

CHAIRPERSON  
DEBBIE DE LEON

VICE-CHAIRPERSON  
DALE COPEEDGE

VICE-CHAIRPERSON PRO-TEM  
RANDY SCHAFFER

COUNTY SERVICES COMMITTEE  
VICTOR CELENTINO, CHAIR  
CAROL KOENIG  
DIANNE HOLMAN  
DALE COPEEDGE  
MARK GREBNER  
DONALD VICKERS

## INGHAM COUNTY BOARD OF COMMISSIONERS

P.O. Box 319, Mason, Michigan 48854 Telephone (517) 676-7200 Fax (517) 676-7264

THE COUNTY SERVICES COMMITTEE WILL MEET ON TUESDAY, FEBRUARY 3, 2009 AT 7:00 P.M., IN THE PERSONNEL CONFERENCE ROOM (D & E), HUMAN SERVICES BUILDING, 5303 S. CEDAR, LANSING.

### Agenda

Call to Order

Approval of the [January 20, 2009](#) Minutes and Closed Session Minutes

Additions to the Agenda

Limited Public Comment

1. Interviews – Economic Development Corporation
2. Ingham County Clerk – Resolution to Adopt a Fee Increase for Certified Copies of Vital Records Issued by the [County Clerk's Office](#)
3. Ingham County Parks & Recreation Commission - Resolution Increasing the Membership of the [Potter Park Zoo Advisory Board](#) to Add a Parks and Recreation Commission Representative
4. Management Information Services Department - Resolution Entering into an Agreement with Key Government Finance, Inc. for the Financing of New Cisco Core Infrastructure Equipment and Maintenance for the [Ingham County Management Information Services Department](#)
5. Board Referral – Communication from [Ingham Conservation District](#) (*Referred to County Services from the December 9, 2008 Board of Commissioners' Meeting.*)

Announcements      **PLEASE TURN OFF CELL PHONES OR OTHER ELECTRONIC**  
Public Comment      **DEVICES OR SET TO MUTE OR VIBRATE TO AVOID**  
Adjournment          **DISRUPTION DURING THE MEETING**

The County of Ingham will provide necessary reasonable auxiliary aids and services, such as interpreters for the hearing impaired and audio tapes of printed materials being considered at the meeting for the visually impaired, for individuals with disabilities at the meeting upon five (5) working days notice to the County of Ingham. Individuals with disabilities requiring auxiliary aids or services should contact the County of Ingham in writing or by calling the following: Ingham County Board of Commissioners, P.O. Box 319, Mason, MI 48854 Phone: (517) 676-7200. A quorum of the Board of Commissioners may be in attendance at this meeting. Meeting information is also available on line at [www.ingham.org](http://www.ingham.org)

## COUNTY SERVICES COMMITTEE

January 20, 2009

### Minutes

Members Present: Victor Celentino, Carol Koenig, Dianne Holman, Dale Copedge, Mark Grebner, Donald Vickers and Board Chairperson Debbie DeLeon

Members Absent: None

Others Present: Matthew Myers, Tony Lindsey, Mike Pathfinder, Rick Terrill, Janeil Valentine, Becky Bennett, Tom Edman, Dave Stoker, Robert Smith, Tom Shewchuk, Tom Hudgins, Dr. Sienko, Bruce Johnston, Sally Auer, Steve Dawes, Eric Schertzing and others

The meeting was called to order by Chairperson Celentino at 7:01 p.m. in the Personnel Conference Room of the Human Services Building, 5303 S. Cedar, Lansing.

#### Approval of the December 2, 2008 Minutes

MOVED BY COMM. COPELGE, SUPPORTED BY COMM. HOLMAN, TO APPROVE THE DECEMBER 2, 2008 MINUTES AS SUBMITTED. MOTION CARRIED UNANIMOUSLY.

#### Additions to the Agenda

- 7a. Substitute Resolution
- 8d. MIS – Collaboration of Information Technology Resources

#### Limited Public Comment

Ms. Auer, UAW Chairperson, addressed the Committee regarding the County's cell phone policy. She asked the Committee to define the "reasonable amount" phrase in the policy. Ms. Auer then stated it is unfair for the County to have a policy for its employees that does not define its terms.

Mr. Myers said the intent of the policy is to limit the employees to use the County's cell phones when it's necessary. Chairperson Celentino said staff will send out a memorandum to the County employees to define the cell phone policy.

