

CHAIRPERSON
MARK GREBNER

VICE-CHAIRPERSON
DEB NOLAN

VICE-CHAIRPERSON PRO-TEM
DON VICKERS

FINANCE COMMITTEE
ANDY SCHOR, CHAIR
PENELOPE TSERNOGLOU
DEB NOLAN
REBECCA BAHAR-COOK
BRIAN McGRAIN
STEVE DOUGAN

INGHAM COUNTY BOARD OF COMMISSIONERS

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

THE FINANCE COMMITTEE WILL MEET ON WEDNESDAY, FEBRUARY 2, 2011 AT 5:30 P.M., IN THE PERSONNEL CONFERENCE ROOM (D & E), HUMAN SERVICES BUILDING, 5303 S. CEDAR, LANSING.

Agenda

Call to Order

Approval of the [January 19, 2011 Minutes](#)

Additions to the Agenda

Limited Public Comment

1. Circuit Court/Family Division
 - a. Resolution for Authorization to Enter into a Contract with Various Residential [Placements](#)
 - b. Resolution to Approve the Purchase of a Replacement [Security Camera](#) System for the Ingham County Youth Center
2. Medical Care Facility - Resolution Granting Meridian Township an [Easement](#) for a Water Main Necessary for the Therapy Pool Under Construction at the Medical Care Facility
3. Health Department
 - a. Resolution to Authorize a Contract with Michigan Department of Human Services to Provide [Nursing Care](#) to Children in Foster Care
 - b. Resolution to Authorize a Contract with [Washtenaw County](#) Public Health to Deliver Workshop in Health Equity and Social Justice
4. Facilities Department - Resolution to Amend the Contract with [Delta Electrical Contractors of Lansing, Inc.](#) to Install a New Emergency Notification System for the Fairgrounds
5. Management Information Services Department
 - a. Resolution to Approve Entering into a 3-Year Agreement with [CourtVIEW Justice Solutions](#) for Annual CourtVIEW Software Maintenance and the Addition of Dashboard Software and ECMS Adapter
 - b. Resolution to Approve the Renewal of the [Symantec](#) Endpoint Protection Anti-Virus Software from EDS

6. Ingham County Parks & Recreation Commission
 - a. Resolution Authorizing the Approval of Amendment #3 with the Department of Natural Resources to Develop a [Snow Tubing Hill](#) at Hawk Island Park
 - b. Resolution Accepting Donations, Authorizing the Purchase of an Electronic Entrance [Gate System](#) for the Soldan Dog Park, and Amending Resolution #05-154 Authorizing an Agreement with the City of Lansing for the Operation of a Non-Motorized Pathway Through Scott Woods Park

7. Board of Commissioners' Office
 - a. Resolution Establishing a Policy Regarding [Litigation](#) Between Ingham County Entities
 - b. Appointments to the Equalization Subcommittee (*No Material*)

8. Board Referral - Notice of Public Hearing from [City of East Lansing](#) the Home of Michigan State University Regarding P A 328 Personal Property Tax Abatement – Force By Design

Announcements
Public Comment
Adjournment

**PLEASE TURN OFF CELL PHONES OR OTHER ELECTRONIC
DEVICES OR SET TO MUTE OR VIBRATE TO AVOID
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.

FINANCE COMMITTEE
January 19, 2011
Minutes

Members Present: Andy Schor, Penelope Tsernoglou, Deb Nolan, Rebecca Bahar-Cook, Brian McGrain, Steve Dougan and Board Chairperson Grebner

Members Absent: None

Others Present: Becky Bennett, Teri Morton, John Neilsen, Bruce Johnson, Harry Moxley, Bruce Gaukel, Jim Hudgins, Dean Sienko, Tom Schewchuk and others

The meeting was called to order by Chairperson Schor at 5:31 p.m. in the Personnel Conference Room "D & E" of the Human Services Building, 5303 S. Cedar Street, Lansing.

Approval of the December 8, 2010 Minutes

The December 8, 2010 Minutes were approved as submitted.

Additions to the Agenda

4. Substitute – Resolution to Authorize Entering into a Contract with Sequel TSI of Idaho, LLC. Note: The date on the resolution should read: October 1, 2010 through September 30, 2011.

Limited Public Comment

None.

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

1. Sheriff's Office - Resolution to Accept the 2011 Emergency Vehicle Operations Grant
4. Circuit Court/Family Division - Resolution to Authorize Entering into a Contract with Sequel TSI of Idaho, LLC
5. 55th District Court - Resolution Authorizing the Ingham County 55th District Court to Accept a Grant Award from the Michigan Supreme Court: State Court Administrative Office-Mental Health Services for Drug Court Participants Program (SCAO/MHSDCP)
7. Health Department
 - c. Resolution to Authorize Three Adolescent Health – Child and Adolescent Health Center Grant Agreements with the Michigan Primary Care Association
 - d. Resolution to Amend Resolution #10-138 to Extend an Agreement with Ingham Intermediate School District / Ingham Birth to Five Great Start Collaborative
 - e. Resolution to Authorize an Agreement with Eaton Intermediate School District to Prevent and Reduce Tobacco Use and Alcohol Abuse in Ingham County

- f. Resolution to Authorize an Agreement with Midland County Educational Services Agency for Services Associated with the Great Start Regional Child Care Resource Center—Central and Eastern Regions
 - h. Resolution to Authorize an Agreement with the Michigan Department of Natural Resources and Environment for 2010-2011
 - i. Resolution to Authorize an Amendment to the Lease Agreement for the Willow Health Center
8. Ingham County Housing Commission
- a. Resolution Accepting 2010 Community Development Block Grant Funding from the Michigan State Housing Development Authority in the Amount of \$283,300
 - b. Resolution Accepting 2009 Home Grant Funding from the Michigan State Housing Development Authority in the Amount of \$319,000
9. Management Information Services
- b. Resolution to Approve the Purchase Annual Maintenance of our Exagrid Backup Appliances from CDW-G
11. Parks Department
- a. Resolution Authorizing an Extension of the Contract Between Republics/Allied Waste Services of Western Michigan and Ingham County for Dumpster Service at All Ingham County Parks
 - b. Resolution Authorizing a Contract with the Dr. Pepper/Snapple Group for Vending Machine Service at All Ingham County Parks
 - c. Resolution to Amend the 2010 Potter Park Zoo Master Plan
12. Human Resources - Resolution Authorizing the Human Resources Department to Contract with the Ingham County Road Commission to Provide Limited Human Resources Services
13. Board of Commissioners - Resolution Designating January 27, 2011 as "International Holocaust Remembrance Day" in Ingham County

MOTION CARRIED UNANIMOUSLY.

MOVED BY COMM. DOUGAN, SUPPORTED BY COMM. NOLAN, TO APPROVE THE ITEMS ON THE CONSENT AGENDA.

MOTION CARRIED UNANIMOUSLY.

2. Ingham County Drain Commission - Resolution Authorizing Establishment of an Assessment Administrator Position in the Drain Commissioner's Office

MOVED BY COMM. NOLAN, SUPPORTED BY COMM. TSERNOGLOU, TO APPROVE THE RESOLUTION AUTHORIZING ESTABLISHMENT OF AN ASSESSMENT ADMINISTRATOR POSITION IN THE DRAIN COMMISSIONER'S OFFICE.

Mr. Lindemann, Drain Commissioner explained that he is requesting that a assessment administrator position be created to oversee the assessment process that is currently being handled by four people of which three people are temporary. He stated that one position would be terminated. He further explained that with two people doing the work the cost is about \$89.27 per hour. The new position is expected to cost \$35.00 per hour paid and will be paid through drain assessments not the general fund. Comm. Bahar-Cook asked if the non-permanent employee is being paid with general fund dollars. Mr. Lindemann answered yes. Comm. Bahar-Cook asked how much of a savings will go back into the general fund. Ms. Morton stated \$6,000 is budgeted, however; historically it has been \$20,000. Comm. Bahar-Cook expressed her concerned about the Committee asking other departments to do more with less, and the hiring freeze. Mr. Lindemann noted the expense would be from drain assessments and not the general fund.

Mr. Lindemann explained there are 1,100 or so drains and on average 241 are assessed, some years more (400), and some years less (50). All assessments are based on the need to repair the drain. He gave the example of a large parcel or farm being developed into a subdivision where each division (lot) must be manually put into the computer database, the acreages verified, and communication with townships regarding categories of run-off factors. Currently this is done with four different people on different dates, some months apart and it takes time to catch back up when it has not been worked on in months. He further explained the work on about 5,000 miles of drains and 20,000 catch basins that need inspections, repairs and record keeping including documentation of before and after pictures. The person in this position would take the information from the field staff and enter into the database. Mr. Lindemann stated after analysis it is his opinion that the one person would cost less, be more efficient and accurate.

Comm. Nolan asked who the employee would report to. Mr. Lindemann answered himself and the deputies. Comm. Nolan asked for a recap of the County Services meeting. Comm. Schor explained that there were questions about the drain process in general; Comm. Dragonetti's concern over an increase in assessments, and discussion regarding a letter received from Mr. and Mrs. Grieve about their assessment. Mr. Lindemann further explained that there was concern over every drain being assessed every year and that is not a fact.

Comm. Tsernoglou asked if it was possible for the temporary positions to be paid by the drain assessments rather than general funds. Mr. Lindemann stated that one temporary is paid through the general fund, and that will be terminated.

