

Agenda
Finance and Administration Committee
West Olive Administration Building – Board Room and YouTube
12220 Fillmore, West Olive, MI 49460
Tuesday, November 16, 2021
10:00 AM

Public Comment:

Consent Items:

1. Approval of the Agenda
2. Approval of Minutes from the [October 19, 2021](#) Finance and Administration Committee Meeting.

Action Items:

1. [FY2021 and FY2022 Budget Adjustments](#)
Suggested Motion:
To approve and forward to the Board of Commissioners the 2021 and 2022 budget adjustments per the attached schedule.
2. [Statement of Review](#)
Suggested Motion:
To approve the Statement of Review for the month of October 2021.
3. [Revised 2021 Ottawa County Apportionment Report](#)
Suggested Motion:
To approve and forward to the Board of Commissioners the revised 2021 Ottawa County Apportionment Report.
4. [Ottawa County Correctional Facility Telecommunications](#)
Suggested Motion:
To approve and forward to the Board of Commissioners the proposal from Smart Communications to provide telecommunications, tablets, and additional services within the Ottawa County Adult Correctional Facility.
5. [Declaration of Intent to Enter into a Contract of Lease with the Ottawa County Building Authority](#)
Suggested Motion:
To approve and forward to the Board of Commissioners the Resolution to ratify and confirm actions taken by the Board on October 26, 2021.

6. [Security Enterprise Agreement with Sentinel Technologies](#)

Suggested Motion:

To approve and forward to the Board of Commissioners the 3-year Security Enterprise Agreement with contracted vendor Sentinel Technologies, Inc. for a total cost of \$376,369.06.

7. [Wage and Benefit Adjustments for Unclassified group, Group N and Group T Employees for 2022](#)

Suggested Motion:

To approve and forward to the Board of Commissioners the following wage and benefit adjustments for Unclassified, Group N, and Group T Employees for 2022:

- a.) Wages: Effective January 1, 2022, increase the existing salary schedule by 2%. (Excluding Elected Officials, Judges, and Board of Commissioners)
- b.) Benefits: In 2022, the employee co-pay on the 100/80 (High) plan would remain at 20%. The High Deductible Health Plan with a Health Savings Account would have a zero co-pay, and the deductibles in 2022 would be \$1,400 (single) and \$2,800 (family) and the Employer will fund the deductible for 2022 at 50% (\$700 single/\$1,400 two person/family). (Including Elected Officials and Judges)

8. [Holstege Conservation Easement Option Agreement](#)

Suggested Motion:

To approve and forward to the Board of Commissioners a Conservation Easement Option Agreement with Thomas W. Holstege and Janice L. Holstege in the amount of \$272,000 for +/- 36.1 acres located in Zeeland Township, Michigan.

9. [5-year Agreement for Copier and Print Management Services](#)

Suggested Motion:

To approve and forward to the Board of Commissioners the 5-year agreement with Copy Tech for a countywide equipment assessment, replacement, and printer management services at a not to exceed cost of \$650,000.

10. [Spoonville Trail Ownership & Maintenance Issues](#)

Suggested Motion:

To approve and forward to the Board of Commissioners to have Ottawa County assume ownership of the Spoonville Trail and accept \$3,000 per year contribution from Crockery Township for 25 years for routine maintenance expenses of the Spoonville Trail.

11. [Community Mental Health Personnel Request](#)

Suggested Motion:

To approve and forward to the Board of Commissioners the request from CMH to add 6 full-time, benefited positions and to increase the FTE of 2 part-time positions to full-time at a cost of \$622,466 paid for with Medicaid, millage, and grant funds.

Discussion Items:

1. [Treasurer's Financial Month End Update](#); Amanda Price
2. Scheduling a special meeting of the Finance Committee during the week of December 6, 2021.

Adjournment

Comments on the day's business are to be limited to three (3) minutes.

FINANCE AND ADMINISTRATION COMMITTEE

Proposed Minutes

DATE: October 19, 2021

TIME: 10:03 a.m.

PLACE: Fillmore Street Complex

PRESENT: Gregory DeJong, Matthew Fenske, Douglas Zylstra, Philip Kuyers, Joseph Baumann

STAFF& GUESTS: John Shay, County Administrator; Amanda Price, County Treasurer; Marcie Verbeek, Human Resources Director; Tina McConnell, IT Project Manager Coordinator; Pat Staskiewicz, Public Utilities Director; Erin Moore, MSU Extension; Brian Busscher, Deputy Equalization Director; Lori Brassard, Equalization; Karen Karasinski, Fiscal Services Director; Steven Kempker, Sheriff; Kurtis Brown, Sheriff's Dept.; Aaron Boos, Manager of Applied Technology; Rich Francisco, CMH Deputy Director; Lisa Uganski, Public Health; Sherri Sayles, Chief Deputy Clerk

SUBJECT: CONSENT ITEMS

FC 21-100 Motion: To approve the agenda of today as presented and to approve the minutes from the September 21, 2021 Finance and Administration Committee as presented.
Moved by: Matthew Fenske UNANIMOUS

SUBJECT: 2021 BUDGET ADJUSTMENTS

FC 21-101 Motion: To approve and forward to the Board of Commissioners the 2021 budget adjustments per the attached schedule.
Moved by: Matthew Fenske UNANIMOUS

SUBJECT: STATEMENT OF REVIEW

FC 21-102 Motion: To approve the Statement of Review for the month of September 2021.
Moved by: Philip Kuyers UNANIMOUS

SUBJECT: 2021 OTTAWA COUNTY APPORTIONMENT REPORT

FC 21-103 Motion: To approve and forward to the Board of Commissioners the 2021 Ottawa County Apportionment Report.
Moved by: Matthew Fenske UNANIMOUS

SUBJECT: 2020 ADMINISTRATIVE AND IT COST ALLOCATION PLANS

FC 21-104 Motion: To approve and forward to the Board of Commissioners the 2020 Cost Allocation Plan and 2020 Innovation and Technology Department Allocation Plan for implementation in the 2022 budget.

Moved by: Philip Kuyers

UNANIMOUS

SUBJECT: PURCHASE OF TEK84 BODY SCANNER FOR USE AT THE ADULT DETENTION CENTER

FC 21-105 Motion: To approve and forward to the Board of Commissioners the purchase of a Tek84 Intercept body scanner, including delivery, installation, and training at a cost of \$146,500 (\$139,000 scanner, delivery, install, training, and \$7,500 first-year annual maintenance).

Moved by: Philip Kuyers

UNANIMOUS

SUBJECT: WYOMING WATER SYSTEM: 2021 WATER SYSTEM IMPROVEMENT BOND ISSUE AND REFUNDING

FC 21-106 Motion: To approve and forward to the Board of Commissioners the Resolution to Authorize the Issuance of Not to Exceed \$5,300,000 of Water Supply Bonds and Not to Exceed \$1,750,000 of Water Supply Refunding Bonds for the Wyoming Water System.

Moved by: Matthew Fenske

UNANIMOUS

SUBJECT: FY 2022 AGREEMENT FOR MSU EXTENSION SERVICES

FC 21-107 Motion: To approve and forward to the Board of Commissioners the FY 2022 Agreement for Extension Services between Ottawa County and MSU Extension at a cost of \$256,925.00.

Moved by: Matthew Fenske

UNANIMOUS

SUBJECT: CONTRACT FOR WEBSITE MANAGEMENT SERVICES

FC 21-108 Motion: To approve and forward to the Board of Commissioners the WebTecs service contract at a total cost of \$934,032.00 for 3 years.

Moved by: Matthew Fenske

UNANIMOUS

SUBJECT: COMMUNITY MENTAL HEALTH PERSONNEL REQUEST

FC 21-109 Motion: To approve and forward to the Board of Commissioners the request from CMH to add 4 full-time, benefited positions at a total cost of \$593,181.00 to be paid for with Medicaid and grant dollars.

Moved by: Philip Kuyers

UNANIMOUS

SUBJECT: PUBLIC HEALTH PERSONNEL REQUEST

FC 21-110 Motion: To approve and forward to the Board of Commissioners the request from the Public Health Department to increase one Health Educator from a temporary, non-benefited position to a part-time, benefited position at a cost of \$27,153 paid for by a Covid-19 Supplemental Block Grant.
Moved by: Philip Kuyers UNANIMOUS

SUBJECT: DECLARATION OF INTENT TO ENTER INTO A CONTRACT OF LEASE WITH THE OTTAWA COUNTY BUILDING AUTHORITY

FC 21-111 Motion: To approve and forward to the Board of Commissioners the Resolution of intent to enter into a contract of lease with the Ottawa County Building Authority for the Family Justice Center in an amount not to exceed \$30 million.
Moved by: Matthew Fenske MOTION PASSED

Yeas: Philip Kuyers, Matthew Fenske, Gregory DeJong, Joseph Baumann. (4)
Nays: Douglas Zylstra. (1)

SUBJECT: DISCUSSION ITEMS

1. Treasury's Financial Month End Update - The Treasurer's Financial Month End update was presented by Amanda Price, Ottawa County Treasurer.
2. Review of Ratified Contracts – Discussion regarding a possible automated process in OnBase for Commissioners to see ratified contracts. Contracts that are \$70,000 or less are reviewed by the Administrator, Fiscal Services and Corporate Counsel prior to being put on this list.

SUBJECT: ADJOURNMENT

FC 21-112 Motion: To adjourn at 10:58 a.m.
Moved by: Philip Kuyers UNANIMOUS

Action Request



Committee: Finance and Administration Committee

Meeting Date: 11/16/2021

Requesting Department: Fiscal Services

Submitted By: Karen Karasinski

Agenda Item: FY2021 and FY2022 Budget Adjustments

Suggested Motion:

To approve and forward to the Board of Commissioners the 2021 and 2022 budget adjustments per the attached schedule.

Summary of Request:

Approve budget adjustments processed during the month for appropriation changes and line item adjustments.

Mandated action required by PA 621 of 1978, the Uniform Budget and Accounting Act.

Compliance with the Ottawa County Operating Budget Policy.

Financial Information:

Total Cost: \$0.00	General Fund Cost: \$0.00	Included in Budget:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> N/A
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If not included in budget, recommended funding source:

Action is Related to an Activity Which Is: Mandated Non-Mandated New Activity

Action is Related to Strategic Plan:

Goal: Goal 1: To Maintain and Improve the Strong Financial Position of the County.

Objective:

Goal 1, Objective 1: Maintain and improve current processes and implement new strategies to retain a balanced budget.

Goal 1, Objective 2: Maintain and improve the financial position of the County through legislative advocacy.

Goal 1, Objective 3: Maintain or improve bond credit ratings.

Administration: Recommended Not Recommended Without Recommendation

County Administrator:

Committee/Governing/Advisory Board Approval Date:

Fund	Department	Explanation	Revenue	Expense
2021				
12-2855	General Fund	Corporation Counsel Contingency	Appropriation for remaining legal fees in FY21.	\$ 4,000 \$ (4,000)
2022				
01-363	Public Health	Health Department	Lakeshore Regional Entity Grant carryforward from FY21. This is a multiyear grant for state opioid response.	\$ 3,877 \$ 3,877
01-557	SUD	Community Mental Health	Lakeshore Regional Entity Block Grant COVID-19 Supplemental awarded for FY22. Funds are a mix of FY21 carryforward and new FY22 allocated for prevention and treatment services of substance use disorder.	\$ 661,698 \$ 661,698
01-889	Public Health CMH Millage	Health Department Community Mental Health	The reclassification of two community health workers from public health to CMH Millage Fund.	\$ (147,762) \$ (147,762) \$ 147,762 \$ 147,762
01-948	General Fund	County Clerk/ROD Transfers In	Risk Prevention Grant awarded by OCIA for a cash safe.	\$ 1,050 \$ 1,050
01-962	Sheriff Contracts	Sheriff's Department	Tallmadge Charter Township agreed to pay for the purchase of a speed board trailer.	\$ 7,193 \$ 7,193
01-966	Sheriff Contracts	Sheriff's Department	Tallmadge Charter Township agreed to pay for the purchase of a ProLaser speed detection device.	\$ 2,195 \$ 2,195
01-1037	General Fund	Sheriff's Department Marine Safety	A donation was made to the dive team for the purchase of an AquaEye underwater scanner.	\$ 5,510 \$ 5,510
01-1423	Public Health	Health Department	New grant award for Children's Special Healthcare Services (CSHCS) Vaccination Initiative. This grant funds COVID-19 vaccine promotion and outreach for CSHCS families and special needs children.	\$ 21,321 \$ 21,321
02-179	Governmental Grants	BJA Grant	Bureau of Justice Assistance grant amended to award of \$46,331. This grant will fund the purchase of blood alcohol testers and speed detection equipment.	\$ 6,331 \$ 6,331
02-253	Parks & Recreation	Parks	This is rollover budget from FY21 for the payment of the observatory design phase.	\$ 12,350 \$ 12,350
02-317	General Fund	Water Resources Contingency	Use of contingency for the hiring of addition hours of an engineering consultant to aid in review of historical site plans.	\$ 5,000 \$ (5,000)
02-318	General Fund	Transfers Out Sheriff's Department	Debt Service Transfer for Energy Bonds added to the General Fund. Correcting a typo in the original revenue estimate.	\$ 293,783 \$ 370,700 \$ 76,917
02-320	Capital Projects Fund	Capital Projects	Debt Service Transfer for Energy Bonds eliminated from Capital Projects Fund.	\$ (606,217) \$ (370,700)
02-428	Public Health	Health Department	Ongoing family planning services grant amended to award of \$288,086.	\$ 49,344 \$ 49,344

Action Request



Committee: Finance and Administration Committee

Meeting Date: 11/16/2021

Requesting Department: Human Resources

Submitted By: Regina MacMillan

Agenda Item: Statement of Review

Suggested Motion:

To approve the Statement of Review for the month of October 2021.

Summary of Request:

Mileage payments to Commissioners per the Commissioners' Mileage Policy.

Financial Information:

Total Cost: \$926.58	General Fund Cost: \$926.58	Included in Budget:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
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If not included in budget, recommended funding source:

Action is Related to an Activity Which Is: Mandated Non-Mandated New Activity

Action is Related to Strategic Plan:

Goal: Goal 1: To Maintain and Improve the Strong Financial Position of the County.

Objective: Goal 1, Objective 1: Maintain and improve current processes and implement new strategies to retain a balanced budget.

Goal 1, Objective 2: Maintain and improve the financial position of the County through legislative advocacy.

Goal 1, Objective 3: Maintain or improve bond credit ratings.

Administration: Recommended Not Recommended Without Recommendation

County Administrator: *John Smith*

Committee/Governing/Advisory Board Approval Date:

Commissioner Mileage Voucher

To: Roger A. Bergman **Date:**

October 31 2021

Address: 214 Washington Avenue **Dept:**

10101010 860000 (Unless otherwise noted)

City: Grand Haven

State: Michigan

Zip: 49417

Date	Description	Miles	Current Rate	Amount
October 1 2021	search committee meeting	28.00	\$0.560	\$15.68
October 4 2021	meeting with Marcie	28.00	\$0.560	\$15.68
October 6 2021	Grand Haven Chamber Event	6.00	\$0.560	\$3.36
October 7 2021	search committee meeting	28.00	\$0.560	\$15.68
January 13 2176	Consumers energy meeting	22.00	\$0.560	\$12.32
October 11 2021	Customer service recharge Jenison center	56.00	\$0.560	\$31.36
October 12 2021	Board of Commissioners Meeting	28.00	\$0.560	\$15.68
October 14 2021	ARPA committee meeting	28.00	\$0.560	\$15.68
October 15 2021	Grand Haven Chamber Event	6.00	\$0.560	\$3.36
October 18 2021	Elected Official Meeting	28.00	\$0.560	\$15.68
October 20 2021	Drain board meeting	28.00	\$0.560	\$15.68
October 21 2021	local unit government meeting	28.00	\$0.560	\$15.68
October 25 2021	Area Community Services Employment & Training Council (ACSET)	64.00	\$0.560	\$35.84
October 26 2021	Board of Commissioners Meeting	28.00	\$0.560	\$15.68
	Pick From List		\$0.560	\$0.00
	Pick From List		\$0.560	\$0.00
	Pick From List		\$0.560	\$0.00
Total Mileage:		406.00	\$0.560	\$227.36

Action Request



Committee: Finance and Administration Committee

Meeting Date: 11/16/2021

Requesting Department: Equalization

Submitted By: John Shay

Agenda Item: Revised 2021 Ottawa County Apportionment Report

Suggested Motion:

To approve and forward to the Board of Commissioners the revised 2021 Ottawa County Apportionment Report.

Summary of Request:

Every fall, Equalization prepares an Apportionment Report to be received by the Finance and Administration Committee and then approved by the Board of Commissioners. Spring Lake School District had a proposal on the November 2nd ballot to bring the School Operating Non-Pre to 18 mills, and the Commercial Personal to 6 mills.

Financial Information:

Total Cost: \$0.00	General Fund Cost: \$0.00	Included in Budget:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> N/A
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If not included in budget, recommended funding source:

Action is Related to an Activity Which Is: Mandated Non-Mandated New Activity

Action is Related to Strategic Plan:

Goal: Goal 1: To Maintain and Improve the Strong Financial Position of the County.

Objective: Goal 1, Objective 1: Maintain and improve current processes and implement new strategies to retain a balanced budget.

Administration: Recommended Not Recommended Without Recommendation

County Administrator:

Committee/Governing/Advisory Board Approval Date:



2021 Ottawa County Apportionment Report

Amended November 23, 2021

Ottawa County

2021

Apportionment Report



Ottawa County
Where You Belong[®]

**Report of Certified Ad Valorem Tax Rates for All Entities
Levying Taxes in the County of Ottawa, Michigan**

Prepared For:
Ottawa County Commissioners

Prepared by:
Michael R. Galligan
Director of Equalization, MMAO (4)

Date of Report:
November 2021

Cover Photo courtesy of Brian Busscher



County of Ottawa

Equalization Department

Michael R. Galligan
Director
Brian L. Busscher
Deputy Director

12220 Fillmore Street * Room 110 * West Olive Michigan 49460
email Director: mgalligan@miottawa.org

(616) 738-4826
Fax (616) 738-4009

November 23, 2021

Board of Commissioners
Ottawa County, Michigan

Ladies and Gentlemen:

The Ottawa County Equalization Department has prepared this report as authorized by the Finance and Administration Committee of the Ottawa County Board of Commissioners. This report, if approved by the board, directs the spread of taxes in terms of millage to be levied. The book presents an analysis of tax levies in Ottawa County as they relate to County, Townships, Village, Cities, Local School Districts, State Education Tax, Intermediate School Districts, Community Colleges, District Libraries and Authorities. This report does not direct the raising of any specific amount of money. Taxable valuation totals are those presented in April at the Equalization hearing. The taxable valuations do not represent current taxable valuations after adjustments due to changes ordered by the July Board of Review, State Tax Commission, Michigan Tax Tribunal, and others.

The statutory responsibilities of the County Board of Commissioners in this matter are listed below:

THE GENERAL PROPERTY TAX ACT (EXCERPT)

Act 206 of 1893 211.37

Sec. 37.

The county board of commissioners, either at a session held not later than October 31 in each year or at a special meeting held for a local tax collecting unit that approves under section 44a(2) the accelerated collection in a summer property tax levy of a millage that had been previously billed and collected as in a preceding tax year as part of the winter property tax levy, shall ascertain and determine the amount of money to be raised for county purposes, and shall apportion the amount and also the amount of the state tax and indebtedness of the county to the state among the several townships in the county in proportion to the valuation of the taxable real and personal property as determined by the board, or as determined by the state tax commission upon appeal in the manner provided by law for that year, which determination and apportionment shall be entered at large on county records. The board, at a session held not later than October 31 in each year, shall also examine all certificates, statements, papers, and records submitted to it, showing the money to be raised in the several townships for school, highway, drain, township, and other purposes. It shall hear and consider all objections made to raising that money by any taxpayer affected. If it appears to the board that any certificate, statement, paper, or record is not properly certified or is in any way defective, or that any proceeding to authorize the raising of the money has not been had or is in any way imperfect, the board shall verify the same, and if the certificate, statement, paper, record, or proceeding can then be corrected, supplied, or had, the board shall authorize and require the defects or omissions of proceedings to be corrected, supplied, or had. The board may refer any or all the certificates, statements, papers, records, and proceedings to the prosecuting attorney, who shall investigate and without delay report in writing his or her opinion to the board. The board shall direct that the money proposed to be raised for township, school, highway, drain, and all other purposes authorized by law shall be spread upon the assessment roll of the proper townships, wards, and cities. This action and direction shall be entered in full upon the records of the proceedings of the board and shall be final as to the levy and assessment of all the taxes, except if there is a change made in the equalization of any county by the state tax commission upon appeal in the manner provided by law. The direction for spread of taxes shall be expressed in terms of millages to be spread against the taxable values of properties and shall not direct the raising of any specific amount of money. This section does not apply when section 36(2) applies and shall not prevent the township clerk from providing a certification to the county clerk pursuant to section 36(1). If a certification is provided pursuant to section 36(1), the county board of commissioners shall meet and direct or amend its direction for the spread of millages by local units in the county pursuant to the certification.

Respectfully submitted,

As required by statute, this report is being amended to include the Spring Lake Schools Headlee override approved on the November 2021 election.

Michael R. Galligan, Director
Ottawa County Equalization Department

OTTAWA COUNTY 2021 APPORTIONMENT REPORT

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Certification Statement

I hereby certify that this Statement Showing Mills Apportioned by the County Board of Commissioners and submitted to the State Tax Commission is a true statement of all ad valorem millages apportioned by the County Board of Commissioners of the

County of Ottawa for the year 2021

Michael R. Galligan, Ottawa County Equalization Director

NOTARIZATION

_____ *Notary Public*

_____ *County, Michigan*

STATE OF MICHIGAN

County of _____ } ss

Subscribed before me this _____ day of

_____, *year* _____

My commission expires _____, _____

Statement Showing Mills Apportioned by the County Board of Commissioners
of the County of OTTAWA for the Year 2021

(A) County Name	(B) Taxable Value *	(C) County Allocated Rate / SET	(D) Est. County Allocated / SET Tax Dollars	(E) Total County Extra Voted Operating Rate	(F) Est. County EV Oper. Tax Dollars	(G) Total County Debt Rate	(H) Est. County Debt Tax Dollars	(I) Total Est. County Tax Dollars	(BB) Total Ren Zone Taxable Value
OTTAWA COUNTY	13,008,170,733.00	3.9000	\$ 50,731,865.86	1.5156	\$ 19,715,183.56	0.0000	\$ -	\$ 70,447,049.42	20,656,568
STATE ED. TAX**	12,799,550,640.00	6.0000	\$ 76,797,303.84	0.0000	\$ -	0.0000	\$ -	\$ 76,797,303.84	20,656,568
* Sections (B) and (K) Exclude Renaissance Zone Taxable Value Section (B) Taxable Value for SET also excludes the Industrial Personal class of Property									
(J) Local Unit Name Townships Cities Villages Listed Alphabetically	(K) Taxable Value	(L) Total Allocated / Charter Rate	(M) Est. Local Allocated / Charter Tax Dollars	(N) Total Other Extra Voted / General Law Operating Rate	(O) Est. Local EV / GL Oper. Tax Dollars	(P) Total Debt Rate	(Q) Est. Local Debt Tax Dollars	(R) Total Est. Local Tax Dollars	(KK) Total Ren Zone Taxable Value
Allendale	667,166,090	2.7422	\$ 1,829,502.85	0.0000	\$ -	0.0000	\$ -	\$ 1,829,502.85	0
Blendon	330,730,343	1.0143	\$ 335,459.79	1.9462	\$ 643,667.39	0.0000	\$ -	\$ 979,127.18	0
Chester	99,562,307	1.0408	\$ 103,624.45	3.3483	\$ 333,364.47	0.0000	\$ -	\$ 436,988.92	0
Crockery	195,380,092	1.0215	\$ 199,580.76	2.7266	\$ 532,723.36	0.0000	\$ -	\$ 732,304.12	0
Georgetown	1,999,330,316	2.2500	\$ 4,498,493.21	0.0000	\$ -	0.0000	\$ -	\$ 4,498,493.21	0
Grand Haven	905,780,568	1.0179	\$ 921,994.04	3.6882	\$ 3,340,699.89	0.4000	\$ 362,312.23	\$ 4,625,006.16	0
**Grand Haven PA 425	1,656,346	10.7314	\$ 17,774.91	1.8220	\$ 3,017.86	1.9000	\$ 3,147.06	\$ 23,939.83	0
*Holland	1,445,857,397	3.4624	\$ 5,006,136.65	1.3976	\$ 2,020,730.30	0.0000	\$ -	\$ 7,026,866.95	17,608,100
Jamestown	459,650,826	1.0256	\$ 471,417.89	3.3508	\$ 1,540,197.99	0.0000	\$ -	\$ 2,011,615.88	0
Olive	205,018,856	1.0179	\$ 208,688.69	3.4287	\$ 702,948.15	0.0000	\$ -	\$ 911,636.84	0
Park	1,215,968,613	0.9076	\$ 1,103,613.11	1.8432	\$ 2,241,273.35	0.0000	\$ -	\$ 3,344,886.46	0
Polkton	135,228,275	0.9496	\$ 128,412.77	3.2256	\$ 436,192.32	0.0000	\$ -	\$ 564,605.09	0
Port Sheldon	530,509,094	1.0000	\$ 530,509.09	1.1997	\$ 636,451.76	0.0000	\$ -	\$ 1,166,960.85	0
Robinson	282,034,764	1.0281	\$ 289,959.94	2.4567	\$ 692,874.80	0.0000	\$ -	\$ 982,834.74	0
* Spring Lake	885,996,820	0.7500	\$ 664,497.62	1.5269	\$ 1,352,828.54	0.0000	\$ -	\$ 2,017,326.16	0
Tallmadge	391,916,899	1.0179	\$ 398,932.21	1.7471	\$ 684,718.01	0.0000	\$ -	\$ 1,083,650.22	204,446
Wright	145,397,057	1.0308	\$ 149,875.29	1.9475	\$ 283,160.77	0.0000	\$ -	\$ 433,036.06	0
Zeeland	490,566,115	3.2500	\$ 1,594,339.87	3.4028	\$ 1,669,298.38	0.0000	\$ -	\$ 3,263,638.25	0
Ferrysburg	206,669,434	7.7582	\$ 1,603,382.80	1.3933	\$ 287,952.52	0.0000	\$ -	\$ 1,891,335.32	0
Grand Haven	655,622,073	10.7314	\$ 7,035,742.71	1.8220	\$ 1,194,543.42	1.9000	\$ 1,245,681.94	\$ 9,475,968.07	0
* Holland	862,516,563	13.7742	\$ 11,880,475.64	0.0950	\$ 81,939.07	0.0000	\$ -	\$ 11,962,414.71	2,844,022
Hudsonville	263,777,435	11.2303	\$ 2,962,299.73	0.0000	\$ -	0.0000	\$ -	\$ 2,962,299.73	0
* Zeeland	499,068,713	10.1354	\$ 5,058,261.03	0.0993	\$ 49,557.52	0.0000	\$ -	\$ 5,107,818.55	0
* Coopersville	132,765,737	13.0000	\$ 1,725,954.58	0.2399	\$ 31,850.50	0.0000	\$ -	\$ 1,757,805.08	0
	13,008,170,733		\$ 48,718,929.63		\$ 18,759,990.37		\$ 1,611,141.23	\$ 69,090,061.23	20,656,568
* Spring Lake Village	151,602,443	9.7300	\$ 1,475,091.77	0.0000	\$ -	0.6300	\$ 95,509.54	\$ 1,570,601.31	0

* These units have Senior/Disabled housing properties with a frozen taxable value, taxed at a frozen rate. For purposes of estimating overall taxes, they are computed here and by the State using the normal millage rates.

** Per Act 425 Agreement 70-03-33-100-076 and related personal property parcels are assessed on Grand Haven Townships roll, but taxed at Grand Haven City's millage rate.

Local Units have been audited and are in compliance with Article IX, Section 6 of the Michigan Constitution.

Statement Showing Mills Apportioned by the County Board of Commissioners
of the County of OTTAWA for the Year 2021

(A) Local K12 School District Name	(B) Total Taxable Value*	(C) Total NonHomestead Taxable Value*	(D) Total Commercial Personal Taxable Value*	(E) HH / Supplemental Rate	(F) Est. HH / Supplemental Tax Dollars	(G) Non Homestead Operating Rate	(H) Est. NH Operating Tax Dollars	(I) Total Debt / Sinking Fund / Bldg Site Rate	(J) Est. Debt / Sinking Fund / Bldg Site Tax Dollars	(K) Total Recreational Rate	(L) Est. Recreational Tax Dollars	(M) Total Est. Local K12 School Tax Dollars	(BB) Total RenZone Taxable Value	Non Homestead Comm.Pers. Operating Rate
* Sections (B), (C) and (D) Exclude Renaissance Zone Taxable Value														
ALLEDALE PUBLIC SCHOOL DIST	666,972,848	241,342,575	11,719,200	0.0000	\$ -	18.0000	\$ 4,414,481.55	12.0000	\$ 8,003,674.18	0.0000	0.00	\$ 12,418,155.73	0	6.0000
*COOPERSVILLE PUBLIC SCH DIST	530,295,868	101,097,323	6,419,300	0.0000	\$ -	17.8308	\$ 1,840,075.80	8.9900	\$ 4,767,359.85	0.0000	0.00	\$ 6,607,435.65	0	5.8308
FRUITPORT COMMUNITY SCHOOLS	124,370,135	23,921,603	206,700	0.0000	\$ -	18.0000	\$ 431,829.05	6.9000	\$ 858,153.93	0.0000	0.00	\$ 1,289,982.98	0	6.0000
GRAND HAVEN CITY SCHOOL DIST	2,430,603,965	816,428,495	26,509,355	0.0000	\$ -	18.0000	\$ 14,854,769.04	4.2000	\$ 10,208,536.65	0.0000	0.00	\$ 25,063,305.69	0	6.0000
GRANDVILLE PUBLIC SCHOOLS	250,139,390	66,650,394	2,934,600	0.0000	\$ -	17.2070	\$ 1,162,133.79	6.4209	\$ 1,606,120.01	0.0000	0.00	\$ 2,768,253.80	0	5.2070
*HOLLAND CITY SCHOOL DISTRICT	1,044,860,715	438,696,188	31,952,300	0.0000	\$ -	18.0000	\$ 8,088,245.18	5.9308	\$ 6,213,727.25	0.0000	0.00	\$ 14,301,972.43	2,844,022	6.0000
HUDSONVILLE PUBLIC SCH DIST	1,874,380,089	333,678,694	23,870,000	0.0000	\$ -	18.0000	\$ 6,149,436.49	7.9668	\$ 14,932,811.29	0.0000	0.00	\$ 21,082,247.78	0	6.0000
JENISON PUBLIC SCHOOLS	1,016,290,068	192,313,865	16,941,100	0.0000	\$ -	17.1875	\$ 3,393,276.51	8.5000	\$ 8,638,465.58	0.0000	0.00	\$ 12,031,742.09	0	5.1875
KENOWA HILLS PUBLIC SCHOOLS	124,173,628	34,374,353	3,642,900	0.0000	\$ -	18.0000	\$ 640,595.75	4.6700	\$ 580,845.61	0.0000	0.00	\$ 1,221,441.36	204,446	6.0000
KENT CITY COMMUNITY SCHOOLS	7,638,106	655,272	0	0.0000	\$ -	17.7881	\$ 11,656.04	9.2283	\$ 70,486.73	0.0000	0.00	\$ 82,142.77	0	5.7881
RAVENNA PUBLIC SCHOOLS	25,733,836	3,321,557	252,100	0.0000	\$ -	18.0000	\$ 61,300.63	7.6000	\$ 195,577.15	0.0000	0.00	\$ 256,877.78	0	6.0000
SPARTA AREA SCHOOLS	43,328,004	10,192,513	466,900	0.0000	\$ -	18.0000	\$ 186,266.63	8.1500	\$ 353,123.23	0.0000	0.00	\$ 539,389.86	0	6.0000
*SPRING LAKE PUBLIC SCH DIST	804,759,797	192,868,636	5,505,800	0.0000	\$ -	18.0000	\$ 3,504,670.25	7.0000	\$ 5,633,318.58	0.0000	0.00	\$ 9,137,988.83	0	6.0000
*WEST OTTAWA PUBLIC SCH DIST	2,436,702,430	795,679,518	39,968,400	0.0000	\$ -	18.0000	\$ 14,562,041.72	8.0468	\$ 19,749,345.97	0.0000	0.00	\$ 34,311,387.69	17,608,100	6.0000
*ZEELAND PUBLIC SCHOOLS	1,627,921,854	505,819,759	21,675,200	0.0000	\$ -	18.0000	\$ 9,234,806.86	8.4343	\$ 13,730,381.29	0.3936	640,750.04	\$ 23,605,938.19	0	6.0000
	\$ 13,008,170,733	\$ 3,757,040,745	\$ 192,063,855		\$ -		\$ 68,535,585.29		\$ 95,541,927.30		\$ 640,750.04	\$ 164,718,262.63		

* These units have Senior/Disabled housing properties with a frozen taxable value, taxed at a frozen rate. For purposes of estimating overall taxes, they are computed here and by the State using the normal millage rates.

Statement Showing Mills Apportioned by the County Board of Commissioners
of the County of OTTAWA for the Year 2021

(A) Community College Name	(B) Taxable Value	(C) Total Operating Rate	(D) Est. Community College Oper. Tax Dollars	(E) Total Debt Rate	(F) Est. Community College Debt Tax Dollars	(G) Est. Total Community College Tax Dollars	(BB) Total RenZone Taxable Value
GRAND RAPIDS CC	425,279,128.00	1.7307	736,030.59	0.0000	0.00	736,030.59	204,446.00

Intermediate School	Taxable Value	ISD	Est. ISD	ISD Total	Est. ISD EV	ISD Total Debt	Est. ISD Debt	Est. Total ISD	Total
KENT	425,279,128.00	0.0868	36,914.23	5.4289	2,308,976.91	0.0000	0.00	2,345,891.14	204,446
MUSKEGON	150,103,971.00	0.4562	68,477.43	4.2663	640,388.57	0.0000	0.00	708,866.00	0
*OTTAWA	12,432,787,634.00	0.1190	1,479,501.73	6.1055	75,926,374.58	0.0000	0.00	77,405,876.31	20,452,122

* These units have Senior/Disabled housing properties with a frozen taxable value, taxed at a frozen rate. For purposes of estimating overall taxes, they are computed here and by the State using the normal millage rates.

Statement Showing Mills Apportioned by the County Board of Commissioners
of the County of OTTAWA for the Year 2021

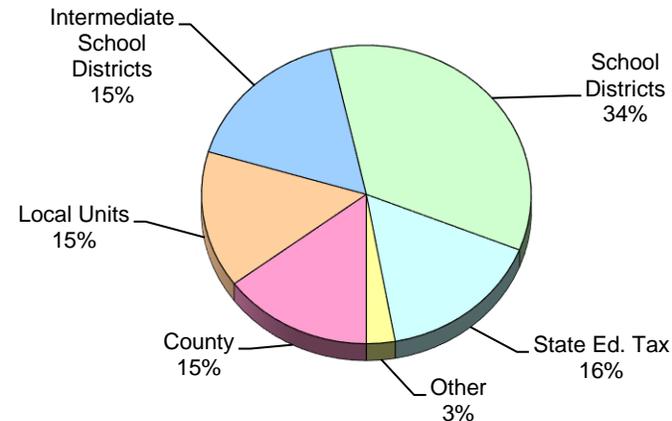
(A) Authority (Dist. Libraries, DDAs, Transit, Metro, Fire, etc.)	(B) Taxable Value	(C) Total Operating Rate	(D) Est. Authority Oper. Tax Dollars	(E) Total Debt Rate	(F) Est. Authority Debt Tax Dollars	(G) Est. Total Authority Tax Dollars	(BB) Total RenZone Taxable Value
DDA - GRAND HAVEN	58,282,392.00	1.6821	98,036.81	0.0000	0.00	98,036.81	0.00
DDA - HOLLAND	145,297,701.00	1.5907	231,125.05	0.0000	0.00	231,125.05	0.00
DDA - HUDSONVILLE	16,875,851.00	1.0000	16,875.85	0.0000	0.00	16,875.85	0.00
*LIBRARY - COOPERSVILLE (AKA/NE OTTAWA) DIST.	512,953,376.00	0.5733	294,076.17	0.2800	143,626.95	437,703.12	0.00
*LIBRARY - HERRICK DIST	3,524,342,573.00	1.4290	5,036,285.54	0.0000	0.00	5,036,285.54	20,452,122.00
LIBRARY - LOUTIT DIST.	2,323,300,658.00	0.9613	2,233,388.92	0.1150	267,179.58	2,500,568.50	0.00
*LIBRARY - SPRING LAKE DIST.	885,996,820.00	1.4321	1,268,836.05	0.0000	0.00	1,268,836.05	0.00
*POOL - HOLLAND OTTAWA CO.	1,044,860,715.00	0.9658	1,009,126.48	1.1200	1,173,429.31	2,182,555.79	2,844,022.00
*TRANSIT - MACATAWA AREA EXPRESS (MAX) OTTAWA CO.	2,308,373,960.00	0.3791	875,104.57	0.0000	0.00	875,104.57	20,452,122.00

* These units have Senior/Disabled housing properties with a frozen taxable value, taxed at a frozen rate. For purposes of estimating overall taxes, they are computed here and by the State using the normal millage rates.