(Comm. Grebner arrived at 7:05 p.m.)

MOVED BY COMM. COPELGE, SUPPORTED BY COMM. GREBNER, TO APPROVE A CONSENT AGENDA FOR THE FOLLOWING ITEMS:

- 2. Ingham County Treasurer
  - a. Resolution Approving Entering into an Agreement with Kelley Cawthorne, PLLC and John Crongeyer, Esq. to Join a Class Action Lawsuit Against On-Line Hotel Booking Companies
  - b. Resolution to Set Policy for Certain Delinquent Tax Payments

3. Housing Commission – Resolution Accepting 2008 Community Development Block Grant Funding from the Michigan State Housing Development Authority in the Amount of \$256,100
4. Ingham County Parks & Recreation Commission
  - a. Resolution Honoring the Preserve Lake Lansing Trails Committee and Volunteers
  - b. Resolution Authorizing a Contract Between Republic/Allied Waste Services of Western Michigan and Ingham County for Dumpster Service at All Ingham County Parks
6. Facilities Department
  - a. Memorandum Regarding Emergency Repair – Jail Hot Water Storage Tank
  - b. Resolution Authorizing Entering into a Lease Agreement with the Agricultural Preservation Board for Use of Office Space in the Economic Development Office at the Hilliard Building
  - c. Resolution Authorizing a Contract with AT&T Wireless and ID Solutions to Upgrade the Interior Analog Surveillance System to a Digital IP Based Security System at the Ingham County Veterans Memorial Courthouse and Grady Porter Building
  - d. Information – 2008 Capital Improvement Project Summary (CIP) Report
7. Human Resources Department
  - b. Resolution Extending an Agreement with the Accident Fund for Administration of the Self-Funded Workers’ Compensation Program
  - c. Prosecuting Attorneys’ Office – Request for an Employee Special Leave
8. MIS Department
  - a. Request for In-State Travel Expenses for Two MIS Engineers
  - b. Request for Travel Expense Reimbursement
  - c. Resolution to Approval the Renewal of the US Signal Annual Support Agreement
9. County Services Committee
  - a. Ingham County Women’s Commission 2008 Annual Report
  - c. Resolution Recognizing “Black History/Cultural Diversity Month” in Ingham County
10. Controller’s Office – Resolution to Amend the 2009 Fair Fund Budget

MOTION CARRIED UNANIMOUSLY.

MOVED BY COMM. VICKERS, SUPPORTED BY COMM. GREBNER, TO APPROVE THE ITEMS ON THE CONSENT AGENDA. MOTION CARRIED UNANIMOUSLY.

1. Interviews – Parks & Recreation Commission

The Committee interviewed Valerie Lafferty and Pam Weil for a position on the Parks & Recreation Commission.

5. Health Department

a. Recommendation to Start a Dentist at Step 5

MOVED BY COMM. GREBNER, SUPPORTED BY COMM. VICKERS, TO APPROVE THE RECOMMENDATION TO START A DENTIST AT STEP 5.

Comm. Holman requested clarification regarding the funding source for this position. Dr. Sienko stated the billing procedure revenue will help to cover the cost for this position. Comm. Grebner explained the history of why this Committee determined to make this position a county employee versus a contract for dental services.

Comm. Copedge asked if the dentist has been a contractual dentist for the County. Dr. Sienko said the dentist has been working for the County on a contract. The Committee held a brief discussion about the dentist's salary.

MOTION CARRIED UNANIMOUSLY.

b. Resolution to Adjust the Status of a Position in the Health Department

MOVED BY COMM. GREBNER, SUPPORTED BY COMM. KOENIG, TO APPROVE THE RESOLUTION TO ADJUST THE STATUS OF A POSITION IN THE HEALTH DEPARTMENT.

Comm. Holman asked if there are ongoing funds for this position. Dr. Sienko explained the added costs for this position will be covered by a combination of \$5,432 in expected monetary civil penalties for violation of the tobacco regulation and \$5,000 in grant revenues from the American Legacy Foundation already budgeted for the tobacco program. The monetary civil penalties will continue from year to year to support this position.

MOTION CARRIED UNANIMOUSLY.

