

# **FINANCE COMMITTEE**

1/21/2009

Conference Room 1

7:30 AM

## **AGENDA**

- 1. CALL MEETING TO ORDER**
- 2. ROLL CALL**
- 3. APPROVAL OF MINUTES**  
None.
- 4. TABLED ITEMS FROM PREVIOUS MEETINGS**
- 5. APPROVAL OF AGENDA**
- 6. REPORTS**
- 7. CALL TO THE PUBLIC**
- 8. BOARD**
  - A. RESOLUTION AUTHORIZING PER DIEM AND MILEAGE REIMBURSEMENT TO NON-EMPLOYEE APPOINTEE TO LIVINGSTON COUNTY CONCEALED PISTOL LICENSING BOARD- Board of Commissioners / Public Safety / Finance Committee
- 9. SHERIFF**
  - A. RESOLUTION AUTHORIZING ISSUANCE OF BLANKET PURCHASE ORDERS FOR PURCHASE OF AMMUNITION - Sheriff's Department / Public Safety / Finance Committee
- 10. L.E.T.S.**
  - A. RESOLUTION AUTHORIZING OUT OF STATE TRAVEL FOR L.E.T.S. DIRECTOR AND OPERATIONS MANAGER TO ATTEND THE FEDERAL TRANSIT ADMINISTRATION (FTA) TRIENNIAL AUDIT TRAINING IN CHICAGO, IL, FEB. 3rd & 4th, 2009 - L.E.T.S. / General Government / Finance Committee
- 11. PURCHASING**
  - A. RESOLUTION AUTHORIZING A CONTRACT WITH VENDTEK FOR VENDING MACHINE INSTALLTION AND SERVICE - Purchasing / General Government / Finance Committee
- 12. COMMUNITY CORRECTIONS**
  - A. RESOLUTION AUTHORIZING A CONTRACT BETWEEN COMMUNITY CORRECTIONS AND HOUSE ARREST SERVICES, INC. FOR ELECTRONIC MONITORING - Community Corrections / Finance Committee
- 13. REG of DEEDS**
  - A. RESOLUTION AUTHORIZING CONTRACTS FOR 2009 FOR THE MONUMENTATION OR REMONUMENTATION OF THE PUBLIC LAND SURVEY CORNERS IN LIVINGSTON COUNTY - Register of Deeds / General Government / Finance Committee

B. RESOLUTION APPOINTING THE GRANT ADMINISTRATOR OF THE SURVEY REMONUMENTATION PLAN - 2009 / Register of Deeds / General Government / Finance Committee

C. RESOLUTION APPOINTING DEPUTY GRANT ADMINISTRATOR OF THE SURVEY REMONUMENTATION PLAN - 2009 / Register of Deeds / General Government / Finance Committee

D. RESOLUTION APPOINTING DEPUTY COUNTY REPRESENTATIVE OF THE SURVEY REMONUMENTATION PLAN - 2009 / Register of Deeds / General Government / Finance Committee

E. RESOLUTION APPOINTING COUNTY REPRESENTATIVE OF THE SURVEY REMONUMENTATION PLAN - 2009 / Register of Deeds / General Government / Finance Committee

F. RESOLUTION AUTHORIZING PER DIEM MEETING PAYMENT for SURVEY & REMONUMENTATION PEER GROUP MEMBERS FOR 2009 AS PER APPROVED BUDGETS FOR LIVINGSTON COUNTY SURVEY & REMONUMENTATION - Register of Deeds / General Government / Finance Committee

**14.**

**INFORMATION TECHNOLOGY**

A. RESOLUTION AUTHORIZING ISSUANCE OF A BLANKET PURCHASE ORDER TO CDW-G, INC. AND ANALYSTS INTERNATIONAL FOR CONTRACT SERVICES FOR 2009 - Information Technology / Purchasing / General Government / Finance Committee

B. RESOLUTION AUTHORIZING ISSUANCE OF A PURCHASE ORDER TO HARRIS FOR SOFTWARE SUPPORT FOR THE TREASURER'S DEPARTMENT FOR 2009 - Information Technology / General Government / Finance Committee

C. RESOLUTION AUTHORIZING A THREE-YEAR MAINTENANCE AGREEMENT WITH ANALYSTS INTERNATIONAL FOR ACTIVE INTERNET AND MANAGED FIREWALL SERVICES - Information Technology / General Government / Finance Committee

D. RESOLUTION AUTHORIZING ISSUANCE OF A BLANKET PURCHASE ORDER FOR I.T.-BUDGETED COMPUTER EQUIPMENT FOR ALL COUNTY DEPARTMENTS - Information Technology / Purchasing / General Government / Finance Committee

E. RESOLUTION AUTHORIZING PURCHASE OF SOFTWARE SUPPORT FOR CENTRAL SERVICES, JUVENILE / PROBATE COURT, AND COUNTY CLERK WEST COMPLEX FOR 2009 WITH THE STATE OF MICHIGAN JUDICIAL INFORMATION SYSTEMS - Information Technology / General Government / Finance Committee

F. RESOLUTION AUTHORIZING ISSUANCE OF A PURCHASE ORDER TO BS&A SOFTWARE FOR SOFTWARE SUPPORT FOR THE EQUALIZATION, TREASURERS, ANIMAL CONTROL, AND DRAIN DEPARTMENTS - Information Technology / General Government / Finance Committee

G. RESOLUTION AUTHORIZING ISSUANCE OF A PURCHASE ORDER TO FSG SOFTWARE, INC. FOR SOFTWARE SUPPORT FOR THE SHERIFF AND JAIL DEPARTMENTS - Information Technology / General Government / Finance Committee

H. RESOLUTION AUTHORIZING INFORMATION TECHNOLOGY TO ENTER INTO CONTRACT WITH ANALYST INTERNATIONAL, INC.

FOR THE PURCHASE OF EQUIPMENT AND INSTALLATION OF A WIRELESS POINT TO POINT SYSTEM CONNECTION FOR THE INTERMODAL BUILDING - Information Technology / General Government / Finance Committee

I. RESOLUTION AUTHORIZING THE PURCHASE OF A FIVE YEAR SMARTNET MAINTENANCE AGREEMENT WITH ANALYST INTERNATIONAL FOR CISCO ROUTERS, SERVERS, TELEPHONES, AND SOFTWARE - Information Technology / General Government / Finance Committee

J. RESOLUTION TO ENTER INTO AN AGREEMENT FOR GIS APPLICATION DEVELOPMENT SERVICES WITH GEOGRAPHIC INFORMATION SERVICES, INC. FOR ONLINE MAPPING WEBSITE AND BUDGET AMENDMENT - Information Technology / GIS / General Government / Finance Committee

K. RESOLUTION AUTHORIZING THE I.T. DEPARTMENT TO HOST THE HOWELL FIRE DEPARTMENT'S FIRE TOOLS APPLICATION - Information Technology / Finance Committee

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**08A** RESOLUTION AUTHORIZING PER DIEM AND MILEAGE REIMBURSEMENT TO NON-EMPLOYEE APPOINTEE TO LIVINGSTON COUNTY CONCEALED PISTOL LICENSING BOARD- Board of Commissioners

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**09A** RESOLUTION AUTHORIZING ISSUANCE OF BLANKET PURCHASE ORDERS FOR PURCHASE OF AMMUNITION – Sheriff’s Department

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**10A** RESOLUTION AUTHORIZING OUT OF STATE TRAVEL FOR L.E.T.S. DIRECTOR AND OPERATIONS MANAGER TO ATTEND THE FEDERAL TRANSIT ADMINISTRATION (FTA) TRIENNIAL AUDIT TRAINING IN CHICAGO, IL FEBRUARY 3 & 4, 2009 - L.E.T.S./General Government

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**11A** RESOLUTION AUTHORIZING A CONTRACT WITH VENDTEK FOR VENDING MACHINE INSTALLTION AND SERVICE- PURCHASING

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**12A** RESOLUTION AUTHORIZING A CONTRACT BETWEEN COMMUNITY CORRECTIONS AND HOUSE ARREST SERVICES, INC. FOR ELECTRONIC MONITORING - Community Corrections / Public Safety Committee