Total Estimated 2021 Tax Dollars

Summarized by Individual Taxing Entity

Ottawa County	70,447,046	Ottawa Intermediate School	77,405,878
Allendale Charter Township	1,829,503	Muskegon Intermediate School	708,865
Blendon Township	979,128	Kent Intermediate School	2,345,890
Chester Township	436,988	Allendale School District	12,418,155
Crockery Township	732,306	Coopersville School District	6,607,436
Georgetown Charter Township	4,498,493	Grand Haven School District	25,063,307
Grand Haven Charter Township	4,648,946	Holland School District	14,301,972
Holland Charter Township	7,026,868	Hudsonville School District	21,082,247
Jamestown Charter Township	2,011,616	Jenison School District	12,031,743
Olive Township	911,638	Spring Lake School District	9,137,988
Park Township	3,344,887	West Ottawa School District	34,311,387
Polkton Charter Township	564,605	Zeeland School District	23,605,938
Port Sheldon Township	1,166,961	Grandville School District	2,768,253
Robinson Township	982,835	Kenowa Hills School District	1,221,441
Spring Lake Township	2,017,327	Kent City School District	82,142
Tallmadge Charter Twp	1,083,651	Sparta School District	539,390
Wright Township	433,035	Fruitport School District	1,289,983
Zeeland Charter Township	3,263,638	Ravenna School District	256,878
Coopersville City	1,757,806	State Education Tax (SET)	76,797,306
Ferrysburg City	1,891,335	Total All Taxing Entities	476,467,036
Grand Haven City	9,475,968		
Holland City	11,962,415		
Hudsonville City	2,962,300		
Zeeland City	5,107,819		
Spring Lake Village	1,570,602		
Grand Rapids Community College	736,031		
Loutit Library	2,500,568		
Coopersville Area Library	437,702		
Spring Lake Library	1,268,836		
Herrick Library	5,036,285		
MAX Transport	875,105		
Holland Area Community Pool	2,182,556		
Grand Haven City MSDDA	98,037		
Holland City DDA	231,125		
Hudsonville City DDA	16,876		

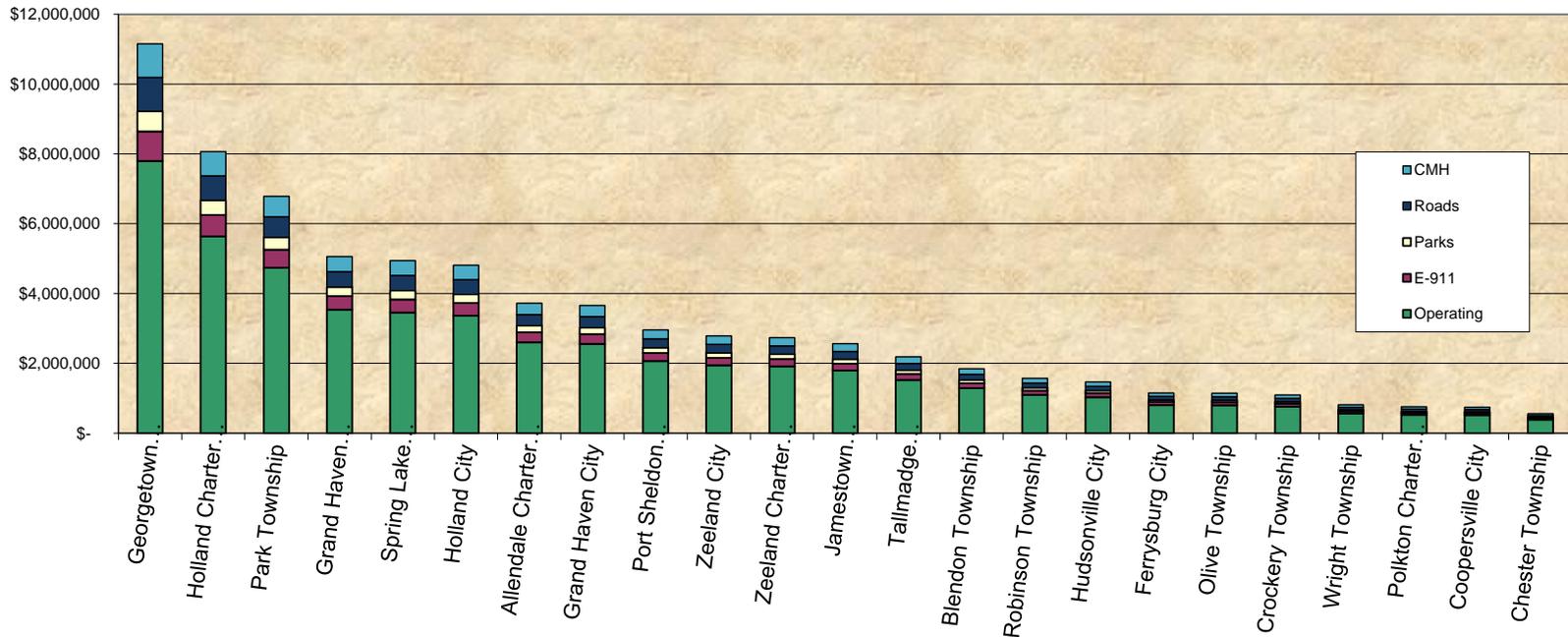


(Other: Libraries, Pool Authority, MAX, DDA's that levy a tax, and Grand Rapids Community College)

2021 County Tax Levy Review

Government Unit	Taxable Value minus Ren. Zone	Total County Levy	% of Total County	Breakdown of County Taxes				
				Operating	E-911	Parks	Roads	Community Mental Health
Georgetown Charter Twp	1,999,330,316	\$ 10,827,573	15.37%	\$ 7,797,388	\$ 848,316	\$ 639,586	\$ 964,077	\$ 578,206
Holland Charter Twp	1,445,857,397	\$ 7,830,185	11.11%	\$ 5,638,844	\$ 613,477	\$ 462,530	\$ 697,192	\$ 418,142
Park Township	1,215,968,613	\$ 6,585,199	9.35%	\$ 4,742,278	\$ 515,935	\$ 388,988	\$ 586,340	\$ 351,658
Grand Haven Charter Twp	907,436,914	\$ 4,914,315	6.98%	\$ 3,539,004	\$ 385,025	\$ 290,289	\$ 437,566	\$ 262,431
Spring Lake Township	885,996,820	\$ 4,798,204	6.81%	\$ 3,455,388	\$ 375,928	\$ 283,430	\$ 427,228	\$ 256,230
Holland City	862,516,563	\$ 4,671,045	6.63%	\$ 3,363,815	\$ 365,966	\$ 275,919	\$ 415,905	\$ 249,440
Allendale Charter Twp	667,166,090	\$ 3,613,104	5.13%	\$ 2,601,948	\$ 283,079	\$ 213,426	\$ 321,707	\$ 192,944
Grand Haven City	655,622,073	\$ 3,550,587	5.04%	\$ 2,556,926	\$ 278,180	\$ 209,734	\$ 316,141	\$ 189,606
Port Sheldon Township	530,509,094	\$ 2,873,024	4.08%	\$ 2,068,985	\$ 225,095	\$ 169,710	\$ 255,811	\$ 153,423
Zeeland City	499,068,713	\$ 2,702,757	3.84%	\$ 1,946,368	\$ 211,755	\$ 159,652	\$ 240,651	\$ 144,331
Zeeland Charter Twp	490,566,115	\$ 2,656,710	3.77%	\$ 1,913,208	\$ 208,147	\$ 156,932	\$ 236,551	\$ 141,872
Jamestown Charter Twp	459,650,826	\$ 2,489,285	3.53%	\$ 1,792,638	\$ 195,030	\$ 147,042	\$ 221,644	\$ 132,931
Tallmadge Charter Twp	391,916,899	\$ 2,122,464	3.01%	\$ 1,528,476	\$ 166,290	\$ 125,374	\$ 188,982	\$ 113,342
Blendon Township	330,730,343	\$ 1,791,103	2.54%	\$ 1,289,848	\$ 140,329	\$ 105,801	\$ 159,478	\$ 95,647
Robinson Township	282,034,764	\$ 1,527,387	2.17%	\$ 1,099,936	\$ 119,667	\$ 90,223	\$ 135,997	\$ 81,564
Hudsonville City	263,777,435	\$ 1,428,512	2.03%	\$ 1,028,732	\$ 111,921	\$ 84,382	\$ 127,193	\$ 76,284
Ferrysburg City	206,669,434	\$ 1,119,240	1.59%	\$ 806,011	\$ 87,690	\$ 66,114	\$ 99,656	\$ 59,769
Olive Township	205,018,856	\$ 1,110,301	1.58%	\$ 799,574	\$ 86,990	\$ 65,586	\$ 98,860	\$ 59,291
Crockery Township	195,380,092	\$ 1,058,100	1.50%	\$ 761,982	\$ 82,900	\$ 62,502	\$ 94,212	\$ 56,504
Wright Township	145,397,057	\$ 787,413	1.12%	\$ 567,049	\$ 61,692	\$ 46,513	\$ 70,110	\$ 42,049
Polkton Charter Twp	135,228,275	\$ 732,342	1.04%	\$ 527,390	\$ 57,377	\$ 43,260	\$ 65,207	\$ 39,108
Coopersville City	132,765,737	\$ 719,007	1.02%	\$ 517,786	\$ 56,333	\$ 42,472	\$ 64,020	\$ 38,396
Chester Township	99,562,307	\$ 539,189	0.77%	\$ 388,293	\$ 42,244	\$ 31,850	\$ 48,009	\$ 28,793
Totals:	13,008,170,733	\$ 70,447,046	100%	\$ 50,731,867	\$ 5,519,366	\$ 4,161,315	\$ 6,272,537	\$ 3,761,961

c



2021 Local Unit Levy Rates

Millage Type	Townships																		Cities						Villages	
	Allendale	Blendon	Chester	Crockery	Georgetown	Grand Haven	Grand Haven (PA 425 Agreement)	Holland	Jamestown	Olive	Park	Polkton	Port Sheldon	Robinson	Spring Lake	Tallmadge	Wright	Zeeland	Coopersville	Ferrysburg	Grand Haven	Holland	Hudsonville	Zeeland	***Spring Lake	
Local Unit Total	2.7422	2.9605	4.3891	3.7481	2.2500	5.1061	14.4534	4.8600	4.3764	4.4466	2.7508	4.1752	2.1997	3.4848	2.2769	2.7650	2.9783	6.6528	13.2399	9.1515	14.4534	13.8692	11.2303	10.2347	10.3600	
Operating	2.7422	1.0143	1.0408	1.0215	2.2500	1.0179	10.7314	3.4624	1.0256	1.0179	0.9076	0.9496	1.0000	1.0281	0.7500	1.0179	1.0308	3.2500	13.0000	7.7582	10.7314	13.7742	11.2303	10.1354	9.7300	
Extra Voted Operating		1.9462	3.3483	2.7266		3.6882	1.8220	1.3976	3.3508	3.4287	1.8432	3.2256	1.1997	2.4567	1.5269	1.7471	1.9475	3.4028	0.2399	1.3933	1.8220	0.0950		0.0993		
Aging Council			0.1232			0.2500	0.2368					0.2481			0.2349		0.0000		0.2399	0.2303	0.2368					
Bike Path				0.4815		0.4329		0.4288			0.3754				0.4550					0.4608						
Community Center							0.7446														0.7446					
E-Unit								0.9688		0.9932	0.4195															
Fire			1.7331	1.4451		1.8099			1.4684	0.2500		1.9850	1.1000	1.5027	*****	0.2471	1.9475	1.4598								
Fire/Police						****											1.2106									
Library		0.2778	Authority	0.4815		Authority	Authority	Authority	0.4186	0.2483	Authority	Authority	0.0997	Authority	Authority	0.2894	Authority		Authority	Authority	Authority	Authority				
Museum						0.2454	0.2406													0.2414	0.2406					
Parks											0.4853															
Roads			1.4920	0.3185					1.4638	1.9372	0.4670	0.9925		0.9540				1.9430								
Safety Services		1.6684																								
Transportation						0.9500	0.6000	Authority							0.5908						0.6000	Authority				
Vehicles																				0.4608						
West Michigan Airport											0.0960											0.0950		0.0993		
Debt						0.4000	1.9000														1.9000					0.6300
Charter Debt																										
Debt						0.4000	1.9000														1.9000					0.6300

AUTHORITIES																											
Operating & Debt			0.8533			1.0763	1.0763	3.8939			3.5148	0.8533	1.0763	1.0763	1.4321		0.8533		0.8533	1.0763	1.0763	3.8939					
Coopersville Dist Library			0.8533									0.8533					0.8533		0.8533								
Herrick Distict Library							1.4290				1.4290												1.4290				
Loutit District Library*						1.0763	1.0763						1.0763	1.0763						1.0763	1.0763						
Spring Lake Dist Library															1.4321												
Macatawa Area Express Transportation Authority							0.3791															0.3791					
Holland Area Swimming Pool Authority**								2.0858			2.0858												2.0858				

* Loutit Library is only levied in the Grand Haven Schools portion of Port Sheldon Twp.
 **Holland Area Swimming Pool Authority is levied only in the Holland Schools portion of these local units
 *** Spring Lake Village also pays Spring Lake Township millages
 ****Grand Haven Twp has a Police Special Assessment
 *****Spring Lake Township has a Fire District Special Assessment

2021 Ad Valorem

Taxes

by

Individual Government Unit

Allendale Charter Township

2021 Ad Valorem Taxes

Taxing Entity	Name	Item of Tax	2021 Taxable Valuation	Amount of Tax Mills	Total Tax Mills	Estimate of Tax Dollars	Total Est. Tax Dollars
County	Ottawa	Operating	667,166,090	3.9000	5.4156	2,601,948	3,613,104
		E-911	667,166,090	0.4243		283,079	
		Parks	667,166,090	0.3199		213,426	
		Roads	667,166,090	0.4822		321,707	
		Community Mental Health	667,166,090	0.2892		192,944	
Township	Allendale	Operating	667,166,090	2.7422	2.7422	1,829,503	1,829,503
Library District	None						
Authorities	None						
School District	Allendale	Operating	241,342,575	18.0000		4,344,166	12,418,155
		Operating- Com. Pers.	11,719,200	6.0000		70,315	
		Debt - All	666,972,848	12.0000		8,003,674	
		Bldg&Site - All	-	-		-	
		Recreation	-	-		-	
School District	Hudsonville	Operating	10,678	18.0000		192	1,732
		Operating- Com. Pers.	-	6.0000		-	
		Debt - All	193,242	7.0000		1,353	
		Building & Site - All	193,242	0.9668		187	
		Recreation	-	-		-	
Interm. School	Ottawa	Operating	667,166,090	5.3449	6.2245	3,565,936	4,152,775
		Enhanced	667,166,090	0.8796		586,839	
Comm. College	None	Operating	-	-			
State Education	Michigan	Operating	666,284,590	6.0000		3,997,708	3,997,708

Totals for Taxable Status by School District	Summer	Winter	Total
Allendale Schools [Non-PRE]	46.1245	4.2578	50.3823
Allendale Schools [PRE]	28.1245	4.2578	32.3823
Allendale School District [Com Personal]	34.1245	4.2578	38.3823
Allendale School District [Ind Personal]	22.1245	4.2578	26.3823
Hudsonville School District [Non-PRE]	42.0913	4.2578	46.3491
Hudsonville School District [PRE]	24.0913	4.2578	28.3491
Hudsonville School District [Com Personal]	30.0913	4.2578	34.3491
Hudsonville School District [Ind Personal]	18.0913	4.2578	22.3491

Total: 26,012,977

NOTE 1: Industrial personal property is exempt from the 6 mills of State Education Tax and up to 18 mills of local school district operating millage. Commercial personal property is exempt from up to 12 mills of local school district operating millage.

School District - Millage Breakdown

Item of Tax	Principal Residence	Non-Principal Residence	Commercial Personal	Ind. Personal Non-Ren Zone	Ren Zone
Operating		Include			
Operating- Com. Pers.			Include		
Debt - All	Include	Include	Include	Include	Include
Building & Site - All	Include	Include	Include	Include	Include
Recreation	Include	Include	Include	Include	

The chart to the left shows the items of tax included in each total school millage rate. See Certified Tax Rates page for listings of these total school millage rates

Blendon Township

2021 Ad Valorem Taxes

Taxing Entity	Name	Item of Tax	2021 Taxable Valuation	Amount of Tax Mills	Total Tax Mills	Estimate of Tax Dollars	Total Est. Tax Dollars
County	Ottawa	Operating	330,730,343	3.9000	5.4156	1,289,848	1,791,103
		E-911	330,730,343	0.4243		140,329	
		Parks	330,730,343	0.3199		105,801	
		Roads	330,730,343	0.4822		159,478	
		Community Mental Health	330,730,343	0.2892		95,647	
Township	Blendon	Operating	330,730,343	1.0143	2.9605	335,460	979,128
		Fire Protection	330,730,343	1.6684		551,791	
		Library	330,730,343	0.2778		91,877	
Library District	None		-		-	-	-
Authorities	None		-		-	-	-
School District	Hudsonville	Operating	22,992,727	18.0000		413,869	2,148,977
		Operating- Com. Pers.	458,100	6.0000		2,749	
		Debt	217,447,353	7.0000		1,522,131	
		Bldg&Site - All	217,447,353	0.9668		210,228	
		Recreation	-	-		-	
School District	Zeeland	Operating	17,155,394	18.0000		308,797	1,311,311
		Operating-Comm. Pers	410,600	6.0000		2,464	
		Debt	113,282,990	7.4500		843,958	
		Bldg& Site	113,282,990	0.9843		111,504	
		Recreation	113,282,990	0.3936		44,588	
Interm. School	Ottawa	Operating - Hudsonville	217,447,353	6.2245			1,353,501
Interm. School	*Ottawa	Operating - Zeeland	113,282,990	6.2245			705,130
Comm. College	Grand Rapids	Operating	-	-			-
State Education	Michigan	Operating	330,672,143	6.0000			1,984,033

Totals for Taxable Status by School District	Summer	Winter	Total
Hudsonville School District [Non-PRE]	42.09130	4.47610	46.56740
Hudsonville School District [PRE]	24.09130	4.47610	28.56740
Hudsonville School District [Com. Personal]	30.09130	4.47610	34.56740
Hudsonville School District [Ind. Personal]	18.09130	4.47610	22.56740
Zeeland School District [Non-PRE]	26.42630	21.00220	47.42850
Zeeland School District [PRE]	17.42630	12.00220	29.42850
Zeeland School District [Com. Personal]	20.42630	15.00220	35.42850
Zeeland School District [Ind. Personal]	11.42630	12.00220	23.42850

Total: 10,273,183

NOTE 1: Industrial Personal Property is exempt from the 6 mills of State Education Tax and up to 18 mills of local school district operating millage. Commercial personal property is exempt from up to 12 mills of local school district operating millage.

School District - Millage Breakdown

Item of Tax	Principal Residence	Non-Principal Residence	Commercial Personal	Ind. Personal Non-Ren Zone	Ren Zone
Operating		Include			
Operating- Com. Pers.			Include		
Debt - All	Include	Include	Include	Include	Include
Building & Site - All	Include	Include	Include	Include	Include
Recreation	Include	Include	Include	Include	

The chart to the left shows the items of tax included in each total school millage rate. See Certified Tax Rates page for listings of these total school millage rates

*NOTE: Township levied 50% of Ottawa ISD millage in Zeeland school district on the summer tax bills

Chester Township

2021 Ad Valorem Taxes

Taxing Entity	Name	Item of Tax	2021 Taxable Valuation	Amount of Tax Mills	Total Tax Mills	Estimate of Tax Dollars	Total Est. Tax Dollars	
County	Ottawa	Operating	99,562,307	3.9000	5.4156	388,293	539,189	
		E-911	99,562,307	0.4243				42,244
		Parks	99,562,307	0.3199				31,850
		Roads	99,562,307	0.4822				48,009
		Community Mental Health	99,562,307	0.2892				28,793
Township	Chester	Operating	99,562,307	1.0408	4.3891	103,624	436,988	
		Roads	99,562,307	1.4920				148,547
		Fire	99,562,307	1.7331				172,551
		Senior Citizen Services	99,562,307	0.1232				12,266
Library District	Coopersville	Operating	99,562,307	0.5733	0.8533	57,079	84,956	
		Debt	99,562,307	0.2800				27,877
Authorities	None		-		-	-	-	
School District	Coopersville	Operating	3,202,427	17.8308		57,102	297,187	
		Operating- Com. Pers.	43,200	5.8308				252
		Debt	26,677,703	8.9900				239,833
		Bldg& Site	-	-				-
		Recreation	-	-				-
School District	Sparta	Operating	9,492,284	18.0000		170,861	495,691	
		Operating- Com. Pers.	466,900	6.0000				2,801
		Debt	39,512,662	7.0000				276,589
		Bldg& Site	39,512,662	1.1500				45,440
		Recreation	-	-				-
School District	Kent City	Operating	655,272	17.7881		11,656	82,142	
		Operating- Com. Pers.	0	5.7881				0
		Debt	7,638,106	8.2500				63,014
		Bldg& Site	7,638,106	0.9783				7,472
		Recreation	-	-				-
School District	Ravenna	Operating	3,321,557	18.0000		59,788	256,878	
		Operating- Com. Pers.	252,100	6.0000				1,513
		Debt	25,733,836	7.6000				195,577
		Bldg& Site	-	-				-
		Recreation	-	-				-
Interm. School	Ottawa	Operating	26,677,703	6.2245			166,055	
Interm. School	Kent	Operating	47,150,768	5.5157			260,069	
Interm. School	Muskegon	Operating	25,733,836	4.7225			121,528	
Comm. College	Grand Rapids	Operating	47,150,768	1.7307			81,604	
State Education	Michigan	Operating	99,528,707	6.0000			597,172	

Totals for Taxable Status by School District	Summer	Winter	Total
Coopersville School District [Non-PRE]	10.1800	39.5233	49.7033
Coopersville School District [PRE]	10.1800	21.6925	31.8725
Coopersville School District [Com. Personal]	10.1800	27.5233	37.7033
Coopersville School District [Ind. Personal]	4.1800	21.6925	25.8725
Sparta School District [Non-PRE]	30.5014	19.5530	50.0544
Sparta School District [PRE]	21.5014	10.5530	32.0544
Sparta School District [Com. Personal]	24.5014	13.5530	38.0544
Sparta School District [Ind. Personal]	15.5014	10.5530	26.0544
Kent City School District [Non-PRE]	30.9347	19.9861	50.9208
Kent City School District [PRE]	22.0406	11.0921	33.1327
Kent City School District [Com. Personal]	24.9347	13.9861	38.9208
Kent City School District [Ind. Personal]	16.0406	11.0921	27.1327
Ravenna School District [Non-PRE]	10.1800	36.8005	46.9805
Ravenna School District [PRE]	10.1800	18.8005	28.9805
Ravenna School District [Com. Personal]	10.1800	24.8005	34.9805
Ravenna School District [Ind. Personal]	4.1800	18.8005	22.9805

Total: 3,419,459

NOTE 1: Industrial personal property is exempt from the 6 mills of State Education Tax and up to 18 mills of local school district operating millage. Commercial personal property is exempt from up to 12 mills of local school district operating millage.

School District - Millage Breakdown

Item of Tax	Principal Residence	Non-Principal Residence	Commercial Personal	Ind. Personal Non Ren Zone	Ren Zone
Operating		Include			
Operating- Com. Pers.			Include		
Debt - All	Include	Include	Include	Include	Include
Building & Site - All	Include	Include	Include	Include	Include
Recreation	Include	Include	Include	Include	

The chart to the left shows the items of tax included in each total school millage rate. See Certified Tax Rates page for listings of these total school millage rates

Crockery Township

2021 Ad Valorem Taxes

Taxing Entity	Name	Item of Tax	2021 Taxable Valuation	Amount of Tax Mills	Total Tax Mills	Estimate of Tax Dollars	Total Est. Tax Dollars
County	Ottawa	Operating	195,380,092	3.9000	5.4156	761,982	1,058,100
		E-911	195,380,092	0.4243		82,900	
		Parks	195,380,092	0.3199		62,502	
		Roads	195,380,092	0.4822		94,212	
		Community Mental Health	195,380,092	0.2892		56,504	

Township	Crockery	Operating	195,380,092	1.0215	3.7481	199,581	732,306
		Fire	195,380,092	1.4451		282,344	
		Roads	195,380,092	0.3185		62,229	
		Library	195,380,092	0.4815		94,076	
		Non-Motorized Trail	195,380,092	0.4815		94,076	

Library District	None		-		-	-	-
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Authorities	None		-		-	-	-
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School District	Spring Lake	Operating	26,352,722	18.0000		474,349	1,330,204
		Operating- Com. Pers.	2,786,900	6.0000		16,721	
		Debt	119,876,276	7.0000		839,134	
		Bldg&Site - All	-	-		-	
		Recreation	-	-		-	

School District	Coopersville	Operating	14,600	17.8308		260	3,748
		Operating-Comm. Pers	0	5.8308		0	
		Debt	387,994	8.9900		3,488	
		Bldg & Site	-	-		-	
		Recreation	-	-		-	

School District	Fruitport	Operating	9,324,523	18.0000		167,841	686,534
		Operating-Comm. Pers	65,600	6.0000		394	
		Debt	75,115,822	6.9000		518,299	
		Bldg & Site	-	-		-	
		Recreation	-	-		-	

Interm. School	Ottawa	Operating	120,264,270	6.2245			748,585
Interm. School	Muskegon	Operating	75,115,822	4.7225			354,734

Comm. College	None	Operating	-	-			
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State Education	Michigan	Operating	195,020,392	6.0000			1,170,122
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Totals for Taxable Status by School District	Summer	Winter	Total
Spring Lake School District [Non-PRE]	40.8829	5.5053	46.3882
Spring Lake School District [PRE]	23.1245	5.2637	28.3882
Spring Lake School District [Com. Personal]	28.8829	5.5053	34.3882
Spring Lake School District [Ind. Personal]	17.1245	5.2637	22.3882
Coopersville School District [Non-PRE]	9.9000	38.3090	48.2090
Coopersville School District [PRE]	9.9000	20.4782	30.3782
Coopersville School District [Com. Personal]	9.9000	26.3090	36.2090
Coopersville School District [Ind. Personal]	3.9000	20.4782	24.3782
Fruitport School District [Non-PRE]	9.9000	34.8862	44.7862
Fruitport School District [PRE]	9.9000	16.8862	26.7862
Fruitport School District [Com. Personal]	9.9000	22.8862	32.7862
Fruitport School District [Ind. Personal]	3.9000	16.8862	20.7862

Total: 6,084,333

NOTE 1: Industrial personal property is exempt from the 6 mills of State Education Tax and up to 18 mills of local school district operating millage. Commercial personal property is exempt from up to 12 mills of local school district operating millage.

School District - Millage Breakdown

Item of Tax	Principal Residence	Non-Principal Residence	Commercial Personal	Ind. Personal Non-Ren Zone	Ren Zone
Operating		Include			
Operating- Com. Pers.			Include		
Debt - All	Include	Include	Include	Include	Include
Building & Site - All	Include	Include	Include	Include	Include
Recreation	Include	Include	Include	Include	

The chart to the left shows the items of tax included in each total school millage rate. See Certified Tax Rates page for listings of these total school millage rates

Georgetown Charter Township

2021 Ad Valorem Taxes

Taxing Entity	Name	Item of Tax	2021 Taxable Valuation	Amount of Tax Mills	Total Tax Mills	Estimate of Tax Dollars	Total Est. Tax Dollars
County	Ottawa	Operating	1,999,330,316	3.9000	5.4156	7,797,388	10,827,573
		E-911	1,999,330,316	0.4243		848,316	
		Parks	1,999,330,316	0.3199		639,586	
		Roads	1,999,330,316	0.4822		964,077	
		Community Mental Health	1,999,330,316	0.2892		578,206	
Township	Georgetown	Operating	1,999,330,316	2.2500	2.2500	4,498,493	4,498,493
Library District	None		-		-	-	-
Authorities	None		-		-	-	-
School District	Jenison	Operating	192,313,865	17.1875		3,305,395	12,031,743
		Operating- Com. Pers	16,941,100	5.1875		87,882	
		Debt	1,016,290,068	8.5000		8,638,466	
		Bldg&Site - All	-			-	
		Recreation	-			-	
School District	Hudsonville	Operating	119,718,330	18.0000		2,154,930	9,583,504
		Operating-Comm. Pers	6,077,400	6.0000		36,464	
		Debt	927,864,452	7.0000		6,495,051	
		Bldg & Site	927,864,452	0.9668		897,059	
		Recreation	-			-	
School District	Grandville	Operating	4,895,805	17.2070		84,242	439,720
		Operating-Comm. Pers	230,500	5.2070		1,200	
		Debt	55,175,796	5.0500		278,638	
		Bldg & Site	55,175,796	1.3709		75,640	
		Recreation	-			-	
Interm. School	Ottawa	Operating	1,944,154,520	6.2245			12,101,390
Interm. School	Kent	Operating	55,175,796	5.5157			304,333
Comm. College	Grand Rapids	Operating	55,175,796	1.7307			95,493
State Education	Michigan	Operating	1,996,258,116	6.0000			11,977,549

Totals for Taxable Status by School District	Summer	Winter	Total
Jenison School District [Non-PRE]	41.8120	3.7656	45.5776
Jenison School District [PRE]	24.6245	3.7656	28.3901
Jenison School District [Com. Personal]	29.8120	3.7656	33.5776
Jenison School District [Ind. Personal]	18.6245	3.7656	22.3901
Hudsonville School District [Non-PRE]	42.0913	3.7656	45.8569
Hudsonville School District [PRE]	24.0913	3.7656	27.8569
Hudsonville School District [Com. Personal]	30.0913	3.7656	33.8569
Hudsonville School District [Ind. Personal]	18.0913	3.7656	21.8569
Grandville School District [Non-PRE]	40.7743	3.7656	44.5399
Grandville School District [PRE]	23.5673	3.7656	27.3329
Grandville School District [Com. Personal]	28.7743	3.7656	32.5399
Grandville School District [Ind. Personal]	17.5673	3.7656	21.3329

Total: 61,859,798

NOTE 1: Industrial personal property is exempt from the 6 mills of State Education Tax and up to 18 mills of local school district operating millage. Commercial personal property is exempt from up to 12 mills of local school district operating millage.

School District - Millage Breakdown

Item of Tax	Principal Residence	Non-Principal Residence	Commercial Personal	Ind. Personal Non-Ren Zone	Ren Zone
Operating		Include			
Operating- Com. Pers.			Include		
Debt - All	Include	Include	Include	Include	Include
Building & Site - All	Include	Include	Include	Include	Include
Recreation	Include	Include	Include	Include	

The chart to the left shows the items of tax included in each total school millage rate. See Certified Tax Rates page for listings of these total school millage rates

Grand Haven Charter Township

2021 Ad Valorem Taxes

Taxing Entity	Name	Item of Tax	2021 Taxable Valuation	Amount of Tax Mills	Total Tax Mills	Estimate of Tax Dollars	Total Est. Tax Dollars
County	Ottawa	Operating	907,436,914	3.9000	5.4156	3,539,004	4,914,315
		E-911	907,436,914	0.4243		385,025	
		Parks	907,436,914	0.3199		290,289	
		Roads	907,436,914	0.4822		437,566	
		Community Mental Health	907,436,914	0.2892		262,431	

Township	Grand Haven	Operating	905,780,568	1.0179	5.1061	921,994	4,625,006
		Fire/Rescue	905,780,568	1.8099		1,639,372	
		Museum	905,780,568	0.2454		222,279	
		Aging Council	905,780,568	0.2500		226,445	
		Transportation	905,780,568	0.9500		860,492	
		Bike Path	905,780,568	0.4329		392,112	
		DEBT-Parks	905,780,568	0.4000		362,312	

Township	Grand Haven	Charter-Operating	1,656,346	10.7314	14.4534	17,775	23,940
		Transportation	1,656,346	0.6000		994	
		Museum	1,656,346	0.2406		399	
		Aging Council	1,656,346	0.2368		392	
		Community Center	1,656,346	0.7446		1,233	
		Debt	1,656,346	1.9000		3,147	

Library District	Loutit	Operating	907,436,914	0.9613	1.0763	872,319	976,674
		Debt	907,436,914	0.1150		104,355	

Authorities	None						
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School District	Grand Haven	Operating	220,565,059	18.0000		3,970,171	7,831,059
		Operating- Com. Pers.	8,275,455	6.0000		49,653	
		Debt	907,436,914	4.2000		3,811,235	
		Bldg&Site - All	-	-		-	
		Recreation	-	-		-	

Interm. School	Ottawa	Operating	907,436,914	6.2245		5,648,341
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Comm. College	None	Operating	-	-		-
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State Education	Michigan	Operating	903,783,614	6.0000		5,422,702
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Totals for Taxable Status by School District		Summer	Winter	Total
Twp Mills Grand Haven School District [Non-PRE]		38.3245	7.6980	46.0225
Twp Mills Grand Haven School District [PRE]		20.3245	7.6980	28.0225
Twp Mills Grand Haven School District [Com. Personal]		26.3245	7.6980	34.0225
Twp Mills Grand Haven School District [Ind. Personal]		14.3245	7.6980	22.0225
City Mills Grand Haven School District [Non-PRE]		38.3245	17.0453	55.3698
City Mills Grand Haven School District [PRE]		20.3245	17.0453	37.3698
City Mills Grand Haven School District [Com. Personal]		26.3245	17.0453	43.3698
City Mills Grand Haven School District [Ind. Personal]		14.3245	17.0453	31.3698

Sub Total: **29,442,037**

NOTE 1: Industrial personal property is exempt from the 6 mills of State Education Tax and up to 18 mills of local school district operating millage. Commercial personal property is exempt from up to 12 mills of local school district operating millage.

(Qualified Special Assessment)	Police/Public Safety	883,030,810	0.5500	485,667
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Total: **29,927,704**

School District - Millage Breakdown

Item of Tax	Principal Residence	Non-Principal Residence	Commercial Personal	Ind. Personal Non-Ren Zone	Ren Zone
Operating		Include			
Operating- Com. Pers.			Include		
Debt - All	Include	Include	Include	Include	Include
Building & Site - All	Include	Include	Include	Include	Include
Recreation	Include	Include	Include	Include	

The chart to the left shows the items of tax included in each total school millage rate. See Certified Tax Rates page for listings of these total school millage rates

Holland Charter Township

2021 Ad Valorem Taxes

Taxing Entity	Name	Item of Tax	2021 Taxable Valuation	Amount of Tax Mills	Total Tax Mills	Estimate of Tax Dollars	Total Est. Tax Dollars
County	Ottawa	Operating	1,445,857,397	3.9000	5.4156	5,638,844	7,830,185
		E-911	1,445,857,397	0.4243		613,477	
		Parks	1,445,857,397	0.3199		462,530	
		Roads	1,445,857,397	0.4822		697,192	
		Community Mental Health	1,445,857,397	0.2892		418,142	
Township	Holland	Operating	1,445,857,397	3.4624	4.8600	5,006,137	7,026,868
		Bike Path	1,445,857,397	0.4288		619,984	
		E-unit	1,445,857,397	0.9688		1,400,747	
Library District	Herrick	Operating	1,445,857,397	1.4290		2,066,130	2,066,130
Authority	Holl Swim Pool	Operating	31,378,580	0.9658	2.0858	30,305	65,449
		Debt	31,378,580	1.1200		35,144	
Authority	MAX Transport	Operating	1,445,857,397	0.3791			548,125
School District	Holland	Operating	23,991,963	18.0000		431,855	641,472
		Operating- Com. Pers	3,919,500	6.0000		23,517	
		Debt	31,378,580	4.7300		148,421	
		Bldg&Site - All	31,378,580	1.2008		37,679	
		Recreation	-	-		-	
School District	West Ottawa	Operating	483,862,731	18.0000		8,709,529	17,278,692
		Operating-Comm. Pers	33,346,000	6.0000		200,076	
		* Debt	1,040,051,634	7.7500		8,060,400	
		* Bldg & Site	1,040,051,634	0.2968		308,687	
		Recreation	-	-		-	
School District	Zeeland	Operating	84,078,043	18.0000		1,513,405	4,996,752
		Operating-Comm. Pers	3,749,800	6.0000		22,499	
		Debt	392,035,283	7.4500		2,920,663	
		Bldg & Site	392,035,283	0.9843		385,880	
		Recreation	392,035,283	0.3936		154,305	
Interm. School	Ottawa	Operating	1,445,857,397	5.3449	6.2245	7,727,963	9,015,227
		* Enhanced	1,463,465,497	0.8796		1,287,264	
Comm. College	None	Operating	-	-			-
State Education	Michigan	Operating	1,435,633,897	6.0000			8,613,803

Totals for Taxable Status by School District	Summer	Winter	Total
Holland School District [Non-PRE]	29.5119	20.8129	50.3248
Holland School District [PRE]	20.5119	11.8129	32.3248
Holland School District [Com. Personal]	23.5119	14.8129	38.3248
Holland School District [Ind. Personal]	14.5119	11.8129	26.3248
West Ottawa School District [Non-PRE]	42.5504	7.8046	50.3550
West Ottawa School District [PRE]	24.5504	7.8046	32.3550
West Ottawa School District [Com. Personal]	30.5504	7.8046	38.3550
West Ottawa School District [Ind. Personal]	18.5504	7.8046	26.3550
West Ottawa School District [Ren. Zone]	8.9264	0.0000	8.9264
Zeeland School District [Non-PRE]	29.9176	21.2185	51.1361
Zeeland School District [PRE]	20.9176	12.2185	33.1361
Zeeland School District [Com. Personal]	23.9176	15.2185	39.1361
Zeeland School District [Ind. Personal]	14.9176	12.2185	27.1361

Total: 58,082,703

NOTE 1: Industrial personal property is exempt from the 6 mills of State Education Tax and up to 18 mills of local school district operating millage. Commercial personal property is exempt from up to 12 mills of local school district operating millage.

NOTE 2: Includes Senior/Disabled housing properties with a frozen taxable value, taxed at a frozen millage rate. Estimate tax dollars are computed here & by the State using the normal millage rates.

* Includes Renaissance Zone.

School District - Millage Breakdown

Item of Tax	Principal Residence	Non-Principal Residence	Commercial Personal	Ind. Personal Non-Ren Zone	Ren Zone
Operating		Include			
Operating- Com. Pers.			Include		
Debt - All	Include	Include	Include	Include	Include
Building & Site - All	Include	Include	Include	Include	Include
Recreation	Include	Include	Include	Include	

The chart to the left shows the items of tax included in each total school millage rate. See Certified Tax Rates page for listings of these total school millage rates

Jamestown Charter Township

2021 Ad Valorem Taxes

Taxing Entity	Name	Item of Tax	2021 Taxable Valuation	Amount of Tax Mills	Total Tax Mills	Estimate of Tax Dollars	Total Est. Tax Dollars
County	Ottawa	Operating	459,650,826	3.9000	5.4156	1,792,638	2,489,285
		E-911	459,650,826	0.4243		195,030	
		Parks	459,650,826	0.3199		147,042	
		Roads	459,650,826	0.4822		221,644	
		Community Mental Health	459,650,826	0.2892		132,931	
Township	Jamestown	Operating	459,650,826	1.0256	4.3764	471,418	2,011,616
		Fire	459,650,826	0.9759		448,573	
		Fire Equipment	459,650,826	0.4925		226,378	
		Roads	459,650,826	1.4638		672,837	
		Library Operating	459,650,826	0.4186		192,410	
Library District	None		-		-	-	-
Authorities	None		-		-	-	-
School District	Hudsonville	Operating	86,397,006	18.0000		1,555,146	5,111,237
		Operating- Com. Pers	10,075,000	6.0000		60,450	
		Debt	438,776,059	7.0000		3,071,432	
		Bldg&Site - All	438,776,059	0.9668		424,209	
		Recreation		-		-	
School District	Grandville	Operating	3,897,122	17.2070		67,058	202,798
		Operating-Comm. Pers	327,400	5.2070		1,705	
		Debt	20,874,767	5.0500		105,418	
		Bldg & Site	20,874,767	1.3709		28,617	
		Recreation		-		-	
Interm. School	Ottawa	Operating	438,776,059	6.2245			2,731,162
Interm. School	Kent	Operating	20,874,767	5.5157			115,139
Comm. College	Grand Rapids	Operating	20,874,767	1.7307			36,128
State Education	Michigan	Operating	457,854,526	6.0000			2,747,127

Totals for Taxable Status by School District	Summer	Winter	Total
Hudsonville School District [Non-PRE]	42.0913	5.8920	47.9833
Hudsonville School District [PRE]	24.0913	5.8920	29.9833
Hudsonville School District [Com. Personal]	30.0913	5.8920	35.9833
Hudsonville School District [Ind. Personal]	18.0913	5.8920	23.9833
Grandville School District [Non-PRE]	40.7743	5.8920	46.6663
Grandville School District [PRE]	23.5673	5.8920	29.4593
Grandville School District [Com. Personal]	28.7743	5.8920	34.6663
Grandville School District [Ind. Personal]	17.5673	5.8920	23.4593

Total: 15,444,492

NOTE 1: Industrial personal property is exempt from the 6 mills of State Education Tax and up to 18 mills of local school district operating millage. Commercial personal property is exempt from up to 12 mills of local school district operating millage.

School District - Millage Breakdown

Item of Tax	Principal Residence	Non-Principal Residence	Commercial Personal	Ind. Personal Non-Ren Zone	Ren Zone
Operating		Include			
Operating- Com. Pers.			Include		
Debt - All	Include	Include	Include	Include	Include
Building & Site - All	Include	Include	Include	Include	Include
Recreation	Include	Include	Include	Include	

The chart to the left shows the items of tax included in each total school millage rate. See Certified Tax Rates page for listings of these total school millage rates

Olive Township

2021 Ad Valorem Taxes

Taxing Entity	Name	Item of Tax	2021 Taxable Valuation	Amount of Tax Mills	Total Tax Mills	Estimate of Tax Dollars	Total Est. Tax Dollars
County	Ottawa	Operating	205,018,856	3.9000	5.4156	799,574	1,110,301
		E-911	205,018,856	0.4243		86,990	
		Parks	205,018,856	0.3199		65,586	
		Roads	205,018,856	0.4822		98,860	
		Community Mental Health	205,018,856	0.2892		59,291	
Township	Olive	Operating	205,018,856	1.0179	4.4466	208,689	911,638
		Roads	205,018,856	1.9372		397,163	
		Fire EMS	205,018,856	0.9932		203,625	
		Fire Equipment	205,018,856	0.2500		51,255	
		Library	205,018,856	0.2483		50,906	
Library District	None		-			-	-
Authorities	None		-			-	-
School District	West Ottawa	Operating	27,995,041	18.0000		503,911	1,249,481
		Operating- Com. Pers	3,167,500	6.0000		19,005	
		Debt	90,292,434	7.7500		699,766	
		Bldg&Site - All	90,292,434	0.2968		26,799	
		Recreation		-		-	
School District	Zeeland	Operating	19,917,218	18.0000		358,510	1,373,093
		Operating-Comm. Pers	298,300	6.0000		1,790	
		Debt	114,726,422	7.4500		854,712	
		Bldg & Site	114,726,422	0.9843		112,925	
		Recreation	114,726,422	0.3936		45,156	
Interm. School	Ottawa	Operating	205,018,856	6.2245			1,276,140
Comm. College	None	Operating	-	-			-
State Education	Michigan	Operating	203,011,956	6.0000			1,218,072

Totals for Taxable Status by School District		Summer	Winter	Total
West Ottawa School District	[Non-PRE]	42.1713	5.9622	48.1335
West Ottawa School District	[PRE]	24.1713	5.9622	30.1335
West Ottawa School District	[Com. Personal]	30.1713	5.9622	36.1335
West Ottawa School District	[Ind. Personal]	18.1713	5.9622	24.1335
Zeeland School District	[Non-PRE]	29.5385	19.3761	48.9146
Zeeland School District	[PRE]	20.5385	10.3761	30.9146
Zeeland School District	[Com. Personal]	23.5385	13.3761	36.9146
Zeeland School District	[Ind. Personal]	14.5385	10.3761	24.9146

Total: 7,138,725

NOTE 1: Industrial personal property is exempt from the 6 mills of State Education Tax and up to 18 mills of local school district operating millage. Commercial personal property is exempt from up to 12 mills of local school district operating millage.