Comm. McGrain asked if this was to be done as soon as possible. Mr. Lindemann stated that assessments begin in the middle of February. Comm. McGrain asked what the others would be doing should this person be hired. Mr. Lindemann answered catching up on their defined jobs. Mr. Lindemann stated prior to this preventative maintenance program the average assessment per home in past was \$50.00, and now it is at \$12.00 which is not assessed every year.

MOTION CARRIED with Comm. Dougan Voting "no".

3. City of Lansing and 911 Technology Committee - Resolution Authorizing a Contract with VisionAIR for a New Computer Aided Dispatch (CAD) for the Lansing 911 Center and to Upgrade Both 911 Centers Manual Emergency Medical Dispatch (EMD) Programs

MOVED BY COMM. DOUGAN, SUPPORTED BY COMM. MCGRAIN, TO APPROVE THE RESOLUTION AUTHORIZING A CONTRACT WITH VISIONAIR FOR A NEW COMPUTER AIDED DISPATCH (CAD) FOR THE LANSING 911 CENTER AND TO UPGRADE BOTH 911 CENTERS MANUAL EMERGENCY MEDICAL DISPATCH (EMD) PROGRAMS.

Mr. Neilsen explained there were a number of reasons to migrate to VisionAIR, with emphasis on the ease of consolidation during and after the move to the new 911 center, the ability to utilize the VisionAIR software applications purchased with the COPS Grant, automate the use of emergency medical protocol flip cards, a 2 for 1 pricing on CAD licensing, and primarily an \$80,000± in savings in annual maintenance/technical support. He also noted that the maintenance cost savings alone will pay for the VisionAIR/APCO MEDS purchase in 6.3± years.

Comm. Grebner asked if the VisionAIR will only handle single dispatching, and will there be a change for the single dispatcher who handles both the incoming calls and dispatching during and after consolidation. Mr. Langdon explained that VisionAIR can be deployed in different configurations, and there would be a change for the single dispatcher. Mr. Gaukel noted that while separate the two departments will be on a shared system providing them with the benefit of seeing each others calls. Mr. Gaukel explained that the software and licensing purchase would handle what needs to be done today, and training will be provided to both departments so that there is not a problem at the time of consolidation.

Comm. Nolan asked what will happen with the Motorola equipment. Mr. Gaukel stated that the equipment belongs to Ingham County and the server is the only piece that will not be used with the VisionAIR equipment. He also noted that the server will remain running for a period of time, and transferring the data to VisionAIR is included in the cost.

Comm. Schor asked when the contract with Motorola ends. Mr. Gaukel stated that to his knowledge the contract is paid through June of this year and monthly tech support will be purchased after June.

Comm. Grebner asked if a substantial amount of money would be paid by the 911 millage to the County MIS Department instead of Motorola. Mr. Schewchuk stated that the County MIS would handle tech support, but there will be support from VisionAIR, Harris, and other vendors.

Mr. Neilsen advised the Committee that this year there will be a resolution for a new phone and recorder system.

MOTION CARRIED UNANIMOUSLY.

6. Friend of the Court - Resolution to Authorize Entering into a Contract with Graphic Sciences and to Hire Temporary Employees to Image Friend of the Court Case Files

MOVED BY COMM. MCGRAIN, SUPPORTED BY COMM. BAHAR-COOK, TO APPROVE THE RESOLUTION TO AUTHORIZE ENTERING INTO A CONTRACT WITH GRAPHIC SCIENCES AND TO HIRE TEMPORARY EMPLOYEES TO IMAGE FRIEND OF THE COURT CASE FILES.

Comm. Mc Grain asked for clarification of the \$125,000 expenditure. Ms. Morton explained that the \$125,000 could be forwarded from the 2010 fiscal year to the 2011 fiscal year, further stating the money is received after spending it.

Comm. McGrain asked if using Graphic Sciences through the state was the best deal. Mr. Moxley stated that because it needs to be done quickly by going through the State of Michigan's approved contractor it would cut out a ½ a year to a year, and other vendors were considered. Comm. Schor asked what the procedure is for not using and RFP. Mr. Neilsen explained that the County purchasing policy allows the use of contracts established by the State of Michigan because they have already established competitive pricing. Comm. Grebner further explained that the state in its contracting process often has the vendor agree to a list of other subordinate agencies (counties, townships) to benefit from the contract. Mr. Moxley noted that the County would be paying Graphic Sciences directly, and the state has provided the County with the bid. Comm. Dougan asked if the temporary positions would be employed by Ingham County. Mr. Moxley stated they would be Friend of the Court retirees because they are most familiar with the documentation and could avoid duplication. He also noted that the UAW is accepting of this arrangement. Comm. Dougan asked the rate that would be paid. Mr. Moxley stated they would be a level one with no benefits.

MOTION CARRIED UNANIMOUSLY.

7. Health Department

- a. Resolution to Authorize the 2010 – 2011 Schedule A Addendum to the BCBS Administrative Services Agreement for Services to Ingham County Jail Inmates

MOVED BY COMM. DOUGAN, SUPPORTED BY COMM. BAHAR COOK, TO APPROVE THE RESOLUTION TO AUTHORIZE THE 2010 – 2011 SCHEDULE AN ADDENDUM TO THE BCBS ADMINISTRATIVE SERVICES AGREEMENT FOR SERVICES TO INGHAM COUNTY JAIL INMATES.

Comm. Dougan asked where Schedule "A" was. Mr. Welter noted the only difference is a date change. Comm. Dougan asked to have Schedule "A" attached to the minutes. Mr. Welter advised he will deliver the 14 page Schedule "A" to Ms. Becky Bennett in the morning (1/20/2011) to be placed in the Board packet.

MOTION CARRIED UNANIMOUSLY.

- b. Resolution to Authorize a Contract with Presort Services, Inc.

MOVED BY COMM. NOLAN, SUPPORTED BY COMM. MCGRAIN, TO APPROVE THE RESOLUTION TO AUTHORIZE A CONTRACT WITH PRESORT SERVICES, INC.

Comm. Dougan asked why the Health Department needs a separate contract apart from the County. Mr. Welter explained it was because of the volume of mailings and the physical size of what is being mailed, compared to other County departments.

Comm. McGrain asked if the multi-year contract is the best deal. Mr. Welter stated that the rate is a not to exceed rate, and the rate includes both the actual USPS rate plus an administrative rate based on volume. He noted that there is no local competition that is capable of handling the volume and size. Comm. Grebner asked how much is being spent on the actual postage or administration fee. Mr. Welter stated he does not have actual numbers, and estimates the administration fee is \$0.04 to \$0.07 per piece.

MOTION CARRIED UNANIMOUSLY.

- g. Resolution to Enter into a Michigan Groundwater Stewardship Program (MGSP) Clean Sweep Program Agreement with the Michigan Department of Agriculture

MOVED BY COMM. BAHAR-COOK, SUPPORTED BY COMM. NOLAN, TO APPROVE THE RESOLUTION TO ENTER INTO A MICHIGAN GROUNDWATER STEWARDSHIP PROGRAM (MGSP) CLEAN SWEEP PROGRAM AGREEMENT WITH THE MICHIGAN DEPARTMENT OF AGRICULTURE.

Comm. Dougan asked for clarification of an end user. Dr. Sienko explained that the no one is traveling outside the County for pick-up and there is a log for items dropped-off.

MOTION CARRIED UNANIMOUSLY.

- 9. Management Information Services
 - a. Resolution to Approve the Purchase of a County-Wide Web Site Content Management System (CMS) and Services from Web Ascender

MOVED BY COMM. MCGRAIN, SUPPORTED BY COMM. NOLAN, TO APPROVE THE RESOLUTION TO APPROVE THE PURCHASE OF A COUNTY-WIDE WEB SITE CONTENT MANAGEMENT SYSTEM (CMS) AND SERVICES FROM WEB ASCENDER.

Comm. McGrain asked why only three requests were made. Mr. Schewchuk stated that the cost was not great enough to send out an RFP, and three is considered an acceptable measure.

MOTION CARRIED UNANIMOUSLY.

- c. Resolution to Approve Entering into an Agreement with CDW-G for Migration to the Microsoft Exchange Email Software

MOVED BY COMM. DOUGAN, SUPPORTED BY COMM. BAHAR-COOK, TO APPROVE THE RESOLUTION TO APPROVE ENTERING INTO AN AGREEMENT WITH CDW-G FOR MIGRATION TO THE MICROSOFT EXCHANGE EMAIL SOFTWARE.

Comm. Dougan asked what happens with old data during transition. Mr. Schewchuk explained that software had been purchased for the migration of old data, and data should not be lost.

Comm. Dougan asked if there was a transition target date. Mr. Schewchuk stated October. Comm. McGrain asked for clarification on the supporting documentation. Mr. Schewchuk explained that the \$63,000 is for all the licenses and software, and the \$30,000 is for migration. He noted the leasing information is always included in quotations. Comm. McGrain asked if there would be upgrading costs and is this only a three year investment. Mr. Schewchuk stated it is possible that it will be more than three years. The only reoccurring cost would be support with Microsoft, and because of in-house expertise it is usually a per occurrence cost. Comm. Schor asked if there would be training for the employees. Mr. Schewchuk stated there is a training budget and there will be classes.

MOTION CARRIED UNANIMOUSLY.