7. Human Resources Department

a. Resolution Approving Annual 2009 and 2010 Compensation for Non-Judicial County-Wide Elected Officials

MOVED BY COMM. GREBNER, SUPPORTED BY COMM. HOLMAN, TO APPROVE THE RESOLUTION APPROVING ANNUAL 2009 AND 2010 COMPENSATION FOR NON-JUDICIAL COUNTY-WIDE ELECTED OFFICIALS.

Comm. Grebner asked the status of the Commissioners' compensation. Chairperson Celentino said the non-judicial county-wide elected officials' compensation should have been approved in 2008. The Commissioners' compensation will be addressed this year. Comm. Grebner stated he is always in favor of approving increased compensation for county-wide elected officials since their compensations levels are in line with comparable compensation levels.

The Committee held a general discussion regarding this item. Comm. Vickers said he agrees with Comm. Grebner, however, the Leslie Health Clinic was closed this year. Therefore, he will vote against this Resolution. Comm. Grebner explained his view that the Board of Commissioners is managing the county-wide elected officials' compensation for the County's residents.

Comm. Holman asked about the 2008 through 2010 compensation schedule for the non-judicial county-wide elected officials. Mr. Myers explained the County conducted a pay study approximately ten years ago. The compensation levels are in line with managerial increases across the state.

Comm. Grebner stated the Treasurer and the Prosecutor should waive their outside payments. He further explained the County generally opposes outside payments because these salaries should not include those payments. This Resolution should address this issue. Mr. Myers said he will check into this matter. He will have further information for the Finance Committee tomorrow night.

MOTION CARRIED with Comm. Vickers voting NO.

d. Facilities Department – UAW Grievance #117

MOVED BY COMM. GREBNER, SUPPORTED BY COMM. COPELIDGE, TO ENTER INTO A CLOSED SESSION FOR THE PURPOSE OF CONSIDERING THE GRIEVANCE. MOTION CARRIED BY THE FOLLOWING ROLL CALL VOTE: YEAS, COMMS. CELENTINO, COMM. KOENIG, COMM. HOLMAN, COMM. COPELIDGE, COMM. GREBNER AND COMM. VICKERS.

The Committee returned to Regular Session at this time.

MOVED BY COMM. GREBNER, SUPPORTED BY COMM. COPELIDGE, TO REJECT THE GRIEVANCE. MOTION CARRIED with Comm. Holman voting NO.

8d. MIS Department - Collaboration of Information Technology Resources

The Committee received this information and they will discuss it at a future meeting.

9. County Services Committee

b. Lansing Area Economic Partnership (LEAP) 2009 Membership Communication

Chairperson Celentino said this Committee needs to determine if it should continue this membership. He then informed the Committee that Comm. Bahar-Cook told him the County

should not continue its membership. Mr. Myers said he has been the County's representative on the LEAP Board for the past year. The County committed to a three-year membership. Membership dues are due on an annual basis. If the County does not pay its dues this year, its membership on LEAP will be discontinued.

Mr. Myers stated his position that the County should continue its membership. He believes LEAP helped to create over 1,000 positions in this area. Mr. Myers also indicated that LEAP has played an important role with MSU and the cyclotron. He believes the County will see even more economic growth after the second year. The \$35,000 dues are a good investment in this region.

Comm. Vickers said she has worked closely with Ms. Pigg for the past four years. Ms. Pigg spoke highly about LEAP and has said Jackson National Life probably would not be here without the assistance of LEAP. Comm. Vickers said he would support continuing this membership.

Comm. Koenig asked why Comm. Bahar-Cook does not want to continue this membership. Mr. Myers said the LEAP's director resigned last month. A new director should be appointed soon. He does not know if this is the reason Comm. Bahar-Cook does not want to continue this membership. Comm. Koenig asked what the County receives from its membership with LEAP. Mr. Myers said the membership allows the County to have a member on the LEAP's Board. Chairperson Celentino said he believes LEAP was slow to start but now things are starting to move faster.

Comm. Copedge said he believes the federal stimulus package will make it worthy for the County to be a member on the LEAP's Board.

Comm. Holman said she is aware of other companies that have not been served by LEAP. She also said she has never heard anything positive about LEAP. IBM and Jackson National Life probably would have located here without the assistance of LEAP. Comm. Holman further stated she would like to see LEAP's salary list. The County should keep a close eye on LEAP if it continues its membership for another year. Chairperson Celentino said he thinks Comm. Bahar-Cook has the same concerns.

