



FINANCE COMMITTEE REVISED AGENDA

July 7, 2021, 7:30 a.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

	Pages
1. CALL MEETING TO ORDER	
2. ROLL CALL	
3. APPROVAL OF MINUTES	3
Meeting minutes dated: June 23, 2021	
4. TABLED ITEMS FROM PREVIOUS MEETINGS	
5. APPROVAL OF AGENDA	
6. CALL TO THE PUBLIC	
7. REPORTS	
7.1. Child Care Fund	
Jennifer Tate, MDHHS Director, & Debby Shaw, Juvenile & Probate Court Administrator	
8. RESOLUTIONS FOR CONSIDERATION	
8.1. Planning Department	7
Resolution Authorizing the Livingston County Board of Commissioners Formal Receipt, Review, and Annual Filing of the Livingston County 2022-2027 Capital Improvement Plan, as Approved by the Livingston County Planning Commission	
8.2. District Court	10
Resolution Authorizing the Reorganization of District Court	
8.3. Board of Commissioners	14
Resolution Approving the FY 2022 Annual Implementation Plan of the Area Agency on Aging 1-B	
8.4. Health Department	16

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

8.5.	LETS	20
	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	
8.6.	Facility Services	23
	Resolution Authorizing Grant of Easement to DTE	
8.7.	Facility Services	29
	Resolution Authorizing Carpet and Flooring Replacement at Livingston County Facilities	
8.8.	Information Technology	31
	Resolution Authorizing a Participating Addendum through the NASPO ValuePoint Cooperative Purchasing Program and a Stock Hardware Order	
8.9.	Information Technology	34
	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	
9.	CLAIMS	
	Dated: July 7, 2021	
10.	PREAUTHORIZED	
	Dated: June 18 through July 1, 2021	
11.	CALL TO THE PUBLIC	
12.	ADJOURNMENT	

FINANCE COMMITTEE MEETING MINUTES



June 23, 2021, 7:30 a.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: Brenda Plank, Carol Sue Reader, Wes Nakagiri, Douglas Helzerman, Jay Drick, Mitchell Zajac, Carol Griffith, Jay Gross

1. CALL MEETING TO ORDER

The meeting was called to order by Commissioner Zajac at 7:30 a.m.

2. ROLL CALL

Indicated the presence of a quorum.

The District 1 Commissioner seat is vacant.

3. APPROVAL OF MINUTES

Meeting minutes dated: June 9, 2021

Motion to approve the minutes as presented.

Moved by: C. Reader

Seconded by: D. Helzerman

Motion Carried (8-0-0)

4. TABLED ITEMS FROM PREVIOUS MEETINGS

None.

5. APPROVAL OF AGENDA

Motion to amend the agenda to remove item 8.2 Resolution Authorizing the Reorganization of District Court.

Moved by: W. Nakagiri

Seconded by: J. Gross

Amendment Carried (8-0-0)

Motion to approve the Agenda as amended.

Moved by: C. Griffith

Seconded by: J. Gross

Motion Carried (8-0-0)

6. CALL TO THE PUBLIC

Steve Williams, Howell, MI - addressed the Committee to share his experience and knowledge of public meetings and serving Livingston County as Commissioner of District 6.

7. REPORTS

7.1 Plante Moran Audit Presentation

David/Steve Hellsik and Tom Kempa presented the Livingston County Audit Report for FY 2020.

8. RESOLUTIONS FOR CONSIDERATION

8.1 Board of Commissioners

Resolution to Accept the 2020 Livingston County Financial Audit
Recommend Motion to the Board of Commissioners.

Moved by: C. Griffith

Seconded by: J. Drick

Motion Carried (8-0-0)

8.2 Friend of the Court

Resolution Authorizing the Submission of a Renewal and Amendment of the FY 2017 through FY 2021 Cooperative Reimbursement Contract Agreement for FY 2022 and FY 2023 with the Michigan Department of Health and Human Services

Melissa Scharrer, Friend of the Court, presented the resolution and answered questions from Commissioners.

Recommend Motion to the Board of Commissioners.

Moved by: D. Helzerman

Seconded by: C. Griffith

Motion Carried (8-0-0)

8.3 Family Support

Resolution to Authorize the Amendment to Renew the 2017-2021 Cooperative Reimbursement Contract Between the Michigan Department of Health And Human Services and the Family Support Division of the Prosecutor's Office for 2 One-Year Extensions for FY 2022 and FY 2023

David Reader, Prosecuting Attorney, and Eric Gutenberg, Supervising Attorney, presented the resolution and answered questions from Commissioners.

