

RESOLUTION

NO: 2018-03-042

LIVINGSTON COUNTY

DATE: March 5, 2018

Resolution Authorizing Purchases Supporting the Implementation of OnBase for Personnel Record Keeping at the Sheriff Department and a Supplemental Appropriation for Fiscal-Year 2018– Sheriff / Finance / Board

WHEREAS, Livingston County has adopted OnBase Enterprise Content Management (ECM) as the de facto county standard imaging system (Resolution # 2014-12-330); and

WHEREAS, the Livingston County Sheriff Department and Information Technology’s OnBase Administrator have identified several internal processes that would be greatly improved using OnBase functionality, providing efficiencies through time-savings, ease of document retrieval and additional reporting capabilities; and

WHEREAS, the project included in this budget amendment is:

- Phase I of OnBase ECM – Personnel Recordkeeping
 - Includes required OnBase licensing for this phase and supporting hardware.

WHEREAS, the Sheriff’s Office will require a supplemental appropriation of \$10,000 in Fund 296 Criminal Forfeiture Fund for this project.

WHEREAS, there are sufficient funds available in the Criminal Forfeiture fund balance to cover this project and no general fund dollars are being requested.

THEREFORE BE IT RESOLVED that the Board of Commissioners authorizes the purchase of OnBase licensing from ImageSoft for the Livingston County Sheriff’s Office, which includes 1 year of support plus associated hardware at a total cost not to exceed \$10,000.

BE IT FURTHER RESOLVED that the Board of Commissioners authorizes a supplemental appropriation to the Criminal Forfeiture Fund in the amount of \$10,000.

ORG	ORG DESC	Current Budget	Proposed Amendment	Proposed Revised Budget
296	Criminal Forfeiture	\$3,000	\$10,000	\$13,000

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

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MOVED:		Commissioner Childs			
SECONDED:		Commissioner Griffith			
CARRIED:		7-0-2			