**MOVED BY COMM. HOLMAN, SUPPORTED BY COMM. COPEDGE, TO TABLE THIS ITEM UNTIL THE COMMITTEE RECEIVES THE SALARY INFORMATION.**

Comm. Bahar-Cook and a LEAP representative should be present when this Committee continues this discussion.

**MOTION CARRIED UNANIMOUSLY.**

Announcements:      None

Public Comment

Mr. Terrill addressed statements from item 7d on tonight's agenda. He said the specific term from the UAW was incorrect. He only tries to do his very best on behalf of the County.

Comm. Grebner said this Committee should talk about issues to discuss this year. Some of the discussion issues are:

Retirement packages  
Rewrite the Ethic's Policy  
Purchasing Policy  
Commissioner Compensation

Chairperson Celentino said those issues will be addressed by this Committee this year. The items have not yet been scheduled.

Mr. Stoker informed the Committee that virtually all labor contracts are up for renegotiations this year.

The meeting adjourned at 9:05 p.m.

Respectfully submitted,

Debra Neff

**Agenda Item 2**

**RESOLUTION STAFF REVIEW**

**DATE** January 23, 2009

**Agenda Item Title:** Resolution to Adopt a Fee Increase for Certified Copies of Vital Records Issued by the County Clerk's Office

**Submitted by:** Ingham County Clerk's Office

**Committees:** LE\_\_\_\_, JD\_\_\_\_, HS\_\_\_\_, CS X, Finance X

**Summary of Proposed Action:** Pursuant to a fee study conducted by Maximus in 2002, the Board of Commissioners established the percent of the cost of providing the services which should be recovered by such fees. This resolution authorizes the Clerk's Office to raise the fee collected for providing a copy of a vital record issued from \$15.00 to \$17.00. This is for the first page only. All additional pages will remain at the current \$8.00 per page.

**Financial Implications:** This will raise the annual revenue from the Clerk's Office by an additional \$25,000. (12,500 first copies are provided each year.)

**Other Implications:** None.

**Staff Recommendation:** MM X JN \_\_\_\_ TL \_\_\_\_ TM \_\_\_\_ JC \_\_\_\_  
Staff recommends approval of the resolution.

**Agenda Item 2**

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO ADOPT A FEE INCREASE FOR  
CERTIFIED COPIES OF VITAL RECORDS  
ISSUED BY THE COUNTY CLERK'S OFFICE**

WHEREAS, the County Clerk's Office currently collects \$15.00 for the first copy and \$8.00 for each additional copy of a vital record issued by that office; and

WHEREAS, as the result of a fee study conducted by Maximus in 2002, the Board of Commissioners established the percent of the cost of providing the services which should be recovered by such fees, referred to in this process as a "target percent"; and

WHEREAS, it has been determined that the fee for a first copy of a vital record issued by the County Clerk's Office should be increased in order to meet the target percent.

THEREFORE BE IT RESOLVED, the fee for the first copy of a vital record issued by the County Clerk's Office shall increase to \$17.00 and the fee for additional copies issued at the same time as the initial copy will remain at \$8.00 per copy.

BE IT FURTHER RESOLVED, that this fee increase shall become effective on Monday, February 16, 2009.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary budget adjustments required as a result of this resolution.

**Agenda Item 3**

**RESOLUTION STAFF REVIEW**

**DATE** January 26, 2009

**Agenda Item Title:** Resolution Increasing the Membership of the Potter Park Zoo Advisory Board to Add a Parks & Recreation Commission Representative

**Submitted by:** Ingham Parks & Recreation Commission

**Committees:** LE\_\_\_\_, JD\_\_\_\_, HS\_\_\_\_, CS X, Finance X

**Summary of Proposed Action:** This resolution increases the membership of the Potter Park Zoo Advisory Board by one member (12 to 13). The member will be a representative of the Ingham County Parks & Recreation Commission.

**Financial Implications:** None.

**Other Implications:** None.

**Staff Recommendation:** MM X JN \_\_\_\_ TL \_\_\_\_ TM \_\_\_\_ JC \_\_\_\_  
Staff recommends approval of the resolution.

### Agenda Item 3

January 23, 2009

TO: County Services Committee

FROM: Becky Bennett  
Board Coordinator

RE: Resolution Increasing the Membership of the Potter Park Zoo  
Advisory Board to Add a Parks and Recreation Commission Representative

In 2007 a Potter Park Zoo Advisory Board, was created with the responsibility of reviewing Zoo operations, providing advice and recommendations to the Parks and Recreation Commission, including preparation of annual operations and capital improvements budgets, and the development of Zoo policies and procedures.