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**13A** RESOLUTION AUTHORIZING CONTRACTS FOR 2009 FOR THE MONUMENTATION OR REMONUMENTATION OF THE PUBLIC LAND SURVEY CORNERS IN LIVINGSTON COUNTY - Register of Deeds

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**13B** RESOLUTION APPOINTING THE GRANT ADMINISTRATOR OF THE SURVEY REMONUMENTATION PLAN - 2009 / Register of Deeds

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**13C** RESOLUTION APPOINTING DEPUTY GRANT ADMINISTRATOR OF THE SURVEY REMONUMENTATION PLAN - 2009 / Register of Deeds

<b>13D</b>	RESOLUTION APPOINTING DEPUTY COUNTY REPRESENTATIVE OF THE SURVEY REMONUMENTATION PLAN - 2009 / Register of Deeds
<b>13E</b>	RESOLUTION APPOINTING COUNTY REPRESENTATIVE OF THE SURVEY REMONUMENTATION PLAN - 2009 / Register of Deeds
<b>13F</b>	RESOLUTION AUTHORIZING PER DIEM MEETING PAYMENT FOR SURVEY & REMONUMENTATION PEER GROUP MEMBERS FOR 2009 AS PER APPROVED BUDGETS FOR LIVINGSTON COUNTY SURVEY & REMONUMENTATION - Register of Deeds
<b>14A</b>	RESOLUTION AUTHORIZING ISSUANCE OF A BLANKET PURCHASE ORDER TO CDW-G, INC. AND ANALYSTS INTERNATIONAL FOR CONTRACT SERVICES FOR THE INFORMATION TECHNOLOGY DEPARTMENT FOR 2009 - Information Technology/Pruchasing/General Government Committee/Finance Committee
<b>14B</b>	RESOLUTION AUTHORIZING ISSUANCE OF A PURCHASE ORDER TO HARRIS FOR SOFTWARE SUPPORT FOR THE LIVINGSTON COUNTY TREASURER'S DEPARTMENT FOR THE YEAR 2009- INFORMATION TECHNOLOGY
<b>14C</b>	RESOLUTION AUTHORIZING A THREE-YEAR MAINTENANCE AGREEMENT WITH ANALYSTS INTERNATIONAL FOR THE COUNTY'S ACTIVE INTERNET AND MANAGED FIREWALL SERVICES-Information Technology/General Government
<b>14D</b>	RESOLUTION AUTHORIZING ISSUANCE OF A BLANKET PURCHASE ORDER AUTHORIZING THE PURCHASE OF COMPUTER EQUIPMENT THAT HAS BEEN BUDGETED FOR THROUGH THE INFORMATION TECHNOLOGY DEPARTMENT FOR PURCHASES OF COMPUTER EQUIPMENT FOR ALL COUNTY DEPARTMENTS - INFORMATION TECHNOLOGY/PURCHASING/GENERAL GOVERNMENT COMMITTE/FINANCE COMMITTEE
<b>14E</b>	Information Technology - RESOLUTION AUTHORIZING PURCHASE OF SOFTWARE SUPPORT FOR CENTRAL SERVICES, JUVENILE/PROBATE COURT, AND COUNTY CLERK WEST COMPLEX FOR 2009 WITH THE STATE OF MICHIGAN JUDICIAL INFORMATION SYSTEMS - INFORMATION TECHNOLOGY
<b>14F</b>	Information Technology - RESOLUTION AUTHORIZING ISSUANCE OF A PURCHASE ORDER TO BS&A SOFTWARE FOR SOFTWARE SUPPORT FOR THE EQUALIZATION, TREASURERS, ANIMAL CONTROL, AND DRAIN DEPARTMENTS
<b>14G</b>	RESOLUTION AUTHORIZING ISSUANCE OF A PURCHASE ORDER TO

FSG SOFTWARE, INC. FOR SOFTWARE SUPPORT FOR THE  
LIVINGSTON COUNTY SHERIFF AND JAIL DEPARTMENTS-Information  
Technology

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**14H** RESOLUTION AUTHORIZING INFORMATION TECHNOLOGY TO ENTER INTO CONTRACT WITH ANALYST INTERNATIONAL,INC. FOR THE PURCHASE OF EQUIPMENT AND INSTALLATION OF A WIRELESS POINT TO POINT SYSTEM CONNECTION FOR THE INTERMODAL BUILDING - Information Technology/General Government

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**14I** RESOLUTION AUTHORIZING THE PURCHASE OF A FIVE YEAR SMARTNET MAINTENANCE AGREEMENT FOR LIVINGSTON COUNTY INFORMATION TECHNOLOGY'S CISCO ROUTERS, SERVERS, TELEPHONES, AND SOFTWARE WITH ANALYST INTERNATIONAL - Information Technology

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**14J** RESOLUTION TO ENTER INTO AN AGREEMENT FOR GIS APPLICATION DEVELOPMENT SERVICES WITH GEOGRAPHIC INFORMATION SERVICES, INC. FOR ONLINE MAPPING WEBSITE AND BUDGET AMENDMENT - Information Technology / GIS

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**14K** RESOLUTION AUTHORIZING THE LIVINGSTON COUNTY INFORMATION TECHNOLOGY DEPARTMENT TO HOST THE HOWELL FIRE DEPARTMENT'S FIRE TOOLS APPLICATION - INFORMATION TECHNOLOGY

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**15. MISCELLANEOUS CLAIMS**

**16. COMPUTER PRINTOUT**

Claims Journal from 1-21-09

**17. ADJOURNMENT**

**RESOLUTION**

**NO:**

**LIVINGSTON COUNTY**

**DATE:**

**RESOLUTION AUTHORIZING PER DIEM AND MILEAGE REIMBURSEMENT TO NON-EMPLOYEE APPOINTEE TO LIVINGSTON COUNTY CONCEALED PISTOL LICENSING BOARD – BOARD OF COMMISSIONERS**

**WHEREAS,** pursuant to 2000 PA 381, the Concealed Pistol Licensing Board consists of three members or their respective designees, namely the Prosecuting Attorney, County Sheriff and the Director of the Department of State Police; and

**WHEREAS,** pursuant to Section 5, the Prosecuting Attorney has exercised the option to decline from this Board and the Board of Commissioners has been charged with selecting a qualified person to replace him; and

**WHEREAS,** the Licensing Board has elected to convene an “evaluation” panel, pursuant to Section 5(6); and

**WHEREAS,** the Licensing Board will generally be meeting at least one time each month; and

**WHEREAS,** the Board of Commissioners’ appointee to the Concealed Pistol Licensing Board and the members of the evaluation panel are qualified, citizen-at-large, persons; and

**WHEREAS,** these persons will be required to take time from their personal schedules to fulfill their respective responsibilities; and

**WHEREAS,** the per diem and mileage reimbursement expenses are paid from the Board of Commissioners budget 101.101.703.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby authorizes the payment of per diem and mileage reimbursement, as allowed by County policy, for the non-employee appointees to the Concealed Pistol Licensing Board and evaluation panel who are not County employees or officials.

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MOVED:

SECONDED:

CARRIED:

**RESOLUTION**

**NO:**

**LIVINGSTON COUNTY**

**DATE:**

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**RESOLUTION AUTHORIZING ISSUANCE OF BLANKET PURCHASE ORDERS FOR PURCHASE OF AMMUNITION – Sheriff's Department**

**WHEREAS,** the Sheriff's Department has a need for ammunition for target and service needs during the 2009 budget year; and

**WHEREAS,** the State of Michigan has an extendable contract with CMP Distributors of Lansing, for ammunition that is available to the County through the MiDeal Program where pricing remains the same as in 2008; and

**WHEREAS,** the Purchasing Office bid the ammunition that was not available on the above contract, and received four (4) bids, in which Michigan Police Equipment of Charlotte was the lowest bidder; and

**WHEREAS,** this expenditure was planned for and has been approved in the Sheriff's Department 2009 budget.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby approves Blanket Purchase Orders be issued for ammunition purchases for the 2009 budget year for an total amount not to exceed \$43,407.95 with \$ 11,765.00 to Michigan Police Equipment of Charlotte and \$ 31,642.95 to CMP Distributors of Lansing.

