



## GENERAL GOVERNMENT AND HEALTH AND HUMAN SERVICES COMMITTEE MEETING AGENDA

July 6, 2021, 5:30 p.m.

Board of Commissioners Hybrid Meeting

Zoom Virtual Meeting ID: 399-700-0062 / Password: LCBOC

<https://zoom.us/j/3997000062?pwd=SUdLYVFFcmozWnFxbm0vcHRjWkVIZz09>

304 E. Grand River Ave., Board Chambers, Howell, Michigan

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**GENERAL GOVERNMENT AND  
HEALTH & HUMAN SERVICES COMMITTEE  
MEETING MINUTES**



June 7, 2021, 5:30 p.m.

Board of Commissioners Hybrid Meeting

Zoom Virtual Meeting ID: 399-700-0062 / Password: LCBOC

<https://zoom.us/j/3997000062?pwd=SUdLYVFFcmozWnFxbm0vcHRjWkVIZz09>

304 E. Grand River Ave., Board Chambers, Howell, Michigan

Members Present: Mitchell Zajac, Kate Lawrence , Douglas Helzerman, Brenda Plank

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**1. CALL TO ORDER**

The meeting was called to order by Commissioner Zajac at 5:30 pm.

**2. ROLL CALL**

**3. APPROVAL OF MINUTES:** Minutes of meeting dated: May 3, 2021

Motion to approve the minutes as presented.

**Moved by:** K. Lawrence

**Seconded by:** B. Plank

Yes (4): M. Zajac, K. Lawrence , D. Helzerman, and B. Plank

**Motion Carried (4 to 0)**

**4. APPROVAL OF AGENDA**

Motion to approve the Agenda as presented.

**Moved by:** D. Helzerman

**Seconded by:** B. Plank

Yes (4): M. Zajac, K. Lawrence , D. Helzerman, and B. Plank

**Motion Carried (4 to 0)**

**5. REPORTS**

**5.1 Senator Lana Theis:** Senator Theis updated Commissioners on issues involving Livingston County.

**6. CALL TO THE PUBLIC**

- **Jason Ringuette** of 2326 Doris Drive, Brighton, MI
- **Linda Bullard** of 6600 Windemere Brighton Township, MI
- **Barbara Conn** of 4096 Nancy Drive, Brighton Township, MI
- **Mark Hymes** of 310 E. Washington Street, Howell, MI

- **Shelly Shpakoff** of 357 Lenox Lane, Brighton, MI
- **Jessica Hamlin** of 2323 Pleasant Ridge, Howell, MI
- **Comm. Jay Gross** of 7564 Wisteria Way, Brighton, MI

## 7. RESOLUTIONS FOR CONSIDERATION

### 7.1 Facility Services

Resolution Authorizing Asphalt Replacement at the West Complex  
Facility Services Director, Chris Folts, addressed the Committee.

Motion to Amend amount of \$125,000 in the 2nd Whereas Clause to the correct amount of \$120,000.

**Moved by:** K. Lawrence

**Seconded by:** B. Plank

Yes (4): M. Zajac, K. Lawrence , D. Helzerman, and B. Plank

**Motion Carried (4 to 0)**

Recommend Motion, as Amended, to the Finance Committee.

**Moved by:** D. Helzerman

**Seconded by:** B. Plank

Yes (4): M. Zajac, K. Lawrence , D. Helzerman, and B. Plank

**Motion Carried (4 to 0)**

### 7.2 LETS

Resolution Authorizing an Agreement with Ecolane to Upgrade to the Agency-branded App and to Purchase the Customer Service and Feedback Module

Recommend Motion to the Finance Committee.

**Moved by:** D. Helzerman

**Seconded by:** K. Lawrence

Yes (4): M. Zajac, K. Lawrence , D. Helzerman, and B. Plank

**Motion Carried (4 to 0)**

### 7.3 LETS

Resolution Authorizing LETS to Apply for Capital Funding under the FY 2021 Rebuilding American Infrastructure with Sustainability and Equity (RAISE) Grant Program

Motion to approve the Agenda as presented.

**Moved by:** K. Lawrence

**Seconded by:** B. Plank

Yes (4): M. Zajac, K. Lawrence , D. Helzerman, and B. Plank

**Motion Carried (4 to 0)**

## 8. CALL TO THE PUBLIC

- **Alena Anderson** of 792 Gentry Court, Howell, MI

**9. ADJOURNMENT**

Motion to adjourn the meeting at 6:59 p.m.

**Moved by:** K. Lawrence

**Seconded by:** D. Helzerman

Yes (4): M. Zajac, K. Lawrence , D. Helzerman, and B. Plank

**Motion Carried (4 to 0)**



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Carol Sue Jonckheere  
Recording Secretary

UNAPPROVED

**RESOLUTION**

**NO:** [Title]

**LIVINGSTON COUNTY**

**DATE:** Click or tap to enter a date.

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**Resolution Approving the FY 2022 Annual Implementation Plan of the Area Agency on Aging 1-B – Board of Commissioners**

**WHEREAS,** the Area Agency on Aging 1-B has been supporting services to Livingston County residents since 1974; and

**WHEREAS,** the Area Agency on Aging 1-B has assessed the needs of older county residents and developed a plan to provide assistance that addresses identified needs; and

**WHEREAS,** the proposed plan has been submitted for review by the public, and has been subjected to a public hearing; and

**WHEREAS,** the comments at the public hearings on the proposed plan were mostly favorable, and constructive changes in the plan were made as a result of some comments; and

**WHEREAS,** the Livingston County Board of Commissioners appoints two representatives to the AAA 1-B Board of Directors, a County Commissioner and a county resident who is at least 60 years of age; and

**WHEREAS,** the Michigan Aging and Adult Services Agency requires that county Boards of Commissioners be given the opportunity to review and approve an area agency on aging's annual implementation plan.

**THEREFORE BE IT RESOLVED,** that the Livingston County Board of Commissioners hereby approves the FY 2022 Annual Implementation Plan of the Area Agency on Aging 1-B, for the purpose of conveying such support to the Area Agency on Aging 1-B and the Michigan Aging and Adult Services Agency.

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**MOVED:**

**SECONDED:**

**CARRIED:**

June 30, 2021

Commissioner Wes Nakagiri, Chairperson  
Livingston County Board of Commissioners  
304 E. Grand River Ave., Suite 201  
Howell, MI 48843

Dear Commissioner Nakagiri:

Enclosed please find the Area Agency on Aging 1-B (AAA 1-B) FY 2022 Annual Implementation Plan (AIP). The FY 2022 AIP was adopted by action of the AAA 1-B Board of Directors on June 25, 2021, and has been submitted to the Michigan Aging & Adult Services Agency for approval. The AAA 1-B Board of Directors' review and approval process involves two appointees from each Region 1-B county Board of Commissioners, a member commissioner and an older adult representative. As you may know, the AAA 1-B Board of Directors consists of a majority of county commission appointees. The plan has also been reviewed and approved by the AAA 1-B Advisory Council, and has been the subject of a public hearing, where favorable comments on the plan were received.

This document is being sent to you in accordance with a directive from the Michigan Aging & Adult Services Agency, which allows each county Board of Commissioners to adopt a resolution of approval for the plan. A model resolution is enclosed for your convenience. State policy stipulates that if a county chooses to take such action, it must be completed by July 31, 2019. Please forward any adopted resolution, or minutes of the meeting where such action is taken, to the AAA 1-B, Attention: Pamela Moffitt or send by email to [pmoffitt@aaa1b.org](mailto:pmoffitt@aaa1b.org) by July 30, 2021.

Thank you for your consideration of this request. If you have questions or require assistance relative to the plan, please contact Jim McGuire, Director of Research, Policy and Advocacy at (248) 262-9216.

Sincerely,



Michael Karson  
Chief Executive Officer

Enclosures

RESOLUTION

NO: [Title]

LIVINGSTON COUNTY

DATE: Click or tap to enter a date.