School District - Millage Breakdown

Item of Tax	Principal Residence	Non-Principal Residence	Commercial Personal	Ind. Personal Non-Ren Zone	Ren Zone
Operating		Include			
Operating- Com. Pers.			Include		
Debt - All	Include	Include	Include	Include	Include
Building & Site - All	Include	Include	Include	Include	Include
Recreation	Include	Include	Include	Include	

The chart to the left shows the items of tax included in each total school millage rate. See Certified Tax Rates page for listings of these total school millage rates

Park Township

2021 Ad Valorem Taxes

Taxing Entity	Name	Item of Tax	2021 Taxable Valuation	Amount of Tax Mills	Total Tax Mills	Estimate of Tax Dollars	Total Est. Tax Dollars
County	Ottawa	Operating	1,215,968,613	3.9000	5.4156	4,742,278	6,585,199
		E-911	1,215,968,613	0.4243		515,935	
		Parks	1,215,968,613	0.3199		388,988	
		Roads	1,215,968,613	0.4822		586,340	
		Community Mental Health	1,215,968,613	0.2892		351,658	
Township	Park	Operating	1,215,968,613	0.9076	2.7508	1,103,613	3,344,887
		Parks	1,215,968,613	0.4853		590,110	
		E-Unit	1,215,968,613	0.4195		510,099	
		Bike Paths	1,215,968,613	0.3754		456,475	
		West Michigan Airport	1,215,968,613	0.0960		116,733	
		Roads	1,215,968,613	0.4670		567,857	
Library District	Herrick		1,215,968,613	1.4290	1.4290	1,737,619	1,737,619
Authority	Holl Swim Pool	Operating	150,973,772	0.9658	2.0858	145,810	314,901
		Debt	150,973,772	1.1200		169,091	
School District	West Ottawa	Operating	228,140,262	18.0000		4,106,525	12,689,526
		Operating- Com. Pers	2,200,200	6.0000		13,201	
		Debt	1,064,994,841	7.7500		8,253,710	
		Bldg&Site - All	1,064,994,841	0.2968		316,090	
		Recreation		-		-	
School District	Holland	Operating	71,667,947	18.0000		1,290,023	2,186,783
		Operating-Comm. Pers	227,500	6.0000		1,365	
		Debt	150,973,772	4.7300		714,106	
		Bldg & Site	150,973,772	1.2008		181,289	
		Recreation		-		-	
Interm. School	Ottawa	Operating	1,215,968,613	6.2245			7,568,797
Comm. College	None	Operating	-	-			-
State Education	Michigan	Operating	1,215,968,613	6.0000			7,295,812

Totals for Taxable Status by School District	Summer	Winter	Total
West Ottawa School District [Non-PRE]	42.1713	5.6954	47.8667
West Ottawa School District [PRE]	24.1713	5.6954	29.8667
West Ottawa School District [Com. Personal]	30.1713	5.6954	35.8667
West Ottawa School District [Ind. Personal]	18.1713	5.6954	23.8667
Holland School District [Non-PRE]	29.1328	18.7037	47.8365
Holland School District [PRE]	20.1328	9.7037	29.8365
Holland School District [Com. Personal]	23.1328	12.7037	35.8365
Holland School District [Ind. Personal]	14.1328	9.7037	23.8365

Total: 41,723,524

NOTE 1: Industrial personal property is exempt from the 6 mills of State Education Tax and up to 18 mills of local school district operating millage. Commercial personal property is exempt from up to 12 mills of local school district operating millage.

School District - Millage Breakdown

Item of Tax	Principal Residence	Non-Principal Residence	Commercial Personal	Ind. Personal Non-Ren Zone	Ren Zone
Operating		Include			
Operating- Com. Pers.			Include		
Debt - All	Include	Include	Include	Include	Include
Building & Site - All	Include	Include	Include	Include	Include
Recreation	Include	Include	Include	Include	

The chart to the left shows the items of tax included in each total school millage rate. See Certified Tax Rates page for listings of these total school millage rates

Polkton Charter Township

2021 Ad Valorem Taxes

Taxing Entity	Name	Item of Tax	2021 Taxable Valuation	Amount of Tax Mills	Total Tax Mills	Estimate of Tax Dollars	Total Est. Tax Dollars
County	Ottawa	Operating	135,228,275	3.9000	5.4156	527,390	732,342
		E-911	135,228,275	0.4243		57,377	
		Parks	135,228,275	0.3199		43,260	
		Roads	135,228,275	0.4822		65,207	
		Community Mental Health	135,228,275	0.2892		39,108	
Township	Polkton	Operating	135,228,275	0.9496	4.1752	128,413	564,605
		Senior Citizen Activities	135,228,275	0.2481		33,550	
		Fire	135,228,275	1.9850		268,428	
		Roads	135,228,275	0.9925		134,214	
Library District	Coopersville	Operating	135,228,275	0.5733	0.8533	77,526	115,390
		Debt	135,228,275	0.2800		37,864	
Authorities	None		-		-	-	-
School District	Coopersville	Operating	18,739,145	17.8308		334,134	1,558,219
		Operating- Com. Pers	1,437,700	5.8308		8,383	
		Debt	135,228,275	8.9900		1,215,702	
		Bldg&Site - All		-		-	
		Recreation		-		-	
Interm. School	Ottawa	Operating	135,228,275	6.2245			841,728
Comm. College	None	Operating	-	-			-
State Education	Michigan	Operating	133,900,775	6.0000			803,405

Totals for Taxable Status by School District	Summer	Winter	Total
Coopersville School District [Non-PRE]	10.1800	39.3094	49.4894
Coopersville School District [PRE]	10.1800	21.4786	31.6586
Coopersville School District [Com. Personal]	10.1800	27.3094	37.4894
Coopersville School District [Ind. Personal]	4.1800	21.4786	25.6586

Total: 4,615,689

NOTE 1: Industrial personal property is exempt from the 6 mills of State Education Tax and up to 18 mills of local school district operating millage. Commercial personal property is exempt from up to 12 mills of local school district operating millage.

School District - Millage Breakdown

Item of Tax	Principal Residence	Non-Principal Residence	Commercial Personal	Ind. Personal Non-Ren Zone	Ren Zone
Operating		Include			
Operating- Com. Pers.			Include		
Debt - All	Include	Include	Include	Include	Include
Building & Site - All	Include	Include	Include	Include	Include
Recreation	Include	Include	Include	Include	

The chart to the left shows the items of tax included in each total school millage rate. See Certified Tax Rates page for listings of these total school millage rates

Port Sheldon Township

2021 Ad Valorem Taxes

Taxing Entity	Name	Item of Tax	2021 Taxable Valuation	Amount of Tax Mills	Total Tax Mills	Estimate of Tax Dollars	Total Est. Tax Dollars
County	Ottawa	Operating	530,509,094	3.9000	5.4156	2,068,985	2,873,024
		E-911	530,509,094	0.4243			
		Parks	530,509,094	0.3199			
		Roads	530,509,094	0.4822			
		Community Mental Health	530,509,094	0.2892			
Township	Port Sheldon	Operating	530,509,094	1.0000	2.1997	530,509	1,166,961
		Fire	530,509,094	1.1000			
		Library	530,509,094	0.0997			
Library District	Loutit	Operating	271,537,473	0.9613	1.0763	261,029	292,256
		Debt	271,537,473	0.1150			
Authorities	None		-		-	-	-
School District	Grand Haven	Operating	117,147,822	18.0000		2,108,661	3,249,868
		Operating- Com. Pers	125,000	6.0000			
		Debt	271,537,473	4.2000			
		Bldg&Site - All		-			
		Recreation		-			
School District	West Ottawa	Operating	55,681,484	18.0000		1,002,267	3,093,688
		Operating-Comm. Pers	1,254,700	6.0000			
		Debt	258,971,621	7.7500			
		Bldg & Site	258,971,621	0.2968			
		Recreation		-			
Interm. School	Ottawa	Operating	530,509,094	6.2245			3,302,154
Comm. College	None	Operating	-	-			-
State Education	Michigan	Operating	467,164,094	6.0000			2,802,985

Totals for Taxable Status by School District		Summer	Winter	Total
Grand Haven School District	[Non-PRE]	38.3245	4.7916	43.1161
Grand Haven School District	[PRE]	20.3245	4.7916	25.1161
Grand Haven School District	[Com. Personal]	26.3245	4.7916	31.1161
Grand Haven School District	[Ind. Personal]	14.3245	4.7916	19.1161
West Ottawa School District	[Non-PRE]	42.1713	3.7153	45.8866
West Ottawa School District	[PRE]	24.1713	3.7153	27.8866
West Ottawa School District	[Com. Personal]	30.1713	3.7153	33.8866
West Ottawa School District	[Ind. Personal]	18.1713	3.7153	21.8866

Total: 16,780,936

NOTE 1: Industrial personal property is exempt from the 6 mills of State Education Tax and up to 18 mills of local school district operating millage. Commercial personal property is exempt from up to 12 mills of local school district operating millage.

School District - Millage Breakdown

Item of Tax	Principal Residence	Non-Principal Residence	Commercial Personal	Ind. Personal Non-Ren Zone	Ren Zone
Operating		Include			
Operating- Com. Pers.			Include		
Debt - All	Include	Include	Include	Include	Include
Building & Site - All	Include	Include	Include	Include	Include
Recreation	Include	Include	Include	Include	

The chart to the left shows the items of tax included in each total school millage rate. See Certified Tax Rates page for listings of these total school millage rates

Robinson Township

2021 Ad Valorem Taxes

Taxing Entity	Name	Item of Tax	2021 Taxable Valuation	Amount of Tax Mills	Total Tax Mills	Estimate of Tax Dollars	Total Est. Tax Dollars
County	Ottawa	Operating	282,034,764	3.9000	5.4156	1,099,936	1,527,387
		E-911	282,034,764	0.4243		119,667	
		Parks	282,034,764	0.3199		90,223	
		Roads	282,034,764	0.4822		135,997	
		Community Mental Health	282,034,764	0.2892		81,564	
Township	Robinson	Operating	282,034,764	1.0281	3.4848	289,960	982,835
		Fire	282,034,764	1.5027		423,814	
		Roads	282,034,764	0.9540		269,061	
Library District	Loutit	Operating	282,034,764	0.9613	1.0763	271,120	303,554
		Debt	282,034,764	0.1150		32,434	
Authorities	None		-		-	-	-
School District	Grand Haven	Operating	29,198,938	18.0000		525,581	1,530,021
		Operating- Com. Pers	1,171,400	6.0000		7,028	
		Debt	237,479,085	4.2000		997,412	
		Bldg&Site - All Recreation		-		-	
School District	Zeeland	Operating	5,209,840	18.0000		93,777	492,164
		Operating-Comm. Pers	842,300	6.0000		5,054	
		Debt	44,555,679	7.4500		331,940	
		Bldg & Site Recreation	44,555,679	0.9843		43,856	
			44,555,679	0.3936		17,537	
Interm. School	Ottawa	Operating	282,034,764	6.2245			1,755,525
Comm. College	None	Operating	-	-			-
State Education	Michigan	Operating	281,998,464	6.0000			1,691,991

Totals for Taxable Status by School District	Summer	Winter	Total
Grand Haven School District [Non-PRE]	38.3245	6.0767	44.4012
Grand Haven School District [PRE]	20.3245	6.0767	26.4012
Grand Haven School District [Com. Personal]	26.3245	6.0767	32.4012
Grand Haven School District [Ind. Personal]	14.3245	6.0767	20.4012
Zeeland School District [Non-PRE]	29.5385	19.4906	49.0291
Zeeland School District [PRE]	20.5385	10.4906	31.0291
Zeeland School District [Com. Personal]	23.5385	13.4906	37.0291
Zeeland School District [Ind. Personal]	14.5385	10.4906	25.0291

Total: 8,283,477

NOTE 1: Industrial personal property is exempt from the 6 mills of State Education Tax and up to 18 mills of local school district operating millage. Commercial personal property is exempt from up to 12 mills of local school district operating millage.

School District - Millage Breakdown

Item of Tax	Principal Residence	Non-Principal Residence	Commercial Personal	Ind. Personal Non-Ren Zone	Ren Zone
Operating		Include			
Operating- Com. Pers.			Include		
Debt - All	Include	Include	Include	Include	Include
Building & Site - All	Include	Include	Include	Include	Include
Recreation	Include	Include	Include	Include	

The chart to the left shows the items of tax included in each total school millage rate. See Certified Tax Rates page for listings of these total school millage rates

Spring Lake Township and Village

2021 Ad Valorem Taxes

Taxing Entity	Name	Item of Tax	2021 Taxable Valuation	Amount of Tax Mills	Total Tax Mills	Estimate of Tax Dollars	Total Est. Tax Dollars
County	Ottawa	Operating	885,996,820	3.9000	5.4156	3,455,388	4,798,204
		E-911	885,996,820	0.4243		375,928	
		Parks	885,996,820	0.3199		283,430	
		Roads	885,996,820	0.4822		427,228	
		Community Mental Health	885,996,820	0.2892		256,230	
Township	Spring Lake	Operating	885,996,820	0.7500	2.2769	664,498	2,017,327
		Museum	885,996,820	0.2462		218,132	
		Bike Path	885,996,820	0.4550		403,129	
		Aging Council	885,996,820	0.2349		208,121	
		Transportation	885,996,820	0.5908		523,447	
Library District	Spring Lake	Operating	885,996,820	1.4321	1.4321	1,268,836	1,268,836
Authorities	None		-	-	-	-	-
<i>Spring Lake Schools Operating on November Ballot</i>							
School District	Spring Lake	Operating	166,515,914	18.0000		2,997,286	7,807,784
		Operating- Com. Pers	2,718,900	6.0000		16,313	
		* Debt	684,883,521	7.0000		4,794,185	
		Bldg&Site - All Recreation	-	-		-	
School District	Grand Haven	Operating	54,197,558	18.0000		975,556	1,621,970
		Operating-Comm. Pers	1,434,400	6.0000		8,606	
		Debt	151,858,986	4.2000		637,808	
		Bldg & Site Recreation	-	-		-	
School District	Fruitport	Operating	14,597,080	18.0000		262,747	603,449
		Operating-Comm. Pers	141,100	6.0000		847	
		Debt	49,254,313	6.9000		339,855	
		Bldg & Site Recreation	-	-		-	
Interm. School	Ottawa	Operating	836,742,507	5.3449	6.2245	4,472,305	5,208,304
		* Enhanced	836,742,507	0.8796		735,999	
Interm. School	Muskegon	Operating	49,254,313	4.7225		232,603	232,603
Comm. College	None	Operating	-	-		-	-
State Education	Michigan	Operating	882,411,420	6.0000			5,294,469
Village	Spring Lake	Operating	151,602,443	9.7300	10.3600	1,475,092	1,570,602
		Debt	151,602,443	0.6300		95,510	

Totals for Taxable Status by School District	Summer	Winter	Total
Spring Lake School District [Non-PRE]	40,8829	5,4662	46,3491
Spring Lake School District [PRE]	23,1245	5,2246	28,3491
Spring Lake School District [Com. Personal]	28,8829	5,4662	34,3491
Spring Lake School District [Ind. Personal]	17,1245	5,2246	22,3491
Spring Lake School District [Non-PRE] in Village	51,2429	5,4662	56,7091
Spring Lake School District [PRE] in Village	33,4845	5,2246	38,7091
Spring Lake School District [Com. Personal] in Village	39,2429	5,4662	44,7091
Spring Lake School District [Ind. Personal] in Village	27,4845	5,2246	32,7091
Grand Haven School District [Non-PRE]	38,3245	5,2246	43,5491
Grand Haven School District [PRE]	20,3245	5,2246	25,5491
Grand Haven School District [Com. Personal]	26,3245	5,2246	31,5491
Grand Haven School District [Ind. Personal]	14,3245	5,2246	19,5491
Fruitport School District [Non-PRE]	39,5225	5,2246	44,7471
Fruitport School District [PRE]	21,5225	5,2246	26,7471
Fruitport School District [Com. Personal]	27,5225	5,2246	32,7471
Fruitport School District [Ind. Personal]	15,5225	5,2246	20,7471

* Includes Renaissance Zone.

(Qualified Special Assessment)	Fire District	865,722,720	1.1500	995,581
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School District - Millage Breakdown

Item of Tax	Principal Residence	Non-Principal Residence	Commercial Personal	Ind. Personal Non-Ren Zone	Ren Zone
Operating		Include			
Operating- Com. Pers.			Include		
Debt - All	Include	Include	Include	Include	Include
Building & Site - All	Include	Include	Include	Include	Include
Recreation	Include	Include	Include	Include	

Township Total excluding Village Tax **28,852,946**

Village Only Total: **1,570,602**

NOTE 1: Industrial personal property is exempt from the 6 mills of State Education Tax and up to 18 mills of local school district operating millage. Commercial personal property is exempt from up to 12 mills of local school district operating millage. **NOTE 2:** Includes Senior/Disabled housing properties with a frozen taxable value, taxed at a frozen millage rate. Estimate tax dollars are computed here & by the State using the normal millage rates.

Township Total excluding Village Tax Plus Special **29,848,527**

The chart to the left shows the items of tax included in each total school millage rate. See Certified Tax Rates page for listings of these total school millage rates

Tallmadge Charter Township

2021 Ad Valorem Taxes

Taxing Entity	Name	Item of Tax	2021 Taxable Valuation	Amount of Tax Mills	Total Tax Mills	Estimate of Tax Dollars	Total Est. Tax Dollars	
County	Ottawa	Operating	391,916,899	3.9000	5.4156	1,528,476	2,122,464	
		E-911	391,916,899	0.4243				166,290
		Parks	391,916,899	0.3199				125,374
		Roads	391,916,899	0.4822				188,982
		Community Mental Health	391,916,899	0.2892				113,342
Township	Tallmadge	Operating	391,916,899	1.0179	2.7650	398,932	1,083,651	
		Fire	391,916,899	0.2471				96,843
		Police & Fire	391,916,899	1.2106				474,455
		Library	391,916,899	0.2894				113,421
Library District	None							
Authorities	None							
School District	Coopersville	Operating	13,375,009	17.8308		238,487	1,469,380	
		Operating-Com. Pers	223,300	5.8308				1,302
		Debt-All	136,773,160	8.9900				1,229,591
		Bldg&Site - All	-	-				-
		Recreation	-	-				-
School District	Grandville	Operating	57,857,467	17.2070		995,553	2,125,735	
		Operating-Comm. Pers	2,376,700	5.2070				12,375
		* Debt	174,088,827	5.0500				879,149
		* Bldg & Site	174,088,827	1.3709				238,658
		Recreation	-	-				-
School District	Kenowa Hills	Operating	18,095,056	18.0000		325,711	708,206	
		Operating-Comm. Pers	502,300	6.0000				3,014
		* Debt	81,259,358	4.6700				379,481
		Bldg & Site	-	-				-
Recreation	-	-	-					
Intern. School	Ottawa	Operating	136,773,160	6.2245	6.2245	851,345	851,345	
Intern. School	Kent	Operating	255,143,739	4.6399	5.5157	1,183,841	1,407,475	
		* Enhanced	255,348,185	0.8758				223,634
Comm. College	Grand Rapids	Operating	255,143,739	1.7307			441,577	
State Education	Michigan	Operating	391,070,299	6.0000			2,346,422	

Totals for Taxable Status by School District	Summer	Winter	Total
Coopersville School District [Non-PRE]	9.9000	37.3259	47.2259
Coopersville School District [PRE]	9.9000	19.4951	29.3951
Coopersville School District [Com. Personal]	9.9000	25.3259	35.2259
Coopersville School District [Ind. Personal]	3.9000	19.4951	23.3951
Grandville School District [Non-PRE]	40.7743	4.2806	45.0549
Grandville School District [PRE]	23.5673	4.2806	27.8479
Grandville School District [Com. Personal]	28.7743	4.2806	33.0549
Grandville School District [Ind. Personal]	17.5673	4.2806	21.8479
Kenowa Hills School District [Non-PRE]	39.8164	4.2806	44.0970
Kenowa Hills School District [PRE]	21.8164	4.2806	26.0970
Kenowa Hills School District [Com. Personal]	27.8164	4.2806	32.0970
Kenowa Hills School District [Ind. Personal]	15.8164	4.2806	20.0970
Kenowa Hills School District [Ren. Zone]	4.6700	-	4.6700

Total: 12,556,255

NOTE 1: Industrial personal property is exempt from the 6 mills of State Education Tax and up to 18 mills of local school district operating millage. Commercial personal property is exempt from up to 12 mills of local school district operating millage.

* Includes Renaissance Zone.

School District - Millage Breakdown

Item of Tax	Principal Residence	Non-Principal Residence	Commercial Personal	Ind. Personal Non-Ren Zone	Ren Zone
Operating		Include			
Operating-Com. Pers.			Include		
Debt - All	Include	Include	Include	Include	Include
Building & Site - All	Include	Include	Include	Include	Include
Recreation	Include	Include	Include	Include	

The chart to the left shows the items of tax included in each total school millage rate. See Certified Tax Rates page for listings of these total school millage rates

Wright Township

2021 Ad Valorem Taxes

Taxing Entity	Name	Item of Tax	2021 Taxable Valuation	Amount of Tax Mills	Total Tax Mills	Estimate of Tax Dollars	Total Est. Tax Dollars
County	Ottawa	Operating	145,397,057	3.9000	5.4156	567,049	787,413
		E-911	145,397,057	0.4243		61,692	
		Parks	145,397,057	0.3199		46,513	
		Roads	145,397,057	0.4822		70,110	
		Community Mental Health	145,397,057	0.2892		42,049	
Township	Wright	Operating	145,397,057	1.0308	2.9783	149,875	433,035
		Fire Equipment	145,397,057	0.7757		112,784	
		Senior Citizen Services	145,397,057	0.0000		0	
		Fire	145,397,057	1.1718		170,376	
Library District	Coopersville	Operating	145,397,057	0.5733	0.8533	83,356	124,067
		Debt	145,397,057	0.2800		40,711	
Authorities None							
School District	Coopersville	Operating	10,367,748	17.8308		184,865	1,072,322
		Operating- Com. Pers	390,100	5.8308		2,275	
		Debt	98,462,999	8.9900		885,182	
		Bldg&Site - All Recreation	-	-		-	
School District	Kenowa Hills	Operating	16,279,297	18.0000		293,027	513,235
		Operating-Comm. Pers	3,140,600	6.0000		18,844	
		Debt	43,118,716	4.6700		201,364	
		Bldg & Site Recreation	-	-		-	
School District	Sparta	Operating	700,229	18.0000		12,604	43,699
		Operating-Comm. Pers	0	6.0000		0	
		Debt	3,815,342	7.0000		26,707	
		Bldg & Site Recreation	3,815,342	1.1500		4,388	
Interm. School	Ottawa	Operating	98,462,999	6.2245		612,883	612,883
Interm. School	Kent	Operating	46,934,058	4.6399		217,769	258,874
		Enhanced	46,934,058	0.8758		41,105	
Comm. College	Grand Rapids	Operating	46,934,058	1.7307			81,229
State Education	Michigan	Operating	144,546,557	6.0000			867,279

Totals for Taxable Status by School District	Summer	Winter	Total
Coopersville School District [Non-PRE]	10.1800	38.1125	48.2925
Coopersville School District [PRE]	10.1800	20.2817	30.4617
Coopersville School District [Com. Personal]	10.1800	26.1125	36.2925
Coopersville School District [Ind. Personal]	4.1800	20.2817	24.4617
Kenowa Hills School District [Non-PRE]	40.0964	5.0672	45.1636
Kenowa Hills School District [PRE]	22.0964	5.0672	27.1636
Kenowa Hills School District [Com. Personal]	28.0964	5.0672	33.1636
Kenowa Hills School District [Ind. Personal]	16.0964	5.0672	21.1636
Sparta School District [Non-PRE]	30.5014	18.1422	48.6436
Sparta School District [PRE]	21.5014	9.1422	30.6436
Sparta School District [Com. Personal]	24.5014	12.1422	36.6436
Sparta School District [Ind. Personal]	15.5014	9.1422	24.6436

Total: 4,794,036

NOTE 1: Industrial personal property is exempt from the 6 mills of State Education Tax and up to 18 mills of local school district operating millage. Commercial personal property is exempt from up to 12 mills of local school district operating millage.

School District - Millage Breakdown

Item of Tax	Principal Residence	Non-Principal Residence	Commercial Personal	Ind. Personal Non-Res Zone	Res Zone
Operating		Include			
Operating- Com. Pers.			Include		
Debt - All	Include	Include	Include	Include	Include
Building & Site - All	Include	Include	Include	Include	Include
Recreation	Include	Include	Include	Include	

The chart to the left shows the items of tax included in each total school millage rate. See Certified Tax Rates page for listings of these total school millage rates

Zeeland Charter Township

2021 Ad Valorem Taxes

Taxing Entity	Name	Item of Tax	2021 Taxable Valuation	Amount of Tax Mills	Total Tax Mills	Estimate of Tax Dollars	Total Est. Tax Dollars
County	Ottawa	Operating	490,566,115	3.9000	5.4156	1,913,208	2,656,710
		E-911	490,566,115	0.4243		208,147	
		Parks	490,566,115	0.3199		156,932	
		Roads	490,566,115	0.4822		236,551	
		Community Mental Health	490,566,115	0.2892		141,872	
Township	Zeeland	Operating	490,566,115	3.2500	6.6528	1,594,340	3,263,638
		Fire	490,566,115	0.4831		236,992	
		Fire Oper & Equipment	490,566,115	0.9767		479,136	
		Roads	490,566,115	0.9663		474,034	
		Roads	490,566,115	0.9767		479,136	
Library District	None				-	-	-
Authorities	None				-	-	-
School District	Zeeland	Operating	107,045,453	18.0000		1,926,818	6,083,093
		Operating- Com. Pers	9,661,600	6.0000		57,970	
		Debt	464,244,567	7.4500		3,458,622	
		Bldg&Site - All	464,244,567	0.9843		456,956	
		Recreation	464,244,567	0.3936		182,727	
School District	Hudsonville	Operating	6,176,223	18.0000		111,172	323,825
		Operating-Comm. Pers	492,300	6.0000		2,954	
		Debt	26,321,548	7.0000		184,251	
		Bldg & Site	26,321,548	0.9668		25,448	
		Recreation		-		-	
Interm. School	Ottawa	Operating	490,566,115	6.2245			3,053,529
Comm. College	None	Operating	-	-			-
State Education	Michigan	Operating	487,902,115	6.0000			2,927,413

Totals for Taxable Status by School District	Summer	Winter	Total
Zeeland School District [Non-PRE]	29.5385	21.5823	51.1208
Zeeland School District [PRE]	20.5385	12.5823	33.1208
Zeeland School District [Com. Personal]	23.5385	15.5823	39.1208
Zeeland School District [Ind. Personal]	14.5385	12.5823	27.1208
Hudsonville School District [Non-PRE]	42.0913	8.1684	50.2597
Hudsonville School District [PRE]	24.0913	8.1684	32.2597
Hudsonville School District [Com. Personal]	30.0913	8.1684	38.2597
Hudsonville School District [Ind. Personal]	18.0913	8.1684	26.2597

Total: 18,308,208

NOTE 1: Industrial personal property is exempt from the 6 mills of State Education Tax and up to 18 mills of local school district operating millage. Commercial personal property is exempt from up to 12 mills of local school district operating millage.

School District - Millage Breakdown

Item of Tax	Principal Residence	Non-Principal Residence	Commercial Personal	Ind. Personal Non-Ren Zone	Ren Zone
Operating		Include			
Operating- Com. Pers.			Include		
Debt - All	Include	Include	Include	Include	Include
Building & Site - All	Include	Include	Include	Include	Include
Recreation	Include	Include	Include	Include	

The chart to the left shows the items of tax included in each total school millage rate. See Certified Tax Rates page for listings of these total school millage rates

Coopersville City

2021 Ad Valorem Taxes

Taxing Entity	Name	Item of Tax	2021 Taxable Valuation	Amount of Tax Mills	Total Tax Mills	Estimate of Tax Dollars	Total Est. Tax Dollars
County	Ottawa	Operating	132,765,737	3.9000	5.4156	517,786	719,007
		E-911	132,765,737	0.4243		56,333	
		Parks	132,765,737	0.3199		42,472	
		Roads	132,765,737	0.4822		64,020	
		Community Mental Health	132,765,737	0.2892		38,396	
City	Coopersville	Charter-Operating	132,765,737	13.0000	13.2399	1,725,955	1,757,806
		Aging Council	132,765,737	0.2399		31,851	
Library District	Coopersville	Operating	132,765,737	0.5733	0.8533	76,115	113,289
		Debt	132,765,737	0.2800		37,174	
Authorities	None					-	-
School District	Coopersville	Operating	55,398,394	17.8308		987,798	2,206,580
		Operating- Com. Pers	4,325,000	5.8308		25,218	
		Debt	132,765,737	8.9900		1,193,564	
		Bldg&Site - All		-		-	
		Recreation		-		-	
Interm. School	Ottawa	Operating	132,765,737	5.3449	6.2245	709,620	826,401
		Enhanced	132,765,737	0.8796		116,781	
Comm. College	None	Operating	-	-		-	-
State Education	Michigan	Operating	130,806,737	6.0000			784,840

Totals for Taxable Status by School District	Summer	Winter	Total
Coopersville School District [Non-PRE]	23.4199	35.1342	58.5541
Coopersville School District [PRE]	23.4199	17.3034	40.7233
Coopersville School District [Com. Personal]	23.4199	23.1342	46.5541
Coopersville School District [Ind. Personal]	17.4199	17.3034	34.7233

Total: **6,407,923**

NOTE 1: Industrial personal property is exempt from the 6 mills of State Education Tax and up to 18 mills of local school district operating millage. Commercial personal property is exempt from up to 12 mills of local school district operating millage.

NOTE 2: Includes Senior/Disabled housing properties with a frozen taxable value, taxed at a frozen millage rate. Estimate tax dollars are computed here & by the State using the normal millage rates.

School District - Millage Breakdown

Item of Tax	Principal Residence	Non-Principal Residence	Commercial Personal	Ind. Personal Non-Ren Zone	Ren Zone
Operating		Include			
Operating- Com. Pers.			Include		
Debt - All	Include	Include	Include	Include	Include
Building & Site - All	Include	Include	Include	Include	Include
Recreation	Include	Include	Include	Include	

The chart to the left shows the items of tax included in each total school millage rate. See Certified Tax Rates page for listings of these total school millage rates

Ferrysburg City

2021 Ad Valorem Taxes

Taxing Entity	Name	Item of Tax	2021 Taxable Valuation	Amount of Tax Mills	Total Tax Mills	Estimate of Tax Dollars	Total Est. Tax Dollars
County	Ottawa	Operating	206,669,434	3.9000	5.4156	806,011	1,119,240
		E-911	206,669,434	0.4243		87,690	
		Parks	206,669,434	0.3199		66,114	
		Roads	206,669,434	0.4822		99,656	
		Community Mental Health	206,669,434	0.2892		59,769	
City	Ferrysburg	Charter-Operating	206,669,434	7.7582	9.1515	1,603,383	1,891,335
		Vehicles	206,669,434	0.4608		95,233	
		Museum	206,669,434	0.2414		49,890	
		Aging Council	206,669,434	0.2303		47,596	
		Bike Paths	206,669,434	0.4608		95,233	
Library District	Loutit	Operating	206,669,434	0.9613	1.0763	198,671	222,438
		Debt	206,669,434	0.1150		23,767	
Authorities	None				-	-	-
School District	Grand Haven	Operating	66,599,420	18.0000		1,198,790	2,074,541
		Operating- Com. Pers	1,289,800	6.0000		7,739	
		Debt	206,669,434	4.2000		868,012	
		Bldg&Site - All		-		-	
		Recreation		-		-	
Interm. School	Ottawa	Operating	206,669,434	6.2245			1,286,414
Comm. College	None	Operating	-	-			-
State Education	Michigan	Operating	206,486,941	6.0000			1,238,922

Totals for Taxable Status by School District		Summer	Winter	Total
Grand Haven School District	[Non-PRE]	48.4373	1.6306	50.0679
Grand Haven School District	[PRE]	30.4373	1.6306	32.0679
Grand Haven School District	[Com. Personal]	36.4373	1.6306	38.0679
Grand Haven School District	[Ind. Personal]	24.4373	1.6306	26.0679

Total: **7,832,890**

NOTE: Industrial personal property is exempt from the 6 mills of State Education Tax, and up to 18 mills of local school district operating millage. Commercial personal property is exempt from up to 12 mills of local school district operating millage.

School District - Millage Breakdown

Item of Tax	Principal Residence	Non-Principal Residence	Commercial Personal	Ind. Personal Non-Ren Zone	Ren Zone
Operating		Include			
Operating- Com. Pers.			Include		
Debt - All	Include	Include	Include	Include	Include
Building & Site - All	Include	Include	Include	Include	Include
Recreation	Include	Include	Include	Include	

The chart to the left shows the items of tax included in each total school millage rate. See Certified Tax Rates page for listings of these total school millage rates

Grand Haven City

2021 Ad Valorem Taxes

Taxing Entity	Name	Item of Tax	2021 Taxable Valuation	Amount of Tax Mills	Total Tax Mills	Estimate of Tax Dollars	Total Est. Tax Dollars
County	Ottawa	Operating	655,622,073	3.9000	5.4156	2,556,926	3,550,587
		E-911	655,622,073	0.4243		278,180	
		Parks	655,622,073	0.3199		209,734	
		Roads	655,622,073	0.4822		316,141	
		Community Mental Health	655,622,073	0.2892		189,606	
City	Grand Haven	Charter-Operating	655,622,073	10.7314	14.4534	7,035,743	9,475,968
		Transportation	655,622,073	0.6000		393,373	
		Museum	655,622,073	0.2406		157,743	
		Aging Council	655,622,073	0.2368		155,251	
		Community Center	655,622,073	0.7446		488,176	
		Debt	655,622,073	1.9000		1,245,682	
Library District	Loutit	Operating	655,622,073	0.9613	1.0763	630,249	705,646
		Debt	655,622,073	0.1150		75,397	
Authority *	MSDDA	Operating	58,282,392	1.6821			98,037
School District	Grand Haven	Operating	328,719,698	18.0000		5,916,955	8,755,848
		Operating- Com. Pers.	14,213,300	6.0000		85,280	
		Debt	655,622,073	4.2000		2,753,613	
		Bldg&Site - All		-		-	
		Recreation		-		-	
Interm. School	Ottawa	Operating	655,622,073	6.2245			4,080,920
Comm. College	None	Operating	-	-			-
State Education	Michigan	Operating	649,722,373	6.0000			3,898,334

* Totals for Taxable Status by School District	Summer	Winter	Total
Grand Haven School District [Non-PRE]	53.7392	1.6306	55.3698
Grand Haven School District [PRE]	35.7392	1.6306	37.3698
Grand Haven School District [Com. Personal]	41.7392	1.6306	43.3698
Grand Haven School District [Ind. Personal]	29.7392	1.6306	31.3698

Total: **30,565,340**

* Millage totals listed above do not include the MSDDA amount as that millage is only spread in a portion of the city.

NOTE: Industrial personal property is exempt from the 6 mills of State Education Tax, and up to 18 mills of local school district operating millage. Commercial personal property is exempt from up to 12 mills of local school district operating millage.

School District - Millage Breakdown

Item of Tax	Principal Residence	Non-Principal Residence	Commercial Personal	Ind. Personal Non-Ren Zone	Ren Zone
Operating		Include			
Operating- Com. Pers.			Include		
Debt - All	Include	Include	Include	Include	Include
Building & Site - All	Include	Include	Include	Include	Include
Recreation	Include	Include	Include	Include	

The chart to the left shows the items of tax included in each total school millage rate. See Certified Tax Rates page for listings of these total school millage rates

Holland City

2021 Ad Valorem Taxes

Taxing Entity	Name	Item of Tax	2021 Taxable Valuation	Amount of Tax Mills	Total Tax Mills	Estimate of Tax Dollars	Total Est. Tax Dollars	
County	Ottawa	Operating	862,516,563	3.9000	5.4156	3,363,815	4,671,045	
		E-911	862,516,563	0.4243				365,966
		Parks	862,516,563	0.3199				275,919
		Roads	862,516,563	0.4822				415,905
		Community Mental Health	862,516,563	0.2892				249,440
City	Holland	Charter-Operating	862,516,563	13.7742	13.8692	11,880,476	11,962,415	
		West Michigan Airport	862,516,563	0.0950				81,939
Library District	Herrick	Operating	862,516,563	1.4290			1,232,536	
Authority	Holl Swim Pool	Operating	862,508,363	0.9658	2.0858	833,011	1,802,206	
		* Debt	865,352,385	1.1200				969,195
Authority	MAX Transport	Operating	862,516,563	0.3791			326,980	
Authority	Holland DDA	Operating	145,297,701	1.5907			231,125	
School District	Holland	Operating	343,036,278	18.0000		6,174,653	11,473,717	
		Operating- Com. Pers	27,805,300	6.0000		166,832		
		* Debt	865,352,385	4.7300		4,093,117		
		* Bldg&Site - All	865,352,385	1.2008		1,039,115		
		Recreation	-	-		-		
School District	Zeeland	Operating	8,200	18.0000		148	220	
		Operating-Comm. Pers	0	6.0000		0		
		Debt	8,200	7.4500		61		
		Bldg & Site	8,200	0.9843		8		
		Recreation	8,200	0.3936		3		
Interm. School	Ottawa	Operating	862,516,563	5.3449	6.2245	4,610,065	5,371,236	
		* Enhanced	865,360,585	0.8796				761,171
Comm. College	None	Operating	-	-			-	
State Education	Michigan	Operating	857,484,563	6.0000			5,144,907	

Totals for Taxable Status by School District	Summer	Winter	Total
Holland School District [Non-PRE]	57.8184	1.5156	59.3340
Holland School District [PRE]	39.8184	1.5156	41.3340
Holland School District [Com. Personal]	45.8184	1.5156	47.3340
Holland School District [Ind. Personal]	33.8184	1.5156	35.3340
Holland School District [Ren. Zone]	7.9304	-	7.9304
Zeeland School District [Non-PRE]	31.8018	28.3435	60.1453
Zeeland School District [PRE]	31.8018	10.3435	42.1453
Zeeland School District [Com. Personal]	31.8018	16.3435	48.1453
Zeeland School District [Ind. Personal]	25.8018	10.3435	36.1453

Total: 42,216,387

Millage totals listed above do not include the Holland DDA amount, that millage is only spread in a portion of the city.

* Includes Renaissance Zone.

NOTE 1: Industrial personal property is exempt from the 6 mills of State Education Tax and up to 18 mills of local school district operating millage. Commercial personal property is exempt from up to 12 mills of local school district operating millage.

NOTE 2: Includes Senior/Disabled housing properties with a frozen taxable value, taxed at a frozen millage rate. Estimate tax dollars are computed here & by the State using the normal millage rates.