10. Financial Services - Resolution to Approve an Amendment and Restatement of Ingham County's Section 125 Flexible Benefit Plan

MOVED BY COMM. NOLAN, SUPPORTED BY COMM. MCGRAIN, TO APPROVE THE RESOLUTION TO APPROVE AN AMENDMENT AND RESTATEMENT OF INGHAM COUNTY'S SECTION 125 FLEXIBLE BENEFIT PLAN.

Comm. Bahar-Cook disclosed that she benefits from this service. Ms. Morton stated this plan allows employees to pay a pretax portion of their health insurance.

MOTION CARRIED UNANIMOUSLY.

14. Board Referral - Letter (with Attachment) from the Department of Health and Human Services with Review of the Audit on the County for the Period January 1, 2009 through December 31, 2009

The Board Referral was received and placed on file.

Announcements

Comm. Schor noted he signed a contract authorization form and because of the Board's policy the increase was reduced from 3% to a 1% increase.

Public Comment

None.

The meeting adjourned at approximately 6:49 p.m.

Respectfully submitted,

Julie Buckmaster

Agenda Item 1a

RESOLUTION STAFF REVIEW

DATE January 24, 2011

Agenda Item Title: Resolution for Authorization to Enter into a Contract with Various Residential Placements

Submitted by: Circuit Court - Family Division

Committees: LE___, JD_ X_, HS___, CS ____, Finance_ X_

Summary of Proposed Action: This resolution would authorize agreements with various residential placement facilities for the care and treatment services of Court adjudicated youth for the time period of October 1, 2010 through September 30, 2011.

Financial Implications:

The attached list of residential placement facilities outlines the amount of the various per diems.

The funds are budgeted within the Family Court portion of the Child Care Fund.

Other Implications:

None.

Staff Recommendation: MAL___ JLN_ X_ TL ___ TM___ JC ___
Staff recommends approval of this resolution.

Introduced by the Judiciary and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION FOR AUTHORIZATION TO ENTER INTO A CONTRACT WITH VARIOUS
RESIDENTIAL PLACEMENTS**

WHEREAS, the Ingham County Circuit Court Family Division would like to enter into contracts with various residential placement facilities for the purpose of providing treatment intervention to adjudicated delinquent youth; and

WHEREAS, the Court, after hearing testimony and making findings, may issue an order placing juveniles in an appropriate treatment facility; and

WHEREAS, a list of residential placement facilities and their per diems is attached to this resolution; and

WHEREAS, there is no change in the per diem costs for any of the listed facilities from the 2009/2010 fiscal year and the 2010/2011 fiscal year.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes an agreement with the attached list of residential placement facilities for the care and treatment services of Court adjudicated youth not to exceed the per diems listed in the same attachment for the time period of October 1, 2010 through September 30, 2011.

BE IT FURTHER RESOLVED, that the funds for these placements will come from the Family Division's Residential Placement line item within the Child Care Fund.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners and the County Clerk are authorized to sign any contract documents consistent with this Resolution and approved as to form by the County Attorney.

Residential Placements

Placement Name	Per diem costs, not to exceed
Lakeside Academy	Range from \$174 to \$199
Boys Town	Range from \$95 to \$395
Mingus Mountain	\$195
Woodward Academy	Range from \$135 to \$195
Clarinda Academy	\$135
Normative Prep Services	\$195
Abraxas Academy	\$400
Rite of Passage	\$155.94

RESOLUTION STAFF REVIEW

DATE January 20, 2011

Agenda Item Title: Resolution to Approve the Purchase of a Replacement Security Camera System for the Ingham County Youth Center

Submitted by: Circuit Court - Family Division

Committees: LE____, JD__X__, HS____, CS____, Finance__X

Summary of Proposed Action: This resolution would authorize Phase II of a replacement Security Camera System for the Ingham County Youth Center. It would award a Purchase Order to AT&T Wireless and ID Solutions to perform the installation project management, engineering and programming of eleven additional surveillance cameras to upgrade and replace the existing surveillance camera system at the Ingham County Youth Center.

A COPS grant was previously approved to install seven cameras as Phase I of this project.

Financial Implications: The total cost is of Phase II is \$25,757.

\$22,000 from the Juvenile Justice Millage Fund for nine cameras, and \$3,757 from the Youth Center’s 2011 budget for two cameras for a total Phase II cost of \$25,757.

\$21,496 for seven cameras from a COPS grant was previously approved as Phase I.

This video surveillance replacement system reflects pricing from the State of Michigan Purchase Contract and shipping costs.

Other Implications:

None.

Staff Recommendation: MAL__ JLN__X__ TL__ TM__ JC__

Staff recommends approval of the resolution.

Introduced by the Judiciary and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE THE PURCHASE OF A REPLACEMENT SECURITY CAMERA SYSTEM FOR THE INGHAM COUNTY YOUTH CENTER

WHEREAS, the Ingham County Youth Center is a secure detention facility for Court involved delinquent youth; and

WHEREAS, the current security camera system is an outdated analog one that only captures real time images and does not record; and

WHEREAS, it has been determined that a total of eighteen cameras are needed to update the surveillance system with the proper security for that facility; and

WHEREAS, Ingham County has previously approved COPS grant funds to purchase and install seven cameras for the Youth Center as Phase I of this project; and

WHEREAS, there is enough money in the Youth Center's 2011 budget to purchase and install two additional cameras; and

WHEREAS, in order to complete this upgrade in a sufficient manner, there is a need for nine additional cameras; and

WHEREAS, the Circuit Court Family Division is requesting an amount not to exceed \$22,000.00 from Juvenile Justice Millage Funds for nine additional cameras; and

WHEREAS, it is the recommendation of the MIS Department to use the State of Michigan Purchase Contract with AT&T and ID Solutions.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes Phase II of the upgrade to the Ingham County Youth Center surveillance system, at a cost not to exceed \$25,757, with \$22,000 to come from the Juvenile Justice Millage Fund and \$3,757 from the Youth Center's 2011 budget.

BE IT FURTHER RESOLVED, the Controller/Administrator's Office is authorized to make the necessary budget adjustments and the Purchasing Department is authorized to issue the necessary purchase order or purchase documents with AT&T and ID Solutions.

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners authorizes the Board Chairperson and the County Clerk to sign any necessary purchase/contract documents that are consistent with this resolution and approved as to form by the County Attorney.

RESOLUTION STAFF REVIEW

DATE January 21, 2011

Agenda Item Title: Resolution Granting Meridian Township an Easement for a Water Main Necessary for the Therapy Pool Under Construction at the Medical Care Facility

Submitted by: Medical Care Facility

Committees: LE____, JD____, HS_ X_, CS_ X_, Finance_ X_

Summary of Proposed Action:

This resolution grants an easement to Meridian Township for the purpose of a water main, which is necessary to complete the construction of the new therapy pool at the Medical Care Facility.

Financial Implications:

The easement will be granted for the sum of \$1.00.

Other Implications:

Construction of the therapy pool at the Medical Care Facility was previously authorized by Resolution #10-265.

Staff Recommendation: MAL ____ JLN ____ TL ____ TM____ JC X____

Staff recommends approval of the resolution.



Medical Care Facility
& Rehabilitation Services
OF INGHAM COUNTY

January 6, 2010

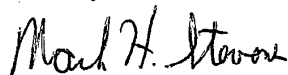
Ms. Becky Bennett, Board Coordinator
Ingham County Court House
341 S. Jefferson
P.O. Box 319
Mason, MI 48854

Dear Ms. Bennett,

Enclosed please find a Grant of Easement drafted by Meridian Township Engineering. We are submitting this Grant of Easement to the Board of Commissioners for their review and approval. The Grant of Easement is required for the therapy pool under construction at the Ingham County Medical Facility, 3860 Dobie Road, Okemos, MI 48864.

If further information is required, please do not hesitate contacting me at (517) 381-6126. Thank you for your assistance in this matter.

Sincerely,



Mark H. Stevens
Administrator

MHS/njr

Enc.

RECEIVED
JAN 10 2011

Introduced by the Human Services, County Services, and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION GRANTING MERIDIAN TOWNSHIP AN EASEMENT FOR A WATER MAIN
NECESSARY FOR THE THERAPY POOL UNDER CONSTRUCTION AT THE MEDICAL CARE
FACILITY**

WHEREAS, the Ingham County Board of Commissioners authorized the construction of a therapy pool at the Medical Care Facility in Resolution #10-265; and

WHEREAS, a therapy pool is necessary to provide aquatic therapy to resident/patients with arthritis, osteoporosis, stroke, multiple sclerosis, de-conditioning cardiac, asthma and chronic joint and back pain; and

WHEREAS, the therapy pool is under construction and a water main easement must be granted to Meridian Township in order to complete the project.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby grants the Charter Township of Meridian an easement for the construction, operation, maintenance, enlargement, reconstruction, repair and/or replacement and use of a water main, and related wires, cables, conductors, anchors, pipes, devices, appliances, and facilities over, on, under, through and across County owned property at 3860 Dobie Road, Okemos, Michigan 48864.

BE IT FURTHER RESOLVED, the Chairperson of the Ingham County Board of Commissioners is authorized to sign the grant of easement document after review and approval by the County Attorney.