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**Resolution to Authorize Agreement for Delivery of Comprehensive Health Services for the Period of October 1, 2021 through September 30, 2022 – Health Department**

**WHEREAS,** The Livingston County Health Department has determined a need for provision of the delivery of comprehensive health services; and

**WHEREAS,** These services are basic, required, and allowable health services under Act 368 Public Acts of 1978, and individual categorical contractual services; and

**WHEREAS,** The Michigan Department of Health and Human Services provides a contractual relationship to partially reimburse Livingston County for the following health services,

Food - Essential Local Public Health Services	\$137,749
Hearing - Essential Local Public Health Services	\$40,187
Vision - Essential Local Public Health Services	\$40,187
MDHHS - Essential Local Public Health Services (General Communicable Disease)	\$268,305
EGLD Drinking Water and Onsite Wastewater Management	\$315,007
Bioterrorism Cities Readiness Initiatives	\$39,014
Bioterrorism Emergency Preparedness	\$105,519
Children's Special Health Care Services (CSHCS)	\$82,640
HIV Prevention	\$20,000
Immunization Field Services Rep	\$5,000
Immunization Action Plan (IAP)	\$80,878
Local MCH (Maternal & Child Health)	\$39,490
Tuberculosis (TB) Control	\$590
Immunization Vaccine Quality Assurance (VQA)	\$15,901
Vector-Borne Surveillance & Prevention	\$9,000
Women, Infants & Children (WIC) Resident Services	\$356,202
Women, Infants & Children (WIC) Breastfeeding	\$28,853
<b>TOTAL</b>	<b>\$1,584,522</b>

**WHEREAS,** the Michigan Department of Health and Human Services may propose future amendments for the purpose of revising the funding or terms of the agreement.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby authorize an Agreement with the Michigan Department of Health and Human Services for the delivery of comprehensive health services in Livingston County during the period of October 1, 2021 through September 30, 2022, upon review by Civil Counsel.



**BE IT FURTHER RESOLVED** that \$1,584,522 be allocated to the Health Fund Account 221 to support the provisions of the Comprehensive Health Services Agreement authorized herein.

**BE IT FURTHER RESOLVED** that the Livingston County Board of Commissioners hereby authorize The Health Officer to electronically sign this agreement, and any future amendments for monetary and contract language adjustments of the above-referenced Agreement upon review and approval by Civil Counsel.

**BE IT FURTHER RESOLVED** that any deletions or additions of programs shall require Board approval.

**BE IT FURTHER RESOLVED** that the Board of Commissioners authorize any budget amendment to effectuate the above.

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MOVED:  
SECONDED:  
CARRIED:



## LIVINGSTON COUNTY HEALTH DEPARTMENT

2300 East Grand River Avenue, Suite 102  
Howell, Michigan 48843-7578

[www.lchd.org](http://www.lchd.org)

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**PERSONAL/PREVENTIVE HEALTH SERVICES**

**P: (517) 546-9850**

**F: (517) 546-6995**

**ENVIRONMENTAL HEALTH SERVICES**

**P: (517) 546-9858**

**F: (517) 546-9853**

June 23, 2021

To: Livingston County Board of Commissioners

From: Dianne McCormick

Re: Resolution to Authorize Agreement for Delivery of Comprehensive Health Services for the Period of October 1, 2021 through September 30, 2022

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The attached resolution establishes continuation of the agreement with the Michigan Department of Health and Human Services for the delivery of mandated comprehensive health services. The MDHHS provides funding to partially reimburse the county for services covered in the agreement. There have been no significant changes in program requirements. The changes seen in funding from our 2021 resolution includes increases in Emergency Preparedness and WIC programs in the amount totaling \$36,259.

	2021	2022
Food - Essential Local Public Health Services	\$137,749	\$137,749
Hearing - Essential Local Public Health Services	\$40,187	\$40,187
Vision - Essential Local Public Health Services	\$40,187	\$40,187
MDHHS - Essential Local Public Health Services (General Communicable Disease)	\$268,305	\$268,305
EGLE Drinking Water and Onsite Wastewater Management	\$315,007	\$315,007
Bioterrorism Cities Readiness Initiatives	\$34,967	\$39,014
Bioterrorism Emergency Preparedness	\$104,642	\$105,519
Children's Special Health Care Services (CSHCS)	\$82,640	\$82,640
HIV Prevention	\$20,000	\$20,000
Immunization Field Services Rep	\$5,000	\$5,000
Immunization Action Plan (IAP)	\$80,878	\$80,878
Local MCH (Maternal & Child Health)	\$39,490	\$39,490
Tuberculosis (TB) Control	\$590	\$590
Immunization Vaccine Quality Assurance (VQA)	\$15,901	\$15,901
Vector-Borne Surveillance & Prevention	\$9,000	\$9,000
Women, Infants & Children (WIC) Resident Services	\$324,867	\$356,202
Women, Infants & Children (WIC) Breastfeeding	\$28,853	\$28,853
<b>TOTAL</b>	<b>\$1,548,263</b>	<b>\$1,584,522</b>

Please do not hesitate to contact me should you have any questions.

RESOLUTION

NO: [Title]

LIVINGSTON COUNTY

DATE: Click or tap to enter a date.

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**Resolution Authorizing the Reorganization of LETS to Fill Three (3) Part-time non-CDL Driver Positions and Eliminate Three (3) Part-time CDL Driver Positions – LETS**

**WHEREAS,** LETS is requesting authorization to fill three (3) part-time non-CDL driver positions and eliminate three (3) part-time CDL driver positions; and

**WHEREAS,** the non-CDL Driver positions will allow LETS to hire public transportation drivers for passenger van operation not requiring a Commercial Driver's License (CDL), but rather a Chauffeur's license which involves less-rigorous training and maintenance requirements; and

**WHEREAS,** the non-CDL Driver position was approved by the Personnel Committee at a Grade 2, which provides budget savings compared to the Grade 3 CDL Driver position; and

**WHEREAS,** this new position would be limited to van operation and motorized duties not requiring a CDL, while other positional duties such as safety training and service responsibilities would be similar; and

**WHEREAS,** the non-CDL driver positions will replace regular CDL driver positions in the LETS 2021 budget at a budget savings and therefore a budget amendment is not necessary.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby authorizes the reorganization of LETS to fill three (3) part-time non-CDL driver positions and eliminate three (3) part-time CDL driver positions as illustrated in the Position Control chart below:

**CURRENT:**

Position #	Description	Status	Group	Grade	FTE
53800132	Driver	A	NU	3	0.48
53800135	Driver	A	NU	3	0.48
53800151	Driver	A	NU	3	0.48

**PROPOSED:**

Position #	Description	Status	Group	Grade	FTE
53800132	Driver (non-CDL)	A	NU	2	0.48
53800135	Driver (non-CDL)	A	NU	2	0.48
53800151	Driver (non-CDL)	A	NU	2	0.48

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**MOVED:**  
**SECONDED:**  
**CARRIED:**



## Memorandum

**To: Livingston County Board of Commissioners**  
**From: Greg Kellogg, Transportation Director**  
**Date: 06/30/2021**  
**Re: Resolution Authorizing the Reorganization of LETS to Fill Three (3) Part-time non-CDL Driver Positions and Eliminate Three (3) Part-time CDL Driver Positions – LETS**

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LETS is requesting authorization to fill three (3) part-time non-CDL driver positions and eliminate three (3) part-time CDL driver positions.

The non-CDL Driver positions will allow LETS to hire public transportation drivers for passenger van operation not requiring a Commercial Driver's License (CDL), but rather a Chauffeur's license which involves less-rigorous training and maintenance requirements.

The non-CDL Driver position was approved by the Personnel Committee at a Grade 2, which provides a budget savings compared to the Grade 3 CDL Driver position. Moreover, the new position will accelerate the onboarding timeline for these drivers and future hires in the new classification.