Recommend Motion to the Board of Commissioners.

Moved by: J. Drick

Seconded by: C. Reader

Motion Carried (8-0-0)

8.4 Central Dispatch

Resolution Authorizing a Dispatch Agreement with Rockford Ambulance to Provide Part-time Dispatch Services

Chad Chewning presented the resolution and answered questions from Commissioners.

Commissioner Drick recommended including language to allow for termination of the agreement as the County may desire in Section 5.4.

Recommend Motion to the Board of Commissioners.

Moved by: C. Griffith

Seconded by: B. Plank

Motion Carried (8-0-0)

8.5 Sheriff

Resolution Authorizing a Contract Extension with the Township of Putnam for Law Enforcement Services

Lt. Eric Sanborn presented the resolution and answered questions from Commissioners.

Recommend Motion to the Board of Commissioners.

Moved by: C. Griffith

Seconded by: C. Reader

Motion Carried (8-0-0)

8.6 Jail

Resolution Authorizing the Sheriff's Office to Enter into a Contract with OD Security North America for the Purchase of a Full Body Scanner

Lt. Brad Fetner presented the resolution and answered questions from Commissioners.

Recommend Motion to the Board of Commissioners.

Moved by: C. Griffith

Seconded by: C. Reader

Motion Carried (8-0-0)

9. CLAIMS

Dated: June 23, 2021

Recommend Motion to the Board of Commissioners.

Moved by: D. Helzerman

Seconded by: C. Griffith

Motion Carried (8-0-0)

10. PREAUTHORIZED

Dated: June 4 through June 17, 2021

Recommend Motion to the Board of Commissioners.

Moved by: J. Gross

Seconded by: B. Plank

Motion Carried (8-0-0)

11. CALL TO THE PUBLIC

Steve Williams, Howell, MI, addressed Commissioners regarding public service as an elected official.

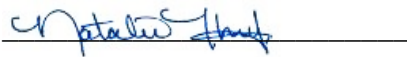
12. ADJOURNMENT

Motion to adjourn the meeting at 8:37 a.m.

Moved by: D. Helzerman

Seconded by: C. Reader

Motion Carried (8-0-0)



Natalie Hunt, Recording Secretary

RESOLUTION

NO: [Title]

LIVINGSTON COUNTY

DATE: Click or tap to enter a date.

Resolution Authorizing the Livingston County Board of Commissioners Formal Receipt, Review, and Annual Filing of the Livingston County 2022-2027 Capital Improvement Plan, as Approved by the Livingston County Planning Commission – Planning Department

WHEREAS, a Capital Improvement Plan allows for the planning of projects over a certain period of time; and

WHEREAS, County Departments are requesting to be financed with County funds to build, renovate, or buy equipment, infrastructure or property to be used as a public asset or to benefit the public; and

WHEREAS, a capital project is defined as a project large in size having a cost in excess of \$50,000 and a useful life greater than 3 years; and

WHEREAS, the Capital Improvement Plan is prepared annually per a policy laid out in the Debt Management Policy, which states that the County Planning Commission, in collaboration with the County Department of Planning, will annually prepare a multi-year inventory identifying projects approved or anticipated by various County departments, which is supported by Board Resolution #702-288; and

WHEREAS, inasmuch as the County Planning Commission has an adopted County Master Plan, the County Planning Commission must be included in the formal review process of proposed County Department Capital Improvement Plan projects (Michigan Planning Enabling Act, Act 33 of 2008 - MCLA 125:3831 and 125:3865-3867); and

WHEREAS, to make informed decisions, prioritize needs, and plan for fiscal requirements it is beneficial to include Department capital project requests for the upcoming year (s) in both the Capital Improvement Plan and the annual budget process; and

WHEREAS, it is the recommendation of the County's Planning Department and County Administration that the Capital Improvement Plan process be incorporated into the annual County Budget Process and that all County Departments with requests for projects with estimated costs in excess of \$50,000 participate in providing the information requested to be included in the Capital Improvement Plan; and

WHEREAS, that the Livingston County Board of Commissioners has approved that the annual Capital Improvement Planning (CIP) process be incorporated with the annual Operating Budget Process and County Departments with projects in excess of \$50,000 participate in completion of the CIP; and

WHEREAS, all financially-supported County department and agency directors fully understand that formal adoption of the Capital Improvement Plan is independent of the appropriation process by the Board of Commissioners, and that capital improvement funds cannot and will not be expended without such appropriation approval.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approve that the Livingston County Planning Commission will continue to review and transmit the

Livingston County Capital Improvement Plan annually to the Livingston County Board of Commissioners to formally receive and approve the report.