RESOLUTION STAFF REVIEW

DATE January 21, 2011

Agenda Item Title: Resolution to Authorize a Contract with Michigan Department of Human Services to Provide Nursing Care to Children in Foster Care

Submitted by: Health Department

Committees: LE____, JD____, HS_ X_, CS____, Finance_ X_

Summary of Proposed Action:

This resolution authorizes an agreement with the Michigan Department of Human Services to provide nursing care to children in foster care.

The Michigan Department of Human Services (MDHS) has developed a pilot project to enhance medical services in order to provide consistent and quality health care to children in foster care. The MDHS pilot proposes a partnership between Public Health Nurses and DHS Case Workers to provide more comprehensive case planning for each child, with specific attention to health care needs.

In the pilot project, a Public Health Nurse will assess the medical needs of children in foster care, develop and implement a medical services plan, and provide consistent follow up in efforts to improve overall health care. In addition to providing medical case management services, the Public Health Nurse will be a primary resource in educating all who are involved in case planning for the specific needs of the child.

Financial Implications:

MDHS will reimburse the County up to \$100,000 in support the cost of a 1.0 FTE Public Health Nurse. The contract period will be January 1, 2011 through December 31, 2011.

Other Implications:

None.

Staff Recommendation: MAL ___ JLN ___ TL ___ TM ___ JC X___

Staff recommends approval of the resolution.

MEMORANDUM

To: Human Services Committee
Finance Committee

From: Dean Sienko, MD, MS

Date: January 20, 2011

Subject: Resolution to Authorize an Agreement with Michigan Department of Human Services to Provide Nursing Care to Children in Foster Care

Ingham County has 632 children in foster care. These children are at an elevated risk of having unattended health care needs due to their histories of abusive and neglect. Michigan Department of Human Services (MDHS) has developed a pilot project to enhance medical services in order to provide consistent and quality health care to children in foster care. The MDHS pilot proposes a partnership between Public Health Nurses and DHS Case Workers to provide more comprehensive case planning for each child, with specific attention to health care needs.

In the pilot project, a Public Health Nurse will assess the medical needs of children in foster care, develop and implement a medical services plan, and provide consistent follow up in efforts to improve overall health care. In addition to providing medical case management services, the Public Health Nurse will be a primary resource in educating all who are involved in case planning for the specific needs of the child.

MDHS has proposed entering into an agreement with the County to provide Public Health Nursing services for the PHN Foster Care pilot project. MDHS will reimburse the County up to \$100,000 in support the cost of a 1.0 FTE Public Health Nurse. The contract period will be January 1, 2011 through December 31, 2011.

I recommend that this agreement be approved.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A CONTRACT WITH MICHIGAN DEPARTMENT OF HUMAN SERVICES TO PROVIDE NURSING CARE TO CHILDREN IN FOSTER CARE

WHEREAS, the Michigan Department of Human Services (MDHS) has developed a pilot project to promote comprehensive level of health care for children in the foster care system; and

WHEREAS, the project will partner Public Health Nurses and Case workers to aid in the development of detailed case planning for each child; and

WHEREAS, MDHS has proposed to contract with the County to secure public health nursing services to implement the pilot project; and

WHEREAS, MDHS will provide up to \$100,000 to reimburse the Ingham County Health Department for the cost of a 1.0 FTE Public Health Nurse position; and

WHEREAS, the Health Officer recommends authorization of the contract.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with Michigan Department of Human Services (MDHS) to provide nursing care to children in foster care.

BE IT FURTHER RESOLVED, that MDHS will provide up to \$100,000 to reimburse the County for the cost of a 1.0 FTE Public Health Nurse.

BE IT FURTHER RESOLVED, that the period of the agreement shall be January 1, 2011 through December 31, 2011.

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

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign the agreement and to sign any documents required by MDHS, after review by the County Attorney.

RESOLUTION STAFF REVIEW

DATE January 21, 2011

Agenda Item Title: Resolution to Authorize a Contract with Washtenaw County Public Health to Deliver Workshop in Health Equity and Social Justice

Submitted by: Health Department

Committees: LE____, JD____, HS_ X_, CS____, Finance_ X_

Summary of Proposed Action:

This resolution authorizes a contract with Washtenaw County Public Health (WCPH) to provide a four-day workshop on Health Equity and Social Justice for staff and community members. The workshop will take place in March 2011.

Financial Implications:

Washtenaw County Public Health will pay Ingham County \$6,500 for the delivery of this workshop, which will cover the cost of travel (\$237.00) and a negotiated consulting fee of \$6,263.

Other Implications:

None.

Staff Recommendation: MAL ___ JLN ___ TL ___ TM ___ JC X

Staff recommends approval of the resolution.

MEMORANDUM

To: Mark Grebner, Chair
Ingham County Board of Commissioners

From: Dean G. Sienko, M.D., Health Officer

Date: January 20, 2011

Subject: Recommendation to Authorize an Agreement with the Washtenaw
County Health Department

The ICHD Social Justice Project has developed significant expertise in health equity and social justice. This expertise has received broad recognition at the state and national level. Given the increasing number of requests from external departments for training or consultation on social justice issues, department staff have recommended that we bill for these services when appropriate.

The attached resolution will allow two members of ICHD Social Justice Team to enter into a contractual agreement with Washtenaw County Public Health (WCPH) to provide a four-day workshop on Health Equity and Social Justice for staff and community members. WCPH will pay ICHD \$6,500 for the delivery of this workshop, which will cover the cost of travel (\$237.00) and a negotiated consulting fee of \$6263. These funds will be used to support the future work of the Social Justice Project.

I recommend acceptance of this contractual agreement.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT WITH
WASHTENAW COUNTY PUBLIC HEALTH TO DELIVER
WORKSHOP IN HEALTH EQUITY AND SOCIAL JUSTICE**

WHEREAS, in 2008, the Ingham County Health Department (ICHD) developed the capacity to provide four-day workshops in health equity and social justice through its Social Justice Project, funded through grants from the W.K. Kellogg Foundation; and

WHEREAS, Washtenaw County Public Health (WCPH) has expressed an interest in entering into a contractual relationship with ICHD to provide a four-day workshop to its staff and community members; and

WHEREAS, WCPH has agreed to compensate ICHD for the delivery of this workshop at a cost of \$6,500, which will include reimbursement of travel to Ann Arbor for the four days of the workshop on March 14, 15, 28, and 29, 2011.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the Service Contract between Washtenaw County Public Health and Ingham County for the ICHD to provide a four-day Health Equity and Social Justice on March 14, 15, 28, and 29, 2011.

BE IT FURTHER RESOLVED, that WCPH will provide Ingham County up to \$6,500 for the delivery of this workshop, including travel reimbursement.

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

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign the contract after review by the County Attorney.

RESOLUTION STAFF REVIEW

DATE January 24, 2011

Agenda Item Title: Resolution to Amend the Contract with Delta Electrical Contractors of Lansing, Inc. to Install a New Emergency Notification System for the Fairgrounds

Submitted by: Facilities Department

Committees: LE____, JD____, HS____, CS_X__, Finance_X__

Summary of Proposed Action:

This resolution will authorize amending the original contract with Delta Electrical Contractors of Lansing, Inc. (Resolution #10-202), to complete the Emergency Notification Project at the Fairgrounds. The amended resolution will allow the installation of horns at the Tack Shop and paging capabilities from the South Arena to the South Barns at the Fairgrounds.

Financial Implications:

The cost of the amendment is \$9,930.00, raising the total cost of the contract to \$65,625.00 (which includes a \$5,000.00 contingency that was included in Resolution #10-202).

Other Implications:

None.

Staff Recommendation: MAL_X__ JLN____ TL____ TM____ JC____

Staff recommends approval of the resolution.

MEMORANDUM

DATE: January 5, 2011

FROM: Rick Terrill

TO: County Services and Finance Committees

SUBJECT: Fairgrounds Emergency Notification- Additional Work

Attached you will find the Facilities Department request and resolution to authorize an additional \$9,930, to complete the Emergency Notification Project at the Fairgrounds. The original resolution (attached) authorized entering into contract with Delta Electric for an amount not to exceed \$50,695. This request would also authorize amending Delta Electric's contract for a not to exceed cost of \$60,625.

During the course of the project, two items came to our attention that needed to be included in the project: installation of horns at the Tack Shop and paging from the South Arena to the South Barns, neither of which was included in the original scope of work. The cost to complete both of these items will be \$9,930.

The South Arena is used extensively for horse shows throughout the year as well as during Fair Week, and it is vital that they be able to page from there into the South Barns.

The addition of the horns at the Tack Shop would allow for complete coverage of the south end of the fairgrounds for emergency notifications and paging.

Most of the original contingency amount of \$5,000 has been exhausted (\$2,054.83 has been spent to date) due to unforeseen circumstances that have arisen during installation; therefore, we are asking for an additional amount of \$9,930 to complete these items. Funds are available in the Fairgrounds Budget line item number 561-76900-976000.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AMEND THE CONTRACT WITH DELTA ELECTRICAL CONTRACTORS OF LANSING, INC. TO INSTALL A NEW EMERGENCY NOTIFICATION SYSTEM FOR THE FAIRGROUNDS

WHEREAS, Resolution #10-202 authorized awarding a contract to Delta Electrical Contractors of Lansing, Inc., 7808 Lanac Street, Lansing, Michigan 48917, to install a new Emergency Notification System for the Fairgrounds, for a not to exceed cost of \$50,695.00 plus a contingency of \$5,000.00 for a total cost of \$55,695.00; and

WHEREAS, during the course of the project it was noticed that the following two items should have been included in the original contract: installation of horns at the Tack Shop and paging capabilities from the South Arena to the South Barns; and

WHEREAS, the funds for this project have been budgeted and approved in the Fairgrounds Budget line item 561-76900-976000; and

WHEREAS, the cost for the additional services to the original contract (Resolution #10-202) would be \$9,930.00.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes amending the original contract with Delta Electrical Contractors of Lansing, Inc. (Resolution #10-202), 7808 Lanac Street, Lansing, Michigan 48917, to install horns at the Tack Shop and paging capabilities from the South Arena to the South Barns at the Fairgrounds for a cost of \$9,930.00 raising the total cost of the contract to \$65,625.00 (which includes a \$5,000.00 contingency that was included in Resolution #10-202).