This new position would be limited to van operation and motorized duties not requiring a CDL, while other positional duties such as safety training and service responsibilities would be similar.

The non-CDL driver positions will replace regular CDL driver positions in the LETS 2021 budget at a budget savings and therefore a budget amendment is not necessary.

If you have any questions please do not hesitate to contact me at 517-540-7843.



## CONTACT INFORMATION

Requester: Greg Kellogg Title of Requester: Director  
 Dept. Phone Number/Extension: 517-540-7843 Date Requested: 6/30/2021

## POSITION INFORMATION

Position Title: Driver - 19 hour Supervisor: Trisha Reed

1. Is the purpose of this request to fill a position as a result of a **vacancy**? Yes ☒ No ☐

If so, name of person last holding this position: Bob Heffron, Winston Gee, Gerald Baker

2. Is the purpose of this request to **reclassify** a current position? Yes ☒ No ☐

3. Is the purpose of this request to change the scheduled hours of an existing position? Yes ☐ No ☒ From: \_\_\_\_\_ To: \_\_\_\_\_

If so, name of current incumbent: \_\_\_\_\_

4. Is the purpose of this request to transfer a current position? Yes ☐ No ☒

If so, Current Department: \_\_\_\_\_ Proposed Department: \_\_\_\_\_

Position Type: Regular ☒ Term/Grant ☐ Temp. ☐ Unpaid ☐ Special ☐

Position Status: Full Time (30+) ☐ Part-Time (21-29) ☐ Part-Time (20 or Less) ☒ Number of hours per week: 19

Justification of request / change of position (**REQUIRED**): Reclassify three (3) vacant 19-hour G.3 Driver positions to the new G.2 non-CDL Driver position

## FUNDING INFORMATION

Base Annual Salary: 15,9020 hr./15,876.3977 yr. This position is funded in whole or in part by a grant: Yes ☐ No ☒ % Funded: 85

Allocation (**Required**): Current: Org. 58853800 % 100 Proposed (If changing): Org. \_\_\_\_\_ % \_\_\_\_\_

Position will be funded by: General Fund ☐ Enterprise Fund ☒ Special Revenue Fund ☐ Internal Service Fund ☐

## REQUIRED APPROVALS

Trisha Reed 06/30/2021 Greg Kellogg 06/30/2021  
 Supervisor (if applicable) Date Department Head Date

## HR OFFICE ONLY

Job Class: 2029 Job Title: Driver Non-CDL Grade/Step: NU2 / 1

FTE: 0.48 Employee Group: NU HR Reviewed: Amy Hill Date: 06/30/2021

## BUDGET OFFICE ONLY

Position Control # 53800132, 53800135, 53800151 Org. 58853800

Funds Available: Yes ☒ No ☐ Object Code: 704000 ☐ 706000 ☐ 706001 ☒

Comments: requires BOC approval

Budget Reviewed: [Signature] Date: 6/30/21

Resolution #: \_\_\_\_\_ Board Authorized on Date: \_\_\_\_\_

**RESOLUTION**

**NO:** [Title]

**LIVINGSTON COUNTY**

**DATE:** Click or tap to enter a date.

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**Resolution Authorizing Grant of Easement to DTE – Facility Services**

**WHEREAS,** The Facility Services Department would like to move forward with granting an easement to DTE for the purpose of power distribution to a new residence at 724 Kellogg Rd; and

**WHEREAS,** the property is located at the northwest area of the Fillmore Park; and

**WHEREAS,** the easement would not interfere with current or future development of property;

**THEREFORE, BE IT RESOLVED** that the Livingston County Board of Commissioners hereby authorizes a permanent easement to DTE

**THEREFORE, BE IT FURTHER RESOLVED** that the Livingston County Board of Commissioners authorize the Board Chair to sign the easement agreement after review by civil council.

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**MOVED:**  
**SECONDED:**  
**CARRIED:**



## **Livingston County Facility Services**

420 South Highlander Way  
Howell, MI 48843  
(517) 546-6491

**DATE:** June 29, 2021

**TO:** Livingston County Board of Commissioners

**FROM:** Chris Folts

**RE:** Resolution Authorizing Granting of an Easement to DTE

The Facility Services Department would like to grant permission for a permanent easement to DTE. This easement would be located on the northwest portion of property at Livingston County's Fillmore Park.

Permission for this use of land is being sought after by DTE because of a newly constructed residential home. The easement will permit DTE to supply the home with electrical power without impacting any development or use of the Fillmore Park.

If you have any questions or concerns about this resolution, please feel free to contact me.



**DTE Electric Company Overhead Easement (Right of Way) No. 61239002-61239104-B**

On \_\_\_\_\_, 2021, for the consideration of system betterment, Grantor grants to Grantee a permanent, non-exclusive overhead and underground easement ("Right of Way") in, on, under and across that part of Grantor's Land to be referred to herein as the "Right of Way Area".

"Grantor" is: LIVINGSTON COUNTY, A MICHIGAN MUNICIPAL CORPORATION  
304 E. GRAND RIVER, HOWELL, MI 48843

"Grantee" is: DTE Electric Company, a Michigan corporation, One Energy Plaza, Detroit, Michigan 48226

"Grantor's Land" is in NW ¼ Sec 20, T2N, R6E, BRIGHTON TOWNSHIP, County of LIVINGSTON, and State of Michigan, and is described as follows:

AS SHOWN ON ATTACHED LEGAL DESCRIPTION, EXHIBIT 'A',  
WHICH IS ATTACHED HERETO AND MADE A PART HEREOF.

Tax Identification Number(s): 4711-02-400-004, 005, & 006  
More commonly known as: 724 S. KELLOG RD.

The "Right of Way Area" is a twelve (12') foot wide easement on part of Grantor's Land. The centerline of the Right of Way Area shall be established in the as-built location of the centerline of Grantee's facilities, and shall be installed on Grantor's Land in the approximate location described as follows:

AS SHOWN ON ATTACHED DTE ELECTRIC COMPANY DRAWING, EXHIBIT 'B',  
WHICH IS ATTACHED HERETO AND MADE A PART HEREOF.

1. **Purpose:** The purpose of this Right of Way is to construct, reconstruct, modify, add to, repair, replace, inspect, operate and maintain overhead utility facilities which may consist of poles, guys, anchors, wires transformers and accessories.
2. **Access:** Grantee has the right of pedestrian and vehicular ingress and egress to and from the Right of Way Area over and across Grantor's Land.
3. **Buildings or other Permanent Structures:** No buildings or other permanent structures or improvements may be constructed or placed in the Right of Way Area without Grantee's prior, written consent. Grantor agrees, at its own expense, to remove any improvement that interferes with the safe and reliable operation, maintenance and repair of Grantee's facilities upon the written demand of Grantee. If Grantor fails to comply with such demand, Grantor agrees that Grantee may remove any such improvement and bill Grantor for the cost thereof, which cost Grantor shall pay within thirty (30) days after demand therefor.
4. **Trees, Bushes, Branches, Roots, Structures and Fences:** Grantee may trim, cut down, remove or otherwise control any trees, bushes, branches and roots growing or that could grow or fall in the Right of Way Area and remove any structures, improvements, fences, buildings or landscaping in the Right of Way Area that Grantee believes could interfere with the safe and reliable construction, operation, maintenance and repair of Grantee's facilities.  
Grantee shall not be responsible for any damage to, or removal of, landscaping, trees, plant life, structures, improvements and/or fences located in such areas.
5. **Restoration:** If Grantee's agents, employees, contractors, subcontractors, vehicles or equipment damage Grantor's Land while entering Grantor's Land for the purposes stated in this Right of Way, then Grantee will restore Grantor's Land as nearly as is



# EXHIBIT "A"

A 200 acre farm comprised of the following three parcels:

Sec. 2 T2N, R5E, E ½ of SE ¼ 80A Tax Parcel Number: 4711-02-400-004

Sec. 1 T2N R5E, E ½ of SW ¼ 80A Tax Parcel Number: 4711-01-300-006

Sec. 1 T2N R5E, SW ¼ of SW ¼ 40A Tax Parcel Number: 4711-01-300-005

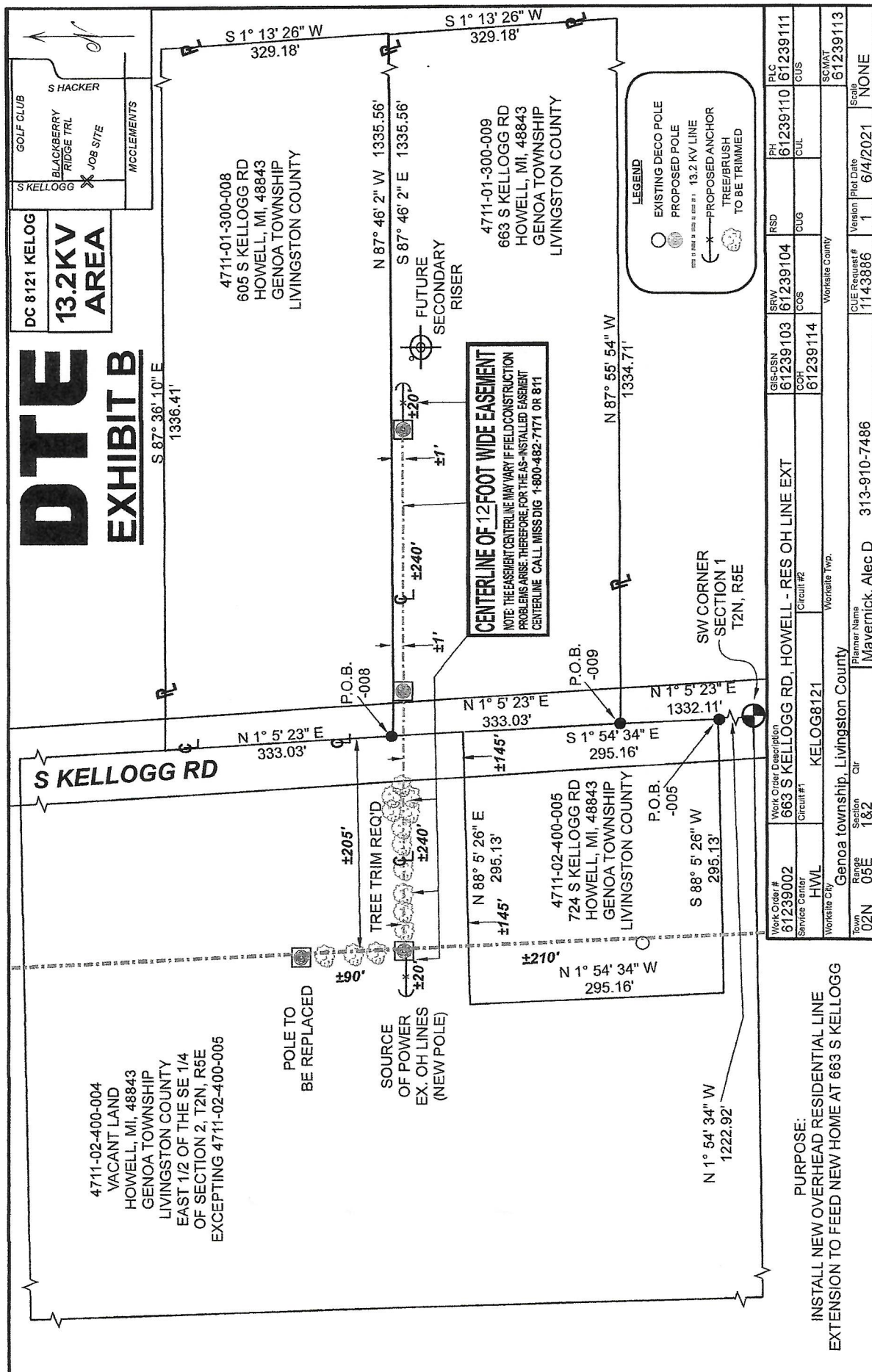
Excepting 2 acres, more particularly described as follows:

A parcel of land located in the Southeast quarter of Section 2, Town 2 North, Range 5 East, Genoa Township Livingston County, Michigan, said parcel more fully described as: Commencing at the Southeast corner of said Section 2, T2N-R5E, Genoa Township: thence North 01°54'34" West, 1222.92 feet on the East line of said section and Centerline of "Kellogg Road" (66'wide, public) to the POINT OF BEGINNING; thence South 88°05'26" West, 295.13 feet; thence North 01°54'34" West, 295.16 feet parallel with said east line; thence North 88°05'26" East, 295.13 feet; thence South 01°54'34" East, 295.16 feet on said east line and centerline to the POINT OF BEGINNING, said parcel contains 2.00 acres, more or less, being subject to easements and restrictions of record, if any, including the rights of the public within the public right of way of "Kellogg Road".

Commonly known as: 724 South Kellogg Road Brighton, Michigan 48114

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**RESOLUTION**

**NO:** [Title]

**LIVINGSTON COUNTY**

**DATE:** Click or tap to enter a date.

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**Resolution Authorizing Carpet and Flooring Replacement at Livingston County Facilities - Facility Services**

**WHEREAS,** there is a need for carpet replacement at several Livingston County facilities; and

**WHEREAS,** the scope of the replacement includes purchase and labor for the installation of the carpet; and

**WHEREAS,** the project was competitively bid through U.S. Communities with the local contract being awarded to Seelye Group Ltd; and

**WHEREAS,** the carpet and flooring has been planned and budgeted for in the 2021 budget.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby  
authorize the purchase and install of carpet and flooring from Seelye Group, Ltd of  
Lansing, MI for a cost not to exceed \$209,926.

**BE IT FURTHER RESOLVED** that the Board of Commissioners hereby authorize any budget  
amendments necessary to effectuate this project.

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MOVED:  
SECONDED:  
CARRIED:



## **Livingston County Facility Services**

420 South Highlander Way  
Howell, MI 48843  
(517) 546-6491

**DATE:** June 29, 2021

**TO:** Livingston County Board of Commissioners

**FROM:** Chris Folts

**RE:** Resolution Authorizing Carpet and Flooring Replacement at Livingston County Facilities – Facility Services Department

The Facility Services Department has recognized a need to replace carpet and flooring at several county buildings. Worn and stretched carpet not only has negative visual impact to employees and the public, but it is also a considerable safety hazard.

This carpet and flooring replacement project went through the competitive bidding process conducted by U.S. Communities, with a local contract being awarded to Seelye Group Ltd.

All costs associated with this project will include the purchase of material, and labor for the removal and installation of the carpet and/or flooring. The total cost of the project is not to exceed \$209,925.29.

If you have any questions or concerns about this resolution or project, please feel free to contact me.

RESOLUTION

NO: [Title]

LIVINGSTON COUNTY

DATE: Click or tap to enter a date.