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MOVED

SECONDED:

CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

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**RESOLUTION AUTHORIZING OUT OF STATE TRAVEL FOR L.E.T.S DIRECTOR AND OPERATIONS MANAGER TO ATTEND THE FEDERAL TRANSIT ADMINISTRATION (FTA) TRIENNIAL AUDIT TRAINING IN CHICAGO, IL. FEBRUARY 3 & 4, 2009 – L.E.T.S./ General Government**

**WHEREAS,** it is the policy of Livingston County that out of state travel be held to a minimum and usually only Department Heads are authorized any travel outside of Michigan; and

**WHEREAS,** the FTA Regional Administrator strongly encourages transit agencies to attend the triennial audit training workshop to properly prepare for the audit that will be conducted in FY 2009; and

**WHEREAS,** this is the only such program being offered by the FTA in FY 2009; and

**WHEREAS,** LETS is due for its FY 2009 triennial audit (of fiscal years 2006, 2007, and 2008) sometime mid-August 2009; and

**WHEREAS,** Federal and State grant funds are available and are approved for this use, along with fare box revenues to pay 100% of the costs of attending this training program with the total cost not to exceed \$1,200 for travel, accommodations, parking, and food.

**THEREFORE BE IT RESOLVED** the Livingston County Board of Commissioners hereby approves out of state travel for L.E.T.S. Director and Operations Manager to attend the Federal Transit Administration's triennial audit training in Chicago, Illinois, February 3-4, 2009.

**BE IT FURTHER RESOLVED THAT** the cost of attending this training program is budgeted in the L.E.T.S. 2009 budget and is not to exceed \$1,200 for travel, accommodations, parking, and food.

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**MOVED:  
SECONDED:  
CARRIED:**



**RESOLUTION**

**NO:**

**LIVINGSTON COUNTY**

**DATE:**

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**RESOLUTION AUTHORIZING A CONTRACT WITH VENDTEK FOR VENDING MACHINE INSTALLTION AND SERVICE- PURCHASING**

**WHEREAS,** Purchasing released a Request for Proposal for Vending Machine Installation and Service for placement in various county buildings in which three (3) proposals were received and evaluated by a review committee that was formed consisting of staff members representing from each County facility; and

**WHEREAS,** it was determined after careful consideration that VendTek of Wixom, Michigan, met the qualifications and criteria deemed necessary to provide vending machine services and would be the best value for Livingston County; and

**WHEREAS,** VendTeck proposed a graduated commission structure based on net sales (gross revenue less bottle deposit and tax) as follows:

Monthly period sales:	Commission:
\$0 - \$3,000	12%
\$3,001 - \$5,000	14%
\$5,001 - \$7,000	16%
\$7,001 - Up	18%

In addition, they guaranteed Livingston County an annual minimum commissions of \$4,250.00.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby approves entering into a 5-year agreement with VendTek of Wixom, Michigan, to provide vending machine installation and service, per the above referenced commission schedule.

**BE IT FURTHER RESOLVED** that the Chairman of the Board of Commissioners be authorized to sign the above-referenced contract upon preparation by Civil Counsel.

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

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**RESOLUTION AUTHORIZING AN AGREEMENT BETWEEN COMMUNITY CORRECTIONS AND HOUSE ARREST SERVICES , INC. TO PROVIDE THE TRAINING, EQUIPMENT AND MONITORING SERVICES NECESSARY FOR PLACING OFFENDERS ON ELECTRONIC MONITORING – Community Corrections**

**WHEREAS,** Livingston County has a need for Electronic Monitoring of offenders in lieu of placing non-violent offenders in the Livingston County Jail ; and

**WHEREAS,** currently, twice a week, the installation of electronic monitoring is provided by House Arrest Services, of Eastpointe, Michigan; and

**WHEREAS,** Community Corrections will bring these services in-house and perform the installation and removal of tethers on a daily basis and generate the following fees:

- SCRAM - \$ 1.50 per day plus \$ 50.00 enrollment fee
- GPS - \$ 3.50 per day plus \$ 25.00 enrollment fee
- RF - \$ 1.50 per day plus \$ 25.00 enrollment fee
- MEMS 3000 - \$1.50 per day plus \$ 25.00 enrollment fee
- VOICE V - \$4.00 per day plus \$13.00 enrollment fee

**WHEREAS,** it is anticipated that approximately \$15,000 will be generated in 2009, for the Community Corrections Department by providing these services in-house.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby authorizes entering into an agreement with House Arrest Services, Inc. of Eastpointe, Michigan for providing the equipment, training, and monitoring of all electronic devices through December 31, 2009, with option to renew for an additional one year period.

**BE IT FURTHER RESOLVED** that the Chairman of the Board of Commissioners be authorized to sign any necessary documents pertaining to the contract or renewal upon review of Civil Counsel.

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**MOVED:**

**SECONDED:**

**CARRIED:**

RESOLUTION

NO:

See Page 2 for  
Amendment by  
Gen. Govt. Comm.

LIVINGSTON COUNTY

DATE:

**RESOLUTION AUTHORIZING CONTRACTS FOR 2009 FOR THE MONUMENTATION OR REMONUMENTATION OF THE PUBLIC LAND SURVEY CORNERS IN LIVINGSTON COUNTY - REGISTER OF DEEDS / GENERAL GOVERNMENT**

**WHEREAS,** the Livingston County Survey Plan has determined a need for the Monumentation or Remonumentation of all the public land survey corners in Livingston County to be accomplished over of 20-year period, in accordance with P.A. 345, 1990; and

**WHEREAS,** partial funding for the monumentation or Remonumentation of all the public land survey corners in Livingston County has been provided by P.A. 346, 1990.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby authorizes the Grant Administrator to contract for Remonumentation of 32 corners as proposed in the 2009 Grant Agreement for a total amount not to exceed \$160,000.00.

**BE IT FURTHER RESOLVED** that \$65,122.00 shall be taken from the Livingston County Survey Remonumentation Fund 245-245 as the County's contribution to the Grant Agreement and the Grant from the State of Michigan for its share totals \$136,178.00 for a total program not to exceed \$201,300.00.

**BE IT FURTHER RESOLVED** that the Chairman of the Board of Commissioners and the Grant Administrator are hereby authorized to sign said State Grant and consultant surveyor contracts upon review and approval of Civil Counsel.

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**MOVED:  
SECONDED:  
CARRIED:**

**Livingston County**  
**2009 REMONUMENTATION CORNERS**  
*Corners to be Researched and Monumented*

<b>2009 Cors.</b>	Livingston County Townships	Corner Identifiers (Act 74, P.A. 1970)
2	T 4 N, R 3 E, <b>Conway</b>	(L-10, L-8)
2	T 4 N, R 4 E, <b>Cohoctah</b>	(J-10, J-8)
2	T 4 N, R 5 E, <b>Deerfield</b>	(L-10, L-8)
2	T 4 N, R 6 E, <b>Tyrone</b>	(L-10, L-8)
2	T 3 N, R 3 E, <b>Handy</b>	(L-10, L-8)
2	T 3 N, R 4 E, <b>Howell</b>	(L-10, L-8)
<del>3</del> 2	T 3 N, R 5 E, <b>Oceola</b>	(L-10, L-8)
2	T 3 N, R 6 E, <b>Hartland</b>	(L-10, L-8)
2	T 2 N, R 3 E, <b>Iosco</b>	(J-10, J-8)
2	T 2 N, R 4 E, <b>Marion</b>	(L-10, L-8)
2	T 2 N, R 5 E, <b>Genoa</b>	(J-10, J-8)
2	T 2 N, R 6 E, <b>Brighton</b>	(J-10, J-8)
2	T 1 N, R 3 E, <b>Unadilla</b>	(J-10, J-8)
2	T 1 N, R 4 E, <b>Putnam</b>	(L-10, L-8)
2	T 1 N, R 5 E, <b>Hamburg</b>	(J-12, J-10)
2	T 1 N, R 6 E, <b>Green Oak</b>	(J-12, J-10)
<b>32</b>	<b>TOTAL</b>	