School District - Millage Breakdown

Item of Tax	Principal Residence	Non-Principal Residence	Commercial Personal	Ind. Personal Non-Ren Zone	Ren Zone
Operating		Include			
Operating- Com. Pers.			Include		
Debt - All	Include	Include	Include	Include	Include
Building & Site - All	Include	Include	Include	Include	Include
Recreation	Include	Include	Include	Include	

The chart to the left shows the items of tax included in each total school millage rate. See Certified Tax Rates page for listings of these total school millage rates

Hudsonville City

2021 Ad Valorem Taxes

Taxing Entity	Name	Item of Tax	2021 Taxable Valuation	Amount of Tax Mills	Total Tax Mills	Estimate of Tax Dollars	Total Est. Tax Dollars
County	Ottawa	Operating	263,777,435	3.9000	5.4156	1,028,732	1,428,512
		E-911	263,777,435	0.4243		111,921	
		Parks	263,777,435	0.3199		84,382	
		Roads	263,777,435	0.4822		127,193	
		Community Mental Health	263,777,435	0.2892		76,284	
City	Hudsonville	Charter-Operating	263,777,435	11.2303	11.2303		2,962,300
Library District	None					-	-
Authority **	Hudsonville DDA	Operating	16,875,851	1.0000			16,876
School District	Hudsonville	Operating	98,383,730	18.0000		1,770,907	3,912,972
		Operating- Com. Pers	6,767,200	6.0000		40,603	
		* Debt	263,777,435	7.0000		1,846,442	
		* Bldg&Site - All	263,777,435	0.9668		255,020	
		Recreation		-		-	
Interm. School	Ottawa	Operating	263,777,435	5.3449	6.2245	1,409,864	1,641,883
		* Enhanced	263,777,435	0.8796		232,019	
Comm. College	None	Operating	-	-			-
State Education	Michigan	Operating	261,148,935	6.0000			1,566,894

** Totals for Taxable Status by School District	Summer	Winter	Total
Hudsonville School District [Non-PRE]	53.3216	1.5156	54.8372
Hudsonville School District [PRE]	35.3216	1.5156	36.8372
Hudsonville School District [Com. Personal]	41.3216	1.5156	42.8372
Hudsonville School District [Ind. Personal]	29.3216	1.5156	30.8372

Total: **11,529,437**

** Millage totals listed above do not include the DDA amount, that millage is only spread in a portion of the city.

* Includes Renaissance Zone.

NOTE: Industrial personal property is exempt from the 6 mills of State Education Tax, and up to 18 mills of local school district operating millage. Commercial personal property is exempt from up to 12 mills of local school district operating millage

School District - Millage Breakdown

Item of Tax	Principal Residence	Non-Principal Residence	Commercial Personal	Ind. Personal Non-Ren Zone	Ren Zone
Operating		Include			
Operating- Com. Pers.			Include		
Debt - All	Include	Include	Include	Include	Include
Building & Site - All	Include	Include	Include	Include	Include
Recreation	Include	Include	Include	Include	

The chart to the left shows the items of tax included in each total school millage rate. See Certified Tax Rates page for listings of these total school millage rates

Zeeland City

2021 Ad Valorem Taxes

Taxing Entity	Name	Item of Tax	2021 Taxable Valuation	Amount of Tax Mills	Total Tax Mills	Estimate of Tax Dollars	Total Est. Tax Dollars
County	Ottawa	Operating	499,068,713	3.9000	5.4156	1,946,368	2,702,757
		E-911	499,068,713	0.4243		211,755	
		Parks	499,068,713	0.3199		159,652	
		Roads	499,068,713	0.4822		240,651	
		Community Mental Health	499,068,713	0.2892		144,331	
City	Zeeland	Charter-Oper	499,068,713	10.1354	10.2347	5,058,261	5,107,819
		West Michigan Airport	499,068,713	0.0993		49,558	
Library District	None						
Authorities	None						
School District	Zeeland	Operating	272,405,611	18.0000		4,903,301	9,349,305
		Operating- Com. Pers	6,712,600	6.0000		40,276	
		Debt	499,068,713	7.4500		3,718,062	
		Bldg&Site - All	499,068,713	0.9843		491,233	
		Recreation	499,068,713	0.3936		196,433	
Interm. School	Ottawa	Operating	499,068,713	6.2245			3,106,453
Comm. College	None	Operating	-	-			-
State Education	Michigan	Operating	400,890,813	6.0000			2,405,345

Totals for Taxable Status by School District	Summer	Winter	Total
Zeeland School District [Non-PRE]	53.1871	1.5156	54.7027
Zeeland School District [PRE]	35.1871	1.5156	36.7027
Zeeland School District [Com. Personal]	41.1871	1.5156	42.7027
Zeeland School District [Ind. Personal]	29.1871	1.5156	30.7027

Total: 22,671,679

NOTE 1: Industrial personal property is exempt from the 6 mills of State Education Tax and up to 18 mills of local school district operating millage. Commercial personal property is exempt from up to 12 mills of local school district operating millage.

NOTE 2: Includes Senior/Disabled housing properties with a frozen taxable value, taxed at a frozen millage rate. Estimate tax dollars are computed here & by the State using the normal millage rates.

*** Industrial personal property in Zeeland School district does not include amount for Consumers power plant

School District - Millage Breakdown

Item of Tax	Principal Residence	Non-Principal Residence	Commercial Personal	Ind. Personal Non-Ren Zone	Ren Zone
Operating		Include			
Operating- Com. Pers.			Include		
Debt - All	Include	Include	Include	Include	Include
Building & Site - All	Include	Include	Include	Include	Include
Recreation	Include	Include	Include	Include	

The chart to the left shows the items of tax included in each total school millage rate. See Certified Tax Rates page for listings of these total school millage rates

**Combined
2021 Ad Valorem
Certified
Tax Rates**

2021 Certified Tax Rates in Ottawa County Per \$1000 Taxable Valuation

Government Unit School Code, School Name and Taxable Status	Total School	Total Intermed School	Total State Education	Total Comm. College	Total District/ Authority	Total Gov't Unit	Total County	TOTAL ALL MILLS	Summer Levy	Winter Levy
Allendale Charter Township										
70040 Allendale School District [Non-PRE]	30.0000	6.2245	6.0000			2.7422	5.4156	50.3823	46.1245	4.2578
70040 Allendale School District [PRE]	12.0000	6.2245	6.0000			2.7422	5.4156	32.3823	28.1245	4.2578
70040 Allendale School District [Com. Personal]	18.0000	6.2245	6.0000			2.7422	5.4156	38.3823	34.1245	4.2578
70040 Allendale School District [Ind. Personal]	12.0000	6.2245				2.7422	5.4156	26.3823	22.1245	4.2578
70190 Hudsonville School District [Non-PRE]	25.9668	6.2245	6.0000			2.7422	5.4156	46.3491	42.0913	4.2578
70190 Hudsonville School District [PRE]	7.9668	6.2245	6.0000			2.7422	5.4156	28.3491	24.0913	4.2578
70190 Hudsonville School District [Com. Personal]	13.9668	6.2245	6.0000			2.7422	5.4156	34.3491	30.0913	4.2578
70190 Hudsonville School District [Ind. Personal]	7.9668	6.2245				2.7422	5.4156	22.3491	18.0913	4.2578
Blendon Township										
70190 Hudsonville School District [Non-PRE]	25.9668	6.2245	6.0000			2.9605	5.4156	46.5674	42.0913	4.4761
70190 Hudsonville School District [PRE]	7.9668	6.2245	6.0000			2.9605	5.4156	28.5674	24.0913	4.4761
70190 Hudsonville School District [Com. Personal]	13.9668	6.2245	6.0000			2.9605	5.4156	34.5674	30.0913	4.4761
70190 Hudsonville School District [Ind. Personal]	7.9668	6.2245				2.9605	5.4156	22.5674	18.0913	4.4761
70350 Zeeland School District [Non-PRE]	26.8279	6.2245	6.0000			2.9605	5.4156	47.4285	26.4263	21.0022
70350 Zeeland School District [PRE]	8.8279	6.2245	6.0000			2.9605	5.4156	29.4285	17.4263	12.0022
70350 Zeeland School District [Com. Personal]	14.8279	6.2245	6.0000			2.9605	5.4156	35.4285	20.4263	15.0022
70350 Zeeland School District [Ind. Personal]	8.8279	6.2245				2.9605	5.4156	23.4285	11.4263	12.0022
Chester Township										
70120 Coopersville School District [Non-PRE]	26.8208	6.2245	6.0000		Coopersville	0.8533	4.3891	49.7033	10.1800	39.5233
70120 Coopersville School District [PRE]	8.9900	6.2245	6.0000		Library	0.8533	4.3891	31.8725	10.1800	21.6925
70120 Coopersville School District [Com. Personal]	14.8208	6.2245	6.0000			0.8533	4.3891	37.7033	10.1800	27.5233
70120 Coopersville School District [Ind. Personal]	8.9900	6.2245				0.8533	4.3891	25.8725	4.1800	21.6925
41240 Sparta School District [Non-PRE]	26.1500	5.5157	6.0000	1.7307		0.8533	4.3891	50.0544	30.5014	19.5530
41240 Sparta School District [PRE]	8.1500	5.5157	6.0000	1.7307		0.8533	4.3891	32.0544	21.5014	10.5530
41240 Sparta School District [Com. Personal]	14.1500	5.5157	6.0000	1.7307		0.8533	4.3891	38.0544	24.5014	13.5530
41240 Sparta School District [Ind. Personal]	8.1500	5.5157		1.7307		0.8533	4.3891	26.0544	15.5014	10.5530
41150 Kent City School District [Non-PRE]	27.0164	5.5157	6.0000	1.7307		0.8533	4.3891	50.9208	30.9347	19.9861
41150 Kent City School District [PRE]	9.2283	5.5157	6.0000	1.7307		0.8533	4.3891	33.1327	22.0406	11.0921
41150 Kent City School District [Com. Personal]	15.0164	5.5157	6.0000	1.7307		0.8533	4.3891	38.9208	24.9347	13.9861
41150 Kent City School District [Ind. Personal]	9.2283	5.5157		1.7307		0.8533	4.3891	27.1327	16.0406	11.0921
61210 Ravenna School District [Non-PRE]	25.6000	4.7225	6.0000			0.8533	4.3891	46.9805	10.1800	36.8005
61210 Ravenna School District [PRE]	7.6000	4.7225	6.0000			0.8533	4.3891	28.9805	10.1800	18.8005
61210 Ravenna School District [Com. Personal]	13.6000	4.7225	6.0000			0.8533	4.3891	34.9805	10.1800	24.8005
61210 Ravenna School District [Ind. Personal]	7.6000	4.7225				0.8533	4.3891	22.9805	4.1800	18.8005
Crockery Township										
70300 Spring Lake School District [Non-PRE]	25.0000	6.2245	6.0000			3.7481	5.4156	46.3882	40.8829	5.5053
70300 Spring Lake School District [PRE]	7.0000	6.2245	6.0000			3.7481	5.4156	28.3882	23.1245	5.2637
70300 Spring Lake School District [Com. Personal]	13.0000	6.2245	6.0000			3.7481	5.4156	34.3882	28.8829	5.5053
70300 Spring Lake School District [Ind. Personal]	7.0000	6.2245				3.7481	5.4156	22.3882	17.1245	5.2637
70120 Coopersville School District [Non-PRE]	26.8208	6.2245	6.0000			3.7481	5.4156	48.2090	9.9000	38.3090
70120 Coopersville School District [PRE]	8.9900	6.2245	6.0000			3.7481	5.4156	30.3782	9.9000	20.4782
70120 Coopersville School District [Com. Personal]	14.8208	6.2245	6.0000			3.7481	5.4156	36.2090	9.9000	26.3090
70120 Coopersville School District [Ind. Personal]	8.9900	6.2245				3.7481	5.4156	24.3782	3.9000	20.4782

2021 Certified Tax Rates in Ottawa County Per \$1000 Taxable Valuation

Government Unit School Code, School Name and Taxable Status	Total School	Total Intermed School	Total State Education	Total Comm. College	Total District/ Authority	Total Gov't Unit	Total County	TOTAL ALL MILLS	Summer Levy	Winter Levy
61080 Fruitport School District [Non-PRE]	24.9000	4.7225	6.0000			3.7481	5.4156	44.7862	9.9000	34.8862
61080 Fruitport School District [PRE]	6.9000	4.7225	6.0000			3.7481	5.4156	26.7862	9.9000	16.8862
61080 Fruitport School District [Com. Personal]	12.9000	4.7225	6.0000			3.7481	5.4156	32.7862	9.9000	22.8862
61080 Fruitport School District [Ind. Personal]	6.9000	4.7225				3.7481	5.4156	20.7862	3.9000	16.8862
Georgetown Charter Township										
70175 Jenison School District [Non-PRE]	25.6875	6.2245	6.0000			2.2500	5.4156	45.5776	41.8120	3.7656
70175 Jenison School District [PRE]	8.5000	6.2245	6.0000			2.2500	5.4156	28.3901	24.6245	3.7656
70175 Jenison School District [Com. Personal]	13.6875	6.2245	6.0000			2.2500	5.4156	33.5776	29.8120	3.7656
70175 Jenison School District [Ind. Personal]	8.5000	6.2245				2.2500	5.4156	22.3901	18.6245	3.7656
70190 Hudsonville School District [Non-PRE]	25.9668	6.2245	6.0000			2.2500	5.4156	45.8569	42.0913	3.7656
70190 Hudsonville School District [PRE]	7.9668	6.2245	6.0000			2.2500	5.4156	27.8569	24.0913	3.7656
70190 Hudsonville School District [Com. Personal]	13.9668	6.2245	6.0000			2.2500	5.4156	33.8569	30.0913	3.7656
70190 Hudsonville School District [Ind. Personal]	7.9668	6.2245				2.2500	5.4156	21.8569	18.0913	3.7656
41130 Grandville School District [Non-PRE]	23.6279	5.5157	6.0000	1.7307		2.2500	5.4156	44.5399	40.7743	3.7656
41130 Grandville School District [PRE]	6.4209	5.5157	6.0000	1.7307		2.2500	5.4156	27.3329	23.5673	3.7656
41130 Grandville School District [Com. Personal]	11.6279	5.5157	6.0000	1.7307		2.2500	5.4156	32.5399	28.7743	3.7656
41130 Grandville School District [Ind. Personal]	6.4209	5.5157		1.7307		2.2500	5.4156	21.3329	17.5673	3.7656
Grand Haven Charter Township										
70010 Grand Haven School District [Non-PRE]	22.2000	6.2245	6.0000		Loutit Library	1.0763	5.4156	46.0225	38.3245	7.6980
70010 Grand Haven School District [PRE]	4.2000	6.2245	6.0000			1.0763	5.4156	28.0225	20.3245	7.6980
70010 Grand Haven School District [Com. Personal]	10.2000	6.2245	6.0000			1.0763	5.4156	34.0225	26.3245	7.6980
70010 Grand Haven School District [Ind. Personal]	4.2000	6.2245				1.0763	5.4156	22.0225	14.3245	7.6980
70010 Grand Haven School District [Non-PRE] PA 425	22.2000	6.2245	6.0000		Loutit Library	1.0763	5.4156	55.3698	38.3245	17.0453
70010 Grand Haven School District [PRE] PA 425	4.2000	6.2245	6.0000			1.0763	5.4156	37.3698	20.3245	17.0453
70010 Grand Haven School District [Com. Personal] PA 425	10.2000	6.2245	6.0000			1.0763	5.4156	43.3698	26.3245	17.0453
70010 Grand Haven School District [Ind. Personal] PA 425	4.2000	6.2245				1.0763	5.4156	31.3698	14.3245	17.0453
Holland Charter Township										
70020 Holland School District [Non-PRE]	23.9308	6.2245	6.0000		Max Trans & Holland Pool & Herrick Library	3.8939	4.8600	50.3248	29.5119	20.8129
70020 Holland School District [PRE]	5.9308	6.2245	6.0000			3.8939	4.8600	32.3248	20.5119	11.8129
70020 Holland School District [Com. Personal]	11.9308	6.2245	6.0000			3.8939	4.8600	38.3248	23.5119	14.8129
70020 Holland School District [Ind. Personal]	5.9308	6.2245				3.8939	4.8600	26.3248	14.5119	11.8129
70070 West Ottawa School District [Non-PRE]	26.0468	6.2245	6.0000		Max Trans & Herrick Library	1.8081	4.8600	50.3550	42.5504	7.8046
70070 West Ottawa School District [PRE]	8.0468	6.2245	6.0000			1.8081	4.8600	32.3550	24.5504	7.8046
70070 West Ottawa School District [Com. Personal]	14.0468	6.2245	6.0000			1.8081	4.8600	38.3550	30.5504	7.8046
70070 West Ottawa School District [Ind. Personal]	8.0468	6.2245				1.8081	4.8600	26.3550	18.5504	7.8046
70070 West Ottawa School District [Ren Zone]	8.0468	0.8796				0.0000	0.0000	8.9264	8.9264	0.0000
70350 Zeeland School District [Non-PRE]	26.8279	6.2245	6.0000		Max Trans Herrick Library	1.8081	4.8600	51.1361	29.9176	21.2185
70350 Zeeland School District [PRE]	8.8279	6.2245	6.0000			1.8081	4.8600	33.1361	20.9176	12.2185
70350 Zeeland School District [Com. Personal]	14.8279	6.2245	6.0000			1.8081	4.8600	39.1361	23.9176	15.2185
70350 Zeeland School District [Ind. Personal]	8.8279	6.2245				1.8081	4.8600	27.1361	14.9176	12.2185
Jamestown Charter Township										
70190 Hudsonville School District [Non-PRE]	25.9668	6.2245	6.0000			4.3764	5.4156	47.9833	42.0913	5.8920
70190 Hudsonville School District [PRE]	7.9668	6.2245	6.0000			4.3764	5.4156	29.9833	24.0913	5.8920
70190 Hudsonville School District [Com. Personal]	13.9668	6.2245	6.0000			4.3764	5.4156	35.9833	30.0913	5.8920
70190 Hudsonville School District [Ind. Personal]	7.9668	6.2245				4.3764	5.4156	23.9833	18.0913	5.8920

2021 Certified Tax Rates in Ottawa County Per \$1000 Taxable Valuation

Government Unit School Code, School Name and Taxable Status	Total School	Total Intermed School	Total State Education	Total Comm. College	Total District/ Authority	Total Gov't Unit	Total County	TOTAL ALL MILLS	Summer Levy	Winter Levy
41130 Grandville School District [Non-PRE]	23.6279	5.5157	6.0000	1.7307		4.3764	5.4156	46.6663	40.7743	5.8920
41130 Grandville School District [PRE]	6.4209	5.5157	6.0000	1.7307		4.3764	5.4156	29.4593	23.5673	5.8920
41130 Grandville School District [Com. Personal]	11.6279	5.5157	6.0000	1.7307		4.3764	5.4156	34.6663	28.7743	5.8920
41130 Grandville School District [Ind. Personal]	6.4209	5.5157		1.7307		4.3764	5.4156	23.4593	17.5673	5.8920
Olive Township										
70070 West Ottawa School District [Non-PRE]	26.0468	6.2245	6.0000			4.4466	5.4156	48.1335	42.1713	5.9622
70070 West Ottawa School District [PRE]	8.0468	6.2245	6.0000			4.4466	5.4156	30.1335	24.1713	5.9622
70070 West Ottawa School District [Com. Personal]	14.0468	6.2245	6.0000			4.4466	5.4156	36.1335	30.1713	5.9622
70070 West Ottawa School District [Ind. Personal]	8.0468	6.2245				4.4466	5.4156	24.1335	18.1713	5.9622
70350 Zeeland School District [Non-PRE]	26.8279	6.2245	6.0000			4.4466	5.4156	48.9146	29.5385	19.3761
70350 Zeeland School District [PRE]	8.8279	6.2245	6.0000			4.4466	5.4156	30.9146	20.5385	10.3761
70350 Zeeland School District [Com. Personal]	14.8279	6.2245	6.0000			4.4466	5.4156	36.9146	23.5385	13.3761
70350 Zeeland School District [Ind. Personal]	8.8279	6.2245				4.4466	5.4156	24.9146	14.5385	10.3761
Park Township										
70070 West Ottawa School District [Non-PRE]	26.0468	6.2245	6.0000		Herrick Library	1.4290	2.7508	47.8667	42.1713	5.6954
70070 West Ottawa School District [PRE]	8.0468	6.2245	6.0000			1.4290	2.7508	29.8667	24.1713	5.6954
70070 West Ottawa School District [Com. Personal]	14.0468	6.2245	6.0000			1.4290	2.7508	35.8667	30.1713	5.6954
70070 West Ottawa School District [Ind. Personal]	8.0468	6.2245				1.4290	2.7508	23.8667	18.1713	5.6954
70020 Holland School District [Non-PRE]	23.9308	6.2245	6.0000		Holland Pool & Herrick Library	3.5148	2.7508	47.8365	29.1328	18.7037
70020 Holland School District [PRE]	5.9308	6.2245	6.0000			3.5148	2.7508	29.8365	20.1328	9.7037
70020 Holland School District [Com. Personal]	11.9308	6.2245	6.0000			3.5148	2.7508	35.8365	23.1328	12.7037
70020 Holland School District [Ind. Personal]	5.9308	6.2245				3.5148	2.7508	23.8365	14.1328	9.7037
Polkton Charter Township										
70120 Coopersville School District [Non-PRE]	26.8208	6.2245	6.0000		Coopersville Library	0.8533	4.1752	49.4894	10.1800	39.3094
70120 Coopersville School District [PRE]	8.9900	6.2245	6.0000			0.8533	4.1752	31.6586	10.1800	21.4786
70120 Coopersville School District [Com. Personal]	14.8208	6.2245	6.0000			0.8533	4.1752	37.4894	10.1800	27.3094
70120 Coopersville School District [Ind. Personal]	8.9900	6.2245				0.8533	4.1752	25.6586	4.1800	21.4786
Port Sheldon Township										
70010 Grand Haven School District [Non-PRE]	22.2000	6.2245	6.0000		Loutit Library	1.0763	2.1997	43.1161	38.3245	4.7916
70010 Grand Haven School District [PRE]	4.2000	6.2245	6.0000			1.0763	2.1997	25.1161	20.3245	4.7916
70010 Grand Haven School District [Com. Personal]	10.2000	6.2245	6.0000			1.0763	2.1997	31.1161	26.3245	4.7916
70010 Grand Haven School District [Ind. Personal]	4.2000	6.2245				1.0763	2.1997	19.1161	14.3245	4.7916
70070 West Ottawa School District [Non-PRE]	26.0468	6.2245	6.0000			2.1997	5.4156	45.8866	42.1713	3.7153
70070 West Ottawa School District [PRE]	8.0468	6.2245	6.0000			2.1997	5.4156	27.8866	24.1713	3.7153
70070 West Ottawa School District [Com. Personal]	14.0468	6.2245	6.0000			2.1997	5.4156	33.8866	30.1713	3.7153
70070 West Ottawa School District [Ind. Personal]	8.0468	6.2245				2.1997	5.4156	21.8866	18.1713	3.7153
Robinson Township										
70010 Grand Haven School District [Non-PRE]	22.2000	6.2245	6.0000		Loutit Library	1.0763	3.4848	44.4012	38.3245	6.0767
70010 Grand Haven School District [PRE]	4.2000	6.2245	6.0000			1.0763	3.4848	26.4012	20.3245	6.0767
70010 Grand Haven School District [Com. Personal]	10.2000	6.2245	6.0000			1.0763	3.4848	32.4012	26.3245	6.0767
70010 Grand Haven School District [Ind. Personal]	4.2000	6.2245				1.0763	3.4848	20.4012	14.3245	6.0767
70350 Zeeland School District [Non-PRE]	26.8279	6.2245	6.0000			1.0763	3.4848	49.0291	29.5385	19.4906
70350 Zeeland School District [PRE]	8.8279	6.2245	6.0000			1.0763	3.4848	31.0291	20.5385	10.4906
70350 Zeeland School District [Com. Personal]	14.8279	6.2245	6.0000			1.0763	3.4848	37.0291	23.5385	13.4906
70350 Zeeland School District [Ind. Personal]	8.8279	6.2245				1.0763	3.4848	25.0291	14.5385	10.4906

2021 Certified Tax Rates in Ottawa County Per \$1000 Taxable Valuation

Government Unit School Code, School Name and Taxable Status	Total School	Total Intermed School	Total State Education	Total Comm. College	Total District/ Authority	Total Gov't Unit	Total County	TOTAL ALL MILLS	Summer Levy	Winter Levy	
Spring Lake Township & Village											
70300 Spring Lake School District [Non-PRE]	25.0000	6.2245	6.0000		Spring Lake	1.4321	2.2769	5.4156	46.3491	40.8829	5.4662
70300 Spring Lake School District [PRE]	7.0000	6.2245	6.0000		Library	1.4321	2.2769	5.4156	28.3491	23.1245	5.2246
70300 Spring Lake School District [Com. Personal]	13.0000	6.2245	6.0000			1.4321	2.2769	5.4156	34.3491	28.8829	5.4662
70300 Spring Lake School District [Ind. Personal]	7.0000	6.2245				1.4321	2.2769	5.4156	22.3491	17.1245	5.2246
70300 Spring Lake School [Non-PRE] in Village	25.0000	6.2245	6.0000			1.4321	12.6369	5.4156	56.7091	51.2429	5.4662
70300 Spring Lake School [PRE] in Village	7.0000	6.2245	6.0000			1.4321	12.6369	5.4156	38.7091	33.4845	5.2246
70300 Spring Lake School [Com. Personal] in Village	13.0000	6.2245	6.0000			1.4321	12.6369	5.4156	44.7091	39.2429	5.4662
70300 Spring Lake School [Ind. Personal] in Village	7.0000	6.2245				1.4321	12.6369	5.4156	32.7091	27.4845	5.2246
70010 Grand Haven School District [Non-PRE]	22.2000	6.2245	6.0000			1.4321	2.2769	5.4156	43.5491	38.3245	5.2246
70010 Grand Haven School District [PRE]	4.2000	6.2245	6.0000			1.4321	2.2769	5.4156	25.5491	20.3245	5.2246
70010 Grand Haven School District [Com. Personal]	10.2000	6.2245	6.0000			1.4321	2.2769	5.4156	31.5491	26.3245	5.2246
70010 Grand Haven School District [Ind. Personal]	4.2000	6.2245				1.4321	2.2769	5.4156	19.5491	14.3245	5.2246
61080 Fruitport School District [Non-PRE]	24.9000	4.7225	6.0000			1.4321	2.2769	5.4156	44.7471	39.5225	5.2246
61080 Fruitport School District [PRE]	6.9000	4.7225	6.0000			1.4321	2.2769	5.4156	26.7471	21.5225	5.2246
61080 Fruitport School District [Com. Personal]	12.9000	4.7225	6.0000			1.4321	2.2769	5.4156	32.7471	27.5225	5.2246
61080 Fruitport School District [Ind. Personal]	6.9000	4.7225				1.4321	2.2769	5.4156	20.7471	15.5225	5.2246
Tallmadge Charter Township											
70120 Coopersville School District [Non-PRE]	26.8208	6.2245	6.0000				2.7650	5.4156	47.2259	9.9000	37.3259
70120 Coopersville School District [PRE]	8.9900	6.2245	6.0000				2.7650	5.4156	29.3951	9.9000	19.4951
70120 Coopersville School District [Com. Personal]	14.8208	6.2245	6.0000				2.7650	5.4156	35.2259	9.9000	25.3259
70120 Coopersville School District [Ind. Personal]	8.9900	6.2245					2.7650	5.4156	23.3951	3.9000	19.4951
41130 Grandville School District [Non-PRE]	23.6279	5.5157	6.0000	1.7307			2.7650	5.4156	45.0549	40.7743	4.2806
41130 Grandville School District [PRE]	6.4209	5.5157	6.0000	1.7307			2.7650	5.4156	27.8479	23.5673	4.2806
41130 Grandville School District [Com. Personal]	11.6279	5.5157	6.0000	1.7307			2.7650	5.4156	33.0549	28.7743	4.2806
41130 Grandville School District [Ind. Personal]	6.4209	5.5157		1.7307			2.7650	5.4156	21.8479	17.5673	4.2806
41145 Kenowa Hills School District [Non-PRE]	22.6700	5.5157	6.0000	1.7307			2.7650	5.4156	44.0970	39.8164	4.2806
41145 Kenowa Hills School District [PRE]	4.6700	5.5157	6.0000	1.7307			2.7650	5.4156	26.0970	21.8164	4.2806
41145 Kenowa Hills School District [Com. Personal]	10.6700	5.5157	6.0000	1.7307			2.7650	5.4156	32.0970	27.8164	4.2806
41145 Kenowa Hills School District [Ind. Personal]	4.6700	5.5157		1.7307			2.7650	5.4156	20.0970	15.8164	4.2806
41145 Kenowa Hills School District [Ren. Zone]	4.6700	0.0000		0.0000			0.0000	0.0000	4.6700	4.6700	0.0000
Wright Township											
70120 Coopersville School District [Non-PRE]	26.8208	6.2245	6.0000		Coopersville	0.8533	2.9783	5.4156	48.2925	10.1800	38.1125
70120 Coopersville School District [PRE]	8.9900	6.2245	6.0000		Library	0.8533	2.9783	5.4156	30.4617	10.1800	20.2817
70120 Coopersville School District [Com. Personal]	14.8208	6.2245	6.0000			0.8533	2.9783	5.4156	36.2925	10.1800	26.1125
70120 Coopersville School District [Ind. Personal]	8.9900	6.2245				0.8533	2.9783	5.4156	24.4617	4.1800	20.2817
41145 Kenowa Hills School District [Non-PRE]	22.6700	5.5157	6.0000	1.7307		0.8533	2.9783	5.4156	45.1636	40.0964	5.0672
41145 Kenowa Hills School District [PRE]	4.6700	5.5157	6.0000	1.7307		0.8533	2.9783	5.4156	27.1636	22.0964	5.0672
41145 Kenowa Hills School District [Com. Personal]	10.6700	5.5157	6.0000	1.7307		0.8533	2.9783	5.4156	33.1636	28.0964	5.0672
41145 Kenowa Hills School District [Ind. Personal]	4.6700	5.5157		1.7307		0.8533	2.9783	5.4156	21.1636	16.0964	5.0672
41240 Sparta School District [Non-PRE]	26.1500	5.5157	6.0000	1.7307		0.8533	2.9783	5.4156	48.6436	30.5014	18.1422
41240 Sparta School District [PRE]	8.1500	5.5157	6.0000	1.7307		0.8533	2.9783	5.4156	30.6436	21.5014	9.1422
41240 Sparta School District [Com. Personal]	14.1500	5.5157	6.0000	1.7307		0.8533	2.9783	5.4156	36.6436	24.5014	12.1422
41240 Sparta School District [Ind. Personal]	8.1500	5.5157		1.7307		0.8533	2.9783	5.4156	24.6436	15.5014	9.1422

2021 Certified Tax Rates in Ottawa County Per \$1000 Taxable Valuation

Government Unit School Code, School Name and Taxable Status	Total School	Total Intermed School	Total State Education	Total Comm. College	Total District/ Authority	Total Gov't Unit	Total County	TOTAL ALL MILLS	Summer Levy	Winter Levy
Zeeland Charter Township										
70350 Zeeland School District [Non-PRE]	26.8279	6.2245	6.0000			6.6528	5.4156	51.1208	29.5385	21.5823
70350 Zeeland School District [PRE]	8.8279	6.2245	6.0000			6.6528	5.4156	33.1208	20.5385	12.5823
70350 Zeeland School District [Com. Personal]	14.8279	6.2245	6.0000			6.6528	5.4156	39.1208	23.5385	15.5823
70350 Zeeland School District [Ind. Personal]	8.8279	6.2245				6.6528	5.4156	27.1208	14.5385	12.5823
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70190 Hudsonville School District [Non-PRE]	25.9668	6.2245	6.0000			6.6528	5.4156	50.2597	42.0913	8.1684
70190 Hudsonville School District [PRE]	7.9668	6.2245	6.0000			6.6528	5.4156	32.2597	24.0913	8.1684
70190 Hudsonville School District [Com. Personal]	13.9668	6.2245	6.0000			6.6528	5.4156	38.2597	30.0913	8.1684
70190 Hudsonville School District [Ind. Personal]	7.9668	6.2245				6.6528	5.4156	26.2597	18.0913	8.1684
Coopersville City										
70120 Coopersville School District [Non-PRE]	26.8208	6.2245	6.0000		Coopersville	0.8533	13.2399	58.5541	23.4199	35.1342
70120 Coopersville School District [PRE]	8.9900	6.2245	6.0000		Library	0.8533	13.2399	40.7233	23.4199	17.3034
70120 Coopersville School District [Com. Personal]	14.8208	6.2245	6.0000			0.8533	13.2399	46.5541	23.4199	23.1342
70120 Coopersville School District [Ind. Personal]	8.9900	6.2245				0.8533	13.2399	34.7233	17.4199	17.3034
Ferrysburg City										
70010 Grand Haven School District [Non-PRE]	22.2000	6.2245	6.0000		Loutit Library	1.0763	9.1515	50.0679	48.4373	1.6306
70010 Grand Haven School District [PRE]	4.2000	6.2245	6.0000			1.0763	9.1515	32.0679	30.4373	1.6306
70010 Grand Haven School District [Com. Personal]	10.2000	6.2245	6.0000			1.0763	9.1515	38.0679	36.4373	1.6306
70010 Grand Haven School District [Ind. Personal]	4.2000	6.2245				1.0763	9.1515	26.0679	24.4373	1.6306
Grand Haven City										
70010 Grand Haven School District [Non-PRE]	22.2000	6.2245	6.0000		Loutit Library	1.0763	14.4534	55.3698	53.7392	1.6306
70010 Grand Haven School District [PRE]	4.2000	6.2245	6.0000			1.0763	14.4534	37.3698	35.7392	1.6306
70010 Grand Haven School District [Com. Personal]	10.2000	6.2245	6.0000			1.0763	14.4534	43.3698	41.7392	1.6306
70010 Grand Haven School District [Ind. Personal]	4.2000	6.2245				1.0763	14.4534	31.3698	29.7392	1.6306
Holland City										
70020 Holland School District [Non-PRE]	23.9308	6.2245	6.0000		Max Trans &	3.8939	13.8692	59.3340	57.8184	1.5156
70020 Holland School District [PRE]	5.9308	6.2245	6.0000		Holland Pool &	3.8939	13.8692	41.3340	39.8184	1.5156
70020 Holland School District [Com. Personal]	11.9308	6.2245	6.0000		Herrick Library	3.8939	13.8692	47.3340	45.8184	1.5156
70020 Holland School District [Ind. Personal]	5.9308	6.2245				3.8939	13.8692	35.3340	33.8184	1.5156
70020 Holland School District [Renaissance Zone]	5.9308	0.8796				1.1200	0.0000	7.9304	7.9304	0.0000
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70350 Zeeland School District [Non-PRE]	26.8279	6.2245	6.0000		Max Transport &	1.8081	13.8692	60.1453	31.8018	28.3435
70350 Zeeland School District [PRE]	8.8279	6.2245	6.0000		Herrick Library	1.8081	13.8692	42.1453	31.8018	10.3435
70350 Zeeland School District [Com. Personal]	14.8279	6.2245	6.0000			1.8081	13.8692	48.1453	31.8018	16.3435
70350 Zeeland School District [Ind. Personal]	8.8279	6.2245				1.8081	13.8692	36.1453	25.8018	10.3435
Hudsonville City										
70190 Hudsonville School District [Non-PRE]	25.9668	6.2245	6.0000			11.2303	5.4156	54.8372	53.3216	1.5156
70190 Hudsonville School District [PRE]	7.9668	6.2245	6.0000			11.2303	5.4156	36.8372	35.3216	1.5156
70190 Hudsonville School District [Com. Personal]	13.9668	6.2245	6.0000			11.2303	5.4156	42.8372	41.3216	1.5156
70190 Hudsonville School District [Ind. Personal]	7.9668	6.2245				11.2303	5.4156	30.8372	29.3216	1.5156
Zeeland City										
70350 Zeeland School District [Non-PRE]	26.8279	6.2245	6.0000			10.2347	5.4156	54.7027	53.1871	1.5156
70350 Zeeland School District [PRE]	8.8279	6.2245	6.0000			10.2347	5.4156	36.7027	35.1871	1.5156
70350 Zeeland School District [Com. Personal]	14.8279	6.2245	6.0000			10.2347	5.4156	42.7027	41.1871	1.5156
70350 Zeeland School District [Ind. Personal]	8.8279	6.2245				10.2347	5.4156	30.7027	29.1871	1.5156

Combined

2021 Ad Valorem Taxes

in

Tax Dollars

- **Schools**
- **State Education, Intermediate Schools, Community College**
- **Libraries**
- **Authorities**

2021 Estimate of School Tax Dollars

GOVERNMENT UNITS IN SCHOOL DISTRICTS

SCHOOL DISTRICT	GOVERNMENT UNIT	TOTAL OPERATING	TOTAL DEBT	TOTAL B & S	TOTAL RECREATION	GRAND TOTAL
Ottawa Area Intermediate School District						
Allendale 70-040	Allendale Charter Twp.	4,414,481	8,003,674			12,418,155
Coopersville 70-120	Chester Twp.	57,354	239,833			297,187
	Crockery Twp.	260	3,488			3,748
	Polkton Charter Twp.	342,517	1,215,702			1,558,219
	Tallmadge Charter Twp.	239,789	1,229,591			1,469,380
	Wright Twp.	187,140	885,182			1,072,322
	Coopersville City	<u>1,013,016</u>	<u>1,193,564</u>			<u>2,206,580</u>
	TOTAL	1,840,076	4,767,360			6,607,436
Grand Haven 70-010	Grand Haven Charter Twp.	4,019,824	3,811,235			7,831,059
	Port Sheldon Twp.	2,109,411	1,140,457			3,249,868
	Robinson Twp.	532,609	997,412			1,530,021
	Spring Lake Twp.	984,162	637,808			1,621,970
	Ferrysburg City	1,206,529	868,012			2,074,541
	Grand Haven City	<u>6,002,235</u>	<u>2,753,613</u>			<u>8,755,848</u>
	TOTAL	14,854,770	10,208,537			25,063,307
Holland 70-020	Holland Charter Twp.	455,372	148,421	37,679		641,472
	Park Twp.	1,291,388	714,106	181,289		2,186,783
	Holland City	<u>6,341,485</u>	<u>4,093,117</u>	<u>1,039,115</u>		<u>11,473,717</u>
	TOTAL	8,088,245	4,955,644	1,258,083		14,301,972

GOVERNMENT UNITS IN SCHOOL DISTRICTS

SCHOOL DISTRICT	GOVERNMENT UNIT	TOTAL OPERATING	TOTAL DEBT	TOTAL B & S	TOTAL RECREATION	GRAND TOTAL
Hudsonville 70-190	Allendale Charter Twp.	192	1,353	187		1,732
	Blendon Twp.	416,618	1,522,131	210,228		2,148,977
	Georgetown Charter Twp.	2,191,394	6,495,051	897,059		9,583,504
	Jamestown Charter Twp.	1,615,596	3,071,432	424,209		5,111,237
	Zeeland Charter Twp.	114,126	184,251	25,448		323,825
	Hudsonville City	<u>1,811,510</u>	<u>1,846,442</u>	<u>255,020</u>		<u>3,912,972</u>
	TOTAL	6,149,436	13,120,660	1,812,151		21,082,247
Jenison 70-175	Georgetown Charter Twp.	3,393,277	8,638,466			12,031,743
Spring Lake 70-300	Crockery Twp.	491,070	839,134			1,330,204
	Spring Lake Twp.	<u>3,013,599</u>	<u>4,794,185</u>			<u>7,807,784</u>
	TOTAL	3,504,669	5,633,319			9,137,988
West Ottawa 70-070	Holland Charter Twp.	8,909,605	8,060,400	308,687		17,278,692
	Olive Twp.	522,916	699,766	26,799		1,249,481
	Park Twp.	4,119,726	8,253,710	316,090		12,689,526
	Port Sheldon Twp.	<u>1,009,795</u>	<u>2,007,030</u>	<u>76,863</u>		<u>3,093,688</u>
	TOTAL	14,562,042	19,020,906	728,439		34,311,387
Zeeland 70-350	Blendon Twp.	311,261	843,958	111,504	44,588	1,311,311
	Holland Charter Twp.	1,535,904	2,920,663	385,880	154,305	4,996,752
	Olive Twp.	360,300	854,712	112,925	45,156	1,373,093
	Robinson Twp.	98,831	331,940	43,856	17,537	492,164
	Zeeland Charter Twp.	1,984,788	3,458,622	456,956	182,727	6,083,093
	Holland City	148	61	8	3	220
	Zeeland City	<u>4,943,577</u>	<u>3,718,062</u>	<u>491,233</u>	<u>196,433</u>	<u>9,349,305</u>
	TOTAL	9,234,809	12,128,018	1,602,362	640,749	23,605,938
Total Ottawa Intermediate School District - Ottawa County Only		66,041,805	86,476,584	5,401,035	640,749	158,560,173

GOVERNMENT UNITS IN SCHOOL DISTRICTS

SCHOOL DISTRICT	GOVERNMENT UNIT	TOTAL OPERATING	TOTAL DEBT	TOTAL B & S	TOTAL RECREATION	GRAND TOTAL
Kent Intermediate School District						
Grandville 41-130	Georgetown Charter Twp.	85,442	278,638	75,640		439,720
	Jamestown Charter Twp.	68,763	105,418	28,617		202,798
	Tallmadge Charter Twp.	<u>1,007,928</u>	<u>879,149</u>	<u>238,658</u>		<u>2,125,735</u>
	TOTAL	1,162,133	1,263,205	342,915		2,768,253
Kenowa Hills 41-145	Tallmadge Charter Twp.	328,725	379,481			708,206
	Wright Twp.	<u>311,871</u>	<u>201,364</u>			<u>513,235</u>
	TOTAL	640,596	580,845			1,221,441
Kent City 41-150	Chester Twp.	11,656	63,014	7,472		82,142
Sparta 41-240	Chester Twp.	173,662	276,589	45,440		495,691
	Wright Twp.	<u>12,604</u>	<u>26,707</u>	<u>4,388</u>		<u>43,699</u>
	TOTAL	186,266	303,296	49,828		539,390
Total Kent Intermediate School District Ottawa County Only		2,000,651	2,210,360	400,215		4,611,226
Muskegon Area Intermediate School District						
Fruitport 61-080	Crockery Twp.	168,235	518,299			686,534
	Spring Lake Twp.	<u>263,594</u>	<u>339,855</u>			<u>603,449</u>
	TOTAL	431,829	858,154			1,289,983
Ravenna 61-210	Chester Twp.	61,301	195,577			256,878
Total Muskegon Area Intermediate School District-Ottawa County Only		493,130	1,053,731			1,546,861
GRAND TOTAL (Ottawa, Kent, Muskegon Intermediate School Districts)		68,535,586	89,740,675	5,801,250	640,749	164,718,260

2021 Estimate of Library & Authority Dollars

GOVERNMENT UNITS IN DISTRICT LIBRARIES AND AUTHORITIES

LIBRARY OR AUTHORITY	GOVERNMENT UNIT	TOTAL OPERATING	TOTAL DEBT	TOTAL DOLLARS
Coopersville Area Library	Chester Township	57,079	27,877	84,956
	Polkton Charter Township	77,526	37,864	115,390
	Wright Township	83,356	40,711	124,067
	Coopersville City	<u>76,115</u>	<u>37,174</u>	<u>113,289</u>
	TOTAL	294,076	143,626	437,702
Herrick Library	Holland Charter Township	2,066,130		2,066,130
	Park Township	1,737,619		1,737,619
	Holland City	<u>1,232,536</u>		<u>1,232,536</u>
	TOTAL	5,036,285		5,036,285
Loutit Library	Grand Haven Charter Twp	872,319	104,355	976,674
	Robinson Township	271,120	32,434	303,554
	Ferrysburg City	198,671	23,767	222,438
	Grand Haven City	630,249	75,397	705,646
	Port Sheldon Twp (Grand Haven School District only)	<u>261,029</u>	<u>31,227</u>	<u>292,256</u>
	TOTAL	2,233,388	267,180	2,500,568
Spring Lake Library	Spring Lake Township	1,268,836		1,268,836

Macatawa Area Express Transportation Authority

Ottawa County Portion Only	Holland Charter Township	548,125		548,125
	Holland City	<u>326,980</u>		<u>326,980</u>
	TOTAL	875,105		875,105

Holland Area Swimming Pool Authority

Ottawa County Portion Only	Holland Charter Township	30,305	35,144	65,449
	Park Township	145,810	169,091	314,901
	Holland City	<u>833,011</u>	<u>969,195</u>	<u>1,802,206</u>
	TOTAL	1,009,126	1,173,430	2,182,556

Downtown Development Authorities

MSDDA	Grand Haven City	98,037		98,037
DDA	Holland City	231,125		231,125
DDA	Hudsonville City	16,876		16,876

2021 Estimate of Tax Dollars for State Education, Intermediate Schools, and Community College

Government Unit	State Ed Tax Dollars	Ottawa ISD Tax Dollars	Muskegon ISD Tax Dollars	Kent ISD Tax Dollars	GR Comm. College Tax Dollars
Allendale Charter Township	3,997,708	4,152,775			
Blendon Township	1,984,033	2,058,631			
Chester Township	597,172	166,055	121,528	260,069	81,604
Crockery Township	1,170,122	748,585	354,734		
Georgetown Charter Township	11,977,549	12,101,390		304,333	95,493
Grand Haven Charter Township	5,422,702	5,648,341			
Holland Charter Township	8,613,803	9,015,227			
Jamestown Charter Township	2,747,127	2,731,162		115,139	36,128
Olive Township	1,218,072	1,276,140			
Park Township	7,295,812	7,568,797			
Polkton Charter Township	803,405	841,728			
Port Sheldon Township	2,802,985	3,302,154			
Robinson Township	1,691,991	1,755,525			
Spring Lake Township	5,294,469	5,208,304	232,603		
Tallmadge Charter Township	2,346,422	851,345		1,407,475	441,577
Wright Township	867,279	612,883		258,874	81,229
Zeeland Charter Township	2,927,413	3,053,529			
Coopersville City	784,840	826,401			
Ferrysburg City	1,238,922	1,286,414			
Grand Haven City	3,898,334	4,080,920			
Holland City	5,144,907	5,371,236			
Hudsonville City	1,566,894	1,641,883			
Zeeland City	2,405,345	3,106,453			
Totals	76,797,306	77,405,878	708,865	2,345,890	736,031

2021 Ad Valorem

Senior Citizen & Disabled Family Housing Facility Properties (Act 585 of 2008) & County Drain Assessments

211.7d Senior Citizen and Disabled Family Housing Facility Exemption.