The Board of Commissioners is interested in adding a representative of the Ingham County Parks and Recreation Commission to the Potter Park Zoo Advisory Board to further open the lines of communication between the two committees. The membership of the Zoo Advisory Board would be increased from 12 to 13.

The current composition of the Potter Park Zoo Advisory Board is as follows:

- a. Eight representatives from Ingham County, selected by the Ingham County Board of Commissioners;
- b. Two representatives from the City of Lansing, to be selected by the City of Lansing;
- c. One representative from the Potter Park Zoological Society;
- d. Executive Director of the Zoological Society, non-voting member per Resolution 08-190; and
- e. At least one ex-officio representative from other governmental entities interested in financially supporting the Zoo, provided that such entities adopt a resolution of intent to place a Zoo millage on their ballot. In the event the millage fails, said representative shall be removed from the Zoo Board.

Thank you for your consideration. If you have any questions, feel free to contact me.

**Agenda Item 3**

Introduced by the County Services Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION INCREASING THE MEMBERSHIP OF THE POTTER PARK ZOO  
ADVISORY BOARD TO ADD A PARKS AND RECREATION COMMISSION  
REPRESENTATIVE**

WHEREAS, Resolution #07-103 authorized the creation of a Potter Park Zoo Advisory Board, as an advisory board to the Ingham County Parks and Recreation Commission; and

WHEREAS, the Potter Park Zoo Advisory Board consists of twelve members with the following representation:

- a. Eight representatives from Ingham County, selected by the Ingham County Board of Commissioners;
- b. Two representatives from the City of Lansing, to be selected by the City of Lansing;
- c. One representative from the Potter Park Zoological Society;
- d. Executive Director of the Zoological Society, non-voting member per Resolution #08-190; and
- e. At least one ex-officio representative from other governmental entities interested in financially supporting the Zoo, provided that such entities adopt a resolution of intent to place a Zoo millage on their ballot. In the event the millage fails, said representative shall be removed from the Zoo Board.

WHEREAS, it is the desire of the Board of Commissioners to add a Parks and Recreation Commission representative to this Board.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby adds a Parks and Recreation Commission representative to the Potter Park Zoo Advisory Board increasing the membership from twelve to thirteen.

BE IT FURTHER RESOLVED, that the initial term of the Parks and Recreation Commission representative will expire on December 31, 2010.

## Agenda Item 4

### RESOLUTION STAFF REVIEW

**DATE** January 23, 2009

**Agenda Item Title:** Resolution Entering into an Agreement with Key Government Finance, Inc. for the Financing of New Cisco Core Infrastructure Equipment and Maintenance for the Ingham County Management Information Services Department

**Submitted by:** Management Information Services Department

**Committees:** LE\_\_\_\_, JD\_\_\_\_, HS\_\_\_\_, CS\_\_X\_\_, Finance\_\_X\_\_

**Summary of Proposed Action:** This resolution authorizes the purchase of Cisco Core Infrastructure Equipment and maintenance for the MIS Department. The purchase for the equipment is from Analysts International. The purchase is through a capital improvement plan and would be replacing the current equipment that is five (5) years old.

### **Financial Implications:**

- The Hardware product cost is \$337,827.00;
- The Cisco SmartNet Maintenance cost for three years is \$52,333.44;
- The Analysts Peak Recovery Maintenance Cost for three years is \$13,083.34;
- The total Hardware and Maintenance cost is \$403,244.28
- The interest rate is 4.24%;
- The total finance charges for three (3) years is \$16,856.01;
- The grand total is \$420,100.29;
- We chose the Option 1 financing (see the attached).


The proposal from Analyst International is over \$100,000 lower than the next lowest proposal.

**Other Implications:** Analyst International is a local vendor.

**Staff Recommendation:** MM\_\_X\_\_ JN\_\_ TL\_\_ TM\_\_ JC\_\_

Staff recommends approval of the resolution. As required by the Board Ethics Policy, the role of the Board is to accept or reject the recommendation. If the recommendation is rejected, the committee should state the reason(s) for the rejection and instruct the staff to review the recommendation.