BE IT FURTHER RESOLVED that the Livingston County Board of Commissioners hereby approve that the Livingston County Planning Commission herein transmits the 2022-2027 Livingston County Capital Improvement Plan, which was approved by the Livingston County Planning Commission on Wednesday, June 16, 2021, to the Livingston County Board of Commissioners, and would request that the Board formally receive, review and file the Plan.

BE IT FURTHER RESOLVED that the Livingston County Board of Commissioners hereby approve this Resolution.

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MOVED:
SECONDED:
CARRIED:



Livingston County Department of Planning

MEMORANDUM

TO: Livingston County Board of Commissioners

FROM: Robert Stanford, Principal Planner, AICP, PEM
Livingston County Planning Department

DATE: June 23, 2021

SUBJECT: 2022-2027 Livingston County Capital Improvement Plan

Kathleen J. Kline-Hudson
AICP, PEM
Director

Robert A. Stanford
AICP, PEM
Principal Planner

Scott Barb
AICP, PEM
Principal Planner

Greetings Commissioners:

Attached please accept this copy of the 2022-2027 Livingston County Capital Improvement Plan, which was approved by the County Planning Commission at its June 16, 2021 meeting. I am providing you with a hard-copy version of the Plan for your information in advance of the July 7, 2021 Finance Committee meeting. I have also provided you with a digital version of the Plan along with a resolution for your consideration.

This Plan has undergone an extensive and rigorous five-week development and review process by the Planning Department and Capital Improvement Plan Review Subcommittee. Members of the Capital Improvement Plan Review Subcommittee are:

- | | |
|-------------------|--|
| • Nathan Burd | County Administrator |
| • Cindy Catanach | County Deputy Administrator/ Financial Officer – Fiscal Services |
| • Hilery DeHate | Senior Financial Analyst – Fiscal Services |
| • Krisoffer Tobbe | Chief Information Officer – Information Technology |
| • Chris Folts | Director, Facility Services |
| • Jeff Warder | Undersheriff, County Sheriff |
| • Robert Stanford | Principal Planner, County Planning |

Once the draft CIP Plan was developed, the review process included a thorough examination of each county department-proposed project, analyzing the cost-benefit of each project in relation to departmental project ranking criteria, short-term versus long-term costs, and other associated criteria. This process is further explained in the Plan.

As granted through the State of Michigan enabling authority under Michigan Public Act 33 of 2008, as amended (MCL 125.3801-3885), the County Planning Commission is required to “annually prepare a six-year capital improvements program.” This Plan represents the culmination of that endeavor. As the Plan has now been formally approved by the Livingston County Planning Commission, the Plan is now being forwarded to the County Board of Commissioners via the Finance Committee to formally, accept, review and permanently file for the 2022-2027 CIP Planning Period.

I would like to request to present a brief five-minute summary of the findings of the Plan at the July 7, 2021 Finance Committee meeting.

Thank you for your continued support and cooperation through this annual process.

Cc: Cindy Catanach, Hilery DeHate, Kristoffer Tobbe, Chris Folts, Jeff Warder, Kathleen Kline-Hudson

Department Information

Administration Building
304 E. Grand River Avenue
Suite 206
Howell, MI 48843-2323

•
(517) 546-7555
Fax (517) 552-2347

•
Web Site
Livgov.com/planning

RESOLUTION

NO: [Title]

LIVINGSTON COUNTY

DATE: Click or tap to enter a date.