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**Resolution Authorizing the Purchase of Remote Network Switches and Desk Phones From Logicalis Inc. to Ensure Secure Network Access and Continued Support of Phone Services - Information Technology**

**WHEREAS,** Livingston County has the need to purchase 25 remote network switches and accessories as well as 342 desk phones as many of the County's current switches and phones are at end of software support and vulnerable to failure; and

**WHEREAS,** many of the switches in the County's environment are older than 14 years old and are reducing shared network and fiber speeds down to 10 to 100 Megabytes when speeds of 1,000 to 10,000 Megabytes are possible over the County's fiber optic network; and

**WHEREAS,** many of the current County desk phones will need to support higher network speeds of 1 Gb to the desktop or be deprecated in the next two Cisco phone updates

**WHEREAS,** the Livingston County Information Technology Department has successfully worked with the County's Cisco Partner, Logicalis, and Cisco to put together a replacement proposal for the switches and the phones that are beyond their expected lifespan, end of support dates or will be deprecated and nonfunctional in a near term update release; and

**WHEREAS,** this plan will allow the County to utilize the locked in discounts we have agreed to with Logicalis and Cisco from November of 2020; and

**WHEREAS,** the discount negotiated for Livingston County is 57% off of the standard corporate rate and an 40% off of the governmental contract pricing that will save \$118,374 off of the standard pricing for the network switches, and 61% off of the standard corporate rate and an 40% off of the governmental contract pricing that will save \$76,214 off of the standard pricing for the Cisco Desk phones; and

**WHEREAS,** This is a budgeted expense with \$49,054 be spent from the IT departments 2021 747000 budget and \$88,781 additional be spent from the IT departments Capital Improvement 2021 977000 budget, these discounts will save the County \$13,288 from the budgeted amount.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby authorizes the purchase of 25 network switches and 342 desk phones from Logicalis for an amount not to exceed a total of \$137,835, \$49,054 from IT Operating and \$88,781 from IT Capital,

**BE IT FURTHER RESOLVED** that the Board authorizes any budget amendments/transfers needed by departments to process chargebacks related to this purchase.

**BE IT FURTHER RESOLVED** that the Livingston County Board of Commissioners is authorized to sign all forms, assurances, contracts/agreements, renewals and future amendments for monetary and contract language adjustments related to the above upon review and/or preparation of Civil Counsel.

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MOVED:  
SECONDED:  
CARRIED:

**Livingston County  
Information Technology  
Department**

# Report

**To:** Livingston County Board of Commissioners, Livingston County Administrator  
Nathan Burd, Livingston County Deputy County Administrator / Chief Financial  
Officer Cindy Catanach

**From:** Kristoffer Tobbe  
Livingston County Chief Information Officer

**Date:** June 23, 2021

**Re:** Livingston County Information Technology Department: Network Switch upgrades  
& desktop phone replacement

---

## **Request for approval for additional replacement network switches and desktop phones Livingston County**

In November of 2020 the Livingston County Information Technology department brought before the Board of Commissioners proposals to replace Livingston County network switches and the phone system. The two proposals were aggressively priced plans to replace our fleet of network switches and our County phone system. Both proposals were approved by the Livingston County Board of Commissioners.

We are pleased to report that of the 54 network switches purchased 48 have been deployed and we are seeing the dramatic improvements from the replacements. The remaining 6 have to be precisely scheduled with partner agencies that require significant advanced notification.

In addition to the network switches, we have been designing and building the phone system servers and the back end of the new phone system in conjunction with our partners at Logicalis. We are more than 50% through this process and expect to move into advanced testing in late August (pending Windstream SIP trunk installation. With a scaled roll out to take place in late September of 2021.

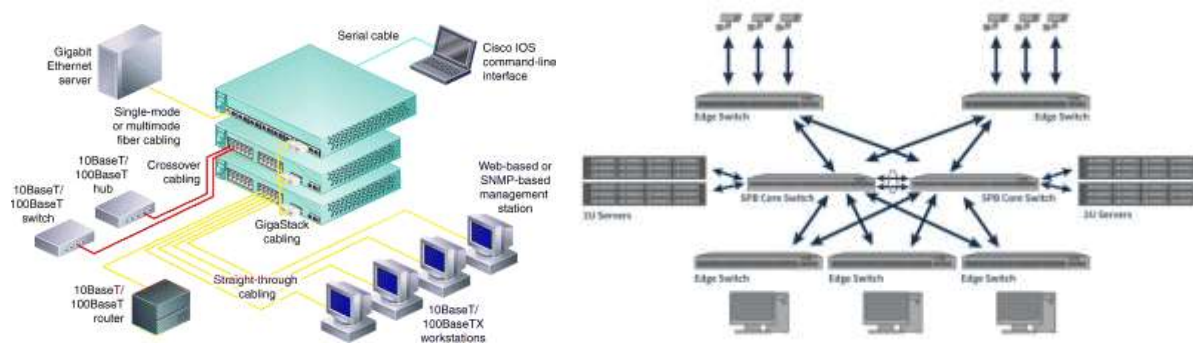


At this point the Livingston County Information Technology team is requesting to take advantage of the aggressive pricing extended to Livingston County from Logicalis and Cisco to complete the purchase of 25 additional network switches and 342 Gb Cisco desk phones and accessories.

**See below for additional network switch and phone system information:**

### **Network Switches:**

Network switches are the traffic cops of a modern technology network. These switches are positioned in locations that have a number of network technology users in the vicinity. These locations are normally in buildings and can provide secure network access for between 24 and 48 network nodes (Computers, laptops, printer, wireless access points, IP phones, etc.) per switch. Some locations have numerous users and require more than one switch.



The general expected lifespan on a network switch is between 7 and 10 years from installation. We have identified 79 network switches that are our most vulnerable to failure with in our network and we should be working to begin replacing these switches over the next year. 16 of these switches were end of software maintenance in 2007 and end of Cisco support in 2011, 33 were end of software support in 2013. The remaining 30 were end of software support in 2014. The switches in question are estimated to have been installed prior to 2006 and 2012.

### **Telecommunications system:**

The benefits of moving to a new telecommunication system include, improved remote worker capacity, increased feature sets for staff and the public, cost return on investment by moving to lower priced fiber optic SIP trunks, increased accessibility to the public, and enhanced call center features for LETS and other departments. The general expected lifespan on a phone system is 10 years with hardware components being upgraded or replaced every 5 to 8 years.

This upgrade gives the County greater flexibility during the current pandemic and beyond with the ability to make full calls from laptops, desktops and mobile devices, from the office and beyond all while calling from County phone numbers and extensions.

## Proposal information:

The Livingston County Information Technology Department has successfully worked with the Counties' Cisco Partner Logicalis & Cisco to put together a replacement proposal for the network switches that are beyond their expected lifespan or end of support dates. This plan would allow for the purchase of 25 network switches as well as the remaining 342 desktop phones at the current locked in discount we have agreed to with Logicalis and Cisco. We will be able to utilize the NASPO contract to obtain standardized negotiated governmental pricing, however we have successfully partnered with Cisco and Logicalis to achieve significant discounts for the County tax payers that are much greater than standard pricing, government pricing and contract pricing.

The discount negotiated for Livingston County is 57% off of the standard discounted corporate rate and an 54% off of the governmental contract pricing for the network switches and 61% off of the standard discounted corporate rate and an 40% off of the governmental contract pricing for the phone replacement.

The Final pricing is

- \$129,712.49 for the current 2021 year

**This will save our Livingston County Tax payers \$194,587.37 off the standard pricing & \$135,946.90 off of standard government contract pricing.**

## Cisco Network Switch Purchase

Cost Estimates Cisco Switches			Discounts								
	Quantity		Standard Corporate MSRP	Standard Governmental Contract pricing	\$\$ Savings Standard Gov Contract pricing	% Savings Standard Gov Contract pricing	Final Negotiated pricing	\$\$ Savings off MSRP	% Savings off MSRP	\$\$ Savings off Government Contract	% Savings off Government Contract
Cisco Network Switches	25	Hardware	188,202.41	\$ 174,759.38	\$ 13,443.03	7%	\$ 80,658.30	\$ 107,544.11	57%	\$ 94,101.08	54%
Cisco Switch DNA Software 3 year agreement	25	Software	\$ 18,952.11	\$ 17,598.39	\$ 1,353.72	7%	\$ 8,122.42	\$ 10,829.69	57%	\$ 9,475.97	54%
		Services									
<b>Totals</b>			<b>\$ 207,154.52</b>	<b>\$ 192,357.77</b>	<b>\$ 14,796.75</b>	<b>7%</b>	<b>\$ 88,780.72</b>	<b>\$ 118,373.80</b>	<b>57%</b>	<b>\$103,577.05</b>	<b>54%</b>