## Agenda Item 4

<b>CISCO SYSTEMS CAPITAL LEASING OPTION</b>			
January 20, 2009			
Ingham County 341 South Jefferson Mason, MI 48854 Mr. Tom Shewchuk			
<b>LEASE RATE EXPIRATION DATE:</b> February 20, 2009			
<b>EQUIPMENT</b>			
<b>LEASE OPTION:</b>	The lease financing will be completed by Key Government Finance, Cisco Systems Capital's financing partner for government and education customers. Payments due under the Lease financing will be made directly to Key Government Finance at P.O. Box 1187, Englewood, CO 80150-1187.		
<b>LESSOR:</b>	Key Government Finance, Inc.		
<b>LESSEE:</b>	Ingham County		
<b>EQUIPMENT:</b>	Cisco Systems Products		
	Option 1	Option 2	Option 3
Cisco Systems Equipment	\$337,827.50	\$503,972.50	\$788,210.00
Installation and other services	\$0.00	\$0.00	\$0.00
SmartNet Maintenance Cost for 3 years	\$52,333.44	\$95,270.28	\$95,270.28
Peak Recovery Maintenance Cost for 3 years	\$13,083.34	\$23,817.56	\$23,817.56
<b>TOTAL AMOUNT TO BE LEASED</b>	<b>\$403,244.28</b>	<b>\$623,060.34</b>	<b>\$907,297.84</b>
<b>FINANCING</b>			
<b>STRUCTURE:</b>	This is a tax-exempt state and municipal government lease with the title to the equipment passing to lessee. This is a net lease under which Lessee pays all costs, including insurance, maintenance and taxes, for the term of the lease. At the end of the lease term the equipment can be purchased for \$1		
<b>Amount to be Leased</b>	<b>Customer Interest Rate</b>	<b>Annual Payment</b>	<b>Payment Factor(*)</b>
\$403,244.28	4.24%	\$140,033.43	0.347267
\$623,060.34	0.00%	\$207,686.78	0.33333333
\$907,297.84	0.00%	\$302,432.61	0.33333333
			<b>Pmts / Year</b>
			1
			<b>Term</b>
			3 Years
			<b>Adv. / Arr.</b>
			Advance
			Advance
			Advance
(*) The payment factor expresses the payment as a percentage of the Equipment Cost. To calculate the periodic lease payment for any Equipment Cost, multiply the payment factor by the Equipment Cost.			
<b>RATE INDEX:</b>	If funding does not occur by the Expiration Date, Lessor reserves the right to re-price, indexing the Lease Rate directly to the current Interest Rate Swap rate index for the corresponding maturity, and the Lease Rate shall be fixed for the term of the Lease thereafter. The Interest Rate Swap Index can be viewed on the Federal Reserve website at the following address: <a href="http://www.federalreserve.gov/releases/H15/update/">http://www.federalreserve.gov/releases/H15/update/</a>		
<b>INTEREST RATE DISCOUNT:</b>	This proposal is based on the assumption that Cisco Systems, Inc. will provide a discount, as shown above, to Cisco Systems Capital prior to lease funding. This discount must be approved by a Cisco Sytems, Inc. Area Controller prior to lease funding.		
<b>APPROVAL:</b>	The financing contemplated by this proposal is subject to the execution and delivery of all appropriate documents (in form satisfactory to Lessor), including without limitation, to the extent applicable, the Master Lease Agreement, any Schedule, financing statements, legal opinion or other documents or agreements reasonably required by Lessor. This proposal, until credit approved, serves as a quotation, not a commitment by Key Government Finance to provide credit. Final acceptance of this proposal is subject to credit, collateral and essential use review and approval by Lessor.		
	The interest rate quoted herein assumes that the interest component of the Payments is exempt from federal income tax. Lessor will provide a taxable financing proposal if it is determined that the financing will not qualify for tax-exempt interest rates.		
<b>NOTES:</b>	Alternative financing options available on request.		
<b>CONTACT:</b>	Dan Fry- US State & Local Government Account Manager Cisco Systems Capital 614-718-2719 office 614-570-2142 cell <a href="mailto:danfr@cisco.com">danfr@cisco.com</a>	Meredith Ebersole - Inside Sales Representative Key Government Finance, a Cisco Systems Capital Partner 1000 South McCaslin Blvd Superior Colorado 80027 720-304-1069, 1479FAX <a href="mailto:meredith.w.ebersole@Key.com">meredith.w.ebersole@Key.com</a>	
	Kevin Scott -SE & Mid-Atlantic Region Manager Key Government Finance, a Cisco Systems Capital Partner 216-689-0209 <a href="mailto:Kevin.p.scott@Key.com">Kevin.p.scott@Key.com</a>		

MEMORANDUM

TO: County Services and Finance Committees  
FROM: Jim Hudgins, Purchasing Director  
DATE: January 22, 2009  
SUBJECT: Proposal Summary – Core Infrastructure

Project:

This project consists of upgrading and replacing the County's current Cisco core and edge infrastructure to current state-of-the-art Cisco technology.