Resolution Authorizing the Reorganization of District Court

WHEREAS, the District Court has evaluated the operational needs by division and wishes to make changes to align those needs; and

WHEREAS, with respect to the Criminal Division, it was determined that workflow and overall operations of the division was better served by the reclassification of the Lead Deputy Criminal Clerk to a Deputy Criminal Clerk. This position will be reclassified permanently to a Union Grade 3; and

WHEREAS, with respect to the Civil Division, a caseload analysis revealed that the combination of two part-time Deputy Civil Clerk positions into one full-time Deputy Civil Clerk position would result in workflow efficiencies and improved case management. For the current budget year, this position will be temporarily reduced to a .75 full-time position and staffed at no more than 30 hours and will remain at a Union Grade 3; and

WHEREAS, with respect to the Probation Division, a review of the Deputy District Court Clerk-Probation Secretary job description revealed that an update was necessary to more adequately align the essential job functions of both the position and division. Job duties relating to jury management were removed and additional post-sentence clerical support and administrative tasks were included. Human Resources was consulted and it was agreed that these changes did not significantly alter the position so as to require an independent evaluation of the position. This position will remain at a Union Grade 4 and be retitled to Probation Coordinator; and

WHEREAS, with respect to District Court Administration, the Personnel Committee authorized a reclassification of the Deputy District Court Clerk-Office Technician to Chief Deputy Clerk on June 9, 2021. This position will now serve as a high level, non-supervisory administrative position functioning as a support liaison between the District Court Administrator and Division Leaders. This position was reclassified to a Union Grade 6; and

WHEREAS, this reorganization does not require a budget amendment for 2021 and future years will be within the appropriated budget.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes the reorganization of the District Court by reclassifying the Lead Deputy Criminal Clerk to Deputy Criminal Clerk, combining two part-time Deputy Civil Clerk positions to create one full-time Deputy Civil Clerk, updating the Deputy Clerk-Probation Secretary job description and retitling to Probation Coordinator, and reclassifying the Deputy District Court Clerk-Office Technician to Chief Deputy Clerk as illustrated in the position control chart below:

CURRENT:

PROPOSED:

Position#	Job Description	Grade	FTE	Position#	Job Description	Grade	FTE
13600216	Lead Deputy Crim Clerk	4	1.000	13600216	Deputy Crim Clerk	3	1.000
13600225	Deputy Civil Clerk	3	0.50	13600225	Deputy Civil Clerk	3	1.000
13600228	Deputy Civil Clerk	3	0.50	Eliminate	Deputy Civil Clerk	3	-0.50
13600221	Dep Clerk/Prob Secretary	4	1.000	13600221	Probation Coordinator	4	1.000
13600218	Deputy Clerk-Office Tech	4	1.000	13600218	Chief Deputy Clerk	6	1.000

THEREFORE BE IT FURTHER RESOLVED that the Livingston County Board of Commissioners hereby authorizes the temporary reduction of a Deputy Civil Clerk position to 30 hours a week until the end of the fiscal year at which time it would revert back to a full-time 40-hour position.

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MOVED:

SECONDED:

CARRIED:



LIVINGSTON COUNTY, MICHIGAN
TRIAL COURTS

204 S. Highlander Way, Howell, MI 48843
Phone 517.540.7637 Fax 517.548.9445
Email mlutz@livgov.com

MEMORANDUM

To: Livingston County Board of Commissioners
From: Marisa Lutz, District Court Administrator
Date: June 29, 2021
RE: Resolution Authorizing the Reorganization of District Court

The District Court has evaluated the operational needs by division and determined four changes that are necessary to maximize the workflow efficiencies and effective case management of the department:

Deputy Criminal Clerk

The District Court is requesting to permanently reclassify the Union Grade 4 Lead Deputy Criminal Clerk position to a Union Grade 3 Deputy Criminal Clerk, as the Court has determined the job functions and overall operation of the Criminal Division is not impacted with the downsizing of this position.

Deputy Civil Clerk

The District Court wishes to combine two part-time Deputy Civil Clerk positions into one full-time Deputy Civil Clerk position to improve division workflow.

Probation Coordinator

District Court identified a need to update the Deputy District Court Clerk-Probation Secretary job description to accurately align the essential job functions of both the position and division.

Chief Deputy Clerk

The approved reclassification of the Deputy District Court Clerk-Office Technician to Chief Deputy Clerk will serve as a high-level administrative role support role between the District Court Administrator and Division Leaders.

The reorganization of District Court does not require a budget amendment for 2021 and future years will be within the appropriated budget. Thank you for your consideration of this important matter.