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners authorizes the Board Chairperson and the County Clerk to sign any necessary documents that are consistent with this resolution and approved as to form by the County Attorney.

RESOLUTION STAFF REVIEW

DATE January 24, 2011

Agenda Item Title: Resolution to Approve Entering into a 3-Year Agreement with CourtVIEW Justice Solutions for Annual CourtVIEW Software Maintenance and the Addition of Dashboard Software and ECMS Adapter

Submitted by: Management Information Services Department

Committees: LE ____, JD ____, HS ____, CS X, Finance X

Summary of Proposed Action:

This resolution will authorize entering into a three year agreement with CourtVIEW Justice Solutions for case management. The LOFT committee evaluates this agreement every year for feasibility and has made this recommendation.

Financial Implications:

The total amount of \$451,944.00 will be paid from the LOFT account.

Year 1 - \$167,796.00

Year 2 - \$142,074.00

Year 3 - \$142,074.00

Year 2 and year 3 costs for CourtVIEW, Dashboard and ECMS are only for annual maintenance.

Other Implications:

Ingham County courts will utilize CourtVIEW for at least three years; the maintenance costs can be paid in annual installments and will provide the biggest discount for the Dashboard and ECMS Adaptor software.

Staff Recommendation: MAL X JLN ___ TL ___ TM ___ JC ___

Staff recommends approval of the resolution.

To: Board of Commissioners
From: Tom Shewchuk
Date: January 20, 2011
Re: CourtVIEW Justice Solutions Annual Maintenance Agreement Resolution

Dear Commissioners,

Ingham County has utilized the CourtVIEW case management application in Ingham County since 1997. This application requires support and maintenance from CourtVIEW Justice Solutions (CJS) in order to keep the system up-to-date and functioning. Each year since 1997 Ingham County has purchased annual maintenance.

The LOFT committee evaluates this agreement every year for feasibility. In 2011, the courts have requirements for Dashboard and ECMS Adaptor software. The Dashboard application will lead to increased productivity for our users and the ECMS adaptor is needed so CourtVIEW can interface to our On-Base Imaging application and will lead to the implementation of E-Filing.

As a result of our negotiations, CJS provided Ingham County with the following options below:

- **Option A:**
 - No change. Current annual maintenance agreement.
 - 1 year term
 - Total cost: \$133,132.00 (a 1.1% increase from 2010)
- **Option B:**
 - Current annual maintenance agreement
 - Dashboard and ECMS Adaptor software at a 40% discount
 - 1 year term
- **Option C:**
 - Current annual maintenance agreement
 - Dashboard and ECMS Adaptor software at a 45% discount
 - 2 year term
 - Annual maintenance cost frozen
- **Option D:**
 - Current annual maintenance agreement
 - Dashboard and ECMS Adaptor software at a 50% discount
 - 3 year term
 - Annual maintenance cost frozen

The LOFT committee is recommending Option D because Ingham County courts will continue to utilize CourtVIEW for at least 3 more years, it will freeze maintenance at 2011 costs, we can pay in annual installments and it will provides the biggest discount for the Dashboard and ECMS Adaptor software.

Thank you in advance for your consideration. I have attached the 4 quotes from CJS. Please feel free to contact me if you have any questions.

Sincerely,

Tom



Quote

To: Tom Shewchuk, Director, MIS
 Ingham County
 121 E. Maple Street, 3rd Floor
 Mason, MI 48854

Quote: INGAHAMMI20101206A
 Date: December 6, 2010
 Valid through: December 31, 2010

Project: Maintenance Renewal

Item	Qty	Unit Price	Total	Initial
CURRENT SOFTWARE and MAINTENANCE				
CourtView (current value, previously purchased as Enterprise License)	175	\$ 4,650	\$ 813,750	
Support and Maintenance, based on current license value			\$ 179,025	
Effective Support and Maintenance Discount, based on current contract		26%	\$ (47,341)	
Support and Maintenance for 2010, based on current contract			\$ 131,884	
SOFTWARE MAINTENANCE				
Support and Maintenance Renewal for 2011, based on current contract			\$ 133,132	
Net Support and Maintenance			\$ 133,132	
Total, excluding applicable taxes			\$ 133,132	

Accepted: _____	Date: _____
<small>Print Name / Signature</small>	

Notes
 1 Current contracts remain in full force and effect.



Quote

To: Tom Shewchuk, Director, MIS
 Ingham County
 121 E. Maple Street, 3rd Floor
 Mason, MI 48854

Quote: INGAHAM20101206B
 Date: December 6, 2010
 Valid through: December 31, 2010

Project: **Maintenance Renewal plus CourtView ECMS Adapter & CourtView Dashboard**

Item	Qty	Unit Price	Total	Initial
CURRENT SOFTWARE and MAINTENANCE				
CourtView (previously purchased as Enterprise License)	175	\$ 4,650	\$ 813,750	
Support and Maintenance, based on current license value			\$ 179,025	
Effective Support and Maintenance Discount, based on current contract		26%	(\$47,341)	
Support and Maintenance for 2010, based on current contract			\$ 131,684	
NEW SOFTWARE				
CourtView ECMS Adapter	1	\$ 20,300	\$ 20,300	
Dashboards (Based on 2011 CourtView user count)	175	\$ 116	\$ 20,344	
License Fee Discount		40%	(\$16,258)	
Net New Software			\$ 24,386	
SOFTWARE MAINTENANCE				
Support and Maintenance Renewal for 2011			\$ 133,132	
1st Year ECMS Adapter Support and Maintenance			\$ 4,466	
1st Year Dashboard Support and Maintenance			\$ 4,476	
Net Support and Maintenance			\$ 142,074	
PROFESSIONAL SERVICES				
1.0 Baseline Services				
1.1 Project Administration and Coordination	6	\$ 200	\$ 1,200	
1.2 Remote Technical Services and Coordination (Up to 12 hours effort)		\$ 2,450	\$ 2,450	
1.3 Dashboards Overview and Training (Remote)	10	\$ 175	\$ 1,750	
Net Professional Services	16		\$ 5,400	
Estimated Baseline Project Total, excluding applicable taxes			\$ 171,860	

Accepted: _____ Date: _____
Print Name / Signature

- Notes**
- 1 Licensing, Support, Professional Service Agreements and a Statement of Work will be provided and agreed to after quotation approval
 - 2 The new license and support agreements between the parties for CourtView ECMS Adapter and CourtView Dashboard will cover only up to 175 CourtView users. The current license and support agreements will continue to apply for CourtView.
 - 3 Client is responsible for all required hardware and 3rd party software components and configuration.
 - 4 Delays caused by client site or configuration issues may require rescheduling and/or Change Order for additional services and related travel costs.
 - 5 Professional Services quoted are at a firm fixed price and materials effort for items 1.1 and 1.3. Actual effort, costs and expenses may be less than or greater than those estimated. Customer shall have no obligation to pay CJS more than the estimated price. CJS shall have no obligation to provide labor or incur costs or expenses having a combined value more than the estimated price, even if the services have not been completed or the deliverables delivered, or the results expected by the customer have not been achieved. The parties may by mutual, written agreement, increase the estimated price.
 - 6 Professional Services quoted are at a firm fixed price, but extent of services is limited to the hours indicated in 1.2. Actual effort, costs and expenses may be less than or greater than those estimated. Customer shall have no obligation to pay CJS more than the estimated price. CJS shall have no obligation to provide labor or incur costs or expenses having a combined value more than the quoted price, even if the services have not been completed or the deliverables delivered, or the results expected by the customer have not been achieved. The parties may by mutual, written agreement, increase the quoted price. Changes in scope will require a change order to increase the firm fixed price based upon the additional level of effort required.
 - 7 The CJS scope of work for 1.2 is limited to the installation of the CourtView ECMS API Adapter in one non-production and one production environment in a production ready state per the applicable CourtView ECMS API Adapter product specifications. It is solely the responsibility of the Customer and any third party document management system (imaging) provider to install and test the document management (imaging) system and that systems ability to utilize the CourtView ECMS API Adapter and to integrate with CourtView.
 - 8 Client will make available all resources requested by CJS for assistance and approval.
 - 9 If project is cancelled prior to completion, all effort and travel-related costs expended through the date of cancellation will be due and payable.
 - 10 CJS will invoice after ECMS API installation is complete or the maximum hours have been provided, whichever comes first.
 - 11 Payment for License Fee and 1st year Maintenance are due upon contract execution.
 - 12 Maintenance begins upon quote execution.
 - 13 CJS will invoice monthly in arrears for actual services rendered.
 - 14 All services are to be provided remotely. Should travel be requested or deemed to be required, a separate Change Order for estimated travel costs and travel time will be provided.
 - 15 Payment term is net 30 days from invoice date



