

Michigan Veterans Affairs Agency

County Veteran Service Fund
FY20 Work Project Final Report

Grant No: [Grant Number] 20*1912/21*0492	Grantee/ Name: [County] Livingston	Budget Period: 2020 CVSF grant/Work project Complete	Project Director: [Project Director] Mary Durst	Email Address: [PD Email] mdurst@livgov.com
	SIGMA Address Code:	SIGMA Vendor Code: cv0048182		

Use Additional Sheets if Necessary

Major Tasks Completed During Reporting Period:

1. New office lease is signed.
2. Build out floor plan has been finalized.
3. Bidding has been completed for general contractors. Interviews and final selection to come by 5/12/2021.
4. All items and finishes chosen for interior through NBS.
5. Children's play area items were purchased locally at Wal-Mart.
6. Vinyl Window Perf and "Coming Soon" sign installed.
7. IT infrastructure and hardware for new office has been purchased and received.
8. Estimated move in date in September 2021.

List any challenges to fulfilling the terms of the grant application. Write NA if not applicable

-Being able to properly spend the money while meeting county fiscal services policies and procedures. Certain spending is prohibited while other spending situations have a long lead time/long process before we can spend the money.

-Communication break-down and IT's unfamiliarity with grant restrictions resulted in many expenditures not being eligible for reimbursement through this grant.

-Estimates for IT costs were much higher than actual costs. The estimated amount was encumbered. Time expired before we could re-allocate and spend funds.

-Supply chain and delivery was an issue as many items are on backorder or unavailable and had to be refunded after purchase.

-Extensive bidding and approval process for general contractor resulted in the grant expiring before any funds could be spent on physical build out infrastructure.

-Grant requirements to have items in possession but no storage areas to store items until installation resulted in not being able to buy and receive flooring ahead of time. IT also had difficulty finding storage space on site for IT items to be installed.

Signature



Date

5/7/2021

Work Project FY20

County Veteran Service Fund Grant
Work Project Reimbursement Request

One initiative per page. Make additional sheets for each initiative.						
Applicant County		Grant Number			SIGMA Vendor Code	
LIVINGSTON		20*1912/21*0492				
I. Project / Initiative Name						
WORK PROJECT						
II. Project Total						
\$51,047.01						
III. Expenditure Details						
Line Item	Date	Item / Service Description	Cost Per Unit	Quantity	Cost	MVAA USE ONLY
1A, 1B	4/25/2021	Badge printer and Ink	\$ 1,982.60	1	\$ 1,982.60	
2	4/25/2021	Brighton Paint-chalk board	\$ 23.99	5	\$ 119.95	
3	4/30/2021	Lindhout Associates Architects	\$ 8,435.00	1	\$ 8,435.00	
4	4/7/2021	Lindhout Associates Architects	\$ 1,907.50	1	\$ 1,907.50	
5	4/30/2021	IT - Safe & Sound	\$ 4,772.35	1	\$ 4,772.35	
6	4/30/2021	IT - Amerinet	\$ 1,712.25	1	\$ 1,712.25	
7	4/30/2021	IT - Identify	\$ 13,891.00	1	\$ 13,891.00	
8	4/30/2021	IT - CDW Government Inc	\$ 277.71	1	\$ 277.71	
9	4/30/2021	IT - CDW Government Inc	\$ 3,919.36	1	\$ 3,919.36	
10	4/30/2021	IT -Logicalis Inc.	\$ 1,388.63	1	\$ 1,388.63	
11	4/29/2021	IT - Amerinet of Michigan Inc.	\$ 732.00	1	\$ 732.00	
12	4/21/2021	IT - Gov Connections Inc	\$ 931.92	1	\$ 931.92	
13	4/30/2021	The Sign Guys/imge360	\$ 9,609.33	1	\$ 9,609.33	
14	4/21/2021	The Sign Guys/imge360	\$ 423.38	1	\$ 423.38	
15	4/25/2021	WalMart Kids play area/video security	\$ 308.24	1	\$ 308.24	
16	4/25/2021	IT - Amazon Barcode Scanner	\$ 44.97	1	\$ 44.97	

Work Project FY20

**County Veteran Service Fund Grant
Work Project Reimbursement Request**

17	4/25/2021	IT - Amazon Barcode Scanner cards	\$ 315.96	1	\$ 315.96	
18	4/25/2021	HomeGoods play area supplies	\$ 274.86	1	\$ 274.86	
				Total	\$51,047.01	

IV. Authorization and Certification

I certify that this is a true and correct statement of expenditures for the above named items during the listed reporting period and that the documentation to support these expenditures is available for review.