CONTACT INFORMATION

Requester: Marisa Lutz Title of Requester: District Court Administrator
 Dept. Phone Number/Extension: 7637 Date Requested: 6/17/2021

POSITION INFORMATION

Position Title: Deputy Court Clerk Supervisor: Lisa Bove

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: _____

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: 20 To: 40

If so, name of current incumbent: Cynthia Hage

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: _____

Justification of request / change of position (**REQUIRED**): Combining 2 PTE Deputy Civil Clerk positions to create 1 FTE Deputy Civil Clerk position for improve operational efficiencies.

eliminating 13600228

FUNDING INFORMATION

Base Annual Salary: 34,031.69 ^{yr./16.3614 hr.} This position is funded in whole or in part by a grant: Yes ☐ No ☒ % Funded: _____

Allocation (**Required**): Current: Org. 10113600 % 100 Proposed (If changing): Org. _____ % _____

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

REQUIRED APPROVALS

Supervisor (if applicable) _____ Date _____
 Department Head Marisa Lutz Date 06/17/2021

HR OFFICE ONLY

Job Class: 1046 Job Title: Deputy Court Clerk - DC Grade/Step: CT3 / 1

FTE: 1.0 Employee Group: CTS HR Reviewed: Amy Hill Date: 06/17/2021

BUDGET OFFICE ONLY

Position Control # 13600225 Org. 10113600

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

Comments: reducing hours as needed to remain budget neutral for 2021

requires BOC approval

Budget Reviewed: tbettate Date: 6/17/21

Resolution #: _____ Board Authorized on Date: _____

RESOLUTION

NO: [Title]

LIVINGSTON COUNTY

DATE: Click or tap to enter a date.

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; and

WHEREAS, during the June 25, 2021 AAA 1-B Board Meeting, AAA 1-B personnel indicated that element of Critical Race Theory are not included in any of their training programs.

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, with the understanding that elements of Critical Race Theory are not included in any of their training programs.

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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 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.

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
TOTAL	\$1,584,522

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

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

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
TOTAL	\$1,548,263	\$1,584,522

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.

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

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.

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

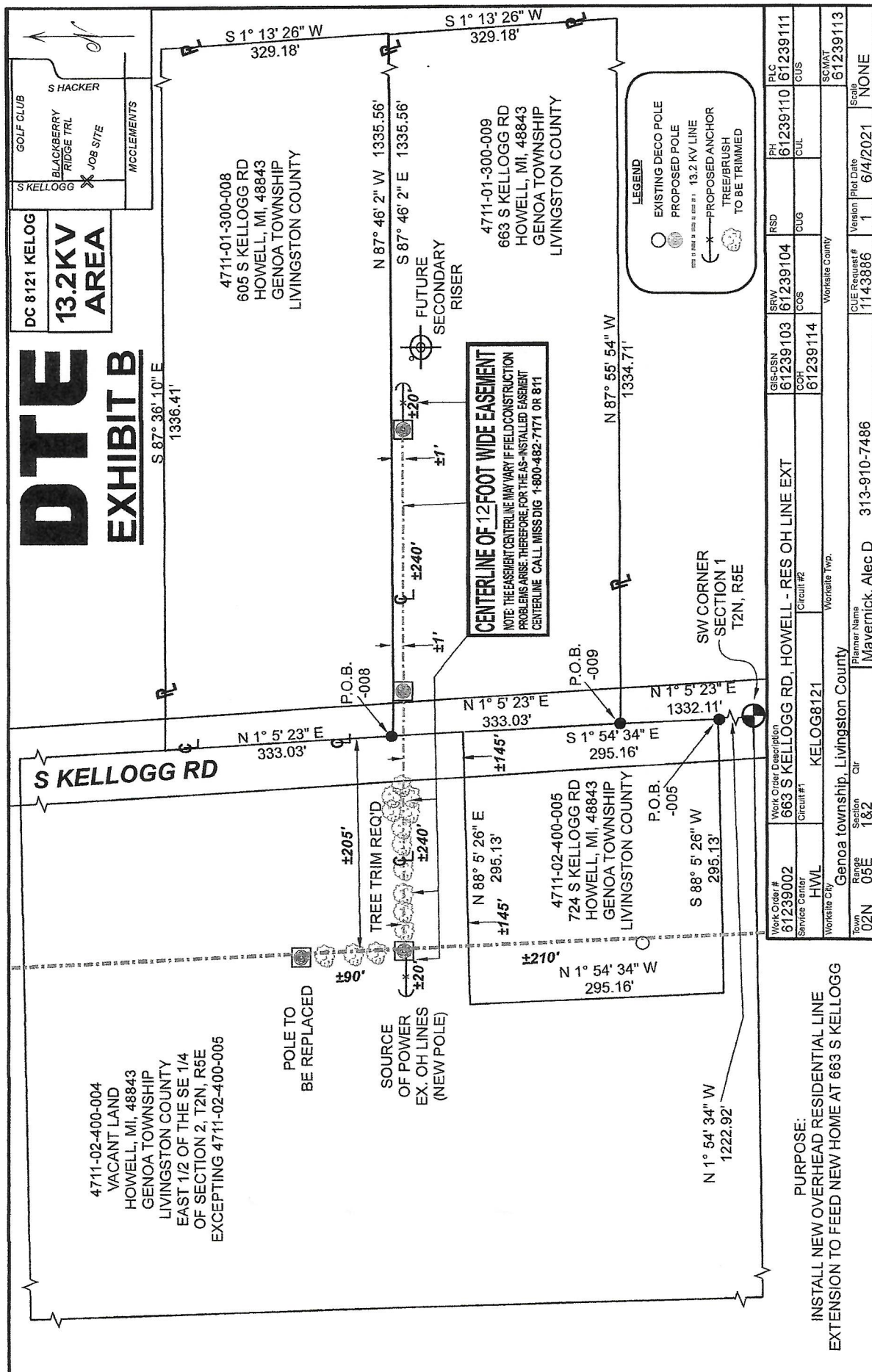
Sec. 1 T2N R5E, E ½ of SW ¼ 80A Tax Parcel Number: 4711-01-300-006