(Corner code in parenthesis):Center of section, \$5000 per corner

***“FIXED-FEE” Payment Schedule  
for  
2008 Remonumentation Surveyor Contracts***

TOWNSHIP (No. of Cor.)	Center of Sec. \$5000	TOTAL for Township
Conway(2)	5000	10000
Cohoctah(2)	5000	10000
Deerfield(2)	5000	10000
Handy(2)	5000	10000
Howell(2)	5000	10000
Oceola(2)	5000	10000
Iosco(2)	5000	10000
Marion(2)	5000	10000
Tyrone(2)	5000	10000
Hartland(2)	5000	10000
Genoa(2)	5000	10000
Brighton(2)	5000	10000
Unadilla(2)	5000	10000
Putnam(2)	5000	10000
Hamburg(2)	5000	10000
Green Oak(2)	5000	10000
<b>TOTAL</b>		<b>\$160,000.00</b>

**RESOLUTION**

**NO.**

**LIVINGSTON COUNTY**

**DATE:**

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**RESOLUTION APPOINTING THE GRANT ADMINISTRATOR OF THE SURVEY  
REMONUMENTATION PLAN - 2009**

**WHEREAS,** under 1990 PA 345, and the approved Livingston County Survey Plan, the Livingston County Board of Commissioners must appoint a Grant Administrator (“Grant Administrator”) for all surveying projects approved and initiated by the State Survey and Remonumentation Commission (“Commission”); and

**WHEREAS,** the Survey and Remonumentation Committee has recommended the appointment of a Grant Administrator (Administrator) who will perform the duties of the County Grant Administrator; and

**WHEREAS,** the Grant Administrator has agreed that he/she, or any firm or corporation, with which he/she is associated, will not be a Monumentation Surveyor (as defined in the approved Livingston County Survey Plan) in any county in the State of Michigan; and

**WHEREAS,** the Administrator has agreed to provide the County with the services it requires which include the following:

The Administrator’s duties as Grant Administrator shall include:

1. Submitting annually a grant application and supporting documents to the Commission by December 31.
2. Selecting a Monumentation Surveyor in compliance with Qualification Based Selection (QBS) as set forth in House Concurrent Resolution 206 (June 1987).
3. Submitting proposed County Monumentation Surveyor Contracts to the Livingston County Board of Commissioners for its approval and its authorization for execution.
4. Recommending payment to the Monumentation Surveyor as provided by the contract.
5. Submitting other documentation as required by the Commission.

**WHEREAS,** for purposes of compensation for 2009, the Grant Administrator shall be reimbursed on a biweekly fixed fee basis for the time expended, which shall include required secretary/technician services. The biweekly fixed fee and additional reimbursement for necessary expenses shall be as follows:

- As part of the biweekly fixed-fee compensation, the Grant Administrator shall furnish his/her own office work space, telephone and vehicle; and
- The Grant Administrator shall be reimbursed for: (1) required expendable office supplies; (2) long-distance telephone calls; (3) mileage (at the current Livingston County rate); (4) lodging (when it is necessary to be out of the County); and (5) miscellaneous applicable out-of-pocket expenses; and

- For the calendar year of 2009, the Grant Administrator shall be paid Three hundred fifty-three and 84/100 (\$353.84) per biweekly pay period (\$9,200 per year); and
- The fixed fee charges may be split between the Grant Administrator and the Deputy Grant Administrator as \$176.92 per any week in which the Deputy Grant Administrator is assigned and performs the duties of the Grant Administrator, when applicable.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby appoints Sally Reynolds as Grant Administrator for Livingston County Survey and Remonumentation Plan with the terms and conditions as outlined above.

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**MOVED:**

**SECONDED:**

**CARRIED:**

**RESOLUTION**

**NO:**

**LIVINGSTON COUNTY**

**DATE:**

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**RESOLUTION APPOINTING DEPUTY GRANT ADMINISTRATOR OF THE SURVEY  
REMONUMENTATION PLAN - 2009**

**WHEREAS,** under 1990 PA 345, and the approved Livingston County Survey Plan, the Livingston County Board of Commissioners must appoint a Grant Administrator (“Grant Administrator”) for all surveying projects approved and initiated by the State Survey and Remonumentation Commission (“Commission”); and

**WHEREAS,** the Survey and Remonumentation Committee has recommended entering into contract for Deputy Grant Administrator, as an Independent Contractor, commencing January 1, 2009 and terminating on December 31, 2009, who will perform the duties of the County Grant Administrator only upon the request of either the County Grant Administrator or the Livingston County Board of Commissioners, and only in the absence or incapacity of the County Grant Administrator; and

**WHEREAS,** the Contractor (Deputy Grant Administrator) has agreed that he/she, or any firm or corporation, with which he/she is associated, will not be a Monumentation Surveyor (as defined in the approved Livingston County Survey Plan) in any county in the State of Michigan; and

**WHEREAS,** the Contractor has agreed to provide the County, on an independent contractor basis, with the services it requires which include the following:

The Contractor’s duties as Deputy Grant Administrator, when the Grant Administrator is unavailable, shall include:

1. Submitting annually a grant application and supporting documents to the Commission by December 31.
2. Selecting a Monumentation Surveyor in compliance with Qualification Based Selection (QBS) as set forth in House Concurrent Resolution 206 (June 1987).
3. Submitting proposed County Monumentation Surveyor Contracts to the Livingston County Board of Commissioners for its approval and its authorization for execution.
4. Recommending payment to the Monumentation Surveyor as provided by the contract.
5. Submitting other documentation as required by the Commission.

**WHEREAS,** for purposes of compensation for 2009 the Deputy Grant Administrator, when assuming the duties of the Grant Administrator, shall be reimbursed as follows:

“For purposes of compensation for 2009 the Deputy Grant Administrator, when acting as Grant Administrator, shall be reimbursed on a weekly fixed -fee basis for the time expended which shall include required secretary/technician services.

Additional reimbursement for necessary expenses shall be provided as follows:



- As part of the weekly fixed-fee compensation, the Deputy Grant Administrator shall furnish his/her own office work space, telephone and vehicle;
- The Deputy Grant Administrator shall be reimbursed for: (1) required expendable office supplies; (2) long-distance telephone calls; (3) mileage (at the current Livingston County rate); (4) lodging (when it is necessary to be out of the County); and (5) miscellaneous applicable out-of-pocket expenses;

For the calendar year 2009, the Deputy Grant Administrator shall be paid **ONE HUNDRED SEVENTY-SIX AND 92/100 DOLLARS** (\$176.92) for each week in which he/she is assigned and performs the duties of the Grant Administrator.”

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby appoints Kathleen Ignatowski as Deputy Grant Administrator for Livingston County Survey and Remonumentation Plan and authorizes a contract commencing January 1, 2009 and terminating December 31, 2009, with the term and conditions as outlined above.

**BE IT FURTHER RESOLVED** that the Chair is authorized to sign said contract upon review and approval of Civil Counsel.

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**MOVED:  
SECONDED:  
CARRIED:**

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**RESOLUTION**

**NO.**

**LIVINGSTON COUNTY**

**DATE:**

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**RESOLUTION APPOINTING DEPUTY COUNTY REPRESENTATIVE OF THE SURVEY REMONUMENTATION PLAN -2009**

**WHEREAS**, under 1990 PA 345, and the approved Livingston County Survey Plan, the Livingston County Board of Commissioners must appoint a Deputy County Representative (“Deputy County Representative”) for all surveying projects approved and initiated by the State Survey and Remonumentation Commission (“Commission”); and

**WHEREAS**, the Survey and Remonumentation Committee has recommended entering into contract for Deputy County Representative, as an Independent Contractor, commencing January 1, 2009 and terminating on December 31, 2009; and

**WHEREAS**, the Deputy County Representative may be a Monumentation Surveyor (as defined in the approved Livingston County Survey Plan), he/she hereby agrees that he/she will not perform any of the functions of the County Grant Administrator as defined in the approved Livingston County Survey Plan; and

**WHEREAS**, the Contractor (“Deputy County Representative”) is a surveyor licensed to practice in the State of Michigan and has agreed to provide the county, on an independent contractor basis, with the services it requires which include the following:

In addition to any duties assigned to county representatives by law, the Contractor as Deputy County Representative shall, when the County Representative is unavailable, establish requirements and procedures to implement the following:

- A. Research the history of corners and horizontal and vertical control stations.
2. Field verify whether corners are “Existent”, “Lost”, or “Obliterated”.
3. Set a marker at all corners, following the Peer Group’s ratification. The location of said corners shall be established in accordance with the procedures set forth in the “Manual of Instructions for the Survey of Public Lands of the United States”, prepared by the Bureau of Land Management of the United States Department of Interior (Technical Bulletin 6, or subsequent editions).
4. Recover all existing horizontal and vertical control stations.