Quote

To: Tom Shewchuk, Director, MIS
 Ingham County
 121 E. Maple Street, 3rd Floor
 Mason, MI 48854

Quote: INGAHAM20101206C
 Date: December 6, 2010
 Valid through: December 31, 2010

Project: Two Year Maintenance Renewal plus CourtView ECMS Adapter & CourtView Dashboard

Item	Qty	Unit Price	Total	Initial
CURRENT SOFTWARE and MAINTENANCE				
CourtView (previously purchased as Enterprise License)	175	\$ 4,650	\$ 813,750	
Support and Maintenance, based on current license value			\$ 179,025	
Effective Support and Maintenance Discount, based on current contract		26%	(\$47,341)	
Support and Maintenance for 2010, based on current contract			\$ 131,684	
NEW SOFTWARE				
CourtView ECMS Adapter	1	\$ 20,300	\$ 20,300	
Dashboards (Based on 2011 CourtView user count)	175	\$ 116	\$ 20,344	
License Fee Discount		45%	(\$18,290)	
Net New Software			\$ 22,354	
SOFTWARE MAINTENANCE - 2012 fees held but at 2011 rates				
Annual Support and Maintenance Renewal for 2011 and 2012 (two-year commitment)			\$ 133,132	
ECMS Adapter Support and Maintenance (annual)			\$ 4,466	
Dashboard Support and Maintenance (annual)			\$ 4,476	
Net Support and Maintenance			\$ 142,074	
PROFESSIONAL SERVICES				
1.0 Baseline Services				
1.1 Project Administration and Coordination	6	\$ 200	\$ 1,200	
1.2 Remote Technical Services and Coordination (Up to 12 hours effort)		\$ 2,450	\$ 2,450	
1.3 Dashboards Overview and Training (Remote)	10	\$ 175	\$ 1,750	
Net Professional Services	16		\$ 5,400	
Estimated Baseline Project Total, excluding applicable taxes			\$ 189,828	

Accepted: _____ Date: _____
 Print Name / Signature

- Notes**
- 1 Licensing, Support, Professional Service Agreements and a Statement of Work will be provided and agreed to after quotation approval. Current agreements will remain in effect for CourtView, but will be amended to include a penalty payment for early termination of support and maintenance.
 - 2 The new license and support agreements between the parties for CourtView ECMS Adapter and CourtView Dashboard will cover only up to 175 CourtView users. The current license and support agreements will continue to apply for CourtView.
 - 3 Client is responsible for all required hardware and any party software components and configuration.
 - 4 Delays caused by client site or configuration issues may require rescheduling and/or Change Order for additional services and related travel costs.
 - 5 Professional Services quoted are at a firm fixed price, but extent of services is limited to the hours indicated in 1.2. Actual effort, costs and expenses may be less than or greater than those estimated. Customer shall have no obligation to pay CJS more than the estimated price. CJS shall have no obligation to provide labor or incur costs or expenses having a combined value more than the estimated price, even if the services have not been completed or the deliverables delivered, or the results expected by the customer have not been achieved. The parties may by mutual, written agreement, increase the estimated price.
 - 6 Professional Services quoted are at a firm fixed price, but extent of services is limited to the hours indicated in 1.2. Actual effort, costs and expenses may be less than or greater than those estimated. Customer shall have no obligation to pay CJS more than the estimated price. CJS shall have no obligation to provide labor or incur costs or expenses having a combined value more than the quoted price, even if the services have not been completed or the deliverables delivered, or the results expected by the customer have not been achieved. The parties may by mutual, written agreement, increase the quoted price. Changes in scope will require a change order to increase the firm fixed price based upon the additional level of effort required.
 - 7 The CJS scope of work for 1.2 is limited to the installation of the CourtView ECMS API Adapter in one non-production and one production environment in a production ready state per the applicable CourtView ECMS API Adapter product specifications. It is solely the responsibility of the Customer and any third party document management system (imaging) provider to install and test the document management (imaging) system and that system's ability to utilize the CourtView ECMS API Adapter and to integrate with CourtView.
 - 8 Client will make available all resources requested by CJS for assistance and approval.
 - 9 If project is cancelled prior to completion, all effort and travel-related costs expended through the date of cancellation will be due and payable.
 - 10 CJS will invoice after ECMS API installation is complete or the maximum hours have been provided, whichever comes first.
 - 11 Payment for License Fee and 1st year Maintenance are due upon contract execution.
 - 12 Maintenance begins upon quote execution.
 - 13 CJS will invoice monthly in arrears for actual services rendered.
 - 14 All services are to be provided remotely. Should travel be requested or deemed to be required, a separate Change Order for estimated travel costs and travel time will be provided.
 - 15 Payment term is net 30 days from invoice date.



Quote

To: Tom Shewchuk, Director, MIS
 Ingham County
 121 E. Maple Street, 3rd Floor
 Mason, MI 48854

Quote: INGAHAM20101206D
 Date: December 6, 2010
 Valid through: December 31, 2010

Project: Three Year Maintenance Renewal plus CourtView ECMS Adapter & CourtView Dashboard

Item	Qty	Unit Price	Total	Initial
CURRENT SOFTWARE and MAINTENANCE				
CourtView (previously purchased as Enterprise License)	175	\$ 4,650	\$ 813,750	
Support and Maintenance, based on current license value			\$ 179,025	
Effective Support and Maintenance Discount, based on current contract		26%	(\$47,341)	
Support and Maintenance for 2010, based on current contract			\$ 131,684	
NEW SOFTWARE				
CourtView ECMS Adapter	1	\$ 20,300	\$ 20,300	
Dashboards (Based on 2011 CourtView user count)	175	\$ 116	\$ 20,344	
License Fee Discount		50%	(\$20,322)	
Net New Software			\$ 20,322	
SOFTWARE MAINTENANCE - 2012-2013 fees hold flat at 2011 rates				
Annual Support and Maintenance Renewal for 2011 - 2013 (three-year commitment)			\$ 133,132	
ECMS Adapter Support and Maintenance (annual)			\$ 4,466	
Dashboard Support and Maintenance (annual)			\$ 4,476	
Net Support and Maintenance			\$ 142,074	
PROFESSIONAL SERVICES				
1.0 Baseline Services				
1.1 Project Administration and Coordination	6	\$ 200	\$ 1,200	
1.2 Remote Technical Services and Coordination (Up to 12 hours effort)		\$ 2,450	\$ 2,450	
1.3 Dashboards Overview and Training (Remote)	10	\$ 175	\$ 1,750	
Net Professional Services	16		\$ 5,400	
Estimated Baseline Project Total, excluding applicable taxes			\$ 187,796	

Accepted: _____ Date: _____
 Print Name / Signature

- Notes**
- 1 Licensing, Support, Professional Service Agreements and a Statement of Work will be provided and agreed to after quotation approval. Current agreements will remain in effect for CourtView, but will be amended to include a penalty payment for early termination of support and maintenance.
 - 2 The new license and support agreements between the parties for CourtView ECMS Adapter and CourtView Dashboard will cover only up to 175 CourtView users. The current license and support agreements will continue to apply for CourtView.
 - 3 Client is responsible for all required hardware and any party software components and configuration.
 - 4 Delays caused by client site or configuration issues may require rescheduling and/or Change Order for additional services and related travel costs.
 - 5 Professional Services quoted are at a firm and materials effort for items 1.1 and 1.3. Actual effort, costs and expenses may be less than or greater than those estimated. Customer shall have no obligation to pay CJS more than the estimated price. CJS shall have no obligation to provide labor or incur costs or expenses having a combined value more than the estimated price, even if the services have not been completed or the deliverables delivered, or the results expected by the customer have not been achieved. The parties may by mutual, written agreement, increase the estimated price.
 - 6 Professional Services quoted are at a firm fixed price, but extent of services is limited to the hours indicated in 1.2. Actual effort, costs and expenses may be less than or greater than those estimated. Customer shall have no obligation to pay CJS more than the estimated price. CJS shall have no obligation to provide labor or incur costs or expenses having a combined value more than the quoted price, even if the services have not been completed or the deliverables delivered, or the results expected by the customer have not been achieved. The parties may by mutual, written agreement, increase the quoted price. Changes in scope will require a change order to increase the firm fixed price based upon the additional level of effort required.
 - 7 The CJS scope of work for 1.2 is limited to the installation of the CourtView ECMS API Adapter in one non-production and one production environment in a production ready state per the applicable CourtView ECMS API Adapter product specifications. It is solely the responsibility of the Customer and any third party document management system (imaging) provider to install and test the document management (imaging) system and that systems ability to utilize the CourtView ECMS API Adapter and to integrate with CourtView.
 - 8 Client will make available all resources requested by CJS for assistance and approval.
 - 9 If project is cancelled prior to completion, all effort and travel-related costs expended through the date of cancellation will be due and payable.
 - 10 CJS will invoice after ECMS API installation is complete or the maximum hours have been provided, whichever comes first.
 - 11 Payment for License Fee and 1st year Maintenance are due upon contract execution.
 - 12 Maintenance begins upon quote execution.
 - 13 CJS will invoice monthly in arrears for actual services rendered.
 - 14 All services are to be provided remotely. Should travel be requested or deemed to be required, a separate Change Order for estimated travel costs and travel time will be provided.
 - 15 Payment term is net 30 days from invoice date.