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



RESOLUTION

NO: [Title]

LIVINGSTON COUNTY

DATE: Click or tap to enter a date.

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.

Resolution Authorizing a Participating Addendum Through the NASPO Valuepoint Cooperative Purchasing Program and 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 the 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 Chairman of 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

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													
		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

RESOLUTION

NO: [Title]

LIVINGSTON COUNTY

DATE: Click or tap to enter a date.

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.

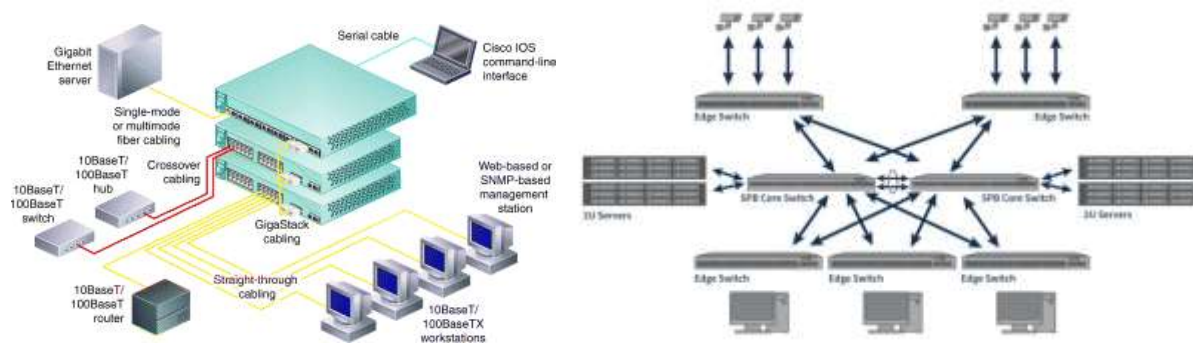
In addition to the network switches, we have been designing and building the phone system servers and the back end of the new phone system in conjunction with our partners at Logicalis. We are more than 50% through this process and expect to move into advanced testing in late August (pending Windstream 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									
Totals			\$ 207,154.52	\$ 192,357.77	\$ 14,796.75	7%	\$ 88,780.72	\$ 118,373.80	57%	\$103,577.05	54%

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
Phone Hardware	342		\$ 125,267.76	\$ 81,424.04	\$ 43,843.72	35%	\$ 49,054.19	\$ 76,213.57	61%	\$ 32,369.85	40%
Total			\$ 125,267.76	\$ 81,424.04	\$ 43,843.72	\$ 0.35	\$ 49,054.19	\$ 76,213.57	61%	\$ 32,369.85	40%

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
Grand Total	\$88,780.72

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

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/

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
Products							
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>							\$88,780.72

Grand Total	
Products Subtotal:	\$88,780.72
Grand Total:	\$88,780.72

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. "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

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
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Item	Qty	Part Number	Description	List Price	Discount %	Unit Price	Extended Price
Products							
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
Grand Total:	\$49,054.15

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.
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Accepted By:
Livingston County

Accepted By:
Logicalis, Inc.

Signature

Signature

Printed Name

Printed Name

Title

Title

Date

Date

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