The Contractor as Deputy County Representative shall, when the County Representative is unavailable, also be responsible for:

1. Establishing, scheduling meetings of, and chairing a Peer Group which will meet and act as advisors for ratification of corner locations. These meetings shall be in compliance with the Open Meetings Act, 1976 PA 267.

2. Creating and maintaining a filing system for each corner, which contains all survey information compiled.
3. Submitting documentation to the County Grant Administrator as required for the annual Application for Monumentation Grant which includes, but is not limited to, the following:
  1. For the current-year projects, a description of the work area completed, the work area projected to be completed by December 31, and work area remaining to be completed.  
A2. A general work-progress report for all previously awarded contracts.
  3. The Work Program for the following year. The Work Program will indicate (a) the area where the Public Land Survey corners and Property-controlling corners are proposed to be monumented and/or remonumented within the next contract year; (b) the area where the Public Land Survey corners and Property-controlling corners are to be researched in the next contract year; (c) the area where horizontal and vertical control stations are to be researched and located; and (d) the area where horizontal and vertical coordinates are to be established.
4. Creating and maintaining a filing system for horizontal and vertical geodetic monumentation information obtained from National Geodetic Survey, United States Geological Survey and other sources.
5. Coordinating the densification of horizontal and vertical geodetic monumentation with the Commission's Geodetic Advisor.

In addition to the requirements of the approved Livingston County Survey Plan, the Contractor as Deputy County Representative, when the County Representative is unavailable, shall:

- Schedule and chair the meeting of the Survey & Remonumentation Committee.
- Ascertain, through periodic on-site inspections and review, that the work performed under monumentation contracts has been satisfactorily completed before recommending to the Grant Administrator that final payment be made by the Livingston County Board of Commissioners.

**WHEREAS,** for purposes of compensation for 2009, the Deputy County Representative, when assuming the duties of the County Representative, shall be considered on the same basis as the County Representative which follows:

For purposes of compensation for 2009, the County Representative (or Deputy County Representative) shall be considered as an Independent Contractor to be reimbursed on a monthly fixed-fee basis for the time expended which shall include required secretary/technician services. The monthly fixed-fee and additional reimbursement for necessary expenses shall be as follows:

- As part of the weekly fixed-fee compensation, the County Representative (or Deputy County Representative) shall furnish his/her own office work space, telephone and vehicle; and
- For the calendar year of 2009, the County Representative shall be paid One thousand six hundred sixty-six and 66/100 dollars (\$1666.66) per month, [Twenty thousand Dollars (\$20,000) per year]; and
- The fixed-fee charges may be split between the County Representative and Deputy County Representative as Three hundred eighty-four and 61/100 dollars (\$384.61) per any week in which the Deputy County Representative is assigned and performs the duties of the County Representative, when applicable; and

If, due to unexpected circumstances, it is deemed to be in the best interest of Livingston County to exceed the \$20,000 maximum, approval by the Livingston County Board of Commissioners will be required.

**WHEREAS,** after careful consideration, the Survey and Remonumentation Committee recommends the reappointment of Jack Smith as Deputy County Representative of the Livingston County Survey and Remonumentation Plan.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby appoints Jack Smith, as Deputy County Representative, for Livingston County Survey and Remonumentation Plan and authorizes a contract commencing January 1, 2009 and terminating December 31, 2009, with the terms and conditions as outlined above.

**BE IT FURTHER RESOLVED** that the Chair is authorized to sign said contract as prepared by Civil Counsel.

# # #

**MOVED:  
SECONDED:  
CARRIED:**

**RESOLUTION**

**NO.**

**LIVINGSTON COUNTY**

**DATE:**

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**RESOLUTION APPOINTING COUNTY REPRESENTATIVE OF THE SURVEY  
REMONUMENTATION PLAN - 2009**

**WHEREAS**, under 1990 PA 345, and the approved Livingston County Survey Plan, the Livingston County Board of Commissioners must appoint a County Representative ("County Representative") for all surveying projects approved and initiated by the State Survey and Remonumentation Commission ("Commission"); and

**WHEREAS**, the Survey and Remonumentation Committee has recommended entering into a contract for County Representative, as an Independent Contractor, commencing January 1, 2009 and terminating on December 31, 2009; and

**WHEREAS**, the County Representative may be a Monumentation Surveyor (as defined in the approved Livingston County Survey Plan), he/she hereby agrees that he/she will not perform any of the functions of the County Grant Administrator as defined in the approved Livingston County Survey Plan; and

**WHEREAS**, the Contractor is a surveyor licensed to practice in the State of Michigan and has agreed to provide the county, on an independent contractor basis, with the services it requires which include the following:

In addition to any duties assigned to county representatives by law, the Contractor as County Representative shall establish requirements and procedures to implement the following:

1. Research the history of corners and horizontal and vertical control stations.
2. Field verify whether corners are "Existent", "Lost", or "Obliterated".
3. Set a marker at all corners following the Peer Group's ratification. The location of said corners shall be established in accordance with the procedures set forth in the "Manual of Instructions for the Survey of Public Lands of the United States", prepared by the Bureau of Land Management of the United States Department of Interior (Technical Bulletin 6, or subsequent editions).
4. Recover all existing horizontal and vertical control stations.

The Contractor as County Representative shall also be responsible for:

- A. Establishing, scheduling meetings of, and chairing a Peer Group which will meet and act as advisors for ratification of corner locations. These meetings shall be in compliance with the Open Meetings Act, 1976 PA 267.

2. Creating and maintaining a filing system for each corner, which contains all survey information compiled.
3. Submitting documentation to the County Grant Administrator as required for the annual Application for Monumentation Grant which includes, but is not limited to, the following:
  1. For the current-year projects, a description of the work area completed, the work area projected to be completed by December 31, and work area remaining to be completed.
  2. A general work-progress report for all previously awarded contracts.
  3. The Work Program for the following year. The Work Program will indicate (a) the area where the Public Land Survey corners and Property-controlling corners are proposed to be monumented and/or remonumented with the next contract year; (b) the area where the Public Land Survey corners and Property-controlling corners are to be researched in the next contract year; (c) the area where horizontal and vertical control stations are to be researched and located; and (d) the area where horizontal and vertical coordinates are to be established.
4. Creating and maintaining a filing system for horizontal and vertical geodetic monumentation information obtained from National Geodetic Survey, United States Geological Survey and other sources.
5. Coordinating the densification of horizontal and vertical geodetic monumentation with the Commission's Geodetic Advisor.

In addition to the requirements of the approved Livingston County Survey Plan, the Contractor as County Representative shall:

1. Schedule and chair the meeting of the Survey & Remonumentation Committee.
2. Ascertain, through periodic on-site inspections and review, that the work performed under monumentation contracts has been satisfactorily completed before recommending to the Grant Administrator that final payment to be made by the Livingston County Board of Commissioners.

**WHEREAS,** for purposes of compensation for 2009, the County Representative shall be considered as an Independent Contractor to be reimbursed on a monthly fixed-fee basis for the time expended, which shall include required secretary/technician services. The monthly fixed-fee and additional reimbursement for necessary expenses shall be as follows:

- As part of the weekly fixed-fee compensation, the County Representative shall furnish his/her own office work space, telephone and vehicle; and
- The County Representative shall be reimbursed for (1) required expendable office supplies; (2) long distance telephone calls; (3) mileage (at the current Livingston County rate); (4) lodging (when it is necessary

to be out of the County); and (5) miscellaneous applicable out-of-pocket expenses; and

- For the calendar year of 2009, the County Representative shall be paid One thousand six hundred sixty-six and 66/100 dollars (\$1666.66) per month, [Twenty thousand Dollars (\$20,000) per year]; and
- The fixed-fee charges may be split between the County Representative and Deputy County Representative as Three hundred eighty-four and 61/100 dollars (\$384.61) per any week in which the Deputy County Representative is assigned and performs the duties of the County Representative, when applicable; and

If, due to unexpected circumstances, it is deemed to be in the best interest of Livingston County to exceed the \$20,000 maximum, approval by the Livingston County Board of Commissioners will be required.