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Introduced by County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE ENTERING INTO A 3-YEAR AGREEMENT WITH COURTVIEW JUSTICE SOLUTIONS FOR ANNUAL COURTVIEW SOFTWARE MAINTENANCE AND THE ADDITION OF DASHBOARD SOFTWARE AND ECMS ADAPTER

WHEREAS, Ingham County courts have been utilizing the CourtVIEW Justice Solutions (CJS) Case Management software since 1997; and

WHEREAS, this software requires annual maintenance in order to maintain and support the Case Management software for Ingham County; and

WHEREAS, the 2010 annual maintenance cost was \$131,684.00 and the cost for 2011 will be \$133,132.00 or a 1.1% increase; and

WHEREAS, the Law and Order Fund for Technology (LOFT) committee reviewed this year's annual maintenance proposal and negotiated a 3-year agreement that freezes the 2011 maintenance cost for the term of this agreement and includes the discounted purchase of Dashboard and ECMS software; and

WHEREAS, the Dashboard software will provide our users the ability to navigate multiple screens more efficiently thus increasing productivity and the ECMS adapter will allow integration of CourtVIEW with our On-Base Imaging system and eventually E-Filing; and

WHEREAS, there is a one-time cost for the licenses and installation of Dashboard and ECMS that will reflect in the first year pricing below; and

WHEREAS, year 2 and year 3 costs for CourtVIEW, Dashboard and ECMS are only for annual maintenance; and

WHEREAS, the total 3-year cost for this agreement is \$451,944.00 and will be paid in the following annual installments:

Year 1 - \$167,796.00
Year 2 - \$142,074.00
Year 3 - \$142,074.00

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes entering into a 3-year agreement with CourtVIEW Justice Solutions from January 1, 2011 to December 31, 2013 for a total amount of \$451,944.00 to be paid from the LOFT account for a total amount of \$451,944.00 to be paid from the LOFT account.

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

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners and the County Clerk are authorized to sign any contract documents consistent with this resolution and approved as to form by the County Attorney.

RESOLUTION STAFF REVIEW

DATE January 24, 2011

Agenda Item Title: Resolution to Approve the Renewal of the Symantec Endpoint Protection Anti-Virus Software from EDS

Submitted by: Management Information Services Department

Committees: LE____, JD____, HS____, CS X____, Finance X____

Summary of Proposed Action:

This resolution will authorize the purchase of the Symantec Endpoint Protection software from the EDS State of Michigan co-operative contract. All county computers currently have this anti-virus software loaded on them as part of their normal software.

Financial Implications:

Total cost will be paid out of the County's Network Fund (245-25810-932030) in the amount of \$14,676.00.

Other Implications:

MIS researched three anti-virus software programs and is recommending Symantec; Symantec was the lowest quote.

Staff Recommendation: MAL X JLN ____ TL ____ TM____ JC ____

Staff recommends approval of the resolution.

Agenda Item 5b

To: Board of Commissioners
From: Tom Shewchuk
Date: January 20, 2011
Re: Symantec Endpoint Protection Software Resolution

Dear Commissioners,

All computers in Ingham County have anti-virus software loaded on them as part of their normal software image. Anti-virus software is essential to protecting our network from hackers and other malicious software. We currently utilize Symantec software and our software licenses are due for renewal. MIS researched 2 other viable anti-virus software vendors as possible replacements, SOFOS and Trend Micro. As a result we recommend continuing with Symantec because it is currently installed on all of our PC's, we have been satisfied with the Symantec product and support, and their pricing was within \$600 of the lowest cost. The pricing from all vendors evaluated is below:

- SOFOS - \$32,256.00
- Trend Micro - \$14,052.00
- Symantec - \$14,676.00

Thank you in advance for your consideration. Please feel free to contact me if you have any questions.

Sincerely,

Tom

Introduced by County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE THE RENEWAL OF THE SYMANTEC ENDPOINT PROTECTION ANTI-VIRUS SOFTWARE FROM EDS

WHEREAS, Ingham County currently has Symantec's Anti-Virus software loaded on all PC's and laptops in the county and our current agreement will be expiring and needs to be renewed; and

WHEREAS, it is vital to the health and availability of our network to always have anti-virus software loaded on all Ingham County computers; and

WHEREAS, MIS researched multiple solutions and recommend continuing with the Symantec Endpoint Protection anti-virus software for our computers; and

WHEREAS, the total cost for the anti-virus software for a 3-year period is \$14,676.00 and will be purchased from EDS under the State of Michigan Cooperative contract; and

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes the purchase of the Symantec Endpoint Protection software from the EDS State of Michigan co-operative contract in the amount of \$14,676.00.

BE IT FURTHER RESOLVED, that the total cost will be paid out of the county's Network Fund (245-25810-932030).

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

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners and the County Clerk are authorized to sign any contract documents consistent with this resolution and approved as to form by the County Attorney.

RESOLUTION STAFF REVIEW

DATE: January 19, 2011

Agenda Item Title: Resolution Authorizing the Approval of Amendment #3 with the Department of Natural Resources to Develop a Snow Tubing Hill at Hawk Island Park

Submitted by: Ingham County Parks & Recreation Commission

Committees: LE___, JD___, HS___, CS X, Finance X

Summary of Proposed Action:

Board of Commissioners Resolution #08-063 authorized the acceptance of a Land and Water Conservation Fund grant to fund a snow tubing hill at Hawk Island Park. Parks Department staff petitioned the Department of Natural Resources for an extension from January 31, 2011 to October 31, 2011 due to delays in staff's ability to acquire the needed fill material to build the snow tubing hill.

Park staff has been working with a local excavating company to provide the needed fill material for the project, with the only expense being the transportation of the material. Board of Commissioner Resolution #10-367 authorized the prime professional for the project at a cost \$5,000 lower than anticipated. This savings will enable the Parks Department to pay the expense of transporting the necessary fill material for the project.

The Department of Natural Resources granted the Parks Department's extension request on January 19, 2011. The Parks & Recreation Commission supported this amendment with the passage of a resolution their January 24, 2011 meeting.

Financial Implications:

None.

Other Implications:

None.

Staff Recommendation: MAL X JLN ___ TL ___ TM ___ JC ___

Staff recommends approval of the resolution.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING THE APPROVAL OF AMENDMENT #3
WITH THE DEPARTMENT OF NATURAL RESOURCES TO DEVELOP
A SNOW TUBING HILL AT HAWK ISLAND PARK**

WHEREAS, Board of Commissioners Resolution #08-063 authorized the acceptance of a Land and Water Conservation Fund grant to fund a snow tubing hill at Hawk Island Park; and

WHEREAS, the Parks Department petitioned the Department of Natural Resources for an extension due to delays in staff 's ability to acquire the needed fill material to build the snow tubing hill; and

WHEREAS, Park staff has been working with a local excavating company to provide the needed fill material for the project, with the only expense being the transportation of the material; and

WHEREAS, Board of Commissioner Resolution #10-367 authorized the prime professional for the project at a cost \$5,000 lower than anticipated; and

WHEREAS, this savings will enable the Parks Department to pay the expense of transporting the necessary fill material for the project; and

WHEREAS, the Ingham County Parks & Recreation Commission desires to complete the project as proposed in order to continue to provide recreational opportunities to the residents of Ingham County and supported this amendment with the passage of a Parks Resolution at their January 24, 2011 meeting.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes Amendment #3 of the agreement with the Department of Natural Resources extending the project period completion deadline from January 31, 2011 to October 31, 2011 be approved.

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners authorizes the Board Chairperson and the County Clerk to sign any necessary contract/placement documents that are consistent with this resolution and approved as to form by the County Attorney.

RESOLUTION STAFF REVIEW

DATE: January 20, 2011

Agenda Item Title: Resolution Accepting Donations, Authorizing the Purchase of an Electronic Entrance Gate System for the Soldan Dog Park, and Amending Resolution #05-154 Authorizing an Agreement with the City of Lansing for the Operation of a Non-Motorized Pathway Through Scott Woods Park

Submitted by: Ingham County Parks & Recreation Commission

Committees: LE____, JD____, HS____, CS_ X_, Finance X__

Summary of Proposed Action:

The Soldan Dog Park, a City of Lansing Dog Park, is located within the City of Lansing’s Scott Woods Park, with entrances through both Scott Woods Park and Hawk Island County Park. The Soldan Dog Park Task force has recommended the installation of an electronic entry gate system at the dog park with an associated user fee to cover costs. Implementation of an electronic entry gate system would help regulate the safety of dog park users through the verification of licensure and vaccinations of dogs and reduce the need to staff volunteers to “police” the dog park.

The Ingham County Parks and Recreation Commission supported this project with the passage of Resolution #32-10 at their August 23, 2010 meeting.

This resolution authorizes the acceptance of a \$2,300 donation from the Friends of Greater Lansing Dog Parks Friends and a \$2,300 contribution from the City of Lansing to be used for the purchase and installation of an electronic gate system at the Soldan Dog Park. It further authorizes the Controller/Administrator to make the necessary adjustment to the Parks Department budget to accept donations for the electronic gate system and transfer \$2,630 from 208-75200-74300-86000 to the Soldan Dog Park Electronic Gate System project. Finally, this resolution authorizes the Board Chairperson and County Clerk to sign the Agreement between the City of Lansing and Ingham County for the operation of portions of Scott Woods Park and the River Trail.