Prepared By

Mary Durst

Date

5/7/2021

Email Address

mdurst@livgov.com

Signature

Cynthia Catanach

Phone Number

517.552.6902

Cynthia Catanach, Deputy Co. Admin. / Financial Officer

Please number each receipt clearly to identify with the line item it represents

LEDGER MINUS UNREIMBURSABLES

LINE ITEMS	ORG	OBJECT	EFF DATE	PROJECT STRING	AMOUNT	CHECK NO	WARRANT	VDR NAME/ITEM DESC
1A,1B	29768900	747000	04/25/2021	689VETSV20-SUPPLIES -	1,982.60	0	PCAR0421	AMAZON MKTPLACE PMTS
2	29768900	983001	04/25/2021	689VETSV20-CONSTRUCT -	119.95	0	PCAR0421	BRIGHTON PAINT CO
3	29768900	983001	04/30/2021	689VETSV20-CONSTRUCT -	8,435.00	449830	SP042921	LINDHOUT ASSOCIATES ARCHITECTS
4	29768900	983001	04/07/2021	689VETSV20-CONSTRUCT -	1,907.50	449111	CL040721	LINDHOUT ASSOCIATES ARCHITECTS
5A	29768900	983001	04/30/2021	689VETSV20-INFOTECH -	8,794.85	449835	SP043021	SAFE & SOUND 1, INC
5B	29768900	977000	04/30/2021	689VETSV20-INFOTECH -	-4,022.50	449835	SP043021	SAFE & SOUND 1, INC labor
6A	29768900	977000	04/30/2021	689VETSV20-INFOTECH -	3,624.75	449831	SP043021	AMERINET OF MICHIGAN INC
6B	29768900	977000	04/30/2021	689VETSV20-INFOTECH -	-1,912.50	449831	SP043021	future support and labor
7	29768900	977000	04/30/2021	689VETSV20-INFOTECH -	13,891.00	449833	SP043021	IDENTIFY INC
8	29768900	977000	04/30/2021	689VETSV20-INFOTECH -	277.71	449832	SP043021	CDW GOVERNMENT INC
9	29768900	977000	04/30/2021	689VETSV20-INFOTECH -	3,919.36	449832	SP043021	CDW GOVERNMENT INC
10	29768900	977000	04/30/2021	689VETSV20-INFOTECH -	1,388.63	449834	SP043021	LOGICALIS INC
11A	29768900	977000	04/29/2021	689VETSV20-INFOTECH -	4,461.00	449829	SP042921	AMERINET OF MICHIGAN INC
11B	29768900	977000	04/29/2021	689VETSV20-INFOTECH -	-3,729.00	449829	SP042921	prepay for next two years of service
12	29768900	977000	04/21/2021	689VETSV20-INFOTECH -	931.92	449439	CL042121	GOV CONNECTION INC
13	29768900	983001	04/30/2021	689VETSV20-SIGNAGE -	9,609.33	449836	SP043021	THE SIGN GUYS INC
14	29768900	983001	04/21/2021	689VETSV20-SIGNAGE -	423.38	449491	CL042121	THE SIGN GUYS INC
15	29768900	747000	04/25/2021	689VETSV20-SUPPLIES -	308.24	0	PCAR0421	WALMART #4540
16	29768900	747000	04/25/2021	689VETSV20-SUPPLIES -	44.97	0	PCAR0421	AMAZON MKTPLACE PMTS
17	29768900	747000	04/25/2021	689VETSV20-SUPPLIES -	315.96	0	PCAR0421	AMAZON MKTPLACE PMTS
18	29768900	747000	04/25/2021	689VETSV20-SUPPLIES -	274.86	0	PCAR0421	HOMEGOODS
TOTAL					51,047.01			