**WHEREAS,** after careful consideration, the Survey & Remonumentation Committee recommends the reappointment of Jennifer Defenderfer as County Representative of the Livingston County Survey and Remonumentation Plan.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby appoints Jennifer Defenderfer, as County Representative, for Livingston County Survey and Remonumentation Plan and authorizes a contract commencing January 1, 2009 and terminating December 31, 2009, with the term and conditions as outlined above.

**BE IT FURTHER RESOLVED** that the Chair is authorized to sign said contract as prepared by Civil Counsel.

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**MOVED:  
SECONDED:  
CARRIED:**

**RESOLUTION**

**NO:**

**LIVINGSTON COUNTY**

**DATE:**

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**RESOLUTION AUTHORIZING PER DIEM MEETING PAYMENT FOR SURVEY & REMONUMENTATION PEER GROUP MEMBERS FOR 2009 AS PER APPROVED BUDGETS FOR LIVINGSTON COUNTY SURVEY & REMONUMENTATION**

**WHEREAS,** the Livingston County Survey Plan has determined a need for the Monumentation or Remonumentation of all the public land survey corners in Livingston County to be accomplished over of 20-year period, in accordance with P.A. 345, 1990; and

**WHEREAS,** partial funding for the monumentation or Remonumentation of all the public land survey corners in Livingston County has been provided by P.A. 346, 1990.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby authorizes the Grant Administrator to approve the payment of \$50 *per meeting* to Remonumentation Peer Group members; the Grant Administrator is also authorized to contract for the Peer Group Secretary for payment of \$50 per meeting; those members being Peer Group members as appointed by the Survey & Remonumentation Committee as reviewed by the Board of Commissioners, not to exceed 11 members as defined in the Livingston County Survey Plan; (see attached membership roster) Peer Group Meeting dates being established as the 1<sup>st</sup> and 3<sup>rd</sup> Wednesday of each month February thru October.

**BE IT FURTHER RESOLVED** that as the total expense is estimated to be \$11,000 per year, the County's contribution to the payment shall be taken from the Survey & Remonumentation Fund 245-245.

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**MOVED:  
SECONDED:  
CARRIED:**



**Livingston County Survey Plan  
PEER GROUP MEMBERSHIP ROSTER  
2009 Program Year**

<u>REGULAR MEMBER</u>	<u>COMPANY</u>	<u>PHONE &amp; ALTERNATE</u>
<b>Bonno, Gil</b> gbonno@roweincorp.com	Rowe Engineering, Inc. 6211 Taylor Drive Flint, MI 48507	(810) 341-7500 Fax (810) 341-7573
<b>Defenderfer, Jennifer</b> ej_defenderfer@yahoo.com	County Representative 6816 Wide Valley Brighton, MI 49116	(810) 231-3488 Fax same-(Call first)
<b>Dodge, Brett</b> bdodge@sidockgroup.com	Sidock Group, Inc 43155 Main Street Suite 2310 Novi, MI 48375	(248) 349-4500 Fax(248) 349-1429
<b>Fergus, Chris</b> chrisf@bosseng.com	Boss Engineering Co. 3121 E. Grand River Howell, MI 48843	(517) 546-4836 (517) 548-1670 John Lobbestael
<b>Hughes, Darrell D.</b> Darrell@hughessurveyors.com	Darrell D. Hughes & Assoc. 638 South Grand, P.O. Box 1039 Fowlerville, MI 48836-1039	(517) 223-3512 Fax (517) 223-9987
<b>Lukowicz, Mariusz</b> mariuszl@desineinc.com	Desine Inc. 2183 Pless Dr. Brighton , MI 48116	(810) 227-9533 Fax (810) 227-9460
<b>Newton, Walton</b> snewton@livingstonroads.org	Livingston Co. Road Comm. 3535 Grand Oaks Drive Howell, MI 48843	(517) 546-4250 Fax (517) 546-9628
<b>Smith, Jack</b> garlocksmith@comcast.net	Garlock-Smith Land Surveying 804 E. Grand River Howell, MI 48843	(517) 546-3340 Fax (517) 546-2941
<b>Strebbling, Bill</b> bill@livingstoneng.com	Livingston Engineering 3300 South Old US 23 Brighton, MI 48114	(810) 225-7100 Fax (810) 225-7699
<b>Thompson, Brad F.</b> bfthompsonpc@comcast.net	B.F. Thompson P.C. 1520 Gulley Road Howell, MI 48843	(517) 548-3142 Fax (517) 548-0049
<b>Barnwell Dwyer, Mary</b> <u>ALTERNATE</u> mbarnwell@mnlinc.com	2009 Parker St. Livonia, MI 48152	(734) 476-1574 cell
<b>Garlock, Charles</b> <u>ALTERNATE</u>	Garlock-Smith Land Surveying 804 E. Grand River Howell, MI 48844-0332	(517) 546-3340 Fax (517) 546-2941

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

**RESOLUTION AUTHORIZING ISSUANCE OF A BLANKET PURCHASE ORDER TO CDW-G, INC., AND ANALYSTS INTERNATIONAL FOR CONTRACT SERVICES FOR THE INFORMATION TECHNOLOGY DEPARTMENT FOR 2009 - INFORMATION TECHNOLOGY/PURCHASING/GENERAL GOVERNMENT COMMITTEE/FINANCE COMMITTEE**

**WHEREAS,** due to on-going needs of Information Technology High-Tech Services from outside sources, it has been determined that there is a need for a Blanket Purchase order to be authorized for on-call support and upgrades that are needed through out the year for the Information Technology Department; and

**WHEREAS,** after review of the vendors and services, Purchasing and IT recommends that a Blanket Purchase order with CDW-G, Inc. of Southfield, MI and Analysts International of Lansing, MI be awarder for a one (1) year period January 2, 2009 through December 31, 2009 in the amount not to exceed \$75,000.00 for CDW-G, Inc, and \$150,000.00 for Analysts International; and

**WHEREAS,** the cost of tech support is \$135.00 per hour for standard service and \$175.00 per hour for high-end service; and

**WHEREAS,** funds have been budgeted and approved in the Information Technology Fiscal year 2009 budget; and

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby approves a Blanket Purchase order be issued to CDW-G Inc., of Southfield, MI. in the amount not to exceed \$75,000.00 and a Blanket Purchase order be issued to Analysts International of Lansing, MI. in the amount not to exceed \$150,000.00 for Tech Support Services for the period of January 2, 2009 through December 31, 2009 at the rate of \$135.00 per hour for standard service and \$175.00 per hour for high-end service.

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MOVED:

SECONDED:

CARRIED:

**RESOLUTION**

**NO:**

**LIVINGSTON COUNTY**

**DATE:**

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**RESOLUTION AUTHORIZING ISSUANCE OF A PURCHASE ORDER TO HARRIS FOR SOFTWARE SUPPORT FOR THE LIVINGSTON COUNTY TREASURER'S DEPARTMENT FOR THE YEAR 2009 – INFORMATION TECHNOLOGY**

**WHEREAS,** due to the need to ensure that technical support services and software upgrades are received for the Treasurers department, it has been determined that there is a need to renew the Harris Software support for the year 2009; and

**WHEREAS,** in compliance with the Livingston County Purchasing Policy, Harris of Ottawa, Ontario Canada is the sole source for the purchase of the annual Harris Software support for the Livingston County Treasurer's Department and has been selected for the purchase of the software support renewal for 2009; and

**WHEREAS,** after the review of the vendor and products, Purchasing recommends that a Purchase Order with Harris, of Ottawa, Ontario Canada, be awarded for a 1 year period covering January 1, 2009 through December 31, 2010 for an amount not to exceed \$22,519.70; and

**WHEREAS,** 18 additional licenses were purchased in the year 2008, therefore the cost of maintenance has gone up from \$14,887.32 in 2008 to \$22,519.70 for the 2009 calendar year; and

**WHEREAS,** funding for same is available through the Information Technology Budget; and

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby approves a Purchase Order be issued to Harris for annual software support from January 1, 2009 through December 31, 2010 for an amount not to exceed \$22,519.70.