(1) Housing owned and operated by a nonprofit corporation or association, by a limited dividend housing corporation, or by this state, a political subdivision of this state, or an instrumentality of this state, for occupancy or use solely by elderly or disabled families is exempt from the collection of taxes under this act. For purposes of this section, housing is considered occupied solely by elderly or disabled families even if 1 or more of the units is occupied by service personnel, such as a custodian or nurse.

(3) If property for which an exemption is claimed under this section would have been subject to the collection of taxes under this act if an exemption had not been granted under this section, the state treasurer, upon verification, shall make a payment in lieu of taxes, which shall be in the following amount:

(a) For property exempt under this section before January 1, 2009, the amount of taxes paid on that property for the 2008 tax year, excluding any mills that would have been levied under all of the following:

- (i) Section 1211 of the revised school code, 1976 PA 451, MCL 380.1211.
- (ii) The state education tax act, 1993 PA 331, MCL 211.901 to 211.906

Per BULLETIN NO 16 of 2009

amendatory Act 585, is the property's taxable value on the assessment roll in the 2008 tax year.

The property remains on the ad valorem assessment roll.

The frozen taxable values for these properties are included in the figures presented in this report to match the State's version of our apportionment report. Under this act, the millage rates have also been frozen. Below, "Ad-Valorem Millage" rates are as reported in this book. "Mills Levied under 211.7(d)" are the total millage rates to be levied on these parcels.

Real

Local Units	Mills Levied in 2008	Less Sch Op & SET	To Be Levied under 211.7(d)
Holland Twp	46.9806	-24.0000	22.9806
Spring Lake Twp	44.0412	-24.0000	20.0412
Coopersville City	57.7583	-24.0000	33.7583
Holland City	52.6606	-24.0000	28.6606
Zeeland City	53.3960	-24.0000	29.3960
Spring Lake Village	11.8619	N A	11.8619

Personal

Local Units	Mills Levied in 2008	Less Sch Op & SET	To Be Levied under 211.7(d)
Holland Twp	N A	N A	N A
Spring Lake Twp	32.0412	-12.0000	20.0412
Coopersville City	N A	N A	N A
Holland City	40.6606	-12.0000	28.6606
Zeeland City	41.3960	-12.0000	29.3960
Spring Lake Village	11.8619	N A	11.8619

	Ad Valorem Millage	Mills Levied under 211.7(d)	Ad Valorem Millage	Mills Levied under 211.7(d)
Holland City 70020 Holland Schools				
Parcel #	70-16-30-452-032		70-50-65-080-195	
Mills Levied	59.3340	28.6606	47.3340	28.6606
Less Sch Op	-18.0000	Exempt	-6.0000	Exempt
Less SET	-6.0000	Exempt	-6.0000	Exempt
Net	35.3340	28.6606	35.3340	28.6606

	Ad Valorem Millage	Mills Levied under 211.7(d)	Ad Valorem Millage	Mills Levied under 211.7(d)
Zeeland City 70350 Zeeland Schools				
Parcel #	70-17-18-300-047		70-50-79-226-255	
Mills Levied	54.7027	29.3960	42.7027	29.3960
Less Sch Op	-18.0000	Exempt	-6.0000	Exempt
Less SET	-6.0000	Exempt	-6.0000	Exempt
Net	30.7027	29.3960	30.7027	29.3960

Spring Lake Twp 70300 Spring Lake Schools				
Parcel #	70-03-14-375-061		70-50-24-081-200	
Mills Levied	46.1075	20.0412	34.1075	20.0412
Less Sch Op	-17.7584	Exempt	-5.7584	Exempt
Less SET	-6.0000	Exempt	-6.0000	Exempt
Net	22.3491	20.0412	22.3491	20.0412

Spring Lake Village 70300 Spring Lake Schools				
Parcel #	70-03-14-375-061		70-50-24-081-200	
Mills Levied	10.3600	11.8619	10.3600	11.8619
Less Sch Op	N/A	N/A	N/A	N/A
Less SET	N/A	N/A	N/A	N/A
Net	10.3600	11.8619	10.3600	11.8619

Holland Twp 70700 West Ottawa Schools				
Parcel #	70-16-18-177-012			
Mills Levied	50.3550	22.9806		
Less Sch Op	-18.0000	Exempt		
Less SET	-6.0000	Exempt		
Net	26.3550	22.9806		

Coopersville City 70120 Coopersville Schools				
Parcel #	70-05-26-201-027			
Mills Levied	58.5541	33.7583		
Less Sch Op	-17.8308	Exempt		
Less SET	-6.0000	Exempt		
Net	34.7233	33.7583		

2021 Drain Assessment Totals by Municipality

As of 11/3/2021

<u>Township</u>	<u>At-Large Assessment</u>	<u>Property Owner Assessment</u>	<u>Total</u>
Chester Twp.	\$ 5,315.28	\$ 71,081.07	\$ 76,396.35
Spring Lake Twp.	\$ 67,599.09	\$ 38,217.09	\$ 105,816.18
Crockery Twp.	\$ 15,786.10	\$ 16,376.22	\$ 32,162.32
Polkton Twp.	\$ -	\$ 2,498.72	\$ 2,498.72
Wright Twp.	\$ 24,637.35	\$ 26,030.01	\$ 50,667.36
Grand Haven Twp.	\$ 77,621.36	\$ 33,669.00	\$ 111,290.36
Robinson Twp.	\$ 20,006.96	\$ 3,795.19	\$ 23,802.15
Allendale Twp.	\$ 55,680.10	\$ -	\$ 55,680.10
Tallmadge Twp.	\$ 30,270.96	\$ 43,238.96	\$ 73,509.92
Port Sheldon Twp.	\$ 24,708.68	\$ 42,942.49	\$ 67,651.17
Olive Twp.	\$ 48,949.60	\$ -	\$ 48,949.60
Blendon Twp.	\$ 35,689.41	\$ 43,621.64	\$ 79,311.05
Georgetown Twp.	\$ 86,988.76	\$ 56,779.90	\$ 143,768.66
Park Twp.	\$ 194,070.41	\$ 298,730.53	\$ 492,800.94
Holland Twp.	\$ 214,852.39	\$ 198,937.29	\$ 413,789.68
Zeeland Twp.	\$ 27,766.63	\$ -	\$ 27,766.63
Jamestown Twp.	\$ 27,101.90	\$ 18,781.92	\$ 45,883.82
TOTAL:	\$ 957,044.98	\$ 894,700.03	\$ 1,851,745.01
<u>City</u>	<u>At-Large Assessment</u>	<u>Property Owner Assessment</u>	<u>Total</u>
City of Ferrysburg	\$ 10,000.00	\$ -	\$ 10,000.00
City of Coopersville	\$ 30,089.14	\$ 41,804.16	\$ 71,893.30
City of Hudsonville	\$ 25,552.74	\$ 1,977.44	\$ 27,530.18
City of Zeeland	\$ 74,624.92	\$ -	\$ 74,624.92
City of Holland	\$ 30,344.70	\$ -	\$ 30,344.70
TOTAL:	\$ 170,611.50	\$ 43,781.60	\$ 214,393.10
TOTAL MUNICIPALITIES:	\$ 1,127,656.48	\$ 938,481.63	\$ 2,066,138.11
County, Ottawa	\$ 304,382.61	\$ -	\$ 304,382.61
Road Commission, OC	\$ 106,947.84	\$ -	\$ 106,947.84
MDOT	\$ 181,410.82	\$ -	\$ 181,410.82
CSX	\$ 27,646.51	\$ -	\$ 27,646.51
TOTAL:	\$ 620,387.78	\$ -	\$ 620,387.78
GRAND TOTAL:	\$ 1,748,044.26	\$ 938,481.63	\$ 2,686,525.89

Action Request

Electronic Submission – Contract # 1378



Committee: FINANCE AND ADMINISTRATION

Meeting Date: 11/16/2021

Vendor/3rd Party: SMART COMMUNICATIONS

Requesting Department: SHERIFFS DEPARTMENT

Submitted By: KURTIS BROWN

Agenda Item: OTTAWA COUNTY CORRECTIONAL FACILITY - TELECOMMUNICATIONS

Suggested Motion:

To approve and forward to the Board of Commissioners the proposal from Smart Communications to provide telecommunications, tablets, and additional services within the Ottawa County Adult Correctional Facility.

Summary of Request:

This is a request by the Ottawa County Sheriff's Office to contract with Smart Communications to provide telecommunications, tablets, and additional services within the Ottawa County Adult Correctional Facility per RFP 21-02.

Financial Information:

Total Cost: \$0.00

General Fund Cost: \$0.00

Included in Budget:

If not included in Budget, recommended funding source:

Action is Related to an Activity Which Is: New Activity

Action is Related to Strategic Plan:

Goal 4: To Continually Improve the County's Organization and Services.

Objective:

Administration:

Recommended by County Administrator:

Committee/Governing/Advisory Board Approval Date: 11/16/2021



Ottawa County

**OTTAWA COUNTY AND SMART COMMUNICATIONS
CONTRACT FOR TELECOMMUNICATIONS, TABLETS, AND ADDITIONAL
SERVICES**

This AGREEMENT is made by and between the County of Ottawa, a municipality in the State of Michigan, (hereinafter, the "County") acting by and through its duly elected Board of Commissioners, (hereinafter the "Board"), and Smart Communications Holding, Inc. (hereinafter, "Contractor"), with a principal place of business at 10491 72nd Street, Seminole, Florida 33777.

IT IS HEREBY AGREED AS FOLLOWS:

1. **Scope of Work:** Contractor agrees to provide the "Services" which as detailed in Exhibit A. It shall be the responsibility of the Contractor to employ and assign to the project adequate personnel and equipment required to undertake and complete the work in a diligent, timely and orderly manner. Contractor will work with County and incumbent contractor for transition of services with agreed upon date.
2. **Compensation:** In consideration for the exclusive rights to perform the services described herein, the Contractor agrees to pay the County according to the terms set forth on Exhibit B.
3. **Contract Documents:** The following documents are the entire agreement between the Contractor and the County. The agreement includes the following documents listed below, which are incorporated herein by reference and are deemed to be part of this contract as if set forth in full:
 - a) This Contract (including attached exhibits)
 - b) All Provisions required by law to be inserted in this contract whether inserted or not.All prior or contemporaneous understandings, written or oral, are merged herein. This Agreement may only be modified by an express amendment of like kind, signed by each party. There are no other charges or fees assessed to citizen inmates other than those contained in the incorporated exhibits.
4. **Performance**
 - a) Contractor shall perform the work as required by and in accordance with the schedule of time requirements set forth in Exhibit A.

OTTAWA COUNTY AND SMART COMMUNICATIONS
CONTRACT FOR TELECOMMUNICATIONS, TABLETS, AND ADDITIONAL
SERVICES

b) Failure to complete services as required shall constitute breach of this Contract.

c) Contractor shall have twenty-one (21) calendar days from the date of receiving notice to cure a breach of this Contract (the "Cure Period"). Failure to cure a breach of this Contract within said Cure Period shall allow the County to, without further notice to the Contractor, declare this Contract terminated and proceed with the replacement of the Contractor and the County shall be entitled to all remedies available to it at law or in equity.

5. Terms of Contract: The contract shall commence when signed by both parties and unless terminated earlier in accordance with the terms of this Contract, this Contract period will be from the last date of the authorized signers through December 31, 2024 (the "Initial Term"), with options to renew for three (3) twenty-four (24) month terms, if in the best interest of both parties.

County's obligations are limited to payment for the goods and/or services described herein and despite any other provision to the contrary in any other agreement, signed or not, the County may terminate any term, a hold over or any renewal term at its will. This contract may be terminated prior to completion of the Services at the option of either party, upon delivery of written notice by the terminating party to the other party. If County elects to terminate the contract on an at will basis prior to the end of the Initial Term, however, County shall remit liquidated damages to Contractor in the amount of five thousand (\$5,000) per month remaining in the Initial Term had the termination had not occurred.

6. Expenses: Contractor shall be responsible for all the Contractor's expenses incurred while performing services under this Contract. This includes license fees, fuel and fleet maintenance, insurance premiums, telephone and all salary/payroll expenses, and other compensation paid to employees or contract personnel that the Contractor hires to complete the work under this Contract.
7. Employees: The Contractor and all Contractor' employees, while on County premises, shall carry proper identification. Examples of proper identification are State issued Driver's License or State issued Identification Card.

The Contractor shall employ only United States citizens, legal residents or legal resident aliens. Upon request of the County, the Contractor shall provide copies of, or access to, work/payroll records and necessary documents to verify status of employees.

The Contractor will be supplied with a phone number to contact in case of an emergency. Access to designated restricted areas is forbidden to Contractor's

OTTAWA COUNTY AND SMART COMMUNICATIONS
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- employees. Restricted area will be designated by the authorized County representative.
8. Materials: Contractor will furnish all materials, equipment and supplies used to provide the services required by this Contract.
 9. Background Checks: (as required by the Facility) Contractor employees are subject to background checks to ensure, at a minimum, that no employee has a felony or domestic violence or other bar-able conviction(s). The background checks for Contractor employees will be conducted by the County prior to the commencement of any on-site work.
 10. Compliance with Laws, Ordinances, and Regulations and Procurement of Permits:
 - a) This Contract is governed by the laws of the State of Michigan.
 - b) The Contractor shall at all times comply with all local, state and federal laws, rules and regulations applicable to this Contract and the work to be done herewith.
 - c) The Contractor shall obtain, and pay thereof, all permits required by any agency or authority having jurisdiction over the work. The Contractor shall provide a copy of any permit to the County within 3 business days of the County's request.
 11. Exclusive Contract: This Contract, including exhibits attached hereto, a County Purchase Order, if applicable, is the entire Agreement between Contractor and the County for the services as detailed in Exhibit A.
 12. Modifying the Agreement: This Agreement may be modified only by a writing signed by both parties.
 13. Record Keeping: The Contractor shall keep all records related to this Contract for the term of the Contract and three (3) years thereafter.
 14. Dispute: In the event of any conflicts or discrepancies in the wording of any terms, provisions and conditions contained in this Agreement, describing Contractor's obligations and responsibilities hereunder, said conflicts and discrepancies shall be resolved by first applying the interpretation of this Agreement and its exhibits, attachments, and addendums, then the mutually agreed Contractor's planning documents that affirm the details of the Services to be provided. Any agreement or modification of this Agreement shall be written and signed by both parties and will supersede any previous written understandings.

OTTAWA COUNTY AND SMART COMMUNICATIONS
CONTRACT FOR TELECOMMUNICATIONS, TABLETS, AND ADDITIONAL
SERVICES

Should any disputes arise with respect to this Agreement, Contractor and County agree to act immediately to resolve any such disputes. The Contractor agrees that the existence of a dispute notwithstanding, it will continue without delay to carry out all of its responsibilities under this Agreement in the accomplishment of all non-disputed work; any additional costs incurred by the Contractor as a result of such failure to proceed shall be borne by the Contractor and the Contractor shall make no claim against County for such costs.

If a dispute between the parties arises out of or relates to this Agreement, or the breach thereof, then the parties agree to make a good faith effort to settle the issue through direct discussion between the parties prior to having recourse to any other form of dispute resolution. In an effort to resolve any conflicts that arise during the construction of this project or following the completion of a project, the Contractor and County agree that all disputes between them arising out of or relating to this Agreement shall first be submitted to non-binding mediation unless the parties mutually agree otherwise, prior to resolving those disputes in a judicial forum.

Pending resolution of such dispute or difference and without prejudice to their rights, the Parties shall continue to respect all their obligations and to perform all their duties under this Agreement.

15. Jurisdiction and Venue: The parties' consent to the exercise of general personal jurisdiction over it by the Ottawa Court Circuit Court. Any action on a controversy that arises under or in association with this Agreement shall be brought in the State of Michigan, which both parties agree is a reasonably convenient place for trial of the action. The parties both agree that their consent in accordance with this Section is not obtained by misrepresentation, duress, the abuse of economic power, or other unconscionable means.
16. Liability and Insurance: Contractor agrees to hold harmless the County from any and all liability arising out of or in any way related to Contractor's performance of services during the term of this Contract, including any liability resulting from intentional or reckless or negligent acts or the acts of the employees or agents of Contractor. If specific insurance is required, such insurance shall be set forth in the attached Exhibit A.
17. Relationship of Parties: The Contractor is an independent contractor and is not an agent or employee of the County for any purpose including , but not limited to, the ability to bind the County and all labor or employee related matters such as tax withholding/reporting, employee wages or benefits, or workers compensation. This Contract is not intended to create any joint venture or partnership of any

OTTAWA COUNTY AND SMART COMMUNICATIONS
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kind. The provisions of this Agreement are for the benefit of the parties hereto, and not for the benefit of any other person or legal entity.

18. Subcontracts: Contractor may not assign or subcontract any rights or obligations under this agreement without the County's prior written approval.
19. Governmental Immunity: The County does not waive its governmental immunity by entering into this Agreement, and fully retains all immunities and defenses provided by law with respect to any action based upon or occurring as a result of this Agreement
20. Safety: The Contractor shall at all times observe and comply with all federal, state, local and County facility laws, ordinances, rules and regulations that may in any manner affect the safety and the conduct of the work. The Contractor shall hold the County harmless against any claim or liability arising from the violation of any such provisions.
21. Absence of Waiver: The failure of either party to insist on the performance of any of the terms and conditions of this Contract, or the waiver of any breach of such terms and conditions, shall not be construed as thereafter waiving such terms and conditions, which shall continue and remain in full force and effect as if such forbearance or waiver had occurred.
22. Notices: All notices and other communications for the parties may be served, mailed, or delivered at the following addresses:

If to the Contractor: Smart Communications
 Attn: Jon Logan
 10491 72nd Street
 Seminole, Florida 33777
 Email: jon.logan@smartcommunications.us

If to Ottawa County: Ottawa County
 Attn: Ottawa County Sheriff
 12220 Fillmore St.
 West Olive, Michigan 49460
 Email: skempker@miottawa.org,
 dchristensen@miottawa.org

23. Partial Invalidity: The partial invalidity of any portion of this Agreement shall not be deemed to affect the validity of any other provision. In the event that any provision of this Agreement is held to be invalid, the parties agree that the remaining provisions shall be deemed to be in full force and effect as if they had

OTTAWA COUNTY AND SMART COMMUNICATIONS
CONTRACT FOR TELECOMMUNICATIONS, TABLETS, AND ADDITIONAL
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been executed by both parties subsequent to the expunction of the invalid provision.

24. **Attorney Review:** The parties represent that they have carefully read this Agreement and have had the opportunity to review it with an attorney. The parties affirmatively state that they understand the contents of this Agreement and sign it as their free act and deed.
25. **No Third-Party Benefit:** The provisions of this Agreement are for the benefit of the parties hereto, and not for the benefit of any other person or legal entity.
26. **Availability of Funds:** Each payment obligation of the County is conditioned upon the availability of government funds appropriated or allocated for the payment of this obligation. If funds are not allocated and available for continuance of the services performed herein, either party may terminate this Agreement at the end of the period for which funds are available. The County shall notify the Contractor at the earliest possible time of the services that will or may be affected by the shortage of funds
27. **Miscellaneous:**
 - a) **Force Majeure:** Either party shall be excused from performance under this Agreement for any period of time during which the party is prevented from performing its obligations hereunder as a result of any Act of God, war, civil disobedience, court order, labor dispute, or other cause beyond the party's reasonable control. Such non- performance shall not constitute grounds for default.
 - b) **Title and Headings:** Titles and headings to articles, sections or paragraphs in this Agreement are inserted for convenience of reference only and are not intended to affect the interpretation or construction of the Agreement.
 - c) **Modification:** Any modification of this Agreement or additional obligation assumed by either party in connection with this Agreement shall be binding only if evidenced in a writing signed by either party or its authorized representative.
 - d) **Anticipatory Breach:** If the Contractor, at any time before delivery of services, declares its intent not to perform in accordance with this Agreement, Ottawa County shall have an immediate cause of action for breach of this Agreement, and shall be entitled to all remedies available to it at law or in equity.
28. **Confidentiality and Non-Disclosure:**

The Parties acknowledge and agree that, while in the performance of services under this Agreement, they may come in contact with certain confidential information of the other Party or its employees (“Confidential Information”). Each

OTTAWA COUNTY AND SMART COMMUNICATIONS
CONTRACT FOR TELECOMMUNICATIONS, TABLETS, AND ADDITIONAL
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Party therefore acknowledges and agrees that neither it nor its employees will, directly or indirectly, make known, divulge, publish, disseminate, distribute, disclose, sell, assign or otherwise make use of any Confidential Information or communicate any Confidential Information to any person, firm, business entity, or the media. All such Confidential Information will be safeguarded by each Party in a manner reasonably calculated to prevent accidental or negligent disclosure thereof.

In witness whereof, each party to this Contract has caused it to be executed on the date(s) indicated below.

COUNTY OF OTTAWA

By:  11.08.2021
Steven Kempker, Date
Sheriff

By: _____
Roger A. Bergman, Chairperson Date
Board of Commissioners

By: _____
Justin F. Roebuck, Date
County Clerk/Register

SMART COMMUNICATIONS

By:  October 20, 2021
Name: Jonathan Logan Date
Title: CEO



Ottawa County

Fiscal Services Department – Purchasing
12220 Fillmore Street - Room 331 - West Olive, Michigan 49460

Phone 616-738-4855
E-mail: purchasing.rfp@miottawa.org

REQUEST FOR PROPOSAL 21-02 COMMISSARY, TELECOMMUNICATIONS AND ADDITIONAL INMATE SERVICES

TO: ALL VENDORS

The County of Ottawa is requesting proposals from experienced and qualified vendors for various inmate services, including commissary services, telecommunications, video visitation, tablets and other amenities for the Ottawa County Sheriff's Office Corrections Division located at 12130 Fillmore Street, West Olive, Michigan 49460.

Proposals are to be submitted no later than **2:00 PM ET on Friday, February 26, 2021**. Proposals received after this time will not be considered. All requests for additional information or questions should be directed to Sandra Brinks, buyer, at purchasing.rfp@miottawa.org. Detailed instructions for the completion of the proposals are contained in this Request for Proposal (RFP).

The County of Ottawa officially distributes solicitation documents through the Michigan Intergovernmental Trade Network (MITN), website at <http://www.bidnetdirect.com/mitn> and through the Purchasing page of the County of Ottawa's website located at <http://www.miottawa.org/Departments/FiscalServices/bids.htm>. Copies of proposal documents obtained from any other sources are not considered official copies.

The County of Ottawa reserves the right to award the contract to the most responsive and responsible vendor. The County further reserves the right to consider matters such as, but not limited to quality offered, delivery terms, budget requirements, location, and service reputation of the vendor, in determining the most advantageous proposal. Ottawa County reserves the right to reject any and all proposals. For purposes of this RFP, the term "Contractor," "Vendor," "Proposer," "Respondent," or "Bidder" are considered to have the same meaning, all referring to the person(s) or Agency responding to this RFP. Additionally, the term "County," "Client," or "Owner" refers to the County of Ottawa. The term "Facility" as herein used shall be deemed as reference to the Ottawa County Jail, 12130 Fillmore Street, West Olive, MI 49460. The term "Inmate" as herein used will be deemed as reference to any person, inmate or resident in the custody of, or incarcerated in the Ottawa County Jail.

INFORMATION SUMMARY

Proposals received after RFP Deadline Date will not be considered.

RFP Release Date:	January 29, 2021
RSVP for Pre-Proposal Meeting	12:00 PM on Tuesday, February 9, 2021
Pre-Proposal Meeting	10:30 AM on Wednesday, February 10, 2021
Receipt of Questions:	5:00 PM ET on Friday, February 12, 2021
Addendum Issue Date:	By 5:00 PM ET on Friday, February 19, 2021
<u>RFP Deadline Date:</u>	<u>2:00 PM ET on Friday, February 26, 2021</u>
Intent to Award (Estimated):	May 2021

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VENDOR PROPOSAL CHECKLIST

Failure to submit the following items may result in the proposal being declared non-responsive. Proposal documents should be submitted in the following order:

- Attachment A – Proposal Form
- Attachment B – Vendor Conditions
- Copy of Financial Report of Proposing Company

1. PROPOSAL SUBMISSION

Proposals must be received by **2:00 PM ET on Friday, February 26, 2021**. **Proposals received after this time will not be considered.** All proposals must include completed, signed copies of all required attachments (See Vendor Proposal Checklist for full details). Attachments must be filled out in full and signed by an authorized Company representative.

Proposal Response: Proposal response must contain completed, signed copies of each of the following:

- Attachment A – Proposal Form
- Attachment B – Vendor Conditions
- Copy of Financial Report of Proposing Company

Proposals will be accepted by e-mail submission, as follows:

E-mail Proposal Submission: Respondents may submit an electronic response (preferably single-file PDF format) by e-mail to: purchasing.rfp@miottawa.org with the subject line of: "RFP 21-02 Commissary, Telecommunications, and Additional Inmate Services." The County can receive email attachments up to 25 MB. Proposal documents larger than 20 MB should be sent in multiple emails with the subject line of: "RFP 21-02 Commissary, Telecommunications, and Additional Inmate Services – 1 of 2."

Rejection or Withdrawal: The Owner reserves the right to reject any proposals, waive any defects in proposals, and accept any proposal deemed to be in their best interest. Proposals may be withdrawn at any time prior to the scheduled time proposal deadline. Proposals may not be withdrawn within one hundred and twenty (120) days after opening date.

2. QUESTIONS

Vendors may submit questions and requests for clarification regarding this RFP until **5:00 PM ET on Friday, February 12, 2021**. Contractors are encouraged to initiate preparation of proposals immediately upon receipt of this RFP so that all relevant questions and information needs can be identified and answered in a manner that provides adequate time to prepare a comprehensive and complete proposal. Responses to all questions and inquiries received by the County will be issued by **5:00 PM ET on Friday, February 19, 2021**, in the form of an Addendum and posted on the MITN and on the County's website. All requests for additional information or questions should be directed to Sandra Brinks, Buyer, Ottawa County Fiscal Services Department, purchasing.rfp@miottawa.org.

3. PRE-PROPOSAL MEETING

The County will host a virtual pre-proposal meeting via Zoom web conferencing for this request. Representatives from the County's Sheriff's Office will be in attendance to discuss project goals and objectives. Equal opportunity will be provided for all potential vendors to ask questions. Attendance is highly recommended as meeting attendees will have the opportunity to request clarification of any section of the RFP and ask any other questions relating to the County's requirements. All Attendees are invited to submit questions by email to purchasing.rfp@miottawa.org prior to the start of the meeting to simplify the question and answer session.

Meeting Date and Time: **10:30 AM on Wednesday, February 10, 2021**

Vendor representatives interested in attending this meeting are asked to RSVP by no later than 12:00 PM ET on Tuesday, February 9, 2021 by emailing purchasing.rfp@miottawa.org to register. Vendor representatives will be provided the meeting Zoom link.

Any responses provided during the pre-proposal meeting will be considered drafts, and will be non-binding. Final answers to questions submitted prior to the submission deadline for vendor questions and released by Addendum will be considered official and final. Remarks and explanations at the conference shall not qualify the terms of the RFP; terms of the RFP and specifications remain unchanged unless amended in writing.

4. SCOPE OF WORK

Background:

The primary goal of the Ottawa County Sheriff's Office Corrections Division (Jail) is to insure the safety of inmates, corrections personnel, and residents of Ottawa County. This is accomplished by detaining inmates in a secure manner, in the least restrictive setting possible, given inmate classification.

The Ottawa County Sheriff's Office Corrections Division strives to provide all inmates with humane living conditions and to protect inmate rights consistent with the United States Constitution, the Michigan Constitution, and the laws of the State of Michigan and Department of Corrections guidelines. The County of Ottawa is requesting proposals from experienced and qualified vendors for various inmate services, including commissary services, telecommunications, video visitation, tablets and other amenities for the Ottawa County Sheriff's Office Corrections Division located at 12130 Fillmore Street, West Olive, Michigan 49460.

Inmates are housed in sections or pods, which contains 24 cells therein. There are eight pods in the adult detention center. The jail is approximately 44,224 square feet. The average inmate count is as follows:

- 2019: 260 males / 55 females
- 2020: 194 males / 34 females

Vendors are requested to submit proposals for all inmate services in which they offer, specifically commissary, telecommunications, and tablets amenities. Additionally, vendors are encourage to also submit information for any services outside of commissary, telecommunications, and tablet amenities. The County reserves the right to award a single contract for all services or to award contracts to multiple vendors if in its own best interest and to achieve adequate delivery, service, and product availability. In all services offered, vendor should offer current technology and offerings.

A. Commissary Services:

Vendor will be responsible for all commissary procurement, staffing and any/all administrative and operations functions, warehousing, and delivery to County’s facility. County staff will distribute commissary internally to inmates. Vendor is expected to provide the following:

i. Project Environment:

Commissary has been, and will continue to be an important positive factor in inmate and staff morale. In the case of inmates, it is absolutely essential that the items sold not become the source of inmate complaints and disciplinary problems. All proposals and any resultant contract must reflect the manner in which the County will achieve and sustain these goals on a consistent basis.

Currently, commissary service is delivered to each inmate once per week. The County is willing to hear suggested alternative methods for ordering and delivering. Ideally, the inmates would be able to order commissary from a kiosk located in a Facility pod. The County reserves the right to determine the final methods, retail selling prices to the inmates, and the dates that the items may be ordered and delivered.

Average Commissary Sales:

- 2019: \$262,245
- 2020: \$183,173

ii. General:

Vendor to provide, purchase, and maintains supplies of sufficient inventory. Vendor to provide the jail with a computerized fund accounting system that will interface with the Jail Management System – JailTracker, by Core Technologies. Vendor will operate the commissary services program in an efficient manner and operate the commissary off-site in an effective manner in order that the safety and security of the jail shall be maintained.

In order to help ensure an orderly transition and give the winning proposers an opportunity to learn the procedures for the Facility, the non-incumbent winning vendor(s) might be required to “shadow” the current service provider(s) for a minimum of one month on dates mutually agreeable to the County and the winning vendor(s). The successful Vendor must assume full responsibility for installing the

equipment and /or software for operations as specified in this RFP. All changes required to the current equipment and software to enable installation of the proposed equipment, software and services must be identified. All such changes will be the responsibility of the successful Vendor, except for those changes being specifically negotiated and identified as being a Facility responsibility.

iii. Contractor Requirements:

Vendor's solution will be required to have an interface to kiosks (machine with touch screen for ordering and reviewing balances) at the site. "Pod" Commissary Kiosks (also known as kiosks) are to be located in the facility pods allowing the inmate population to order their commissary. These kiosks have the ability for inmates to securely access their inmate account, give a real time balance and allow commissary ordering. The kiosks will only allow the inmate access to their account balance, without risk of inmates viewing other inmates' accounts. The Vendor will provide hardware and software on site to service the inmate commissary operation.

Vendor is responsible for the inventories required to support inmate commissary services. Vendor will furnish all personnel and equipment required to operate commissary at the County's facility.

The County may grant exclusive right to provide a specified list of commissary services for inmates at our County Facility. The Vendor shall provide a large selection of food, candy and gum, non-alcoholic beverages, health and medication items, and general merchandise, including quality brand name products (collectively, called "products"). Other products may be proposed by the Vendor, but the County reserves all rights in determining what products to offer the inmates.

Vendor shall provide a commissary ordering system listing all approved items and prices. Contractor shall be responsible for establishing the price of commissary items, subject to review of the County's Sheriff's Office for compatibility with local retail prices. Contractor agrees to produce documentation of prices. Prices must always be prominently posted. Prices shall be uniformed for all users. Vendor shall not charge more or less than the established pricing structure. Vendor may submit a request for product price change to the Sheriff's Office within 30 days prior to proposed effective date. County's Sheriff's Office reserves the right to accept the increase, permit deletion of item from menu, or approved replacement of item with a comparable item at comparable cost. The County also reserves the right to determine the final retail selling prices to the inmates.

Delivery schedule must be mutually agreed upon between the Vendor and the County's Sheriff's Office and may be subject to change. Vendor shall provide for

“returns” of orders delivered to inmates who are being released or are otherwise unavailable to receive merchandise.

Vendor will assume all costs for telephone service, faxing, copying and other office expenses associated with the Commissary operation. Any and all costs associated with the installation of hardware, software and services related to the commissary kiosks and required to accomplish the stated requirements as noted in the technical specification shall be borne by the Vendor.

iv. Contractor Employees:

Vendor shall assume full responsibility for the acts of its personnel, all of who shall be subject to background checks and approval by the County.

The County retains the right to require the reassignment or transfer of the Vendors' employee(s), as the County may deem necessary. Reasons for this request may be but are not limited to: Incompetence, Carelessness, Disruptive or otherwise objectionable behavior. A request by the County to transfer an employee shall not constitute an order to discipline or discharge the employee. The County shall be held harmless in any disputes the Vendor may have with the Vendor's employees. This shall include, but is not limited to, charges of discrimination, harassment, and discharge without just cause.

Identification badges shall be furnished by the Vendor and worn by all Vendor's employees while on County premises. The badge shall have the employee's picture, name, and signature. The Vendor shall employ only United States citizens, legal residents or legal resident aliens. Upon request of the County, the Vendor shall provide copies of, or access to, work/payroll records and necessary documents to verify status of employees. The Vendor will be supplied with a phone number to contact in case of an emergency. Access to designated restricted areas is forbidden to Vendor's employees. Restricted area will be designated by the authorized County representative.

v. Technical Specifications:

Inmate trust account transactions will continue to be managed by the County in its Jail Management System (JMS) - JailTracker. Vendor will maintain a separate inmate and trust account system. This system will source from and adjust inmate population and trust account balances with inputs from the County's JMS - JailTracker.

The vendor will use their system to manage commissary orders in the following manner:

- Disallow inmates from placing an order (starter kits excluded) if their trust account balance is less than or equal to a balance to be determined.

- Prevent an inmate from placing an order (starter kits excluded) with a sum total exceeding the inmate's most recent trust account balance.
- Adjust orders in the event that the inmate's trust account balance, at the time of order processing, is no longer sufficient to cover the amount of the inmate's order.
- Prevent third parties from placing commissary orders for inmates who are not contained in the inmate population at the time the order is placed.
- In the event an order is placed by a third party for an inmate who is no longer in the inmate population record prior to or at the time orders are processed, the vendor shall refund the third party who placed the order for the inmate.
- Vendor must provide a method for receiving, billing, processing and refunding orders placed by third parties for inmates (telephone vendor and online vendor).
- Vendor understands that they will have to cooperate with a third-party telephone vendor for inmate orders that cannot be completed through the kiosk (system outage etc.) and third-party online vendor for commissary orders placed for an inmate by an outside individual.

County will transmit inmate population and respective trust account balances to the vendor through regular communication. Vendor's proposal will include solution to allow for regular communication in real-time or close to real-time. Interface shall be mutually agreed upon and should integrate into the County's JMS.

B. Telecommunications:

Ottawa County is interested in proposals from experienced and qualified vendors for fully operational, secure and reliable Inmate Telephone and Video Visitation system(s). Reliability of service is high priority. Vendor shall provide Inmate Calling Services (debit, prepaid, and collect: interstate and intrastate) that includes recording, monitoring system, and equipment, as well as a Video Visitation system including recording, monitoring, and equipment.

i. Project Requirements

Vendor is required to provide a minimum of 61 telephones (new and unused) for inmate use in Regions and Pods at the Ottawa County Detention Center, to be installed at specific locations (to be determined).

