



**LIVINGSTON COUNTY, MICHIGAN**  
**LIVINGSTON COUNTY SPECIALTY COURTS AND PROGRAMS**

**204 S. Highlander Way, Howell, MI 48843**  
**Phone 517-540-7664 Fax 517-546-3731**  
**Web Site: <https://www.livgov.com/>**

## Memorandum

**To: Livingston County Board of Commissioners**  
**From: Sara Applegate, Specialty Courts and Programs Administrator**  
**Date: June 13, 2022**  
**Re: Resolution Authorizing Contracts to Provide Peer Support Services for Specialty Courts and Programs**

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Livingston County Specialty Courts is requesting the Board of Commissioners approval to award a contract to Key Development Center to provide peer support services for the Specialty Courts and Programs for the period of October 1, 2022 through September 30, 2023 with the ability to renew the contract at the Court's discretion for up to two (2) additional one-year periods.

The current contract for peer support services for the Specialty Courts and Programs is set to expire on September 30<sup>th</sup>, 2022. Per the County Purchasing Policy, a competitive bid process was performed in which the bid was posted on the BidNet Michigan Inter-governmental Trade Network (MITN) and the County Purchasing website. One (1) proposal was received and evaluated. This bid did meet all of the requirements set out in the RFP.

After careful review of the proposal, the evaluation committee recommends an award to Key Development Center. As a result, we are requesting the attached resolution be approved which authorizes a contract with Key Development Center to provide peer support services for the Specialty Courts and Programs for the period of October 1, 2022 through September 30, 2023 with the ability to renew the contract at the Court's discretion for up to two (2) additional one-year periods.

The Specialty Court Programs will fund the services through the Adult Drug Court Bureau of Justice Assistance grant.

Thank you for your consideration. If you have any questions regarding this matter, please contact me.