In October of 2010 a decision was made to pull the original Soldan Dog Park resolution and recommended the addition of the language stating that county funds would not be transferred to the Soldan Dog Park electronic gate system project unless the fees were set at \$30 per annual pass or less.

A recommendation has been made to set the Soldan Dog Park Key FOB fees at \$30 annually, \$15 for Students, Seniors, and Veterans, \$5 for a One Day Pass, and \$5 for FOB Replacement.

In addition, it was determined that Resolution #05-154 authorizing an agreement with the City of Lansing for the maintenance and operation of a non-motorized pathway through Scott Woods Park (attached) needed to be amended to include the maintenance of the Soldan Dog Park and the Lansing River Trail from Potter Park to Maguire Park as outlined in the proposed Agreement between the City of Lansing and Ingham County.

Financial Implications:

The Friends of Greater Lansing Dog Parks will donate \$2,300 and the City of Lansing will contribute \$2,300, leaving a balance of \$2,630 to be paid by Ingham County for a total project cost of \$7,230.

Other Implications: None.

Staff Recommendation: MAL X JLN ___ TL ___ TM ___ JC ___

Staff recommends approval of the resolution.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING AN AGREEMENT WITH THE CITY OF LANSING FOR THE
MAINTENANCE AND OPERATION OF A NON-MOTORIZED PATHWAY THROUGH SCOTT
WOODS PARK**

RESOLUTION #05-154

WHEREAS, the City of Lansing and Ingham County have identified a joint interest in establishing a non-motorized pathway connecting the River Trail to Hawk Island Park; and

WHEREAS, the City of Lansing will be constructing the Scott Woods portion of the pathway, which is directly adjacent to and a continuation of the Hawk Island Loop Trail; and

WHEREAS, the proximity of the trail section to Hawk Island Park with its maintenance personnel, law enforcement personnel, and equipment resources would allow the Parks Department to patrol and maintain that section of the trail without any additional cost; and

WHEREAS, maintenance of that section of the trail would be more difficult for the City of Lansing because of their lack of maintenance resources in that area; and

WHEREAS, for law enforcement purposes it is desirable to have that section of the trail under the complete jurisdiction of the Ingham County Parks Police; and

WHEREAS, the Ingham County Parks and Recreation Commission recommends that a long-term easement for the trail be sought from the City of Lansing transferring operational jurisdiction to Ingham County.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves entering into an agreement with the City of Lansing transferring operational jurisdiction of the non-motorized pathway through Scott Woods Park to Ingham County.

BE IT FURTHER RESOLVED, that the County Chairperson and County Clerk are authorized to sign said contract documents after approval by the Corporation Counsel as to form.

COUNTY SERVICES: Yeas: Celentino, Copedge, De Leon, Schor, Severino, Vickers
Nays: None **Absent:** None **Approved 6/7/05**

FINANCE: Yeas: Dedden, Swope, Hertel, Schor, Dougan
Nays: None **Absent:** Thomas **Approved 6/8/05**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION ACCEPTING DONATIONS, AUTHORIZING THE PURCHASE OF AN ELECTRONIC ENTRANCE GATE SYSTEM FOR THE SOLDAN DOG PARK, AND AMENDING RESOLUTION #05-154 AUTHORIZING AN AGREEMENT WITH THE CITY OF LANSING FOR THE OPERATION OF A NON-MOTORIZED PATHWAY THROUGH SCOTT WOODS PARK

WHEREAS, the Soldan Dog Park, a City of Lansing Dog Park, is located within the City of Lansing's Scott Woods Park, with entrances through both Scott Woods Park and Hawk Island County Park; and

WHEREAS, the Soldan Dog Park Task Force has recommended the installation of an electronic entry gate system at the dog park with an associated user fee to cover costs; and

WHEREAS, the implementation of an electronic entry gate system would help regulate the safety of dog park users through the verification of licensure and vaccinations of dogs and reduce the need to staff volunteers to "police" the dog park; and

WHEREAS, the Friends of Greater Lansing Dog Parks will donate \$2,300 and the City of Lansing will contribute \$2,300, leaving a balance of \$2,630 to be paid by Ingham County for a total project cost of \$7,230; and

WHEREAS, the Ingham County Parks and Recreation Commission supported this project with the passage of Resolution #32-10 at their August 23, 2010 meeting.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners accepts the \$2,300 donation from the Friends of Greater Lansing Dog Parks Friends and a \$2,300 contribution from the City of Lansing to be used for the purchase and installation of an electronic gate system at the Soldan Dog Park.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Controller/Administrator to make the necessary adjustment to the Parks Department budget to accept donations for the electronic gate system and transfer \$2,630 from 208-75200-74300-86000 to the Soldan Dog Park Electronic Gate System project.

BE IT FURTHER RESOLVED, that county funds will not be transferred to the Soldan Dog Park electronic gate system project unless the fees are set at \$30 per annual pass or less.

BE IT FURTHER RESOLVED, that Resolution #05-154 be amended to include the maintenance of the Soldan Dog Park and the Lansing River Trail from Potter Park to Maguire Park as outlined in the proposed Agreement between the City of Lansing and Ingham County.

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners authorizes the Board Chairperson and the County Clerk to sign the Agreement with the City of Lansing for the operation and maintenance of the Soldan Dog Park and portions of the River Trail and such other contracts as may be necessary to implement this resolution.

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

Introduced by the County Services and Finance Committees of the

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION ESTABLISHING A POLICY REGARDING LITIGATION
BETWEEN INGHAM COUNTY ENTITIES**

WHEREAS, there have been several occasions where one Ingham County entity has sued another Ingham County entity; and

WHEREAS, as a result, multiple legal fees and other expenses were incurred at the expense of the Ingham County taxpayer; and

WHEREAS, the Board of Commissioners wishes to adopt a policy limiting the County's financial exposure in the event it is necessary for such a lawsuit.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby adopts the following procedures to be used in the event it is inevitable for one Ingham County entity to sue another.

- 1) An Ingham County entity must exhaust all efforts to resolve an issue with another Ingham County entity prior to initiating any formal legal proceedings or lawsuits.
- 2) Funds for outside Counsel shall not be incurred or expended without prior approval of the Board of Commissioners.
- 3) In emergency situations, Board Leadership and the Controller/Administrator are authorized to approve legal expenditures as long as the Liaison Committee, County Services and Finance Committees are notified immediately.
- 4) In the event the County incurs a financial obligation, the Board of Commissioners will determine the appropriate funding source, including but not limited to either parties' existing County budget or the Contingency Fund.

BE IT FURTHER RESOLVED, that the possibility of utilizing Counsel from an adjacent governmental unit, or outside Counsel, will be explored when necessary legal representation creates a conflict of interest for the County Attorney.

BE IT FURTHER RESOLVED, that copies of this resolution will be forwarded to Ingham County department heads, elected officials, and appointed boards and commissions.



CITY OF EAST LANSING
The Home of Michigan State University

AGENDA ITEM # 8

January 20, 2011

Ms. Debbie De Leon
Chairperson
Ingham County Board of Commissioners
PO Box 319
Mason, MI 48854

RE: P.A. 328 Personal Property Tax Abatement – Force by Design

Dear Ms. De Leon:

The City of East Lansing has scheduled a public hearing for **Tuesday, February 1, 2011** to consider a Personal Property tax exemption for Force by Design at 300 MAC, Suite 200, East Lansing, MI 48823. Per the requirements of Public Act 328 of 1998, as amended, each taxing jurisdiction affected must be notified. The official public notice is enclosed and provides additional details on time and location.

Force by Design is a new company proposing to locate its regional headquarters in East Lansing. The proposed tax exemption would be for 100% of the value of the personal property for a twelve-year period.

The East Lansing City Council welcomes your comments on the proposed tax exemption.

If you have any questions, please contact Jeff Smith, Project Manager at 319-6861 or jsmith@cityofeastlansing.com.

Sincerely,

Nicole Evans
City Clerk

Encl. 1

RECEIVED

JAN 24 2011

CITY OF EAST LANSING

NOTICE OF PUBLIC HEARING EAST LANSING CITY COUNCIL

Notice is hereby given that a public hearing will be held by the East Lansing City Council on Tuesday, February 1, 2011 at 7:30 p.m. in Council Chambers, 101 Linden Street, to consider the following:

A public hearing will be held to consider an application from Force by Design at 300 M.A.C. Avenue, Suite 200, East Lansing, MI, for exemption of new personal property tax, pursuant to PA328, 1998, as amended, of the Public Acts of the State of Michigan.

For additional information, contact the Department of Planning and Community Development at (517) 319-6930, East Lansing City Hall, 410 Abbot Road, East Lansing. All interested persons will be given an opportunity to be heard.

The City of East Lansing will provide reasonable accommodations, such as interpreters for the hearing impaired and audio tapes of printed materials being considered at this meeting, upon notice to the City of East Lansing, prior to the meeting. Individuals with disabilities requiring reasonable accommodations or services should write or call the City Manager's Office, 410 Abbot Road, East Lansing, MI 48823 (517) 319-6920, TDD 1-800-649-3777.

Nicole Evans
City Clerk

Dated: January 20, 2011
East Lansing, MI 48823