The Booking area will have one (1) phone in each of the four (4) holding cells and four (4) phones with cords in the waiting area. There will be an additional three (3) phones at locations to be determined. These phones are to be toll-free and maintained by Vendor. Arrested persons will be provided access to telephones to retain an attorney, to secure bond, or contact a person of their choice. The Booking desk will have an "On/Off" switch to control power to the phones in the holding cells and waiting area.

Central Control will need to have the ability to switch off all of the inmate telephones in the jail, including booking. The Contractor will install telephone cut-off controls in the jail's Central Control for ALL inmate phones.

In booking, one (1) phone is designated as a free phone for transportation purposes. All other calls are placed as a "collect call." Except in Booking and the phones outside of the jail lobby, all calls place will be on a "collect call" or pre-paid basis only. Phone cards and/or phone time may be sold in the Jail Commissary system for inmate use. Inmate telephones shall have the ability to make out of country collect calls.

Telephone system should have ability to integrate with third-party vendors to provide the ability to automate the commissary ordering process via telephone. The system shall provide the ability for inmate families and friends to accept and pay for a single call with a credit or debit card without the need to establish an account or transfer to customer service. The system shall be capable of informing the called party of the amount that will be billed for the call prior to acceptance of the call. Billing does not begin until the call is accepted by the called party. The system shall brand all inmate calls with a pre-recorded message announcing the collect or pre-paid call, name of facility, and pre-recorded name of inmate initiating the call.

Blocking of individual numbers shall be left to the discretion of the Ottawa County Jail personnel. Contractor shall not be permitted to block inmate calls without Ottawa County's approval. No incoming calls shall be permitted. Inmate telephones shall have three-way call detection and termination – no three-way calls shall be made from inmate telephones. However, system will allow three-way call exception to attorneys or other approved numbers. System will all County to ensure victims and witnesses are not harassed.

Facility personnel must be able to simultaneously live monitor conversations while the system is recording the conversations. System shall provide an integrated capability to monitor, record, store, and retrieve inmate phone conversations on a real time basis and retrieve conversations. Stored call recording should be maintained by Vendor and remain uncompressed until the authorized County personnel requests to be downloaded.

Facility personnel must be able to search call recordings by dialed number, date, time, inmate account, or site name. System shall be capable of producing detailed and summary reports which reveal inmate telephone activity. Reports should include but not limited to: time of call, telephone number called, and most frequently called numbers, length of call, and call volume by phone report, 3-way call attempts, and telephone numbers called by more than one inmate.

Vendor to provide software that allows inmates to purchase phone time from the inmate pod kiosks and inquire as to account balances. All Contractor software must be able to interface as required with the County's JMS - JailTracker.

The system shall detect the difference between an accept call, an answering machine, a busy signal, and other telephone activity. The system shall have, at a minimum, multi-lingual capabilities for English and Spanish.

ii. Basic Technical Requirements

System shall be web based equipment with multilevel password security access. Ottawa County shall have sole discretion for adding or removing any telephone lines associated with the inmate telephone system. Architecture of the system shall be expandable to allow for future growth. System must be able to utilize current PC's that are available at the County without the need for additional PC's. The system shall offer unlimited secure, remote access capability, with high speed internet connectivity, from any PC, laptop, or mobile devices including cellphones and tablets. This remote access shall enable authorized users to view call records, generate reports, monitor live conversations, and search/retrieve/play recorded calls. Remote access shall not impair system functionality or performance in any way. System shall be password protected to permit only authorized personnel access to the system. The system's user security must provide restrictive access by public and private IP address. Personnel logging in from an IP address not assigned will not be allowed to access the system remotely.

iii. Ongoing Service, Maintenance, and Support Requirements

Awarded Vendor is responsible to provide ongoing service, maintenance and support for all hardware and/or software and/or other telephone equipment on a twenty-four (24) hour, seven (7) day per week basis. Live telephone support shall be available to accept calls regarding maintenance twenty-four (24) hours a day, seven (7) days a week.

The telephone system must have the capability for remote diagnostics to minimize facility visits by the Vendor and the Vendor must respond to any major service outages within two (2) hours. Major Service Outage is defined as 30% or more of the functionality of the system. The Vendor must respond to a telephone request for maintenance within four (4) hours after initial notification and must ensure that the telephones are repaired within twenty-four (24) hours of a service call. All costs for maintenance, support, repair of all software and equipment will be borne by the awarded Vendor and will not be deducted from any commissions.

If the Vendor fails to repair the telephones or telephone system within the twenty-four hours, the vendor will be fined \$100.00 per day that the equipment remains un-repaired. Failure to repair the telephones or systems within the allotted time

or on three (3) or more occasions, and failure to pay any assessed fine(s) will be cause to terminate the contract.

Live operator telephone support must be available to accept calls from inmate call recipients (friend, family, etc.) regarding customer service, billing, and prepaid account setup and funding twenty-four (24) hours a day, seven (7) days a week.

Vendor to provide full service online support including ability to setup accounts, make payments, access account information, calculate call rates, and resolve issues (including online customer service response and email support) via company website. Parties to have the ability to manage phone and/or video services from one centralized web based portal. Vendor's website and user portal must be mobile-device enabled or compatible to support mobile devices such as cell phones and tablets.

iv. Rates and Commission

At all times, the rates charged by the Vendor to the called party shall not exceed the tariffs as mandated by the Public Utilities Commission and the Federal Communication Commission for all service. Vendors are required to quote firm and fixed rates for the initial contract period as designated on the Proposal Pricing Form. Any change in rates or commission (Increase or Decrease) which is not approved by Ottawa County in writing in advance of the change shall be grounds for termination of the contract. No Vendor increase in the rate charged for calls from the jail will be allowed during the initial contract period. However, if a contract extension period is decided upon then, Vendor is granted the right to request an adjustment of rates hereunder, proportionately for increased cost, due to material cost increases that are passed on to Vendor. Vendor shall provide documentation of actual cost increases and submit them with a letter of request to the Ottawa County Commissioners.

The commission offered to Ottawa County shall be based on total gross revenues, with no deductions for fraud, bad debt, uncollectible, unbillable calls. No deduction shall be made for any cost of providing the service described. Commission reports shall be web accessible. Commission to the County should be paid quarterly at a minimum.

Commissions shall be paid on all call types and tariff types: Collect, Direct Billed, Prepaid Collect, Debit and Debit card, local, intrastate, interstate, and international. Commissions must be paid monthly and are required to be on the same billing cycle as the local service Provider. A sample commission report should be submitted with the proposal response. The commission report at a minimum shall include the following information: date of report, time period covered, total number of calls by type, total number calls by tariff type, total number of minutes, total gross revenue.

C. Tablet:

Ottawa County is interested in proposals for Contractor to provide all equipment, software, labor, and maintenance support required for implementation and operation of utilizing Inmate Tablet amenities at the Ottawa County Detention Center.

i. Requirements

All equipment provided must be new, in current production, and considered to be state-of-the-art technology at time of installation. Contractor shall provide tablets for both inmate use and County administrative personnel use.

Upon completion of installation, Contractor must provide the County with a list of inventory of all tablets, charging station, serial numbers, and identify locations. All materials and services related to the project for proper installation at no cost to the County. Vendor must provide description of installation method and advise if County staff involvement is required. Contractor must provide on-site training and on-going training to County at no cost through term of agreement.

Tablets must be durable, tamper-free, and equipment suitable for jail environment. Contractor shall provide enough charging stations which allow safe and secure charging of tablets. Tablets must be Wi-Fi enabled and have ability to be updated wirelessly. Technology must give the inmate a bilingual option (minimum English and Spanish).

Inmate tablet technology must provide all authorized staff the ability to deactivate any or all inmate tablets, or block any or all inmates from using tablets. Functionality should be accessible from any work station. Inmate table technology must have ability for County authorized personnel to approve all facility content accessible to inmate.

Technology must be able to provide detail reports of inmate activity on the tablets. Tablet shall display inmate name on screen. Contractor's solution shall provide security measures to prevent inmates from breaching network and to harden the firmware on the tablets. Contractor's solution shall integrate with current JMS JailTracker or other systems as applicable.

ii. Tablet Capabilities

Inmate Tablet devices will have current and minimum capabilities to provide, but not limited to, the following:

- Law Library
- Education
- Document View Applications
- Music
- Movies

- Games
- Commissary Ordering

County administrative personnel tablets shall be provided as needed. These tablets will have total control of inmate tablets. Tablets should be able to:

- Locate other tablet(s) features
- Activation/Deactivation of tablets used by inmates
- Activation/Deactivation of any or all applications used by inmates

Additionally, tablets should have the capability for e-messages as well as the ability to replace our current kite system.

iii. Ongoing Services

Service, repair, and replacement to Inmate Tablet technology must be within a twenty-four (24) hour period after notification to vendor without any additional cost to County. Contractor must provide a toll-free service line accessible twenty-four (24) hours a day. Contractor shall provide tablet distribution and refurbishment to County at no cost.

D. Additional Services

Ottawa County may be interested in the optional features and technology that each Vendor has to offer for Inmate Services. These value-added options can be additional features of the system, integrated solutions or external technologies that complement the inmate JMS system and enhance our ability to provide services and perform investigations. Technologies proposed may be included in the proposal at no cost or offered at an additional price. Vendors may submit information on additional service offerings provided by vendor's organization along with their proposal for additional consideration.

GENERAL CONTRACTOR REQUIREMENTS

Vendor will provide inmate services, installation of software and/or hardware and/or any agreed products and/or features to be completed within ninety (90) days after contract award or agreed upon installation schedule of events. The risk of loss and/or damage will be assumed by the Contractor during shipment, unloading, and installation.

The County recognizes that proper maintenance and superior service requires that service Vendors hire well-trained and dedicated staff to service buildings, as needed. Assuring the availability of a qualified staff and avoiding labor disruption and costly employee turnover to treat workers fairly and to abide by applicable labor laws. The County supports the development of a healthy business environment through the responsible management of the properties in which it is responsible. Therefore, the County maintains the following requirement. Vendors shall abide by all applicable local, state and federal laws. Vendors shall at all times maintain a safe and healthy working condition and abide by all applicable wage and hour regulations and prohibitions against child labor. Vendors' working conditions shall conform to the standards set by the Federal OSHA. Vendors shall on request provide to the County a report on their compliance. All Proposers shall provide working conditions for services of a similar character in a similar locality in which the services are performed.

Vendor will support and assist the County in the initial set-up of the proposed service(s). Vendor will train County Staff and provide vendor support the length of contract. Vendor to provide licensing and continuing support for the software throughout the length of the contract period, including upgrade at no additional cost to the County. All training for key County personnel shall be provided, including training on the computer or other features of proposed systems and shall be conducted on a periodic basis as needed and at no charge to the County. Vendor will provide and maintain all necessary insurance and licenses. Vendor responsible to collect all sales tax and forward to the State of Michigan.

5. QUALIFICATIONS OF CONTRACTORS

Vendors shall submit proposals with the understanding that prior to the award of contract, the County may make investigations as deemed prudent to determine vendor's qualification and eligibility.

Vendor shall have a minimum of five (5) years of experience in in the requested services in which they have submitted proposal(s). Vendor shall be able to meet all insurance requirements outlined in the RFP. To be considered responsive, vendor must meet the requirements of this RFP. Vendor must be organized for the purpose of providing Inmate Services and with experience in correctional services. Vendor must agree that all employees, officers or agents of the Vendor who shall provide services on site at the County must successfully pass fingerprinting and background checks by the Sheriff's Office. Vendor must have the ability to provide any training necessary to the County's staff for implementation.

6. PROPOSAL SELECTION & AWARD PROCESS

An Evaluation Committee(s) will be established by the County to review the proposals and to make recommendation for contract award(s). **A proposer may not contact any member of an evaluation committee except at the RFP Administrator's direction.**

Proposals will be evaluated based on the following criteria (of equal weight and in no particular order):

- Requested Services Commission / Pricing Rates
- Experience, Service Record, & Recommendations
- Ease of Use for Inmates & 3rd Parties
- Ability to Meet Requirements of RFP

As a part of the proposal evaluation process, finalists may be invited to attend an in-person interview. The County reserves the right to interview any number of qualifying firm(s) and/or consultant(s) as part of the evaluation and selection process. The County reserves the right to award a contract without an interview, as determined in the best interest of the County. The lowest priced response may not have a direct bearing on final selection. The County of Ottawa reserves the right to select and subsequently recommend for award, the proposed services which best meets its required needs, quality levels and budget constraints.

Proposals should be concise and complete, covering all items identified, emphasizing an understanding of the project and the resources to perform the intended work. Proposals will be reviewed to determine if submission requirements are met. Proposals that do not comply with submittal instructions established in this document and/or that do not include the required information will be rejected as non-responsive. Contractor assumes responsibility for meeting submission requirements and addressing all necessary technical and operational issues to meet the project objectives.

7. CONTRACT TERMS, PERIOD, PROCEDURES & USE

The County's intent is to award an initial contract term for a period of three (3) years with options to renew for five (5) twelve (12) month terms, if in the best interest of both parties. This contract will not be enforced until both parties have agreed and signed as accepted. The contract shall be between the County of Ottawa, known as the "County" and the successful Proposer known as the "Vendor". Responses to this RFP should be based upon the stated initial terms of the agreement and by mutually agreed upon by the County and the Vendor.

The County reserves the right to award contracts to more than one Contractor, if in the best interest of the County to provide adequate delivery, service and product availability. The County reserves the right to negotiate with any selected vendor, at its option, regarding the terms of a contract and other issues to be incorporated into the contract. The proposal, or any part thereof, submitted by the awarded vendor may be attached to and become a part of the contract. In the event that a successful agreement cannot be executed, the County reserves the right to proceed with contract negotiations with the other responsive, qualified vendors to provide service as referenced under negotiation process.

The County reserves the right to delete or modify any task from the scope of services and reserves the right to modify the scope of services during the course of the contract. Any changes in pricing or payment terms proposed by the Vendor resulting from the requested changes are subject to acceptance by the County. Pricing reflects a commitment of the term indicated. Contractors are to not start work until receipt of an Ottawa County Purchase Order, authorizing work to begin. The County's obligation will commence only following the County Board of Commissioners' approval of a Contract and the parties' execution of the Contract. Upon written notice to the Contractor, the County may set a different starting date for the Contract. The County will not be responsible for any work done or expense incurred by the Contractor or any subcontractor, even such work was done or such expense was incurred in good faith, if it occurs prior to the Contract start date set by the County.

8. SECURITY CLEARANCE

Background checks (as required by the Facility) are mandatory for all Contractor employees at Contractor's cost. Background check minimum requirement must involve a security check and process that is approved by and deemed satisfactory to the County to ensure, at a minimum, that no staff has felony or domestic violence or other bar-able offence(s) convictions. The Contractor

must also agree that all employees, officers or agents of the Contractor who shall provide services on site at the County must successfully pass fingerprinting searches. Security background checks shall be conducted for all employees prior to starting work.

9. GENERAL TERMS & CONDITIONS

CONFLICT OF INTEREST

By submission of a response, the Proposer agrees that at the time of submittal, he/she: (1) has no interest (including financial benefit, commission, finder's fee, or any other remuneration) and shall not acquire any interest, either direct or indirect, that would conflict in any manner or degree with the performance of Proposer's services, or (2) benefit from an award resulting in a "Conflict of Interest."

DEBARMENT AND SUSPENSION

The Contractor certifies to the best of its knowledge and belief, that the corporation, LLC, partnership, or sole proprietor, and/or its' principals, owners, officers, shareholders, key employees, directors and member partners: (1) are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency; (2) have not within a three-year period preceding this form been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; (3) are not presently indicted for or otherwise criminally charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in (2) of this certification; and, (4) have not within a three-year period preceding this proposal had one or more public transactions (Federal, State or local) terminated for cause or default.

INDEMNITY

The Vendor shall indemnify and hold harmless Ottawa County, its employees, agents, and volunteers against and from all claims, judgements, losses, damages, payments, costs and expenses of every nature and description, including attorney's fees, arising out of or resulting from the vendor's performance of or failure to perform the work described herein.

INDEPENDENT CONTRACTOR

The awarded vendor will perform all work and services described herein as an independent contractor and not as an officer, agent, servant or employee of Ottawa County. The vendor will have exclusive control of and the exclusive right to control the details of the services and work performed hereunder and all persons performing the same and shall be solely responsible for the acts and omissions of its officers, agents, employees, contractors and subcontractors, if any. No person performing any of the work or services described hereunder will be considered an officer, agent, servant or employee of the County nor will any such person be entitled to any benefits available or granted to employees of the County.

INCURRED EXPENSES / CONFIDENTIALITY

The County is not responsible for any cost or expense incurred by the contractor by preparing and submitting a proposal or any costs associated with meetings and evaluations of proposals prior to execution of an agreement. All proposals, (including attachments, supporting documentation, supplementary materials, addenda, and other) shall become the property of the County and will not be returned to the contractor.

INSURANCE

The vendor shall provide the following coverages:

Worker’s Compensation and Employers Liability:

Workers Compensation	Michigan Statutory
Employers Liability Limits	\$500,000 Each Accident
	\$500,000 Each Employee
	\$500,000 Aggregate Injury by Disease

Commercial General Liability:

Each Occurrence	\$1,000,000
Personal and Advertising Injury	\$1,000,000
General Aggregate	\$2,000,000
Products/Completed Operations Aggregate	\$2,000,000

There shall be no Products/Completed Operations or Contractual Liability Exclusion. The General Aggregate Limit shall apply per location or project.

These coverages shall protect the vendor, its employees, agents, representatives, and subcontractors against claims arising out of the work performed or products provided.

These limits may be provided in single layers or by combinations of primary and excess/umbrella policy layers.

The County of Ottawa and Ottawa County Central Dispatch and its officers, officials, employees, volunteers and agents are to be additional insureds as respects to the service provided under this agreement. This additional insured status shall not terminate after completion of the services. A certificate of insurance shall be provided and show the required limits, and the above-mentioned shall be listed as additional insureds. A 30-day notice is required in the event of coverage termination for any reason.

IRAN LINKED BUSINESS

By submission of this form, the Contractor certifies, under civil penalty for false certification, that it is fully eligible to do so under law and that it is not an “Iran linked business,” as that term is defined in the Michigan Economic Sanctions Act, 2012 P.A. 517.

LAWS

This contract shall be governed by and construed in accordance with the laws of the State of Michigan and any service or product herein shall so comply.

MINOR IRREGULARITIES AND RETAINED RIGHTS

The County reserves the right to waive minor irregularities in proposals. Minor irregularities are defined as those that have no adverse effect on the outcome of the selection process by giving a Contractor an advantage or benefit not afforded to other Contractors. The County may waive any requirements that are not material. The County may make an award under the contract in whole or in part and change any scheduled dates. The County reserves the right to use ideas presented in reply to this process notwithstanding selection or rejection of proposals. The County reserves the right to make changes to and/or withdraw this request at any time.

MODIFICATION

Any modification of this Agreement or additional obligation assumed by either party in connection with this Agreement shall be binding only if evidenced in writing, signed by each party, or an authorized representative by each party.

OWNERSHIP OF DATA

All information provided by the County and any reports, notes, and other data collected and utilized by the vendor, its assigned employees, and/or subcontractors, pursuant to this agreement, shall become the property of the County as prepared, whether delivered to the County or not. Unless otherwise provided herein, all such data shall be delivered to the County or its designee upon completion of the agreement or at such other times as the County or its designee may request.

PERMITS AND LICENSE

The Vendor, and all associated employees, at the time of proposal submission and during the term of any agreement must possess and maintain the required licenses and permits necessary to perform the services requested as a part of this proposal. Any reprimand, disciplinary action or investigation taken by any agency issuing permits and licenses required of the Vendor and/or its employee(s) must be reported to the County within 48 hours of notification by the issuing agency.

PROPOSAL ACCEPTANCE, REJECTION, CANCELLATION AND WITHDRAWAL

The County reserves the right to negotiate with the Proposer(s) within the scope of the RFP in the best interests of the County. The County may request and require clarification at any time during the procurement process and/or require correction of arithmetic or other apparent errors for the purpose of assuring a full and complete understanding of a proposal and/or to determine a proposer's compliance with the requirements of the solicitation.

The County reserves the right to reject any or all proposals, or any part thereof; and to waive any minor defects in the proposals if this is to the advantage of the County. The County's waiver of a minor defect shall in no way modify the RFP document or excuse the vendor from full compliance with its specifications if the vendor is awarded the contract. The County reserves the right to let separate contracts on any aspect of the work.

The County also reserves the right to accept or reject any and all proposals submitted or cancel this RFP in whole or in part if such cancellation is in the best interest of the County. Prior to the date and time set forth as the Proposal Receipt Deadline, proposals may be modified or withdrawn by

the Proposer's authorized representative. After the proposal submission deadline, proposals may not be modified or withdrawn without the written consent of the County.

RESERVATION OF RIGHTS

The County reserves the right to reject any and all proposals, to award the agreement to other than the low proposal, to award separate agreements for separate parts of the services required, to negotiate the terms and conditions of all and any part of the proposals, to waive irregularities and/or formalities, and in general to make an award in the manner as determined to be in the County's best interest. The County may, at its discretion, cancel any request for proposal or other solicitation and/or reject all proposals in whole or in part.

SUBCONTRACTORS

Since the contract is made pursuant to the proposal submitted by the awarded vendor and in reliance upon the vendor's qualification and responsibility, the vendor shall not sublet or assign the contract, nor shall any subcontractor commence performance of any part of the work included in the contract without the previous written consent by the County.

PAYMENT TERMS

In the absence of any prior arrangement, payment terms will be Net 30.

SAFETY

All Contractors and subcontractors performing services for the County are required to and shall comply with all Occupational Safety and Health Administration (OSHA), State and County Safety and Occupational Health Standards and any other applicable rules and regulations. Also, all Contractors and subcontractors shall be held responsible for the safety of their employees and any unsafe acts or conditions that may cause injury or damage to any persons or property within and around the work site area under this Contract.

TERMINATION

The County may terminate an award/contract for the failure to perform a term of the specifications to the satisfaction of the County, and/or when the approved progress schedule or any other requirement of this Contract is not met. The County shall provide ten (10) days advance written notice to the Contractor for the failure to perform services or for the violation of any other term of the solicitation specifications. In the event of such termination, the County may complete the contracted work and the Contractor will be liable for any excess cost occasioned by the County thereby and in such case the County may take possession of and utilize in completing the work such materials and equipment as may be on the site and necessary therefore.

An award/contract may be terminated at will by the County upon a minimum of thirty (30) days prior written notice to the other party. In the event of termination as provided in this subsection, the Contractor will be compensated for all services performed and approvable reimbursable expenses from the inception date to the termination date provided the services performed and the expenses were provided in accordance with the solicitation specifications. Payment shall be made upon the Contractor delivering to the County all information and materials retained by the

Contractor in performing the services described in the specifications, whether completed or in progress.

WARRANTY

Vendor warrants that the goods and/or services supplied will be of good workmanship and material, free from defects, and if the intended use thereof is known to the seller, that they are suitable for that intended use. The awarded vendor will warrant that all equipment is free of material defects both in materials and in workmanship for a minimum of 12 months (unless otherwise state in the solicitation document) from delivery date. Awarded vendor will transfer all applicable manufacturer warranties to the County and agrees to coordinate all claims on the County's behalf.



Ottawa County

Fiscal Services Department – Purchasing
12220 Fillmore Street - Room 331 - West Olive, Michigan 49460

Phone 616-738-4855
E-mail: purchasing.rfp@miottawa.org

SMART COMMUNICATIONS / OTTAWA COUNTY AGREEMENT EXHIBIT A: SERVICES

The County of Ottawa is requesting proposals from experienced and qualified vendors for various inmate services, including commissary services, telecommunications, video visitation, tablets and other amenities for the Ottawa County Sheriff's Office Corrections Division located at 12130 Fillmore Street, West Olive, Michigan 49460.

The County of Ottawa reserves the right to award the contract to the most responsive and responsible vendor. The County further reserves the right to consider matters such as, but not limited to quality offered, delivery terms, budget requirements, location, and service reputation of the vendor, in determining the most advantageous proposal. Ottawa County reserves the right to reject any and all proposals. For purposes of this RFP, the term "Contractor," "Vendor," "Proposer," "Respondent," or "Bidder" are considered to have the same meaning, all referring to the person(s) or Agency responding to this RFP. Additionally, the term "County," "Client," or "Owner" refers to the County of Ottawa. The term "Facility" as herein used shall be deemed as reference to the Ottawa County Jail, 12130 Fillmore Street, West Olive, MI 49460. The term "Inmate" as herein used will be deemed as reference to any person, inmate or resident in the custody of, or incarcerated in the Ottawa County Jail.

SCOPE OF WORK

Background:

The primary goal of the Ottawa County Sheriff's Office Corrections Division (Jail) is to ensure the safety of inmates, corrections personnel, and residents of Ottawa County. This is accomplished by detaining inmates in a secure manner, in the least restrictive setting possible, given inmate classification.

The Ottawa County Sheriff's Office Corrections Division strives to provide all inmates with humane living conditions and to protect inmate rights consistent with the United States Constitution, the Michigan Constitution, and the laws of the State of Michigan and Department of Corrections guidelines. The County of Ottawa is requesting proposals from experienced and qualified vendors for various inmate services, including commissary services, telecommunications, video visitation, tablets and other amenities for the Ottawa County Sheriff's Office Corrections Division located at 12130 Fillmore Street, West Olive, Michigan 49460.

Inmates are housed in sections or pods, which contains 24 cells therein. There are eight pods in the adult detention center. The jail is approximately 44,224 square feet. The average inmate count is as follows:

- 2019: 260 males / 55 females
- 2020: 194 males / 34 females

Vendors are requested to submit proposals for all inmate services in which they offer, specifically commissary, telecommunications, and tablet amenities. Additionally, vendors are encouraged to also submit information for any services outside of commissary, telecommunications, and tablet amenities. The County reserves the right to award a single contract for all services or to award contracts to multiple vendors if in its own best interest and to achieve adequate delivery, service, and product availability. In all services offered, vendor should offer current technology and offerings.

A. Telecommunications:

Ottawa County is interested in proposals from experienced and qualified vendors for fully operational, secure and reliable Inmate Telephone and Video Visitation system(s). Reliability of service is high priority. Vendor shall provide Inmate Calling Services (debit, prepaid, and collect: interstate and intrastate) that includes recording, monitoring system, and equipment, as well as a Video Visitation system including recording, monitoring, and equipment.

i. Project Requirements

Vendor is required to provide a minimum of 61 telephones (new and unused) for inmate use in Regions and Pods at the Ottawa County Detention Center, to be installed at specific locations (to be determined).

The Booking area will have one (1) phone in each of the four (4) holding cells and four (4) phones with cords in the waiting area. There will be an additional three (3) phones at locations to be determined. These phones are to be toll-free and maintained by Vendor. Arrested persons will be provided access to telephones to retain an attorney, to secure bond, or contact a person of their choice. The Booking desk will have an "On/Off" switch to control power to the phones in the holding cells and waiting area.

Central Control will need to have the ability to switch off all of the inmate telephones in the jail, including booking. The Contractor will install telephone cut-off controls in the jail's Central Control for ALL inmate phones.

In booking, one (1) phone is designated as a free phone for transportation purposes. All other calls are placed as a "collect call." Except in Booking and the phones outside of the jail lobby, all calls placed will be on a "collect call" or pre-paid basis only. Phone cards and/or phone time may be sold in the Jail Commissary system for inmate use. Inmate telephones shall have the ability to make out of country collect calls.

Telephone system should have ability to integrate with third-party vendors to provide the ability to automate the commissary ordering process via telephone. The system shall provide the ability for inmate families and friends to accept and pay for a single call with a credit or debit card without the need to establish an account or transfer to customer service. The system shall be capable of informing the called party of the amount that will be billed for the call prior to acceptance of the call. Billing does not begin until the call is accepted by the called party. The system shall brand all inmate calls with a pre-recorded message announcing the collect or pre-paid call, name of facility, and pre-recorded name of inmate initiating the call.

Blocking of individual numbers shall be left to the discretion of the Ottawa County Jail personnel. Contractor shall not be permitted to block inmate calls without Ottawa County's approval. No incoming calls shall be permitted. Inmate telephones shall have three-way call detection and termination – no three-way calls shall be made from inmate telephones. However, system will allow three-way call exception to attorneys or other approved numbers. System will all County to ensure victims and witnesses are not harassed.

Facility personnel must be able to simultaneously live monitor conversations while the system is recording the conversations. System shall provide an integrated capability to monitor, record, store, and retrieve inmate phone conversations on a real time basis and retrieve conversations. Stored call recording should be maintained by Vendor and remain uncompressed until the authorized County personnel requests to be downloaded.

Facility personnel must be able to search call recordings by dialed number, date, time, inmate account, or site name. System shall be capable of producing detailed and summary reports which reveal inmate telephone activity. Reports should include but not limited to: time of call, telephone number called, and most frequently called numbers, length of call, and call volume by phone report, 3-way call attempts, and telephone numbers called by more than one inmate.

Vendor to provide software that allows inmates to purchase phone time from the inmate pod kiosks and inquire as to account balances. All Contractor software must be able to interface as required with the County's JMS - JailTracker.

The system shall detect the difference between an accept call, an answering machine, a busy signal, and other telephone activity. The system shall have, at a minimum, multi-lingual capabilities for English and Spanish.

ii. Basic Technical Requirements

System shall be web-based equipment with multilevel password security access. Ottawa County shall have sole discretion for adding or removing any telephone lines associated with the inmate telephone system. Architecture of the system shall be expandable to allow for future growth. System must be able to utilize current PC's that are available at the County without the need for additional PC's. The system shall offer unlimited secure, remote access capability, with high-speed internet connectivity, from any PC, laptop, or mobile devices including cellphones and tablets. This remote access shall enable authorized users to view call records, generate reports, monitor live conversations, and search/retrieve/play recorded calls. Remote access shall not impair system functionality or performance in any way. System shall be password protected to permit only authorized personnel access to the system. The system's user security must provide restrictive access by public and private IP address. Personnel logging in from an IP address not assigned will not be allowed to access the system remotely.

iii. Ongoing Service, Maintenance, and Support Requirements

Awarded Vendor is responsible to provide ongoing service, maintenance and support for all hardware and/or software and/or other telephone equipment on a twenty-four (24) hour, seven (7) day per week basis. Live telephone support shall be available to accept calls regarding maintenance twenty-four (24) hours a day, seven (7) days a week.

The telephone system must have the capability for remote diagnostics to minimize facility visits by the Vendor and the Vendor must respond to any major service outages within two (2) hours. Major Service Outage is defined as 30% or more of the functionality of the system. The Vendor must respond to a telephone request for maintenance within four (4) hours after initial notification and must ensure that the telephones are repaired within twenty-four (24) hours of a service call. All costs for maintenance, support, repair of all software and equipment will be borne by the awarded Vendor and will not be deducted from any commissions.

If the Vendor fails to repair the telephones or telephone system within the twenty-four hours, the vendor will be fined \$100.00 per day that the equipment remains un-repaired. Failure to repair the telephones or systems within the allotted time or on three (3) or more occasions, and failure to pay any assessed fine(s) will be cause to terminate the contract.

Live operator telephone support must be available to accept calls from inmate call recipients (friend, family, etc.) regarding customer service, billing, and prepaid account setup and funding twenty-four (24) hours a day, seven (7) days a week.

Vendor to provide full service online support including ability to setup accounts, make payments, access account information, calculate call rates, and resolve issues (including online customer service response and email support) via company website. Parties to have the ability to manage phone and/or video services from one centralized web-based portal. Vendor's website and user portal must be mobile device enabled or compatible to support mobile devices such as cell phones and tablets.

iv. Rates and Commission

At all times, the rates charged by the Vendor to the called party shall not exceed the tariffs as mandated by the Public Utilities Commission and the Federal Communication Commission for all service. Vendors are required to quote firm and fixed rates for the initial contract period as designated on the Proposal Pricing Form. Any change in rates or commission (Increase or Decrease) which is not approved by Ottawa County in writing in advance of the change shall be grounds for termination of the contract. No Vendor increase in the rate charged for calls from the jail will be allowed during the initial contract period. However, if a contract extension period is decided upon then, Vendor is granted the right to request an adjustment of rates hereunder, proportionately for increased cost, due to material cost increases that are passed on to Vendor. Vendor shall provide documentation of actual cost increases and submit them with a letter of request to the Ottawa County Commissioners.

The commission offered to Ottawa County shall be based on total gross revenues, with no deductions for fraud, bad debt, uncollectible, unbillable calls. No deduction shall be made for any cost of providing the service described. Commission reports shall be web accessible. Commission to the County should be paid quarterly at a minimum.

Commissions shall be paid on all call types and tariff types: Collect, Direct Billed, Prepaid Collect, Debit and Debit card, local, intrastate, interstate, and international. Commissions must be paid monthly and are required to be on the same billing cycle as the local service Provider. A sample commission report should be submitted with the proposal response. The commission report at a minimum shall include the following information: date of report, time period covered, total number of calls by type, total number calls by tariff type, total number of minutes, total gross revenue.

B. Tablet:

Ottawa County is interested in proposals for Contractor to provide all equipment, software, labor, and maintenance support required for implementation and operation of utilizing Inmate Tablet amenities at the Ottawa County Detention Center.

i. Requirements

All equipment provided must be new, in current production, and considered to be state-of-the-art technology at time of installation. Contractor shall provide tablets for both inmate use and County administrative personnel use.

Upon completion of installation, Contractor must provide the County with a list of inventory of all tablets, charging station, serial numbers, and identify locations. All materials and services related to the project for proper installation at no cost to the County. Vendor must provide description of installation method and advise if County staff involvement is required. Contractor must provide on-site training and on-going training to County at no cost through term of agreement.

Tablets must be durable, tamper-free, and equipment suitable for jail environment. Contractor shall provide enough charging stations which allow safe and secure charging of tablets. Tablets must be Wi-Fi enabled and have ability to be updated wirelessly. Technology must give the inmate a bilingual option (minimum English and Spanish).

Inmate tablet technology must provide all authorized staff the ability to deactivate any or all inmate tablets, or block any or all inmates from using tablets. Functionality should be accessible from any workstation. Inmate table technology must have ability for County authorized personnel to approve all facility content accessible to inmate.

Technology must be able to provide detail reports of inmate activity on the tablets. Tablet shall display inmate name on screen. Contractor's solution shall provide security measures to prevent inmates from breaching network and to harden the firmware on the tablets. Contractor's solution shall integrate with current JMS JailTracker or other systems as applicable.

ii. Tablet Capabilities

Inmate Tablet devices will have current and minimum capabilities to provide, but not limited to, the following:

- Law Library
- Education
- Document View Applications
- Music
- Movies
- Games
- Commissary Ordering

County administrative personnel tablets shall be provided as needed. These tablets will have total control of inmate tablets. Tablets should be able to:

- Locate other tablet(s) features

- Activation/Deactivation of tablets used by inmates
- Activation/Deactivation of any or all applications used by inmates

Additionally, tablets should have the capability for e-messages as well as the ability to replace our current kite system.

iii. Ongoing Services

Service, repair, and replacement to Inmate Tablet technology must be within a twenty-four (24) hour period after notification to vendor without any additional cost to County. Contractor must provide a toll-free service line accessible twenty-four (24) hours a day. Contractor shall provide tablet distribution and refurbishment to County at no cost.

C. Additional Services

Ottawa County may be interested in the optional features and technology that each Vendor has to offer for Inmate Services. These value-added options can be additional features of the system, integrated solutions or external technologies that complement the inmate JMS system and enhance our ability to provide services and perform investigations. Technologies proposed may be included in the proposal at no cost or offered at an additional price. Vendors may submit information on additional service offerings provided by vendor's organization along with their proposal for additional consideration.

GENERAL CONTRACTOR REQUIREMENTS

Vendor will provide inmate services, installation of software and/or hardware and/or any agreed products and/or features to be completed within ninety (90) days after contract award or agreed upon installation schedule of events. The risk of loss and/or damage will be assumed by the Contractor during shipment, unloading, and installation.

The County recognizes that proper maintenance and superior service requires that service Vendors hire well-trained and dedicated staff to service buildings, as needed. Assuring the availability of a qualified staff and avoiding labor disruption and costly employee turnover to treat workers fairly and to abide by applicable labor laws. The County supports the development of a healthy business environment through the responsible management of the properties in which it is responsible. Therefore, the County maintains the following requirement. Vendors shall abide by all applicable local, state and federal laws. Vendors shall at all times maintain a safe and healthy working condition and abide by all applicable wage and hour regulations and prohibitions against child labor. Vendors' working conditions shall conform to the standards set by the Federal OSHA. Vendors shall on request provide to the County a report on their compliance. All Proposers shall provide working conditions for services of a similar character in a similar locality in which the services are performed.

Vendor will support and assist the County in the initial set-up of the proposed service(s). Vendor will train County Staff and provide vendor support the length of contract. Vendor to provide licensing and continuing support for the software throughout the length of the contract period,

including upgrade at no additional cost to the County. All training for key County personnel shall be provided, including training on the computer or other features of proposed systems and shall be conducted on a periodic basis as needed and at no charge to the County. Vendor will provide and maintain all necessary insurance and licenses. Vendor responsible to collect all sales tax and forward to the State of Michigan.

QUALIFICATIONS OF CONTRACTORS

Vendors shall submit proposals with the understanding that prior to the award of contract, the County may make investigations as deemed prudent to determine vendor's qualification and eligibility.

Vendor shall have a minimum of five (5) years of experience in in the requested services in which they have submitted proposal(s). Vendor shall be able to meet all insurance requirements outlined in the RFP. To be considered responsive, vendor must meet the requirements of this RFP. Vendor must be organized for the purpose of providing Inmate Services and with experience in correctional services. Vendor must agree that all employees, officers or agents of the Vendor who shall provide services on site at the County must successfully pass fingerprinting and background checks by the Sheriff's Office. Vendor must have the ability to provide any training necessary to the County's staff for implementation.

SECURITY CLEARANCE

Background checks (as required by the Facility) are mandatory for all Contractor employees at Contractor's cost. Background check minimum requirement must involve a security check and process that is approved by and deemed satisfactory to the County to ensure, at a minimum, that no staff has felony or domestic violence or other bar-able offence(s) convictions. The Contractor must also agree that all employees, officers or agents of the Contractor who shall provide services on site at the County must successfully pass fingerprinting searches. Security background checks shall be conducted for all employees prior to starting work.

GENERAL TERMS & CONDITIONS

CONFLICT OF INTEREST

By submission of a response, the Proposer agrees that at the time of submittal, he/she: (1) has no interest (including financial benefit, commission, finder's fee, or any other remuneration) and shall not acquire any interest, either direct or indirect, that would conflict in any manner or degree with the performance of Proposer's services, or (2) benefit from an award resulting in a "Conflict of Interest."

DEBARMENT AND SUSPENSION

The Contractor certifies to the best of its knowledge and belief, that the corporation, LLC, partnership, or sole proprietor, and/or its' principals, owners, officers, shareholders, key

employees, directors and member partners: (1) are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency; (2) have not within a three-year period preceding this form been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; (3) are not presently indicted for or otherwise criminally charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in (2) of this certification; and, (4) have not within a three-year period preceding this proposal had one or more public transactions (Federal, State or local) terminated for cause or default.

INDEMNITY

The Vendor shall indemnify and hold harmless Ottawa County, its employees, agents, and volunteers against and from all claims, judgements, losses, damages, payments, costs and expenses of every nature and description, including attorney’s fees, arising out of or resulting from the vendor’s performance of or failure to perform the work described herein.

INDEPENDENT CONTRACTOR

The awarded vendor will perform all work and services described herein as an independent contractor and not as an officer, agent, servant or employee of Ottawa County. The vendor will have exclusive control of and the exclusive right to control the details of the services and work performed hereunder and all persons performing the same and shall be solely responsible for the acts and omissions of its officers, agents, employees, contractors and subcontractors, if any. No person performing any of the work or services described hereunder will be considered an officer, agent, servant or employee of the County nor will any such person be entitled to any benefits available or granted to employees of the County.

INCURRED EXPENSES / CONFIDENTIALITY

The County is not responsible for any cost or expense incurred by the contractor by preparing and submitting a proposal or any costs associated with meetings and evaluations of proposals prior to execution of an agreement. All proposals, (including attachments, supporting documentation, supplementary materials, addenda, and other) shall become the property of the County and will not be returned to the contractor.

INSURANCE

The vendor shall provide the following coverages:

Worker’s Compensation and Employers Liability:

Workers Compensation	Michigan Statutory
Employers Liability Limits	\$500,000 Each Accident
	\$500,000 Each Employee
	\$500,000 Aggregate Injury by Disease

Commercial General Liability:

Each Occurrence	\$1,000,000
Personal and Advertising Injury	\$1,000,000
General Aggregate	\$2,000,000
Products/Completed Operations Aggregate	\$2,000,000

There shall be no Products/Completed Operations or Contractual Liability Exclusion. The General Aggregate Limit shall apply per location or project.

