Hot spot and Chromebook hardware was purchased in 2020 with CARES Act funding to support the critical need for internet access. The library, community corrections and social services have been loaning hot spots individually or bundled with a Chromebook to those customers who lack convenient access to the internet for two years. In the library the waiting list for a hotspot or Chromebook and hotspot bundled kit is typically between 80 -100 people. The hotspots and bundled kits are checked-out over 90 percent of the time.

In 2021 through the library, individual hotspots and Chromebook hotspot kits were checked out 4,200 times by 1425 users. In 2022 from January to June, 756 users have checked them out 1740 times.

The current service agreement with T-Mobile through the state purchasing plan ends in October 2022. The cost is $29.75 per hotspot per month.

RECOMMENDATION
Staff recommend the County board approve the extension of the service agreement with T-Mobile from October to December 2022 funded with Metropolitan Library Service Agency Phase funds.

EXPLANATION OF FISCAL/FTE IMPACTS
The library, using Metropolitan Library Service Agency Phase Funds, will pay for the service agreement for the remainder of 2022 of $49,510.46. The cost of future service agreements will be

considered as part of the 2023 budget.

☐ None   ☐ Current budget   ☐ Other
☒ Amendment Requested   ☐ New FTE(s) requested

RESOLUTION

WHEREAS, up to 15 percent of County residents lack reliable access to the internet; and

WHEREAS, the coronavirus pandemic has reconfirmed how critical internet access is; and

WHEREAS, hot spot and Chromebook hardware was purchased in 2020 with CARES Act funding; and

WHEREAS, over the past two years, the library, community corrections and social services have been circulating these hotspots to residents without convenient internet access; and

WHEREAS, the devices have long waiting lists and are checked out of the library 90% of the time; and

WHEREAS, the current T-Mobile service agreement is through the state purchasing plan and expires in October 2022; and

WHEREAS, staff recommend approving the new agreement to continue the important service; and

WHEREAS, the funding for the cost of the hotspots for the rest of 2022 will be paid for using Phase Funds from the Metropolitan Library Service Agency; and

WHEREAS, the funding for future service agreements will be considered as part of the 2023 budget.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the extension of the service agreement with T-Mobile through December 31, 2022; and

BE IT FUTHER RESOLVED, That the Dakota County Board of Commissioners hereby amends the 2022 Library budget as follows:

Revenue
MELSA Phase funds $49,510.46
Total Revenue   **$49,510.46**

Expense
Program Expense $49,510.46
Total Expense   **$49,510.46**

PREVIOUS BOARD ACTION
20-374; 8/4/20
20-502; 10/13/20
21-506;10/19/21

ATTACHMENTS
Attachment: DCL Quote 653 lines 2022

BOARD GOALS
☒ A Great Place to Live   ☐ A Healthy Environment
☒ A Successful Place for Business and Jobs ☐ Excellence in Public Service

PUBLIC ENGAGEMENT LEVEL
☐ Inform and Listen   ☐ Discuss   ☐ Involve   ☒ N/A

CONTACT
Department Head: Margaret Stone
Author: Margaret Stone

T-MOBILE FOR GOVERNMENT

Customer Information	
Customer Name:	Dakota County Library
Financial Contact Name:	James Ostley
Address:	1340 Wescott Rd.
City:	Eagan
State:	MN
Zip:	55123
Financial Contact Phone:	651-450-2995
Email Address:	james.ostley@co.dakota.mn.us
Acct # (if applicable):	

Sales Representative Information	
Name & Title:	Kristi Lindell
Phone:	612-240-7530
Email Address:	kristi.lindell1@t-mobile.com
Remit To Address:	T-MOBILE USA INC
Vendor PO Address:	PO BOX 742596 Cincinnati, OH 45274-2596
Tax ID#	91-1983600
Contract Number:	

Service Term:	EmpowerEd	Contract Vehicle:	Discounts
			MRC:
Various		NASPO	Government

HOTSPOTS - Monthly Recurring Rate Plan Charges -						
Qty.	Rate Plan	MRC or Hardware	Discount Award	Net Price	# of Months	Subtotal
653	Unlimited LTE Data- 10/15/22 - 11/14/22	$35.00	15%	$29.75	1	$19,426.75
653	Unlimited LTE Data-11/15/22 - 12/14/22	$35.00	15%	$29.75	1	$19,426.75
653	Unlimited LTE Data- 12/15/22- 12/31/22	$35.00	15%	$29.75	17 days	$10,656.96
					Total Service Cost	$49,510.46

Item Number: DC-1312	**Agenda #:** 10.1	**Meeting Date:** 8/16/2022

Adjournment