Proposal Summary:

Proposers Contacted: 5      Local: 2  
Proposers Responding: 3      Local: 2

The following firms submitted a proposal:

<u>Firm</u>	<u>Cost</u>	<u>Location</u>	<u>Local Preference</u>
Analysts International Corp.	\$420,100	Lansing, MI	Yes
Sentinel Technologies, Inc.	\$513,856	Ann Arbor, MI	No
AT & T, Inc.	\$681,617	Lansing, MI	Yes

Recommendation:

Accept proposal from Analysts International Corp. and enter into an agreement with Key Government Finance, Inc., for the financing of new Cisco core infrastructure equipment and maintenance at a cost not to exceed \$420,100.29.

Advertisement:

The RFP was advertised in the Lansing State Journal, El Central, and posted on the Purchasing Department Web Page.

## Agenda Item 4

Introduced by the County Services and Finance Committees of the:

### INGHAM COUNTY BOARD OF COMMISSIONERS

#### **RESOLUTION ENTERING INTO AN AGREEMENT WITH KEY GOVERNMENT FINANCE, INC. FOR THE FINANCING OF NEW CISCO CORE INFRASTRUCTURE EQUIPMENT AND MAINTENANCE FOR THE INGHAM COUNTY MANAGEMENT INFORMATION SERVICES DEPARTMENT**

WHEREAS, the Management Information Services (MIS) Department has a need to replace the current five-year old Cisco core network infrastructure with new, state-of-the-art Cisco core infrastructure; and

WHEREAS, the MIS Department in conjunction with the Purchasing Department sought proposals for new Cisco core infrastructure, and after review and evaluation, are recommending accepting the proposal from Analysts International Corporation; and

WHEREAS, Analysts International's proposal included financing options available through Key Government Finance, Inc., a Cisco Systems Capital's financing partner, for the purchase of new Cisco equipment and maintenance priced at \$420,100.29, which includes both principle and interest; and

WHEREAS, the financing for the new core infrastructure will be through an Installment Purchase Agreement with Key Government Finance, Inc. at 4.24% interest per annum; and

WHEREAS, the payments to Key Government Finance, Inc. shall be over a three-year period, with the final payment due in 2011 in the amount of \$140,033.43 per annum, which includes both principle and interest.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby authorizes the purchase of the new core Cisco infrastructure for the MIS Department, priced at \$420,100.29, to be paid through an Installment Purchase Agreement with Key Government Finance, Inc. at 4.24% per annum interest, with three (3) payments of \$140,033.43 per annum which includes both principle and interest.

BE IT FURTHER RESOLVED, that at the end of the lease term the equipment may be purchased for one dollar (\$1).

BE IT FURTHER RESOLVED, that the MIS Department budgeted for the replacement of the Cisco core infrastructure over a three-year period and the total cost will be paid out of the County's Network Fund.

BE IT FURTHER RESOLVED, that the County Controller/Administrator is authorized to make any necessary budget adjustments.

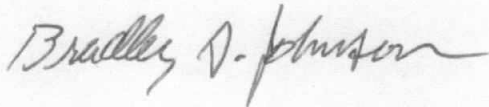
BE IT FURTHER RESOLVED, that the Board Chairperson and the County Clerk are hereby authorized to sign any necessary documents after approval as to form by the County Attorney.



The Human Services Committee recommended that we submit this formal request for a different audience with the County. The District respectfully requests to meet with the Controller and/or an appropriate Board of Commissioners committee to explore the opportunity for continued support. We would greatly appreciate it if our request could be added to the agenda for the next full Board meeting.

Sincerely,

**INGHAM CONSERVATION DISTRICT**

A handwritten signature in cursive script that reads "Bradley S. Johnson".

Bradley S. Johnson, Ph.D.  
Board Chairperson

BSJ/bsj