## Cisco Phone and accessories Purchase

Cost Estimates Cisco Phone System											
	Quantity		Standard Corporate MSRP	Standard Governmental Contract pricing	\$\$ Savings Standard Gov Contract pricing	% Savings Standard Gov Contract pricing	Final Negotiated pricing	\$\$ Savings off MSRP	% Savings off MSRP	\$\$ Savings off Government Contract	% Savings off Government Contract
Cost Estimates Cisco Phone System											
Phone Hardware	342		\$ 125,267.76	\$ 81,424.04	\$ 43,843.72	35%	\$ 49,054.19	\$ 76,213.57	61%	\$ 32,369.85	40%
<b>Total</b>			<b>\$ 125,267.76</b>	<b>\$ 81,424.04</b>	<b>\$ 43,843.72</b>	<b>\$ 0.35</b>	<b>\$ 49,054.19</b>	<b>\$ 76,213.57</b>	<b>61%</b>	<b>\$ 32,369.85</b>	<b>40%</b>

## **Recommendation**

At this time, we are recommending moving forward to take advantage of the aggressive pricing negotiated by the Livingston County Information Technology team, Logicalis, and Cisco Systems and the purchase of the 25 Cisco Network Switches with 3 years of support, and 342 Cisco phones and components contained in the Logicalis Proposals “

### **Funding recommendation:**

We are recommending that:

- \$49,054.15 be spent from the IT departments 2021 747000 budget.
- \$88,780.72 additional be spent from the IT departments 2021 977000 budget
- \$Total Amount = \$129,712.49

**Net 2021 Livingston County Budgeted Savings \$13,287.51**

## Livingston County: Cisco Catalyst 9200 Switches Quotation # 2021-115393v2

### **Prepared By Logicalis for:** Livingston County

*To the attention of :  
Kris Tobbe  
Livingston County  
304 E Grand River Ave  
Howell, MI 48843-2488  
Tel: (517) 540-8803  
Email: ktobbe@livgov.com*

June 11, 2021

## Pricing Summary

The following is a price summary of Logicalis' proposed solution.

Price Summary	Amount
Hardware	\$78,803.84
Software	\$9,976.88
<b>Grand Total</b>	<b>\$88,780.72</b>

If you're interested in leasing the equipment contained in this Quotation, Logicalis estimates the monthly lease payment to be \$2,256.

This is a budgetary number only based on a 36 month term and subject to credit approval, so please contact your Logicalis Account Executive for full details and a complete leasing quote.

- Payments do not include any applicable sales, rental or use taxes.
- Payments do not include any Logicalis professional services.
- Payments are valid for monthly payment structures only with deferrals 30 days or less.
- Please call for non-monthly payment structures and payment deferrals greater than 30 days.
- All transactions are subject to credit and documentation requirements, review and approval.
- Additional terms may apply.



Logicalis offers a range of services, from helping you define and design a cloud strategy to assisting with server and storage selection for your current environment. We provide a variety of assessments and health checks, perfect for those who need help determining what the next steps are. Find out more at [www.us.logicalis.com](http://www.us.logicalis.com)

To address your most pressing challenges during COVID-19, Logicalis has instituted Rapid Deployment Services designed to support your needs to deploy remote workers, maintain security and infrastructure readiness, and provide supplemental IT staff support. All services are designed to be delivered remotely by a Logicalis Engineer. Find out more at <http://bit.ly/3b6Gnzp>



Ask us about Logicalis Leasing Solutions—a value-added service tailored to our customers. Leasing offers strategic, operational and financial benefits that can help meet your company's goals and get your project funded. Logicalis financing experts work with more than a dozen trusted leasing partners to assist you as our valued customer. We can deliver competitive rates and flexible terms and make the leasing process easy. Learn more today at [www.us.logicalis.com/logicalis-financial-services/](http://www.us.logicalis.com/logicalis-financial-services/)

## Livingston County: Cisco Catalyst 9200 Switches

### Quotation # 2021-115393v2

Customer Name & Address	Logicalis Account Executive
Kris Tobbe Livingston County 304 E Grand River Ave Howell, MI 48843-2488 (517) 540-8803 ktobbe@livgov.com	Lisa Nowak Logicalis Inc. 120 N Washington Square Suite 600 Lansing, MI 48933 +1 5173361052 lisa.nowak@us.logicalis.com
Bill To Address	Ship to Address
Livingston County 304 E Grand River Ave Howell, MI 48843-2488	Livingston County 304 E Grand River Ave Howell, MI 48843-2488

Quotation expiration date: July 26, 2021

This Quotation adheres to the pricing requirements of the NASPO ValuePoint Master Agreement #AR233 (14-19), Cisco Participating Addendum MI #071B4300124 contract.

Item	Qty	Part Number	Description	List Price	Discount %	Unit Price	Extended Price
<b>Products</b>							
1	23	C9200-48P-E	Catalyst 9200 48-port PoE+; Network Essentials	\$6,492.65	70.00%	\$1,947.80	\$44,799.40
2	23	PWR-C5-BLANK	Config 5 Power Supply Blank	\$0.00	0.00%	\$0.00	\$0.00
3	23	C9200-NW-E-48	C9200 Network Essentials; 48-port license	\$0.00	0.00%	\$0.00	\$0.00
4	23	CAB-TA-NA	North America AC Type A Power Cable	\$0.00	0.00%	\$0.00	\$0.00
5	23	NETWORK-PNP-LIC	Network Plug-n-Play Connect for zero-touch device deployment	\$0.00	0.00%	\$0.00	\$0.00
6	23	C9200-NM-NONE	No Network Module Selected	\$0.00	0.00%	\$0.00	\$0.00
7	23	C9200-DNA-E-48	C9200 Cisco DNA Essentials; 48-Port Term Licenses	\$0.00	0.00%	\$0.00	\$0.00
8	23	C9200-DNA-E-48-3Y	C9200 Cisco DNA Essentials; 48-port - 3 Year Term License	\$1,123.92	70.00%	\$337.18	\$7,755.14
9	2	C9200-24P-E	Catalyst 9200 24-port PoE+; Network Essentials	\$3,090.78	70.00%	\$927.23	\$1,854.46

Item	Qty	Part Number	Description	List Price	Discount %	Unit Price	Extended Price
10	2	PWR-C5-BLANK	Config 5 Power Supply Blank	\$0.00	0.00%	\$0.00	\$0.00
11	2	C9200-NW-E-24	C9200 Network Essentials; 24-port license	\$0.00	0.00%	\$0.00	\$0.00
12	2	C9200-NM-NONE	No Network Module Selected	\$0.00	0.00%	\$0.00	\$0.00
13	2	CAB-TA-NA	North America AC Type A Power Cable	\$0.00	0.00%	\$0.00	\$0.00
14	2	NETWORK-PNP-LIC	Network Plug-n-Play Connect for zero-touch device deployment	\$0.00	0.00%	\$0.00	\$0.00
15	2	C9200-DNA-E-24	C9200 Cisco DNA Essentials; 24-Port Term Licenses	\$0.00	0.00%	\$0.00	\$0.00
16	2	C9200-DNA-E-24-3Y	C9200 Cisco DNA Essentials; 24-Port; 3 Year Term License	\$612.14	70.00%	\$183.64	\$367.28
17	1	C9200-STACK-KIT=	Cisco Catalyst 9200 Stack Module	\$1,316.88	70.00%	\$395.06	\$395.06
18	2	C9200-STACK	Catalyst 9200 Stack Module	\$0.00	0.00%	\$0.00	\$0.00
19	1	STACK-T4-50CM	50CM Type 4 Stacking Cable	\$0.00	0.00%	\$0.00	\$0.00
20	23	C9200-NM-4X=	Catalyst 9200 4 x 10G Network Module	\$2,007.00	70.00%	\$602.10	\$13,848.30
21	31	SFP-10G-LR-S=	10GBASE-LR SFP Module; Enterprise-Class	\$2,086.00	70.00%	\$625.80	\$19,399.80
22	4	STACK-T4-3M=	3M Type 4 Stacking Cable	\$301.05	70.00%	\$90.32	\$361.28
<i>Products Subtotal</i>							<b>\$88,780.72</b>

Grand Total	
Products Subtotal:	\$88,780.72
<b>Grand Total:</b>	<b>\$88,780.72</b>

## Terms and Conditions

### Terms Applicable to All Sales

1. In the event Customer chooses to lease the Products and/or Services from a third party leasing company, Customer remains liable for payment to Logicalis for all Products and/or Services purchased until Logicalis receives payment from such leasing company.
2. All items not specifically included in this document are out of scope.
3. Prices are valid for 30 days from date of the document unless otherwise stated.
4. The information in this document is considered proprietary and confidential to Logicalis. By acceptance of this Quotation, Customer agrees to maintain this confidentiality and use such information for internal purposes only.