These coverages shall protect the vendor, its employees, agents, representatives, and subcontractors against claims arising out of the work performed or products provided.

These limits may be provided in single layers or by combinations of primary and excess/umbrella policy layers.

The County of Ottawa and Ottawa County Central Dispatch and its officers, officials, employees, volunteers and agents are to be additional insureds as respects to the service provided under this agreement. This additional insured status shall not terminate after completion of the services. A certificate of insurance shall be provided and show the required limits, and the above-mentioned shall be listed as additional insureds. A 30-day notice is required in the event of coverage termination for any reason.

IRAN LINKED BUSINESS

By submission of this form, the Contractor certifies, under civil penalty for false certification, that it is fully eligible to do so under law and that it is not an “Iran linked business,” as that term is defined in the Michigan Economic Sanctions Act, 2012 P.A. 517.

LAWS

This contract shall be governed by and construed in accordance with the laws of the State of Michigan and any service or product herein shall so comply.

MINOR IRREGULARITIES AND RETAINED RIGHTS

The County reserves the right to waive minor irregularities in proposals. Minor irregularities are defined as those that have no adverse effect on the outcome of the selection process by giving a Contractor an advantage or benefit not afforded to other Contractors. The County may waive any requirements that are not material. The County may make an award under the contract in whole or in part and change any scheduled dates. The County reserves the right to use ideas presented in reply to this process notwithstanding selection or rejection of proposals. The County reserves the right to make changes to and/or withdraw this request at any time.

MODIFICATION

Any modification of this Agreement or additional obligation assumed by either party in connection with this Agreement shall be binding only if evidenced in writing, signed by each party, or an authorized representative by each party.

OWNERSHIP OF DATA

All information provided by the County and any reports, notes, and other data collected and utilized by the vendor, its assigned employees, and/or subcontractors, pursuant to this agreement, shall become the property of the County as prepared, whether delivered to the County or not. Unless otherwise provided herein, all such data shall be delivered to the County or its designee upon completion of the agreement or at such other times as the County or its designee may request.

PERMITS AND LICENSE

The Vendor, and all associated employees, at the time of proposal submission and during the term of any agreement must possess and maintain the required licenses and permits necessary to perform the services requested as a part of this proposal. Any reprimand, disciplinary action or investigation taken by any agency issuing permits and licenses required of the Vendor and/or its employee(s) must be reported to the County within 48 hours of notification by the issuing agency.

PROPOSAL ACCEPTANCE, REJECTION, CANCELLATION AND WITHDRAWAL

The County reserves the right to negotiate with the Proposer(s) within the scope of the RFP in the best interests of the County. The County may request and require clarification at any time during the procurement process and/or require correction of arithmetic or other apparent errors for the purpose of assuring a full and complete understanding of a proposal and/or to determine a proposer's compliance with the requirements of the solicitation.

The County reserves the right to reject any or all proposals, or any part thereof; and to waive any minor defects in the proposals if this is to the advantage of the County. The County's waiver of a minor defect shall in no way modify the RFP document or excuse the vendor from full compliance with its specifications if the vendor is awarded the contract. The County reserves the right to let separate contracts on any aspect of the work.

The County also reserves the right to accept or reject any and all proposals submitted or cancel this RFP in whole or in part if such cancellation is in the best interest of the County. Prior to the date and time set forth as the Proposal Receipt Deadline, proposals may be modified or withdrawn by the Proposer's authorized representative. After the proposal submission deadline, proposals may not be modified or withdrawn without the written consent of the County.

RESERVATION OF RIGHTS

The County reserves the right to reject any and all proposals, to award the agreement to other than the low proposal, to award separate agreements for separate parts of the services required, to negotiate the terms and conditions of all and any part of the proposals, to waive irregularities and/or formalities, and in general to make an award in the manner as determined to be in the County's best interest. The County may, at its discretion, cancel any request for proposal or other solicitation and/or reject all proposals in whole or in part.

SUBCONTRACTORS

Since the contract is made pursuant to the proposal submitted by the awarded vendor and in

reliance upon the vendor's qualification and responsibility, the vendor shall not sublet or assign the contract, nor shall any subcontractor commence performance of any part of the work included in the contract without the previous written consent by the County.

PAYMENT TERMS

In the absence of any prior arrangement, payment terms will be Net 30.

SAFETY

All Contractors and subcontractors performing services for the County are required to and shall comply with all Occupational Safety and Health Administration (OSHA), State and County Safety and Occupational Health Standards and any other applicable rules and regulations. Also, all Contractors and subcontractors shall be held responsible for the safety of their employees and any unsafe acts or conditions that may cause injury or damage to any persons or property within and around the work site area under this Contract.

TERMINATION

The County may terminate an award/contract for the failure to perform a term of the specifications to the satisfaction of the County, and/or when the approved progress schedule or any other requirement of this Contract is not met. The County shall provide ten (10) days advance written notice to the Contractor for the failure to perform services or for the violation of any other term of the solicitation specifications. In the event of such termination, the County may complete the contracted work and the Contractor will be liable for any excess cost occasioned by the County thereby and in such case the County may take possession of and utilize in completing the work such materials and equipment as may be on the site and necessary therefore.

An award/contract may be terminated at will by the County upon a minimum of thirty (30) days prior written notice to the other party. In the event of termination as provided in this subsection, the Contractor will be compensated for all services performed and approvable reimbursable expenses from the inception date to the termination date provided the services performed and the expenses were provided in accordance with the solicitation specifications. Payment shall be made upon the Contractor delivering to the County all information and materials retained by the Contractor in performing the services described in the specifications, whether completed or in progress.

WARRANTY

Vendor warrants that the goods and/or services supplied will be of good workmanship and material, free from defects, and if the intended use thereof is known to the seller, that they are suitable for that intended use. The awarded vendor will warrant that all equipment is free of material defects both in materials and in workmanship for a minimum of 12 months (unless otherwise state in the solicitation document) from delivery date. Awarded vendor will transfer all applicable manufacturer warranties to the County and agrees to coordinate all claims on the County's behalf.

OTTAWA COUNTY DETENTION CENTER

RESPONSE TO RFP# 21-02



COPY

SMART COMMUNICATION / OTTAWA COUNTY AGREEMENT
EXHIBIT A: SERVICES

PHONES

TABLETS

KIOSKS

MAILGUARD

VIDEO VISIT

EDUCATION

OTTAWA COUNTY DETENTION CENTER

RESPONSE TO RFP #21-02 — COMMISSARY,
TELECOMMUNICATIONS AND ADDITIONAL INMATE SERVICES



PHONES — TABLETS — KIOSKS — MAILGUARD® — VIDEO VISITATION — EDUCATION

March 19, 2021

Ms. Sandra Brinks
Fiscal Service Department - Purchasing
12220 Fillmore St. – Room 331
West Olive, MI 49460

Dear Ms. Brinks:

Thank you for the opportunity to provide this proposal in response to Ottawa County's RFP #21-02 for Commissary, Telecommunications and Additional Inmate Services.

Our proposal demonstrates how Smart Communications' Smart-EVO™ Inmate Telephone System (ITS), SmartVisit™ Video Visitation System (VVS) and SmartInmate™ Electronic Messaging System meet and exceed the RFP's Telecommunications and Additional Inmate Services requirements and contains a generous financial offer.

With Smart Communications, the County will be paid a commission on all revenue-generating services provided with **90.0%** commissions on all ITS call types – including interstate, **100.0%** commissions on every inbound voicemail, **50.0%** commissions on remote video visitation sessions and **10.0%** commissions on electronic messaging. There are no deductions, withholdings or "creative accounting" practices employed that reduce facility commission revenue. To further strengthen the County's budget, our financial offer also includes a **\$25,000.00** technology grant.

Smart Communications' proposal is structured to also benefit inmates, their families and friends through the provision of drastically reduced ITS call rates and various other affordable communication options. As illustrated in our cost summary, we aim to keep inmates connected with their loved ones by reducing ITS call rates by up to 83.22% and will provide remote, on-demand video visitation sessions with no minimum time requirements at \$0.20/minute – one of the lowest rates in the industry.

In addition to a substantial financial offer and more affordable service rates, Smart Communications' offer includes multiple value-added technologies and services that will enhance facility safety, security and efficiency as well as inmate productivity at *no cost*:

- **Patented MailGuard® Off-Site Personal Mail Scanning and Electronic Delivery Service Provided at ZERO COST (\$82,080.00 value over 3-year term)***
- **Patented MailGuardLegal® On-Site Legal Mail Processing Service**
- **FREE Weekly Inmate Electronic Messaging (\$32,832.00 value over 3-year term)***
- **FREE Inmate Tablets with NO Rental or General Access Fees**
- **SmartRequest™ Digital Request/Grievance/Medical Form Platform Service Provided at ZERO COST**
- **SmartEd™ Inmate Education Platform Provided at ZERO COST**
- **Digital Law Library Provided at ZERO COST (\$30,000.00 value over 3-year term)**
- **Jail Management System/Commissary Interfacing to Allow Inmate to Order Commissary and Access Other Details on Phones, Tablets and/or Kiosks as well as Automated Information Services (AIS) for the Public****
- **Annual Technology Training Summit Cruise (\$63,000.00 value over 3-year term)**
- **All Network, Hardware and Software Furnished, Installed and Maintained at ZERO COST**
- **Onsite Training and 24/7/365 Live, U.S. Based Customer and Technical Support Provided at ZERO COST**

OTTAWA COUNTY DETENTION CENTER

RESPONSE TO RFP #21-02 — COMMISSARY,
TELECOMMUNICATIONS AND ADDITIONAL INMATE SERVICES



PHONES — TABLETS — KIOSKS — MAILGUARD® — VIDEO VISITATION — EDUCATION

**Values based on inmate average daily population of 228 inmates.*

***Smart Communications' proposal does not include Commissary Services. We are vendor neutral; we have a great working relationship with all major commissary vendors. This model allows your agency total control and flexibility with the vendors of your choice, now and in the future. We have a wealth of experience integrating our proposed technologies and services with third party commissary and jail manager/offender management systems. Integration of Smart Communications' proposed solutions with Ottawa County Jail's commissary and JMS/OMS providers will be provided at **no cost** to the County.*

Smart Communications' technologies and services are administered through our SmartEco-System™ Unified Management Console. This Management Console will transform the Ottawa County Jail by providing a cohesive and centralized platform that is utilized across the entire agency footprint. This inmate technology ecosystem brings automation, intelligence and communication together. With one login to our secure, web-based system, facility staff will find the efficiency and control they've been looking for.

Smart Communications' proposal will provide a connected and rejuvenated inmate communications environment – cutting-edge, low-cost communication systems; progressive and engaging programing; safer, contraband-free facilities; automation and efficiency – all in keeping with a true technology company focused on the simplification of Corrections.

As President of Smart Communications, I am authorized to commit Smart Communications to the terms of this proposal and any resulting contract with the County. Please do not hesitate to contact me with any questions, or to discuss modifications to our offer. You may contact me by email at jon.logan@smartcommunications.us or by phone 888-253-5178.

On behalf of our entire Smart Communications team, we welcome the opportunity to partner with the Ottawa County Sheriff's Office and provide the superior technology and support you will appreciate over the coming years.

Take care, stay safe and we truly appreciate your consideration.



Sincerely,

A handwritten signature in blue ink, appearing to read "Jon Logan".

Jon Logan
President
Smart Communications

OTTAWA COUNTY DETENTION CENTER

RESPONSE TO RFP #21-02 — COMMISSARY,
TELECOMMUNICATIONS AND ADDITIONAL INMATE SERVICES



PHONES — TABLETS — KIOSKS — MAILGUARD® — VIDEO VISITATION — EDUCATION

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ATTACHMENT A – PROPOSAL FORM

Instructions: Potential vendors submitting proposals must complete this form in its entirety and accurately. Failure to submit all attachments can result in the vendor being considered non-responsive. Responses to the following questions must be submitted and signed by an authorized Company representative. This questionnaire is provided as a fillable form .pdf document. Potential Vendors may also complete all required attachments as a stand-alone response (written or typed).

PRINCIPAL OFFICE INFORMATION / ADDRESS:

Individual / Company Name:	Smart Communications
Street Address	10491 72nd St.
City, State Zip Code	Seminole, FL 33777
Telephone	888-253-5178
Email	jon.logan@smartcommunications.us

Taxpayer Identification Number

RESPONSE: The Federal Tax ID Number for Smart Communications Holding, Inc. is [REDACTED]



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VENDOR QUESTIONNAIRE:

SERVICES: Which services are you submitting a proposal for? Please check all that apply.

- Commissary Services

NOTE: Smart Communications' proposal does not include Commissary Services. Smart Communications has a wealth of experience integrating our proposed technologies and services with third party commissary and jail manager/offender management systems. Integration of Smart Communications' proposed solutions with Ottawa County Jail's commissary and JMS/OMS providers will be provided at **no cost** to the County. Commissary integration will provide inmates with the ability to order commissary items via the Smart-EVO™ ITS as well the SmartTablet™ and/or SmartKiosk™ hardware provided.

- Telecommunication Services
- Tablet Services
- Additional Services not listed above (Please list in the box below)

RESPONSE: Smart Communications' offer includes multiple value-added technologies and services that will enhance facility safety and efficiency as well as inmate productivity at **no cost**:

- Patented MailGuard® Off-Site Personal Mail Scanning and Electronic Delivery Service Provided at **ZERO COST** (\$82,080.00 value over 3-year term)*
- Patented MailGuardLegal® On-Site Legal Mail Processing Service
- FREE** Weekly Inmate Electronic Messaging (\$32,832.00 value over 3-year term)*
- FREE** Inmate Tablets with **NO** Rental or General Access Fees
- SmartEd™ Inmate Education Platform Provided at **ZERO COST**
- Digital Law Library Provided at **ZERO COST** (\$30,000.00 value over 3-year term)
- Jail Management System/Commissary Interfacing to Allow Inmate to Order Commissary and Access Other Details on Phones, Tablets and/or Kiosks as well as Automated Information Services (AIS) for the Public**
- Annual Technology Training Summit Cruise (\$63,000.00 value over 3-year term)
- All Network, Hardware and Software Furnished, Installed and Maintained at **ZERO COST**
- Onsite Training and 24/7/365 Live, U.S. Based Customer and Technical Support Provided at **ZERO COST**

*Values based on inmate average daily population of 228 inmates.

**Smart Communications' proposal does not include Commissary Services. We have a wealth of experience integrating our proposed technologies and services with third party commissary and jail manager/offender management systems.

Smart Communications' comprehensive solution will provide a connected and rejuvenated inmate communications environment – cutting-edge, low-cost communication systems; progressive and engaging programming; safer, contraband-free facilities; automation and efficiency – all in keeping with a true technology company focused on the simplification of corrections.

SOLICITATION: Do you confirm that you have thoroughly read and reviewed all documents associated with this solicitation? Yes: No:

RESPONSE: Confirmed. Smart Communications has read and thoroughly reviewed all documents associated with Ottawa County RFP #21-02 Commissary, Telecommunications and Additional Inmate Services. Please accept this statement as our acknowledgement of receipt/understanding of RFP Addendum #1 issued on 02/19/21 and Addendum #2 issued on 3/5/21.

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GENERAL:

To be completed by all vendors.

1. VENDOR STATEMENT: Provide information regarding your company's background and history including year established, organizational chart, former names and type of ownership. State whether there has been any form of bankruptcy or creditor protection within the past ten (10) years. Describe your overall experience providing the proposed services, including the following information:

RESPONSE: Smart Communications is a true technology company driven by a passion for innovation. For over a decade we have been delivering technologies and services that have revolutionized the corrections industry. In 2009 we launched SmartInmate™, the world's first two-way electronic messaging system exclusively designed for correctional use. SmartInmate™ not only changed corrections by giving inmates access to a fast and more affordable new option to stay connected with family and friends, it also provided an entirely new intelligence source to help investigators prevent and solve crimes. A year later we launched SmartRequest™ the corrections industry's first digital request/grievance/medical platform and deployed the first facility wide digital law library.



The experience gained by deploying these new technologies and working directly with our facility partners gave Smart Communications insight into the many other challenges the corrections industry faced and how we could utilize our technological expertise to provide solutions to help overcome them. This led to the development of our proprietary Smart-EVO™ Inmate Telephone System (ITS), SmartVisit™ Video Visitation System (VVS) and our patented MailGuard® and MailGuardLegal® Postal Mail Elimination Systems.

Smart-EVO™ ITS|

Our Smart-EVO™ ITS platform stands upon the foundation of the first Voice over Internet Protocol (VoIP) call management system designed for corrections and is an evolution of 30 years of Inmate calling technology in one new platform. Critical elements of our Smart-EVO™ ITS platform have over 30 years of proven field experience and deployments in correctional facilities of all sizes both domestically and abroad. These elements have been installed in over 450 correctional facilities and are used by more than 158,000 inmates in the United States, Canada, United Kingdom, Japan and Singapore.



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SmartVisit™ VVS|

Our SmartVisit™ VVS was introduced in 2015 and remains the most intelligent video visitation platform in corrections. SmartVisit™ utilizes industry exclusive content filtering software and a robust web-based scheduling application that streamlines and automates the visitation process to provide a true “self-service” video visitation experience with **zero** staff involvement. Remote SmartVisit™ VVS sessions are billed on a per/minute basis at the lowest rates in the industry with no minimum session time lengths. SmartVisit™ VVS also supports on-demand/inmate initiated remote video visitation sessions to allow inmates to communicate with their loved ones when it matters most.



Patented MailGuard® and MailGuardLegal® Postal Mail Elimination Systems|

Smart Communications’ patented MailGuard® System provides a complete solution to one of corrections’ longest running problems and security loopholes - contraband and secret communications in inmate postal mail. MailGuard® keeps correctional staff and the inmate population safe by providing a remote, virtual mailroom that processes and electronically delivers inmate postal mail with zero County staff labor or exposure risk.



The MailGuardLegal® System is Smart Communications’ patented and field-proven solution that eliminates the delivery of illicit substances through privileged legal mail without violating offender confidentiality or privacy rights.

Confidential and proprietary



Smart Communications is currently the fastest growing communications company in corrections with a 230% growth rate per year. Our revenues are reinvested in future innovative technologies. Smart Communications invests millions of dollars every year into research and development. This investment has produced other innovations including our SmartEd™ Inmate Education and SmartEntertainment™ Streaming Media platforms.

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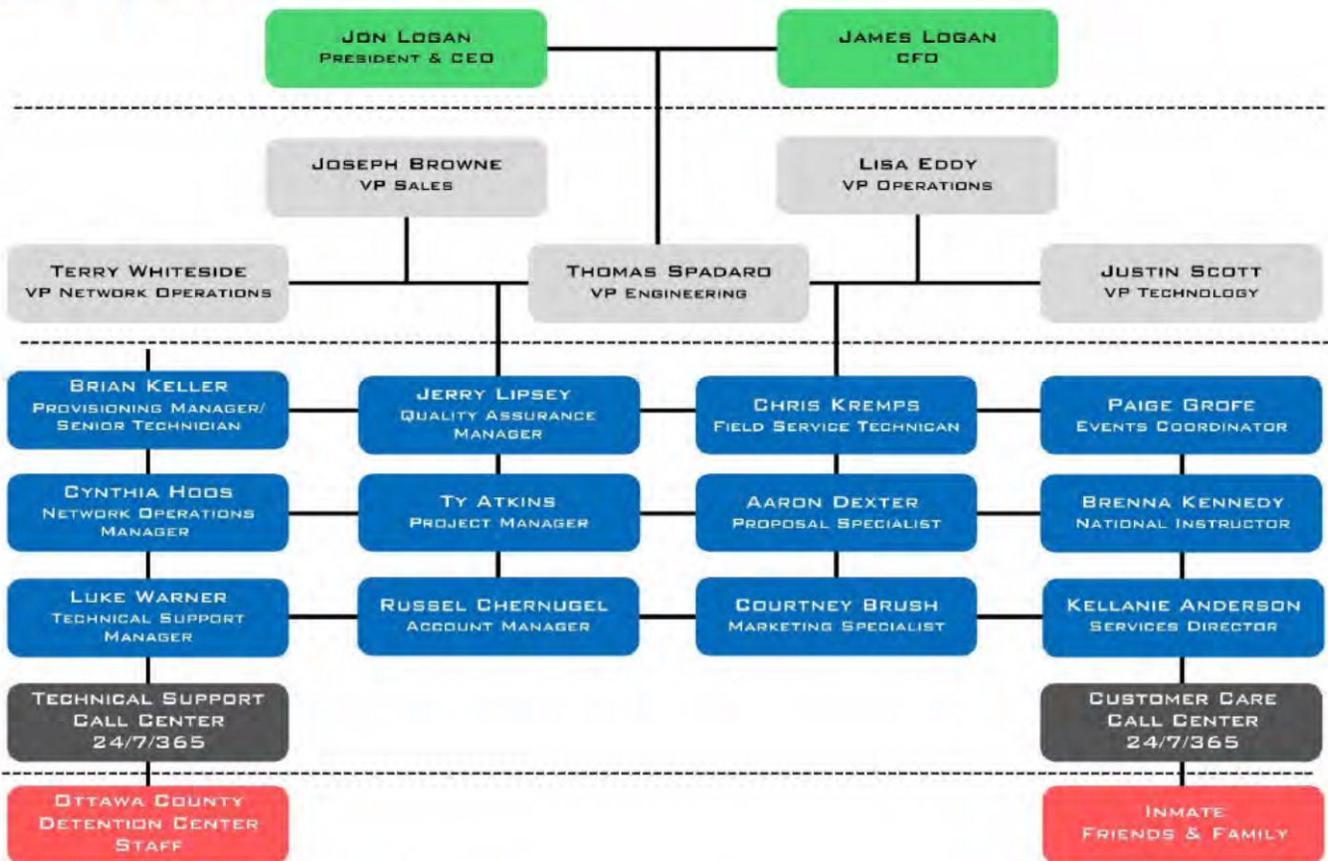


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All technologies and services provided by Smart Communications are solely developed, managed, supported and enhanced in-house. This ensures our partners are provided with the quickest and highest level of support available.

Smart Communications has been providing inmate communication technologies and services to local, county, state and federal correctional facilities of all sizes since the company was formed in 2009. We are privately owned corporation that has operated under the same name since its inception and has not ever filed for bankruptcy or for protection from creditors.

The following Smart Communications team members will be involved to ensure the successful implementation and ongoing support for this project.



NOTE: Levels of authority represented by segmented lines.

Account Manager — Includes private and confidential information

Project Manager — Includes confidential and private information

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Includes confidential and private information

Provisioning Manager/Senior Technician — Includes confidential and private information

Quality Assurance Manager — Includes confidential and private information

National Instructor — Includes confidential and private information

Technical Support Manager — Includes confidential and private information

Project Manager (Back-Up) — Includes confidential and private information

Vice President, Technology — Includes confidential and private information

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Includes confidential and private information

Vice President, Network Operations — Includes confidential and private information

Vice President, Engineering — Includes confidential and private information

Vice President, Operations — Includes confidential and private information



Smart Communications believes this is an excellent opportunity for the Ottawa County Sheriff's Office to upgrade to an expansive, industry leading technology platform that will enhance facility safety and efficiency all at **zero cost!**

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a. What is your familiarity with inmate programs?

RESPONSE: We are not just familiar with inmate programs, we created many of them. Smart Communications is a company of innovators personally invested in the technology behind the company. We are currently the fastest growing communications company in corrections with a 230% annual growth rate. This explosive growth is driven by working with our correctional facility partners and reinvesting millions of dollars of our revenues to research, develop and introduce other technologies to improve communications, enhance safety and streamline facility operations. Our team is constantly creating the new technology that other corrections vendors are frequently trying to react to and eventually try to copy.

Smart Communications has consistently led the industry with technology firsts:

- 1986: Developed the industry's first purpose-built Inmate Phone Control System (IPCS) for BellSouth.
- 1997: Developed patented three-way call detection system, tested independently by major US and Canadian LECs – still considered the leading solution in the industry.
- 2000: Introduced the first Voice over Internet Protocol (VoIP) enabled IPCS and hold the earliest patent of this application.
- 2004: Introduced corrections grade voice biometric identification including dedicated Digital Signal Processing (DSP) to combat fraud unique to users in corrections.
- 2009: Developed SmartInmate™ Electronic Messaging for inmates – the first two-way electronic communications platform in corrections.
- 2010: Developed SmartRequest™, the corrections industry's first and most advanced electronic Request/Grievance/Medical system.
- 2011: Introduced a true IP based video visitation platform eliminating the complex cabling requirements of legacy video camera systems.
- 2015: Developed MailGuard®, corrections first and only patented Postal Mail Elimination system, eliminating corrections longest running problems – contraband in postal mail.
- 2015: Introduced SmartVisit™ local and remote video visitation platform with content filtering.
- 2016: Deployed the SmartEd™ and SmartEntertainment™ bringing free education and low-cost entertainment options to inmates.
- 2018: Developed MailGuardLegal™ patent-pending system for delivering inmate legal mail electronically.
- 2019: Developed SmartReentry™ the corrections industry's first, monthly reentry video broadcast series with local community content tailored to inmates and their local county, agencies, businesses and resources.

b. How many years has the company been providing the requested systems and/or services proposed?

RESPONSE: Smart Communications has been providing communication services to the corrections industry since the company was formed in 2009.

c. How many employees does the company employ (full-time employees / part-time employees)?

RESPONSE: Smart Communications is headquartered in Seminole, FL and employs over 150 full-time individuals. Our firm has various satellite offices located throughout the country that are staffed by experienced account and technical service representatives. Our satellite offices are in the following states: Arkansas, California, New Jersey, Ohio, Texas and Washington.

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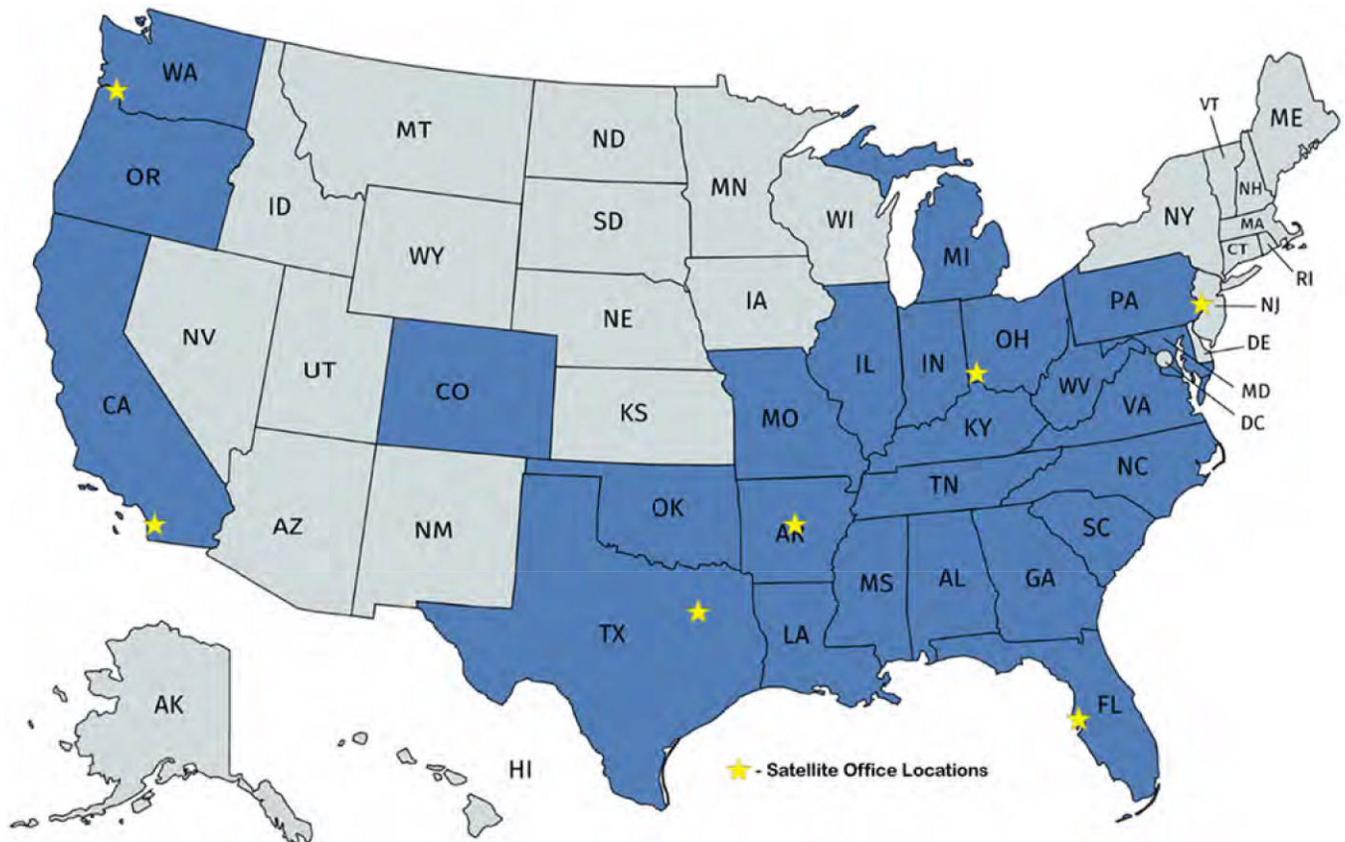


PHONES — TABLETS — KIOSKS — MAILGUARD® — VIDEO VISITATION — EDUCATION



d. How many active customers does your company currently support?

RESPONSE: Smart Communications' technologies and services are currently used by more than 135 partner facilities in 25 states. Partners we serve include County jails from 100 inmates to over 3000 inmates, to the Pennsylvania Department of Corrections that houses over 50,000 inmates as well as the Massachusetts Department of Corrections with 10,000 inmates and Federal Bureau of Prisons that houses over 180,000 inmates.



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Please note that our client partner list is proprietary and confidential. We respectfully request this information is not disclosed as disclosure may result in competitive harm.

Below are some testimonial/reference letters that we have received from a few of our of client partner facilities.

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e. How many Michigan customers does the company serve? List separately for each proposed offering.

RESPONSE: Smart Communications currently serves one client partner in the state of Michigan, the Oakland County Sheriff's Office.

Smart Communications is maximizing safety, security, efficiency and inmate productivity at the Oakland County Jail (a 1,600+ bed facility) through the provision of the following technologies and services:



- SmartTablet™ and SmartKiosk™ devices
- Patented MailGuard® Postal Mail Elimination System service
- SmartRequest™ Digital/Grievance/Medical Platform
- SmartEd™ Inmate Education Platform
- SmartEntertainment™ Streaming Media Platform
- Digital Law Library

Includes confidential and private information

[Redacted content]

f. How much expansion of services and/or equipment is anticipated to meet the requirements of the proposed services?

RESPONSE: There will be no expansion of service and/or equipment needed to meet the requirements of this proposal. Smart Communications' systems are hosted in Redundant Data Centers with excess capacity to allow for additional customers to be added as needed. Systems are continually monitored by our Capacity Planning Group to ensure there is sufficient capacity to meet current and future demand.

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COMMISSARY SERVICES:

To be completed by vendors proposing Commissary Services.

1. COMMISSARY SERVICES: Describe proposed commissary services, including a description of the selection of food, candy and gum, non-alcoholic beverages, health and drug items, and general merchandise, including quality brand-name products. Describe all ordering methods provided by your company in order to place commissary orders available to inmates, family and friends (i.e., telephone, online, lobby kiosk, order forms, etcetera)

- a. Provide a description of the proposed transition plan to initiate commissary services. Include a project timeline from kick-off to project completion, accounting for equipment ordering/delivery, cabling/wiring services, as applicable, testing, training and go-live.
- b. Describe how you maintain sufficient stock levels to limit shortages. What is your company average order fill rate?
- c. Provide a Cost Proposal Sheet of items, as described above, including brand name, product description, wholesale cost and recommended sale price.

RESPONSE: Not Applicable. Smart Communications proposal does not include Commissary Services. Smart Communications has a wealth of experience integrating our proposed technologies and services with third party commissary and jail manager/offender management systems. Integration of Smart Communications proposed solutions with Ottawa County Jail's commissary and JMS/OMS providers will be provided at **no cost** to the County.

2. TRUST ACCOUNTING: Describe your ability to process commissary orders against inmate accounts for sufficient funds. Assuming trust account transactions will be managed by the County in its Jail Management System (JMS), Core Technology JailTracker, does your system have a pre-existing integration?

- a. When there are not sufficient funds to fill an entire order, does the system have the ability to fill an order up to an available balance?
- b. Are you able to restrict commissary purchases? Describe.

RESPONSE: Not Applicable. Smart Communications proposal does not include Commissary Services. Smart Communications has a wealth of experience integrating our proposed technologies and services with third party commissary and jail manager/offender management systems. Integration of Smart Communications proposed solutions with Ottawa County Jail's commissary and JMS/OMS providers will be provided at **no cost** to the County.

3. INVENTORY MANAGEMENT: Describe your inventory management process. How do you maintain regular stock of only fresh (non-expired) products? Describe your inmate order, payment processing, delivery process.

- a. Describe your process for handling quality complaints from customers.
- b. Describe your company's process for reviewing and recommending new/different/substitute products to be added/removed from current Commissary products list.

RESPONSE: Not Applicable. Smart Communications proposal does not include Commissary Services. Smart Communications has a wealth of experience integrating our proposed technologies and services with third party commissary and jail manager/offender management systems. Integration of Smart Communications proposed solutions with Ottawa County Jail's commissary and JMS/OMS providers will be provided at **no cost** to the County.

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4. STAFFING: Provide a description of a proposed staffing plan to accommodate the needs of commissary services, from order to delivery services.

- a. Provide Job Descriptions for proposed staff, including on-site positions, regional management, and those assigned to manage Commissary and Trust Accounting software.
- b. Describe your process for recruiting, hiring, training and scheduling staff. How do you address “no shows” or employee performance issues?
- c. What is your process to ensure that employees meet all security and ongoing background check requirements? Describe employee ID/uniform process and building access, search, personal articles, electronic devices, etcetera.
- d. How do you handle employee discipline and discharge of employees? Describe your procedure for communicating disciplinary and/or employee discharge to the County. What steps do you take to ensure employees identify any person who is a relative or personal acquaintance of that employee?

RESPONSE: Not Applicable. Smart Communications proposal does not include Commissary Services. Smart Communications has a wealth of experience integrating our proposed technologies and services with third party commissary and jail manager/offender management systems. Integration of Smart Communications proposed solutions with Ottawa County Jail’s commissary and JMS/OMS providers will be provided at **no cost** to the County.

5. REPORTING: Describe your system’s overall reporting capabilities and ability to produce performance metrics. Provide a list of any pre-built standard reports, daily sales transactions, order fulfillment, cost/price, ad hoc, other.

RESPONSE: Not Applicable. Smart Communications proposal does not include Commissary Services. Smart Communications has a wealth of experience integrating our proposed technologies and services with third party commissary and jail manager/offender management systems. Integration of Smart Communications proposed solutions with Ottawa County Jail’s commissary and JMS/OMS providers will be provided at **no cost** to the County.

6. COMPENSATION/FEES: Provide a description of any one-time and ongoing maintenance costs for any services, software or kiosks provided. Describe proposed commission percentage, as applicable, based on the gross monthly sales range.

- a. Include a description of the proposed commission reporting process summarizing the commissary count reconciliation, procedure for discrepancies between inmate trust accounts and actual inventory received and delivered, other.

RESPONSE: Not Applicable. Smart Communications proposal does not include Commissary Services. Smart Communications has a wealth of experience integrating our proposed technologies and services with third party commissary and jail manager/offender management systems. Integration of Smart Communications proposed solutions with Ottawa County Jail’s commissary and JMS/OMS providers will be provided at **no cost** to the County.

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TELECOMMUNICATIONS (TELEPHONE AND/OR VIDEO VISITATION):

To be completed by vendors proposing Telecommunication Services.

1. TELECOMMUNICATIONS SERVICES: Provide a description of the proposed fully operation, secure and reliable inmate telephone calling services and/or video visitation system(s), including a description of proposed hardware and equipment to be installed.

» Smart-EVO™ Inmate Telephone System (ITS) Overview

Our Smart-EVO™ ITS has over 30 years of proven field experience and deployments in correctional facilities of all sizes, both domestically and abroad. Our platforms have been installed in over 450 correctional facilities and are used by more than 158,000 inmates in the United States, Canada, United Kingdom, Japan and Singapore. The Smart-EVO™ ITS is a state-of-the-art, web-based platform that delivers the features required to meet and exceed the requirements of this RFP.

- Innovative fraud prevention and detection features
- Advanced inmate calling controls and investigative tools
- Reliable system performance and superior call quality
- Standard and customizable call detail record reporting options
- Rugged, durable and tamper-proof hardware
- Multiple bill payment options
- No cost installation, training and JMS/commissary interfaces
- 24/7/365 customer service and technical support



Other notable features of the Smart-EVO™ ITS include:

- **Real-time access to inmate recordings:** All inmate recordings are saved and remain accessible for the duration of the contract with a provision to allow access of up to one year at the end of any contract in case of a contract change initiated by your agency.
- **Customizable call branding and announcements**
- **Free automatic software updates, upgrades and maintenance with minimal downtime**
- **Voicemail Exchange (VMX™):** This optional feature allows family and friends to leave a voicemail message directly for an inmate to schedule a call or to check in and say “hello.” This eliminates the need of facility staff to receive, manually record and relay messages to inmates. Administrators can also use this feature to communicate important messages to all inmates simultaneously.
- **InTouch™ Inmate Hotline:** Saves time by eliminating the need for staff to address inmate phone call connection, quality or hardware issues. Inmates experiencing a phone related issue can dial *511 on any inmate phone to speak with a live, Florida-based customer service representative 365 days a year.
- **Proprietary Voice Engine:** Provides the ability for system auditory prompts and responses to be spoken in up to 99 different languages. The auditory prompts and responses are configured standard in both English and Spanish; additional languages can be added at any time at no cost to the facility.
- **ADA Compliance:** Smarts Communications provides the equipment necessary to ensure that your facility’s telephone service and hardware is compliant with all requirements set forth in the Americans with Disabilities Act (ADA). This includes providing telephones which are accessible to persons in wheelchairs and providing systems that are compatible with Telephone Devices for the Deaf (TDD).

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- **A Single-Source Provider:** Smart Communications does not subcontract any portion of the technology and services offered. We custom-design and engineer our own software and technology, allowing us to offer superior value, service and support.
- **Free and Non-Recorded Public Defender Calls (at request of facility)**

» SmartVisit™ Video Visitation System (VVS) Overview

Smart Communications' SmartVisit™ VVS is the most intelligent video visitation platform in corrections. SmartVisit™ utilizes industry exclusive content filtering software and a robust web-based scheduling application that streamlines and automates the visitation process to provide a true "self-service" video visitation experience with zero staff involvement. Our advanced content filtering software eliminates the need for staff to "baby-sit" a visitation session by placing a globe around the visitation users faces and graying out all other content such as gang signs/hand gestures, nudity and other "virtual contraband".



Confidential and proprietary

Smart Communications' SmartVisit™ VVS is the most intelligent video visitation platform in corrections. SmartVisit™ utilizes industry exclusive content filtering software and a robust web-based scheduling application that streamlines and automates the visitation process to provide a true "self-service" video visitation experience with zero staff involvement. Our advanced content filtering software eliminates the need for staff to "baby-sit" a visitation session by placing a globe around the visitation users faces and graying out all other content such as gang signs/hand gestures, nudity and other "virtual contraband". In addition to exclusive content filtering software, notable SmartVisit™ VVS features include:

- The user-friendly scheduling application allows individuals to schedule their own onsite and remote video visitation sessions.
- Scheduling application incorporates intelligent, conflict checking algorithms to ensure that hardware is available during the visitation time requested.
- Scheduling application will automatically cancel and send an email notification if the inmate's visitation eligibility status has changed or if the inmate has been moved to a location that doesn't allow or doesn't have video visitation available.

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- Supports on-demand inmate video visitation initiation on both SmartKiosk™ and SmartTablet™ devices.
- Ability to conduct 12 video visitation sessions simultaneously from a single housing unit.

Details relating to the hardware provided to support these systems/services has been provided in response to item "a." below.