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MOVED:

SECONDED:

CARRIED:

**RESOLUTION**

**NO:**

**LIVINGSTON COUNTY**

**DATE:**

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**RESOLUTION AUTHORIZING A THREE-YEAR MAINTENANCE AGREEMENT WITH ANALYSTS INTERNATIONAL FOR THE COUNTY'S ACTIVE INTERNET AND MANAGED FIREWALL SERVICES - INFORMATION TECHNOLOGY/GENERAL GOVERNMENT**

**WHEREAS,** the Livingston County has Information Technology Department has the responsibility of providing the highest level of network security; and

**WHEREAS,** Livingston County currently pays a total amount of \$21,000.00 per year for these services; and

**WHEREAS,** the Active Internet and Managed Firewall services agreement for Livingston County has expired; and

**WHEREAS,** the IT department has decided to renew the service with a three-year option because of the savings we would realize; and

**WHEREAS,** the cost of renewing these services for three (3) years is \$20,998.80 annually; and

**WHEREAS,** the Active Internet and Managed Firewall services will be renewed by Analysts International; and

**WHEREAS,** the IT Department has budgeted this purchase in the 2009 Budget and has funds in line item 636-258 931.000 to cover this expense; and

**WHEREAS,** this Resolution has been recommended for approval by the General Government Committee.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby approves retaining a three (3) year agreement with Analysts International for Active Internet and Managed Firewall services at a cost of \$20,988.80 per year.

**BE IT FURTHER RESOLVED** that the Chairman of the Board of Commissioners be authorized to sign the above-referenced agreement upon review by Civil Counsel.

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**MOVED:  
SECONDED:  
CARRIED:**

RESOLUTION

NO:

*See Amendments  
made at  
Gen. Govt. Comm.*

LIVINGSTON COUNTY

DATE:

**RESOLUTION AUTHORIZING ISSUANCE OF A BLANKET PURCHASE ORDER AUTHORIZING THE PURCHASE OF COMPUTER EQUIPMENT THAT HAS BEEN BUDGETED FOR THROUGH THE INFORMATION TECHNOLOGY DEPARTMENT FOR PURCHASES OF COMPUTER EQUIPMENT FOR ALL COUNTY DEPARTMENTS - INFORMATION TECHNOLOGY/PURCHASING/GENERAL GOVERNMENT COMMITTEE/FINANCE COMMITTEE**

**WHEREAS,** due to the on going need for computer equipment replacement which includes PC's laptops, servers, monitors, printers, etc for all the County departments; it has been determined that there is a need for a blanket Purchase Order to be issued for the 2009 fiscal year; and

**WHEREAS,** after the review of the current vendors based on the products and services provided, four (4) Vendors have been selected to be used in reference to this Resolution once approved; and

**WHEREAS,** the vendors and amounts are as follows:

EDS of Lansing, MI	\$20,000.00	
TechDepot of Trumbull, CT	\$10,000.00	
InaComp of Southfield, MI	<del>\$35,000.00</del>	<b>\$30,000.00</b>
Hewlett Packard of Houston, TX	<del>\$30,000.00</del>	<b>\$22,500.00</b>

**WHEREAS,** in compliance with the Purchasing Policy, all vendors selected have contracts available to us through the State of Michigan MIDEal Program, U.S. Communities and REMC programs; and

**WHEREAS,** funds for the purchase of this equipment have been budgeted for through the Information Technology Department, for the 2009 fiscal year; and

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby approves the issuance of Blanket Purchase Orders for the 2009 fiscal year to the following vendors and amounts for the purchase of replacement computer equipment:

EDS of Lansing, MI	\$20,000.00	
TechDepot of Trumbull, CT	\$10,000.00	
InaComp of Southfield, MI	<del>\$30,000.00</del>	<b>\$30,000.00</b>
Hewlett Packard of Houston, TX	<del>\$35,000.00</del>	<b>\$22,500.00</b>

# # #

**MOVED:  
SECONDED:  
CARRIED:**

**RESOLUTION**

**NO:**

**LIVINGSTON COUNTY**

**DATE:**

---

**RESOLUTION AUTHORIZING THE PURCHASE OF SOFTWARE SUPPORT FOR CENTRAL SERVICES, JUVENILE/PROBATE COURTS, AND COUNTY CLERK-WEST COMPLEX FOR 2009 WITH THE STATE OF MICHIGAN JUDICIAL INFORMATION SYSTEMS – INFORMATION TECHNOLOGY**

**WHEREAS,** the software used by Central Services Departments, Juvenile/Probate Court, and County Clerk-West Complex require annual support subscriptions to ensure software updates and technical software support services are received; and

**WHEREAS,** the Information Technology Department is hereby requesting authorization to purchase the software support for Central Services, Juvenile/Probate Court, and County Clerk West Complex for the year 2009 through the State of Michigan Judicial Information Systems; and

**WHEREAS,** the Information Technology Department has obtained total costs for technical software services for the year 2009 and recommends that a Blanket Purchase Order with the State of Michigan Judicial Information Systems, be issued for a one (1) year period covering January 1, 2009 through December 31, 2009 for an amount not to exceed \$98,667.00 ; and

**WHEREAS,** funding for same is available in the through the Information Technology Department budget in the software line item 636 258 933.020 Budget; and,

**WHEREAS,** last year's total cost for JIS services totaled \$ 97,500.00; and

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby approves a Blanket Purchase Order be issued to the State of Michigan for the Judicial Information Systems for technical software support for Central Services, Juvenile/Probate Court, and County Clerk West Complex for the year 2009 for January 1, 2009 through December 31, 2009 for an amount not to exceed \$ 98,667.00.

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**MOVED:  
SECONDED:  
CARRIED:**

**RESOLUTION**

**NO:**

**LIVINGSTON COUNTY**

**DATE:**

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RESOLUTION AUTHORIZING ISSUANCE OF A PURCHASE ORDER TO BS&A SOFTWARE FOR SOFTWARE SUPPORT FOR THE EQUALIZATION, TREASURERS, ANIMAL CONTROL, AND DRAIN DEPARTMENTS - Information Technology

**WHEREAS,** due to the need to ensure that technical support services and software upgrades are received for the several departments that share the BS&A Software it has been determined that there is a need for these software support services for the Equalization, Treasurers, Animal Control, and Drain Departments; and

**WHEREAS,** in compliance with the Livingston County Purchasing Policy, BS&A Software, of Bath, MI, is the sole source for the purchase of the annual BS&A software support services for the departments so mentioned; and

**WHEREAS,** after the review of the vendor and products, the Purchasing Department recommends that a purchase order with BS&A Software of Bath, MI, be awarded for a 1 year period from August 1, 2009 through July 31, 2009 for an amount not to exceed \$28,515.00; and

**WHEREAS,** funding for same is available through the Information Technology Budget; and

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby approves a Purchase Order be issued to BS&A for annual software maintenance from August 1, 2009 through July 31, 2010 for the amount of \$28,515.00.

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**MOVED:  
SECONDED:  
CARRIED:**

**RESOLUTION**

**NO:**

**LIVINGSTON COUNTY**

**DATE:**

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**RESOLUTION AUTHORIZING ISSUANCE OF A PURCHASE ORDER TO FSG SOFTWARE, INC., FOR SOFTWARE SUPPORT FOR THE LIVINGSTON COUNTY SHERIFF AND JAIL DEPARTMENTS- INFORMATION TECHNOLOGY**

**WHEREAS,** due to the need to ensure technical support services and software upgrades are received for the Sheriff and Jail Departments' primary record management software, it has been determined that there is a need to renew the FSG Software support for the year 2009; and

**WHEREAS,** the Sheriff Department and the Jail will split the cost of the 2009 software support renewal with FSG Software in half, 50% to the Sheriff Department and 50% to the Jail; and

**WHEREAS,** in compliance with the Livingston County Purchasing Policy, FSG Software, Inc. of Janesville, WI., is the sole source for the purchase of annual FSG Software support for the departments so mentioned; and

**WHEREAS,** after the review of the vendor and products, the Purchasing Department recommends a purchase order with FSG Software, of Janesville, WI., be awarded for a 1 year period covering January 1, 2009 through December 31, 2009 for an amount not to exceed \$10,978.32: and

**WHEREAS,** funding for same is available through the Information Technology Budget; and

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby approves a Purchase Order be issued to FSG Software, Inc. for software support for the Livingston County Sheriff and Jail Departments from January 1, 2009 through December31, 2009 for an amount not to exceed \$10,978.32.