### Terms Applicable for Product Sales

1. The terms of the Terms and Conditions of Sale between Livingston County and Logicalis, Inc. dated February 23, 2021 are incorporated herein by reference.
2. Any variation in quantity or requested delivery may result in price changes.
3. Prices are subject to change without notice in the event the Product's manufacturer/distributor changes the price to Logicalis.
4. Shipping and taxes are added at time of invoice. Shipping charges are subject to handling fees for specifying carriers and same day shipments.
5. Logicalis collaborates with the OEM/distributor to schedule delivery to Customer's loading dock; inside delivery is available upon request and may increase the cost of delivery.
6. To the extent this Quotation includes Cisco Cloud Services, the following link shall apply:  
[www.cisco.com/c/en/us/about/legal/cloud-and-software/cloud-terms.html](http://www.cisco.com/c/en/us/about/legal/cloud-and-software/cloud-terms.html). "Cisco Cloud Services" shall mean any of the offerings described on the aforementioned link. If Customer does not issue a purchase order to Logicalis or otherwise accept a Logicalis quotation to renew such Cisco Cloud Services, or does not otherwise provide written notice of non-renewal, at least forty-five (45) days prior to the end of the then-current subscription term thereof, then the Cisco Cloud Services shall automatically renew and Customer agrees to pay Logicalis for such renewed subscription term at the rates charged by Logicalis therefor.



## Quotation Acceptance

By signing below, the undersigned accepts this offer and confirms that he/she is authorized to purchase these items on behalf of Customer. This offer may be accepted by purchase order or other acknowledgement of acceptance, including, without limitation, by signing this document. Any reference to a Customer's Purchase Order or P.O. number does not indicate Logicalis' acceptance of terms and conditions referenced on/attached to any such P.O.

Accepted By:  
Livingston County

Accepted By:  
Logicalis, Inc.

---

Signature

---

Signature

---

Printed Name

---

Printed Name

---

Title

---

Title

---

Date

---

Date

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## Livingston County: Side Cars with Phones and Power Quotation # 2021-115386v3

### **Prepared By Logicalis for:** Livingston County

*To the attention of :  
Kris Tobbe  
Livingston County  
304 E Grand River Ave  
Howell, MI 48843-2488  
Tel: (517) 540-8803  
Email: ktobbe@livgov.com*

June 10, 2021

## Pricing Summary

The following is a price summary of Logicalis' proposed solution.

Price Summary	Amount
Hardware	\$49,054.15



Logicalis offers a range of services, from helping you define and design a cloud strategy to assisting with server and storage selection for your current environment. We provide a variety of assessments and health checks, perfect for those who need help determining what the next steps are. Find out more at [www.us.logicalis.com](http://www.us.logicalis.com)

To address your most pressing challenges during COVID-19, Logicalis has instituted Rapid Deployment Services designed to support your needs to deploy remote workers, maintain security and infrastructure readiness, and provide supplemental IT staff support. All services are designed to be delivered remotely by a Logicalis Engineer. Find out more at <http://bit.ly/3b6Gnzp>

## Livingston County: Side Cars with Phones and Power

### Quotation # 2021-115386v3

Customer Name & Address	Logicalis Account Executive
Kris Tobbe Livingston County 304 E Grand River Ave Howell, MI 48843-2488 (517) 540-8803 ktobbe@livgov.com	Lisa Nowak Logicalis Inc. 120 N Washington Square Suite 600 Lansing, MI 48933 +1 5173361052 lisa.nowak@us.logicalis.com
Bill To Address	Ship to Address
Livingston County 304 E Grand River Ave Howell, MI 48843-2488	Livingston County 304 E Grand River Ave Howell, MI 48843-2488

Quotation expiration date: July 26, 2021

This Quotation adheres to the pricing requirements of the NASPO ValuePoint Master Agreement #AR233 (14-19), Cisco Participating Addendum MI #071B4300124 contract.

Item	Qty	Part Number	Description	List Price	Discount %	Unit Price	Extended Price
<b>Products</b>							
1	57	CP-8851-K9=	Cisco IP Phone 8851	\$617.15	66.00%	\$209.83	\$11,960.31
2	75	CP-8800-A-KEM=	8800 Series Audio KEM; 28 Button	\$566.71	66.00%	\$192.68	\$14,451.00
3	16	CP-PWR-CUBE-4=	IP Phone power transformer for the 8800 phone series	\$77.23	66.00%	\$26.26	\$420.16
4	16	CP-PWR-CORD-NA=	Power Cord; North America	\$10.04	66.00%	\$3.41	\$54.56
5	178	CP-7841-K9=	Cisco UC Phone 7841 (if order is placed on or before 7/26/21 and Cisco inventory on 7841 phones is back ordered, phone model may be upgraded to 8811 (if available) at no additional charge.	\$366.28	66.00%	\$124.54	\$22,168.12
<i>Products Subtotal</i>							\$49,054.15

Grand Total	
Products Subtotal:	\$49,054.15
<b>Grand Total:</b>	<b>\$49,054.15</b>

## Terms and Conditions

### Terms Applicable to All Sales

1. In the event Customer chooses to lease the Products and/or Services from a third party leasing company, Customer remains liable for payment to Logicalis for all Products and/or Services purchased until Logicalis receives payment from such leasing company.
2. All items not specifically included in this document are out of scope.
3. Prices are valid for 30 days from date of the document unless otherwise stated.
4. The information in this document is considered proprietary and confidential to Logicalis. By acceptance of this Quotation, Customer agrees to maintain this confidentiality and use such information for internal purposes only.

### Terms Applicable for Product Sales

1. The terms of the Terms and Conditions of Sale between Livingston County and Logicalis, Inc. dated February 23, 2021 are incorporated herein by reference.
2. Any variation in quantity or requested delivery may result in price changes.
3. Prices are subject to change without notice in the event the Product's manufacturer/distributor changes the price to Logicalis.
4. Shipping and taxes are added at time of invoice. Shipping charges are subject to handling fees for specifying carriers and same day shipments.
5. Logicalis collaborates with the OEM/distributor to schedule delivery to Customer's loading dock; inside delivery is available upon request and may increase the cost of delivery.
6. To the extent this Quotation includes Cisco Cloud Services, the following link shall apply:  
[www.cisco.com/c/en/us/about/legal/cloud-and-software/cloud-terms.html](http://www.cisco.com/c/en/us/about/legal/cloud-and-software/cloud-terms.html). "Cisco Cloud Services" shall mean any of the offerings described on the aforementioned link. If Customer does not issue a purchase order to Logicalis or otherwise accept a Logicalis quotation to renew such Cisco Cloud Services, or does not otherwise provide written notice of non-renewal, at least forty-five (45) days prior to the end of the then-current subscription term thereof, then the Cisco Cloud Services shall automatically renew and Customer agrees to pay Logicalis for such renewed subscription term at the rates charged by Logicalis therefor.

## Quotation Acceptance

By signing below, the undersigned accepts this offer and confirms that he/she is authorized to purchase these items on behalf of Customer. This offer may be accepted by purchase order or other acknowledgement of acceptance, including, without limitation, by signing this document. Any reference to a Customer's Purchase Order or P.O. number does not indicate Logicalis' acceptance of terms and conditions referenced on/attached to any such P.O.

Accepted By:  
Livingston County

Accepted By:  
Logicalis, Inc.

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Signature

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Signature

---

Printed Name

---

Printed Name

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Title

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Title

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Date

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Date

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RESOLUTION

NO: [Title]

LIVINGSTON COUNTY

DATE: Click or tap to enter a date.

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**Resolution Authorizing The Entrance Into A Participating Addendum Through The NASPO ValuePoint Cooperative Purchasing Program And The Authorization Of A Stock Hardware Order - Information Technology**

**WHEREAS,** Livingston County has the need to purchase technology equipment to support the functions of the County's operations in a fiscally responsible manner using the NASPO ValuePoint Cooperative Purchasing Program; and

**WHEREAS,** utilization of the NASPO contract will result in significant cost savings for mission critical projects and equipment for the Information Technology Department; and

**WHEREAS,** based upon recommendation of Legal Counsel, participation in a Participating Addendum is updated; and

**WHEREAS,** participation in a Participating Addendum will result in effectively "piggy-backing" off of the Master Agreement entered into between the State of Minnesota and Hewlett-Packard, Co (now HP, Inc.) and its addendums. This "piggy-backing" was authorized under the Master Agreement subject to the approval of the State Chief Procurement Official ("CPO"); and

**WHEREAS,** Information Technology has a need to place a stock order of hardware to support the County's users. Desktop computers, laptops, docking stations, and monitors are needed to replace outdated equipment in our environment and to support requests for additional necessary hardware; and

**WHEREAS,** through the use of a Participating Addendum through the NASPO ValuePoint Cooperative Purchasing Program, the vendor Civitas-IT is able to provide hardware at a significant cost savings; and

**WHEREAS,** funding is available through the budgeted Information Technology supplies and operating equipment account as well as the necessary enterprise or grant funds.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby approves and authorizes entrance into a Participating Addendum through the NASPO ValuePoint Cooperative Purchasing Program.

**BE IT FURTHER RESOLVED** that the Livingston County Board of Commissioners hereby approves and authorizes a purchase order to be issued to Civitas-IT for the purchase of stock technology hardware including 56 desktops, 93 laptops (10 ruggedized), 109 docking stations, and 125 monitors at an amount not to exceed \$255,000.

**BE IT FURTHER RESOLVED** that Board of Commissioners authorizes any budget amendments/transfers needed to effectuate this purchase and allow recording of proper chargebacks to departments for these items.



**BE IT FURTHER RESOLVED** that the Livingston County Board of Commissioners is authorized to sign all forms, assurances, contracts/agreements, renewals and future amendments for monetary and contract language adjustments related to the above upon review and/or preparation of Civil Counsel.

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MOVED:

SECONDED:

CARRIED:

**Livingston County  
Information Technology  
Department**

# Report

**To:** Livingston County Board of Commissioners, Livingston County Administrator - Nathan Burd, Livingston County Deputy Administrator & Chief Financial Officer - Cindy Catanach

**From:** Kristoffer Tobbe  
Livingston County Chief Information Officer

**Date:** June 30, 2021

**Re:** Livingston County Information Technology Department: Livingston County Stock Computer and accessories order

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## **Request for approval Livingston County Stock Computer and accessories order:**

A stock replacement computer and accessory order is part of the normal computer stock turn over year after year in the County. This year's stock order is larger than the past year based on the facts that we have many departments converting from desktop computers to laptops or notebook computers and other departments requesting new laptops for staff. Additionally, the Information Technology department has improved the specifications for computers in this cycle, specifying a better processor, more RAM memory and a standard 3 manufactures warranty (= a better-quality pc for the end users).

We plan to utilize the NASPO contract to ensure best possible pricing and a streamlined and efficient procurement process. Through strong partnership and cooperation with our partners Civitas-IT and HP we have secured pricing below standard government contract pricing averaging 41% below standard government contract pricing for computers and 19% below standard government contract pricing for accessories.

This order also standardizes the 2021 computer order models based on the departments and the intended utilization of the machines including a rugged computer for tough applications like in the Building and Drain departments

## Current purchase pricing

Livingston County Information Technology Pricing Summary													
2021 Livingston County IT NASPO Computer Pricing from HP & Civitas IT													
Note: Current Build and Shipping estimates: 16 weeks from order date to delivery to Livingston County IT due to supply issues related to microchip shortages and COVID-19													
Computers				Discounts									
		Standard Corporate MSRP	Standard Governmental Contract pricing	\$\$ Savings Standard Gov Contract pricing	% Savings Standard Gov Contract pricing	Final Negotiated pricing	\$\$ Savings off MSRP	% Savings off MSRP	\$\$ Savings off Government Contract	% Savings off Government Contract	Qty	Per unit \$	Sub Total
EliteBook 840 G8 - 14", i7	Step up Standard Laptop upgrade	\$ 2,465.00	\$ 1,906.07	\$ 558.93	23%	\$ 1,181.00	\$ 1,284.00	52%	\$ 725.07	38%	72	\$ 1,181.00	\$ 85,032.00
EliteBook 850 G8 - 15", i7	Step up 10 - Key Notebook	\$ 2,506.00	\$ 1,938.01	\$ 567.99	23%	\$ 1,143.00	\$ 1,363.00	54%	\$ 795.01	41%	11	\$ 1,143.00	\$ 12,573.00
EliteDesk 800 G6 i7	Step up Desktop	\$ 2,080.00	\$ 1,677.75	\$ 402.25	19%	\$ 897.00	\$ 1,183.00	57%	\$ 780.75	47%	56	\$ 897.00	\$ 50,232.00
Rugged Notebooks (Bldg, Hlth, Drain)	Gtech	\$ 10,239.11	\$ 8,958.65	\$ 1,280.46	13%	\$ 5,411.00	\$ 4,828.11	47%	\$ 3,547.65	40%	10	\$ 5,411.00	\$ 54,110.00
Sub-Total		\$ 23,643.11	\$ 19,458.25	\$ 4,184.86	18%	\$ 11,519.00	\$ 12,124.11	51%	\$ 7,939.25	41%			\$ 201,947.00
Accessories													
		Standard Corporate MSRP	Standard Governmental Contract pricing	\$\$ Savings Standard Gov Contract pricing	% Savings Standard Gov Contract pricing	Final Negotiated pricing	\$\$ Savings off MSRP	% Savings off MSRP	\$\$ Savings off Government Contract	% Savings off Government Contract	Qty	Per unit \$	Sub Total
Cost Estimates Cisco Phone System													
HP Thunderbolt Dock 120W G2 US	Dock	\$ 269.00	\$ 275.71	\$ 196.00	73%	\$ 196.00	\$ 73.00	27%	\$ 79.71	29%	109	\$ 196.00	\$ 21,364.00
HP EliteDisplay 24 G4 - FHD Monitor	Standard Monitor	\$ 214.00	\$ 211.86	\$ 196.00	92%	\$ 169.00	\$ 45.00	21%	\$ 42.86	20%	125	\$ 169.00	\$ 21,125.00
Sub-Total		\$ 1,154.00	\$ 1,144.06	\$ 404.92	35%	\$ 925.00	\$ 229.00	20%	\$ 219.06	19%	Total		\$ 42,489.00
Total Order													\$ 244,436.00
												Estimated Not to Exceed #	\$ 255,000.00

## Recommendation

To move forward with the purchase

### Funding Recommendation:

Funds be pulled from the budgeted Livingston County Information Technology Department Supplies and Operating Equipment budget, the appropriate enterprise funds and grant funds