# # #

MOVED:

SECONDED:

CARRIED:



RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

**RESOLUTION AUTHORIZING INFORMATION TECHNOLOGY TO ENTER INTO A CONTRACT WITH ANALYST INTERNATIONAL, INC. FOR THE PURCHASE OF EQUIPMENT AND INSTALLATION OF A WIRELESS POINT TO POINT CONNECTION FOR THE INTERMODAL BUILDING – Information Technology/ General Government**

**WHEREAS,** the fiber project connecting all of the County owned buildings in the Howell area has been completed; and

**WHEREAS,** EMS, LETS, and Airport have been incorporated into the county’s voice (IP) and data network; and

**WHEREAS,** a wireless point to point network has been installed as a back up to the fibre network between the East, West and Downtown campuses; and

**WHEREAS,** the original point to point installed in 2007 was designed and installed by Wireless Resources, Inc.; and,

**WHEREAS,** Wireless Resources, Inc. was selected based on their ability to provide the through put required by the county for Quality of Voice services for IP network and has equipment that can over come the line of site difficulties inherent in achieving connectivity to the Intermodal Building; and

**WHEREAS,** Wireless Resources, Inc. has been acquired by Analyst International, Inc.; and

**WHEREAS,** the implementation, cost of equipment and maintenance of the point to point system is \$61,777.89; and

**WHEREAS,** the cost of the point to point extension from the West complex to the Intermodal Building is included in the FY2009 Information Technology budget under line item 636 258.977; and

**WHEREAS,** this Resolution has been recommended for approval by the General Government Committee.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby approves the entering into a contract for wireless point to point equipment and implementation services to connect the Intermodal Building to the county wireless network from Analyst International Inc. at a total cost of \$61,777.89.

# # #

MOVED:  
SECONDED:  
CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

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**RESOLUTION AUTHORIZING THE PURCHASE OF A FIVE YEAR SMARTNET MAINTENANCE AGREEMENT FOR LIVINGSTON COUNTY INFORMATION TECHNOLOGY'S CISCO ROUTERS, SERVERS, TELEPHONES, AND SOFTWARE WITH ANALYST INTERNATIONAL - INFORMATION TECHNOLOGY**

**WHEREAS,** the current five year agreement for CISCO SmartNet maintenance expires in January of this year and needs to be renewed; and

**WHEREAS,** the CISCO equipment will be in use in the Livingston County IT network for the foreseeable future; and

**WHEREAS,** the cost of the five year SmartNet agreement of \$255,485.71 will result in a cost savings to the County of \$59,700.36; and

**WHEREAS,** the cost of the SmartNet yearly maintenance is included in the approved FY2009 budget in line item 636 258 931.000; and

**WHEREAS,** the SmartNet maintenance contract is with CISCO with service provided by their local representative Analyst International.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby authorizes the purchase of a five-year SmartNet maintenance agreement with CISCO and Analyst International in the amount of \$255,485.71, with will be paid for on an annual basis.

**BE IT FURTHER RESOLVED** that the Board Chair be authorized to sign said maintenance agreement upon review of Civil Counsel

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MOVED:

SECONDED:

CARRIED:

**RESOLUTION**

**NO:**

**LIVINGSTON COUNTY**

**DATE:**

**RESOLUTION TO ENTER INTO AN AGREEMENT FOR GIS APPLICATION DEVELOPMENT SERVICES WITH GEOGRAPHIC INFORMATION SERVICES, INC. FOR ONLINE MAPPING WEBSITE AND BUDGET AMENDMENT - Information Technology / GIS**

**WHEREAS,** the GIS Intranet website (eParcels) is not working properly, the GIS data needs to be linked with other databases, and GIS needs to increase revenue while continuing to meet the mapping needs of county departments and other customers; and

**WHEREAS,** the GIS Application Developer position is vacant; and

**WHEREAS,** A Scope of Work was sent out to 4 pre-qualified Vendors and Geographic Information Services, Inc. of Birmingham, Alabama, with their Midwest Regional Office in Novi, Michigan, has been selected to perform all work based on qualifications, experience and work history and has agreed to adhere to the terms in their proposal dated December 3, 2008; and

**WHEREAS,** the cost of developing the online mapping website, which will allow users to access the GIS data online, shall not exceed \$49,086; and

**WHEREAS,** funding was included in the 2008 GIS budget, however the project will not begin until Fiscal-Year 2009, and therefore needs to be included in the 2009 IT budget; and

**WHEREAS,** the proposed amendment ensures compliance with the Uniform Budgeting and Accounting Act, as amended; and

**WHEREAS,** this Resolution has been recommended for approval by the Technology Committee at their December 17, 2008 meeting.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners approves a contract for services with Geographic Information Services, Inc. of Birmingham, Alabama, to create a GIS-based address database and an interactive mapping website at a cost not to exceed \$49,086.

**BE IT FURTHER RESOLVED** that development services begin in February 2009 and continue for approximately 90 days with anticipated delivery of all project products by June 30, 2009.

**BE IT FURTHER RESOLVED** that the Livingston County Board of Commissioners hereby approves and adopts the proposed 2009 amended budget as follows:

Fund	Amended Budget	Proposed Amendment	Proposed 2009 Amended Budget
IT	\$3,468,900	\$28,000	\$3,496,900

The budgetary Status Reports showing the line-item changes for this budget amendment will be attached as part of the resolution.

**BE IT FURTHER RESOLVED** that the Board Chairman is authorized to sign said contract upon review of Civil Counsel.

# # #

**MOVED:  
SECONDED:  
CARRIED:**

**RESOLUTION**

**NO:**

**LIVINGSTON COUNTY**

**DATE:**

**RESOLUTION AUTHORIZING THE LIVINGSTON COUNTY INFORMATION TECHNOLOGY DEPARTMENT TO HOST THE HOWELL FIRE DEPARTMENT'S FIRE TOOLS APPLICATION - INFORMATION TECHNOLOGY / FINANCE**

**WHEREAS,** the Howell Fire Department was notified recently that Latitude Comm Tech, Inc., their current hosting vendor will no longer be able to provide this service for them after February 1, 2009; and

**WHEREAS,** the cost for the Howell Fire Department to purchase new hardware and equipment to run the application is well beyond their budgeted means for this fiscal year (7/1/08-6/30/09); and

**WHEREAS,** Livingston County is currently looking into a unified Public Safety technology solution, and the Information Technology department was asked by the Howell Fire Department for assistance in figuring out what options would be available for hardware, hosting, etc., as they do not have an IT staff; and

**WHEREAS,** it has been determined that the Livingston County IT department has sufficient excess capacity and host Howell Fire Department's Fire Tools application for them at a much reduced cost compared to their purchasing new equipment to run it themselves; and

**WHEREAS,** Howell Fire Department's current budget of \$150.00 per month would cover the County's expenses to host this application from February, 2009 through June, 2009 (\$750.00). The fee would then increase to \$175.00 per month beginning in July, 3009 for a one year period of time (\$2,100), and will be re-evaluated prior to June of 2010; and

**WHEREAS,** the County and/or Howell Fire Department may cancel this hosting service at any time, with a 30 day written notification provided in advance; and

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby authorizes that the Livingston County Information Department host the Howell Fire Department's Fire Tools application at the rate of \$150.00 per month starting February 1, 2009 through June 30, 2009, and the fee would then increase to \$175.00 per month beginning in July, 3009 for a one year period of time (\$2,100), and will be re-evaluated prior to June of 2010.

# # #

**MOVED:  
SECONDED:  
CARRIED:**