- a. Provide detailed information describing the type, manufacturer and physical makeup of the hardware/software your company is proposing.**

Confidential and proprietary



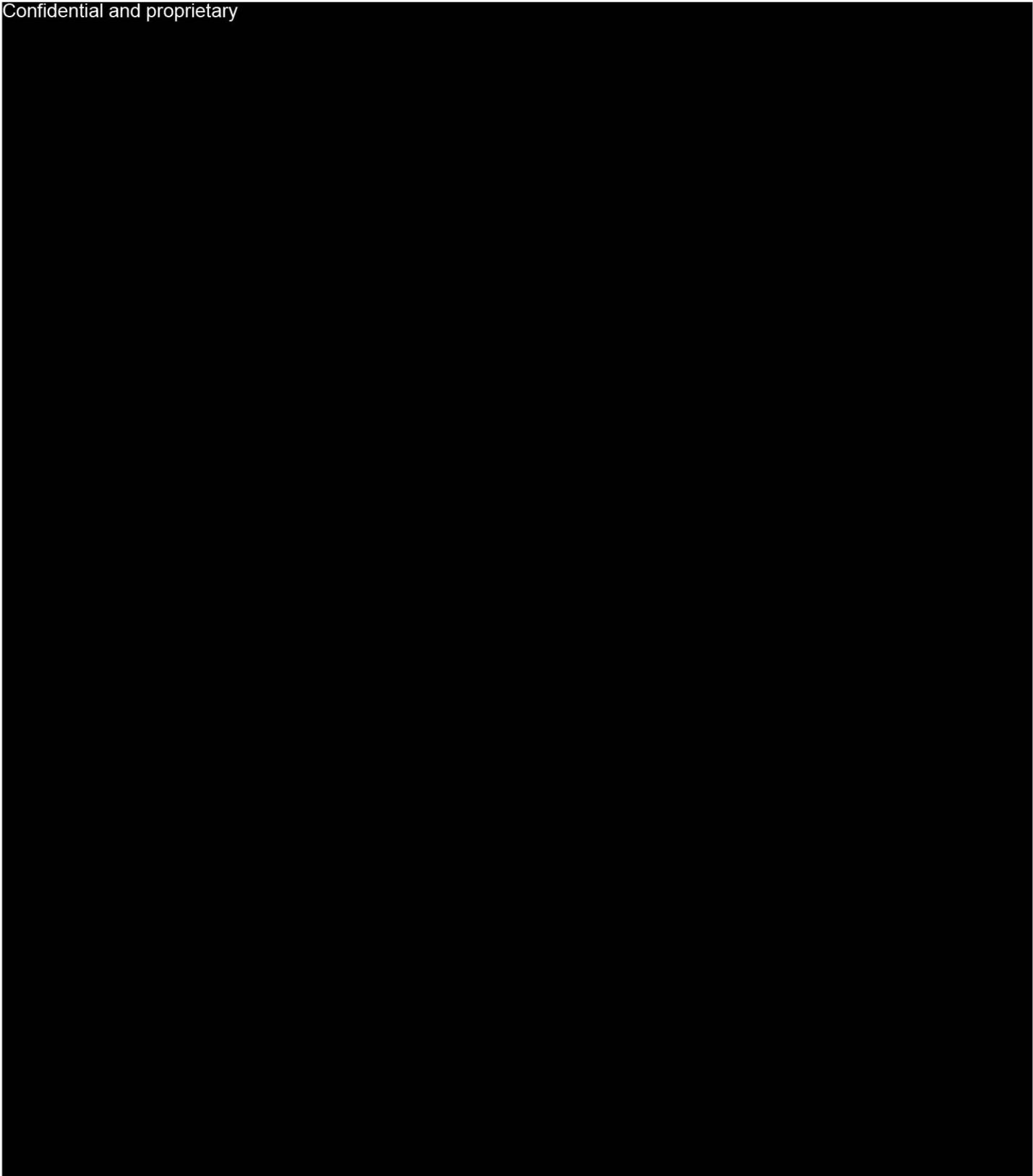
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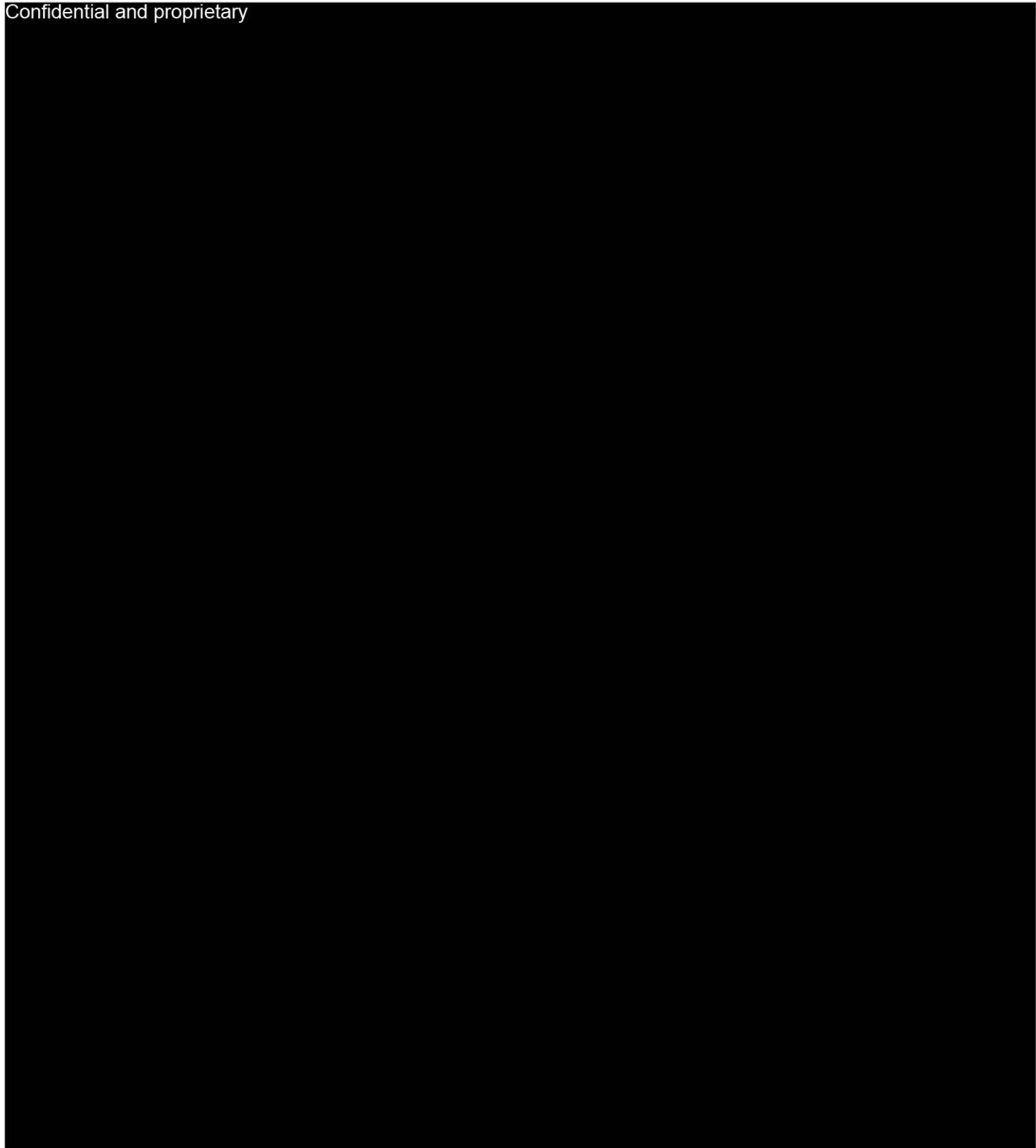
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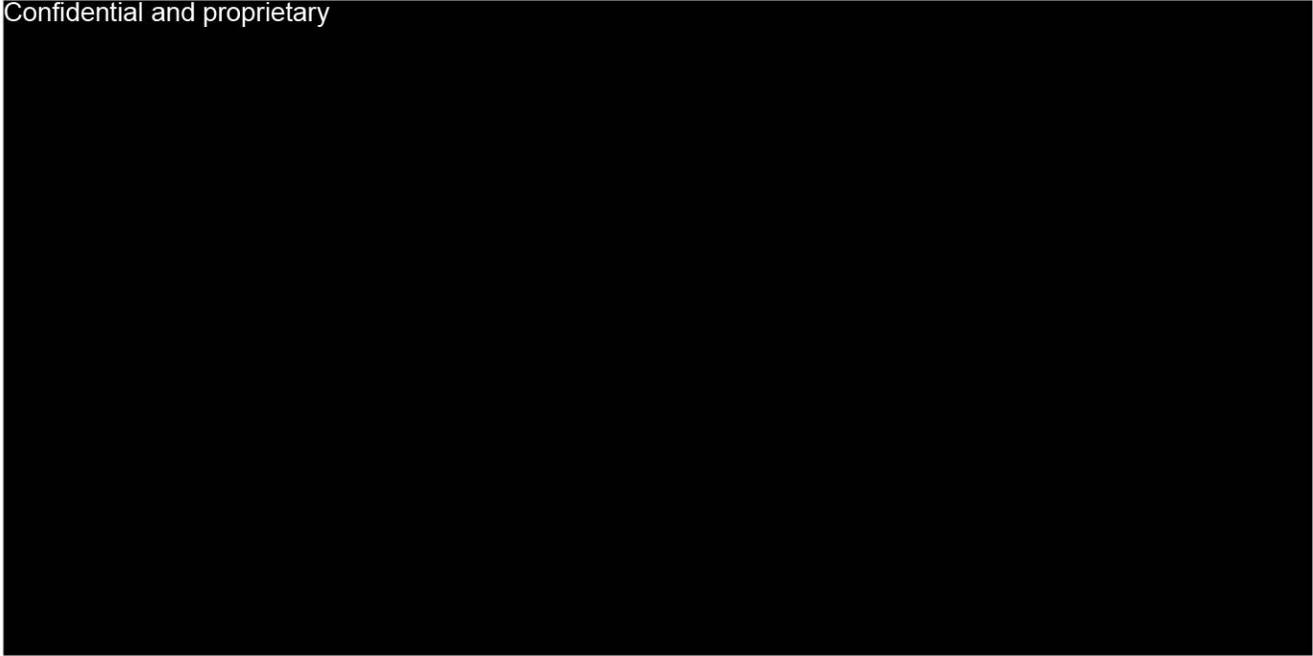
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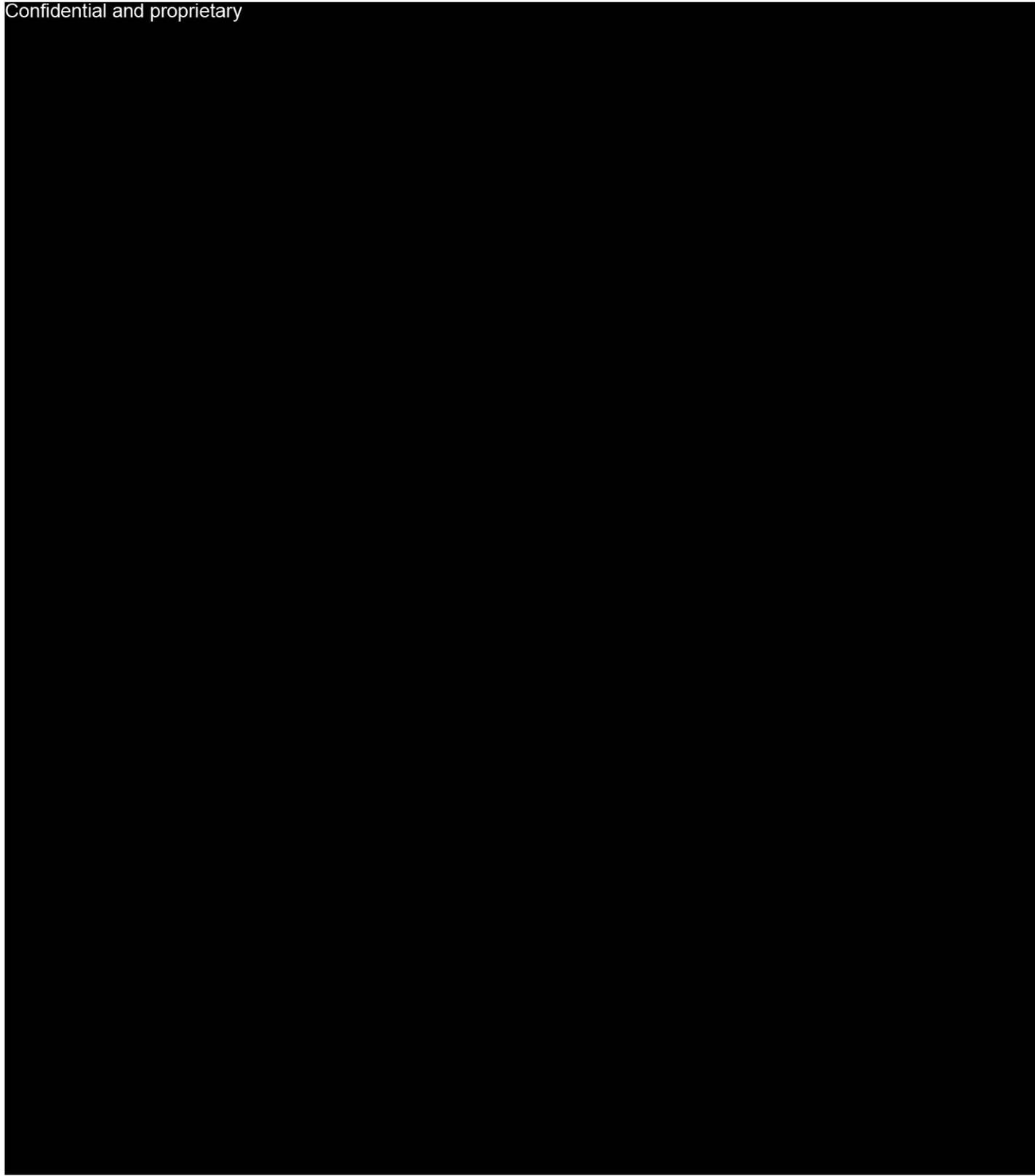
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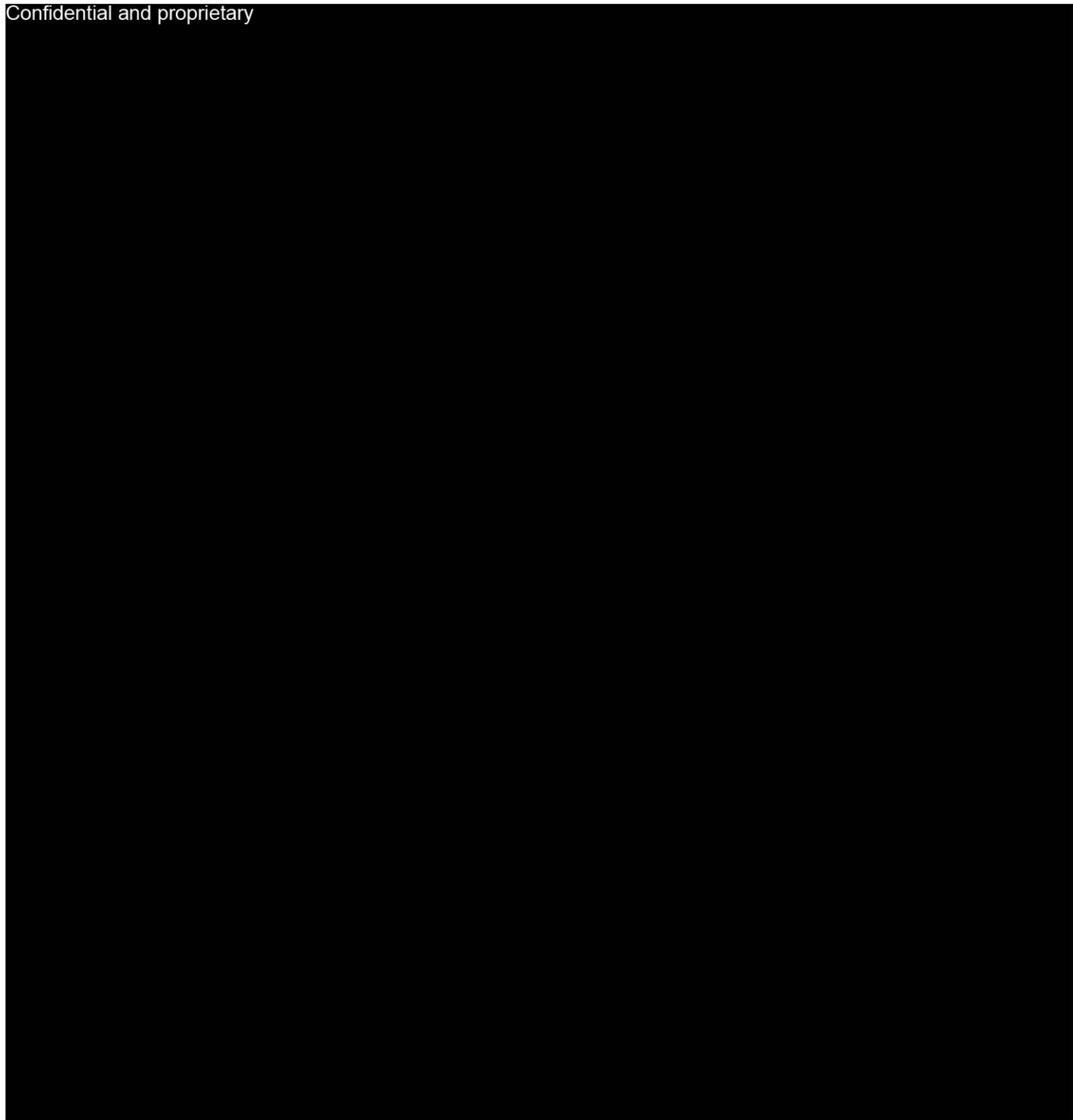
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VIDEO RELAY SERVICE (VRS) DEVICES

Video Relay Service (VRS) and Video Remote Interpreting (VRI) on Smart Communications' hardware is provided by Purple Communications. Purple Communications' VRS and VRI are FCC-certified solutions for deaf and hard-of-hearing individuals that promotes equal communications access, satisfying the requirements of Title IV of the Americans with Disabilities Act (ADA).

Purple Communications' VRS and VRI are fully interoperable with our SmartVisit™ VVS allowing sessions to be monitored, recorded and administered in the same manner as a standard video visitation session.



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b. List features and functionality of hardware and software proposed, including but not limited to payment options (debit, prepaid, collect, other) online, interstate and intrastate calling, video visitation, call recording, and monitoring, etcetera.

Payment Options

Smart Communications offers a variety of calling account and payment options to help inmates stay in touch with their family and friends. Our Smart-EVO™ ITS supports the following calling account/payment options: Collect, Prepaid Collect, PIN Debit and Direct Bill. The Smart-EVO™ ITS can also be programmed to provide the called party with immediate access to a live, Customer Care Center representative to assist with account setup when an inmate attempts their first call.

Collect

Depending on the family or friend's local telephone service provider, they may be eligible to pay for collect calls from inmates. Collect call attempts are authenticated using real time LIDB validation to determine if the call can be billed by the called party's local telephone service provider. If collect calls can be billed, their charges will appear on the called party's telephone bill. If a collect call is rejected by the validation process or has exceeded the monthly collect call threshold, the called party has the option of setting up a Prepaid Collect account.

Prepaid Collect

Prepaid Collect (PPC) is the best solution if an inmate's family or friend cannot receive collect calls or wants to control how much they spend on receiving inmate phone calls. Funds deposited into a PPC account allow family or friends to pay for collect phone calls they receive from an inmate in advance. Funds can be deposited into PPC accounts many ways, including:

- Customer Care Center (Live Operators): 888-843-1972
- Interactive Voice Response (IVR): 888-843-1972
- Online: www.SmartInmate.com
- On-site deposit kiosk (if installed)
- Western Union or money order

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PIN Debit

PIN Debit is an inmate-owned prepaid phone account. A PIN Debit account allows an inmate to pay for phone calls they make in advance so there is no cost to the called party. Funds may be deposited into a PIN Debit account by inmates' family members or friends, or by an inmate initiating a commissary account funds transfer.

Unlike a PPC account, a PIN Debit account is owned by the inmate and is therefore not restricted to calling the telephone numbers specified by a family member or friend. PIN Debit account funds may be used by inmates to pay for calls to any facility-approved telephone number they choose.

Direct Bill

Direct Bill is an option designed specifically for customers such as bail bondsmen and other organizations that typically don't accept credit card payments. An organization interested in setting up a Direct Bill account may do so by contacting our Customer Care Center at 888-843-1972.

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SmartVisit™ VVS calls that are not protected by attorney/client privilege can be monitored by authorized staff or investigators in real-time via SmartEco™ Management Console. When an authorized user logs into the SmartEco™ Management Console, they can cycle through different SmartVisit™ VVS calls in progress and select the call they wish to monitor. There is no indication when a call is being monitored; therefore, the inmate and called party are not able to detect if their call is being monitored. While monitoring SmartVisit™ VVS call, authorized facility staff may enter text message/notification to be displayed to both parties.

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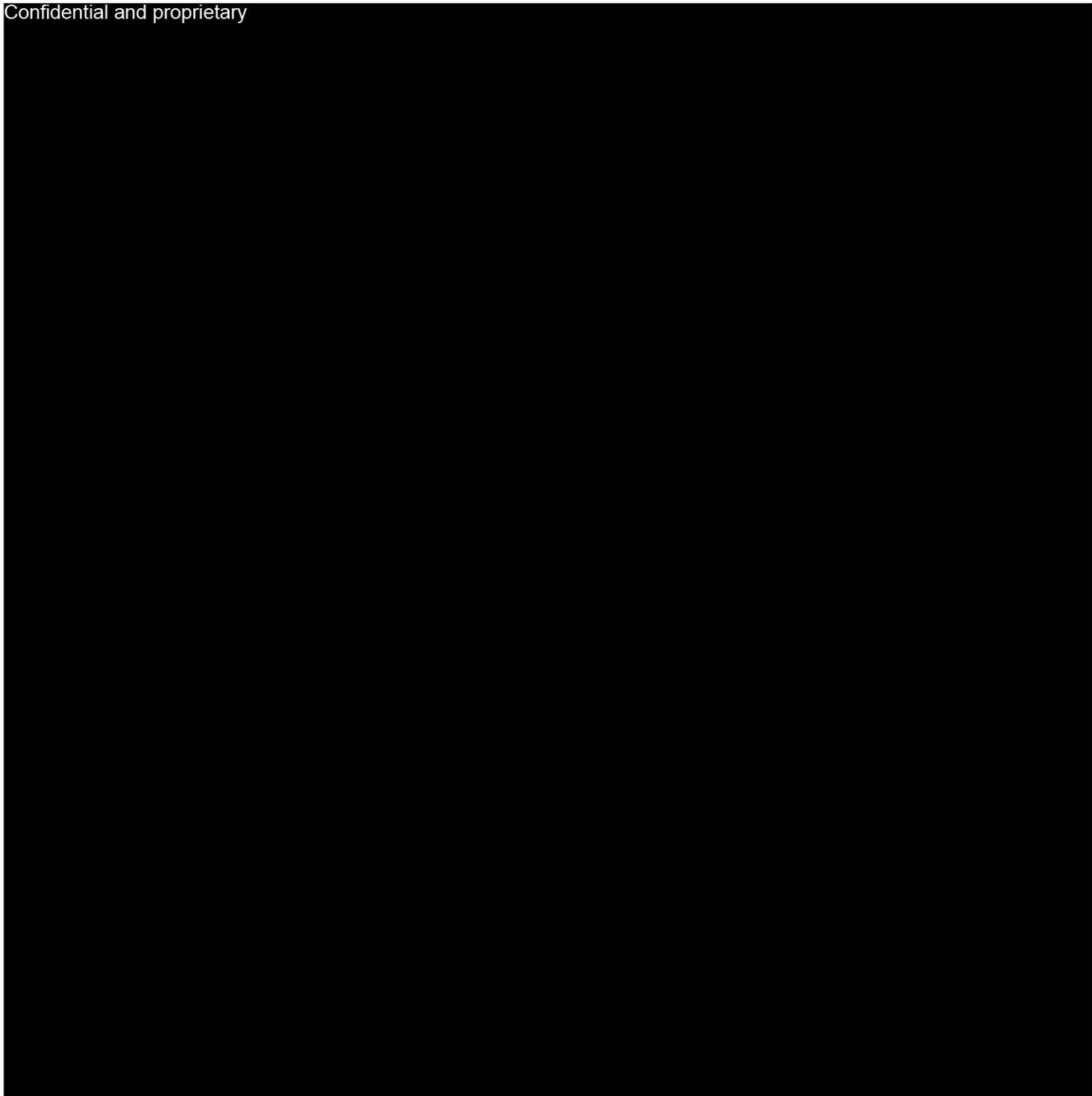


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c. List and describe any investigative tools or software that are available with the proposed system(s).

RESPONSE: Smart Communications' proposed Smart-EVO™ ITS and SmartVisit™ VVS share many of the same investigative tools and features such as live call monitoring and access to recordings described above. Additional investigative and features shared by these communication systems include:

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d. Provide a list of mandated, regulatory and/or company-initiated policies related to telecommunications services. Prepaid Account Deposit Minimum? After what period of inactivity does a prepaid account balance expire?

RESPONSE: There is no minimum deposit amount required for a Smart-EVO ITS Prepaid Collect Account. When no activity is present on a Prepaid Collect Account for a period of six months, the account is considered dormant and will automatically expire. This time period is not configurable.

For SmartVisit™ VVS and the minimum deposit amount of \$5.00. Prepaid SmartVisit™ VVS funds never expire.

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2. HARDWARE/SOFTWARE INSTALLATION AND CONFIGURATION: Provide a description of the work plan for the design, order, installation, and configuration of all proposed telecommunications equipment and applications.

- a. Include a project timeline from kick-off to project completion, accounting for equipment ordering/delivery, cabling/wiring services, as applicable, testing, training and go-live.**

IMPLEMENTATION PLAN NARRATIVE

Smart Communications will provide the Ottawa County Sheriff's Office with a fully operational, secure and reliable, state of the art inmate communications solution at no cost to the County. Smart Communications will provide all labor, materials, and services requested in this RFP and will be responsible for furnishing, installing, and maintaining the proposed Smart-EVO™ ITS, SmartVisit™ VVS, and SmartTablet™ based solution. Smart Communications has the operating, quality control and assurance procedures in place to ensure a high level of quality services to the County's inmate population.

The transition period will begin as soon as the contract is signed and will be completed within 40 days. Smart Communications' Project Manager will present a preliminary project plan within 5 days after the contract is executed with the County.

The project will be implemented in the following phases and are described in detail below:

- 1.1. Initiation Phase
- 1.2. Planning Phase
- 1.3. Execution Phase
- 1.4. Quality Assurance and Testing Phase

INITIATION PHASE (1.1)

- **Initial Meeting/Site Survey (1.1.1 – 1.1.3):** Upon contract award, a Smart Communications Project Manager will organize an introductory/scheduling call to the individual at the County that will be overseeing the project. The call results in scheduling a date for Smart Communications to conduct an initial on-site planning meeting and facility site survey. The scheduled on-site planning meeting/site survey between Smart Communications' Project Manager/Implementation Support Team and the County project overseer and other key staff will be conducted.

The discussions during the planning meeting include a re-examination/confirmation of project scope, objectives and requirements, a review of the High-Level Implementation Timeline, a review of the facility's existing inmate communications systems and processes, a review of the facility's IT requirements (Internet access, operating systems, browsers, firewalls/network security), installation action plan/time schedule and security concerns. The site survey to identify electrical and cabling requirements, network design and installation points for hardware and Jail Management System (JMS)/Commissary systems are reviewed to determine integration requirements will be conducted.

NOTE: The delivery lead time for the broadband circuits necessary to support the hardware to be installed is approximately 3 to 6 weeks. These circuits need to be in place before installation may proceed. To help expedite installation and cut-over time, Smart Communications will order the broadband circuits shortly after the completion of the Initiation Phase.

PLANNING PHASE (1.2)

- **Provisioning Design Document (1.2.1):** Based on information gathered during the Initiation Phase, a Smart Communications Provisioning Design Manager will create a Provisioning Design Document detailing network design/infrastructure/architecture, hardware details/specifications, voice and data facility

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details/specifications and resources needed to complete tasks and objectives. This document will also detail revised schedules/timelines and subcontractor information (if required).

The information contained in the Provisioning Design Document will include:

Site Information Details:

- Site and shipping addresses
- Site and shipping contact name, phone number(s) and e-mail address
- Site entry advanced notification requirements
- Background checks
- Tool checks and escort requirements

Communication Device and Network Infrastructure Details:

- Condition of existing facility wiring
- Type of existing phones and new back plate requirements
- Telephone handset cord length requirements
- TTY device quantity and installation locations
- Public Video Visitation Terminals quantity and location
- SmartTablet™ quantity and location
- Access Point quantity and mounting locations
- Charging station quantity and location
- Cable/wire and electrical requirements

Telephone Equipment Room Details:

- Room number/location and dimensions
- Location of telephone demark
- Distances between telephone demark and communications equipment installation points
- Inside cable requirements
- Cabinet or rack mount requirements
- Power and surge protection requirements
- Telecom block type and backboard space requirements
- Distances between telecom blocks and communications equipment installation
- HVAC requirements

IT Details:

- IT contact name, phone number(s) and e-mail address
- Facility workstation Internet access, operating system and browser requirements
- Facility firewall and network security requirements

The completed Provisioning Design Document is received by the Smart Communications Project Manager. Based on this information, the Project Manager finalizes the Project Plan and submits to the County for review and approval (1.2.2). Smart Communications will initiate the Execution Phase (1.3) shortly after the Project Plan has been reviewed and approved by your facility.

EXECUTION PHASE (1.3)

- After the Project Plan has been approved by the County, the broadband circuits and necessary hardware materials (telephone hardware, VVS server, Inmate tablets, charging stations, access points, networking equipment, voice gateways, equipment rack, Uninterruptible Power Supply (UPS), router, switches, cabling, conduit, wiring blocks, etc.) will be ordered and/or built (1.3.1).

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The Execution Phase includes the following tasks as detailed in the “Implementation Timeline”:

- **Hardware Materials Receipt, Build, Configuration, Testing and Delivery (1.3.2)** - Hardware will be assembled, pre-configured, tested, packaged and shipped to the County facility. Materials will be scheduled to arrive at the Facility just prior to the start of installation.
- **Jail Management System (JMS) Commissary Interface (1.3.3)** - The County’s JMS and commissary system integration with SmartEco™ Management Console to be implemented and fully tested prior to going live.
- **Systems Configurations (1.3.4)** - The County information will be populated in the SmartEco™ Management Console and administration accounts set up. All assets will be entered in the SmartEco™ Management Console and applications that will be utilized by the County will be configured.
- **Data Conversion and Loading (1.3.5)** - Request Inmate PINs, PANs and Account Balances data from current vendors and scrub and load into the system.
- **Site Installation (1.3.6)** - All cables, wiring, networking equipment, ITS stations, charging stations, access points, etc. are installed.
- **On-Site Training (1.3.7)** - Comprehensive on-site training is provided to County staff relating to the administration, operation and reporting of the system. Training sessions are designed to focus on the needs of staff based on System user/permission level: (1) Staff, (2) Staff Administrator, (3) Investigator and (4) System Administrator. Training session topics include: System Overview, System Administration, Inmate PIN Management, Inmate Phone Management, Investigative Features, Reports, Call Processing and Technical Support Services. Documentation and training guides are provided at the time of training. Training is provided to the satisfaction of the facility and additional on-site training may be requested any time during the contract at no cost.
- **Cut-Over/Turn-Up (1.3.8)** - After Data Conversion and Loading (1.3.5) and Site Installation (1.3.6) is complete, the inmate telephones are cut-over. The cut-over will take place during off-hours to minimize service outage risk. Each inmate telephone station is cut-over by a team consisting of two technicians. One technician moves the single wire pair from the incumbent’s punch-down block to the Smart-EVO™ ITS punch-down block while the other team member tests the phone to ensure proper functionality.

NOTE: Smart Communications attempts to minimize the involvement of facility staff during Site Installation (1.3.6) and On-Site Training (1.3.7). However, we will need to establish a primary contact at your facility who will work with the Project Manager to supervise the processes to reduce installation and cut-over time.

Other responsibilities of the primary point of contact would include:

- Providing our technicians with security clearance and escorts to perform work within the facility
- Helping to ensure that the appropriate facility staff is available to attend systems training sessions that will be conducted by a certified Smart Communications Instructor.

QUALITY ASSURANCE AND ACCEPTANCE PHASE (1.1.4)

- After the Cut-Over/Turn-Up (1.3.8) tasks are complete, the 5-day Customer Acceptance Period will commence. During the acceptance period, the County systems are closely monitored remotely by our Network Operations Center (NOC) to ensure functionality and optimal performance. An on-site Smart Communications technician will also be available during the acceptance period to address any system issues that may arise as well as provide additional support to your facility staff.

Key system functionality tests that will be verified/confirmed with your facility staff for acceptance:

- Each Smart-EVO™ ITS station is providing excellent call and audio and quality
- Calls are not being lost
- Call lengths are correct

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- Call prompts function/display properly in both English and Spanish languages
- Call rates are correct and calls are being rated properly
- Prepaid payments are credited to accounts properly
- Smart-EVO™ ITS and SmartVisit™ VVS scheduling features are functioning properly
- Privileged and restricted numbers are loaded and configured properly
- All recording and monitoring features are functioning properly
- SmartTablet™ devices are connecting to a wireless network properly
- All SmartTablet™ applications are working properly

IMPLEMENTATION PLAN TIMELINE

OTTAWA COUNTY SHERIFF'S OFFICE HIGH LEVEL IMPLEMENTATION PLAN		
Task	Description	Duration
1.0	INSTALLATION AND CUT-OVER/TURN-UP	40 days
1.1	INITIATION PHASE	1 day
1.1.1	Place introductory call - schedule onsite planning meeting and site survey	0.5 hrs
1.1.2	Conduct onsite planning meeting - review project scope, objectives and requirements, Implementation Timeline, existing inmate communications systems/processes, IT requirements, installation action plan, security concerns	3.5 hrs
1.1.3	Conduct site survey - identify electrical and cabling requirements, network design and installation points for hardware; review JMS/Commissary systems to determine integration requirements	4 hrs
NOTE: The delivery lead time for the broadband circuits necessary to support the hardware to be installed is approx. 3 - 6 weeks. To expedite installation and cut-over time, Smart Communications will order the broadband circuits shortly after the completion of the Initiation Phase.		
1.2	PLANNING PHASE	4 days
1.2.1	Provisioning Design Document	2 days
1.2.1.1	Create Provisioning Design Document - details network design/infrastructure/architecture, hardware specifications, voice and data facility specifications, necessary resources, revised timelines and subcontractor information	16 hrs
1.2.2	Project Manager receives Provisioning Design Document; finalizes Project Plan and submits to County for review/approval	2 day
1.2.2.1	Project Plan: Installation schedules and timelines, provisioning and infrastructure design document, risk management plan, resource plan, communications plan, stakeholder management plan, change management plan and test plan.	14 hrs
1.2.2.2	Project Manager submits Project Plan and Infrastructure Plan to County for approval	2 hrs
1.3	EXECUTION PHASE	30 days
1.3.1	Hardware Materials Procurement	2 days
1.3.1.1	Order/build broadband circuits and hardware materials (ITS hardware, media Server, Tablets, charging stations, voice gateways, equipment rack, UPS, router, switches, cabling, conduit, wiring blocks, etc.); NOTE: Task duration only reflects time required to order materials (delivery/build lead times are not included)	16 hrs
1.3.2	Hardware Materials Receipt, Build, Configuration, Testing and Delivery	4 days
1.3.2.1	Assemble, pre-configure and test hardware materials ordered and/or built (1.1.3.1)	24 hrs
1.3.2.2	Assembled/configured/tested hardware materials are packaged and shipped to installation site	8 hrs
1.3.3	JMS and Commissary Interface	2 days
1.3.3.1	Review specifications for integration and address security concerns	2 hrs
1.3.3.2	Design and develop integration interfaces	8 hrs

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1.3.3.3	Integration interface Quality Assurance (QA) testing	6 hrs
1.3.4	Systems Configurations	9 days
1.3.4.1	Setup and configure the County in the Management Console	6 hrs
1.3.4.2	Setup administrative and user accounts for County	6 hrs
1.3.4.3	Assign assets (Smart-EVO™, SmartTablet™, network equipment, etc.) to the Management Console	8 hrs
1.3.4.4	Configure Smart-EVO™ ITS	8 hrs
1.3.4.5	Configure SmartVisit™ VVS application (Schedules, restrictions, etc.)	8 hrs
1.3.4.6	Configure SmartTablet™ application (Schedules, housing unit assignment, restrictions, PREA, etc.)	4 hrs
1.3.4.7	Configure SmartInmate™ Electronic Messaging	4 hrs
1.3.4.8	Configure request, grievances and medical based on County requirements	6 hrs
1.1.3.4.9	Configure Law Library	4 hrs
1.3.4.10	Configure approved digital educational, vocational and life skills programing	4 hrs
1.3.4.11	Configure Entertainment applications, movies, books, games, radio, etc.	4 hrs
1.3.4.12	Configure Customer Care Center for friends and family support/payment options and InTouch™ hotline	2 hrs
1.3.4.13	Collect calling set-up with BSG	2 hrs
1.3.4.14	Configure Technical Support Center Ticketing System	2 hrs
1.3.4.15	Configure interfaces with JMS and commissary providers	2 hrs
1.3.4.16	Configure system network monitoring and reporting faculties	2 hrs
1.3.5	Data Conversion and Loading	2 days
1.3.5.1	Request Inmate PINs, PANs and Account Balances data from current vendors	1 hr
1.3.5.2	Scrub received Inmate PIN, PAN and Account Balance data and load into Smart-EVO™ ITS platform	14 hrs
1.3.5.3	Load facility specific automated operator announcement and voice prompts into Smart-EVO™ ITS	1 hr
1.3.6	Site Installation	7 days
1.3.6.1	Install cabling, fiber and conduit for wireless network access points	16 hrs
1.3.6.2	Run electrical, install and test tablet charging stations	16 hrs
1.3.6.3	Test and accept installed broadband data circuit	2 hrs
1.3.6.4	Install/test networking equipment hardware in main telephone room (equipment rack, firewall, switch, media server, UPS, VoIP Gateways, Terminal Blocks, etc.)	4 hrs
1.3.6.5	Install, configure and test Access Points	3 hrs
1.3.6.6	Turn up, test and accept Local Area Network end-to-end	2 hrs
1.3.6.7	Install and test inmate telephone hardware	6 hrs
1.3.6.8	Install and test inmate TDD hardware	1 hrs
1.3.6.9	Test and accept SmartVisit™ VVS	4 hrs
1.3.6.10	Final system configuration and initial system performance acceptance testing	2 hrs
1.3.7	On-Site Training	2 days
1.3.7.1	On-site training provided to County staff relating to administration, operation and reporting. Training sessions are based on System user/permission level.	16 hrs
1.3.8	Cut-Over/Turn-Up	2 days
1.3.8.1	Smart-EVO™ ITS telephone stations cut-over and tested to ensure proper functionality	8 hrs
1.3.8.2	SmartVisit™ VVS turned up and tested to ensure proper functionality	4 hrs
1.3.8.3	Tablets distributed and SmartTablet™ based solution turned up and tested to ensure proper functionality and tablets are connecting properly to the wireless network	4 hrs
1.4	QUALITY ASSURANCE AND ACCEPTANCE PHASE	5 days
1.4.1	County systems are monitored remotely by our NOC to ensure functionality and optimal performance. An on-site Smart Communications technician will be available to address system issues and provide additional support to your facility staff.	40 hrs

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3. SUPPORT/MAINTENANCE: Provide a comprehensive description of the maintenance and County administrative personnel support available with the proposed solution, including products upgrades, updates and local, online, on-call, email and other support options.

a. Describe, in detail, your company's service and maintenance program. Include remote programming, diagnostics, downloading and troubleshooting. Describe how the phones are polled, how often, and what information is gathered during remote diagnostics. Describe your system diagnostic process and tools.

RESPONSE:

Network Operation Center

Smart Communications' 24/7/365 Network Operations Center (NOC) is responsible for maintaining the network infrastructure that supports the hardware and services provided to your facility. The NOC continuously monitors the health, security and capacity of all communications equipment, applications and associated networks to help ensure 99.9% uptime with uninterrupted reliable operations. Proactive monitoring allows Smart Communications to diagnose and resolve issues before they become a problem and affect service.

The NOC provides preventive and ongoing maintenance and repairs to help minimize the disruption of services. Proactive maintenance and repair are conducted as often as necessary to keep the systems and support components in good operational status. Regular system updates to software and hardware are performed based on availability of new features, updates of 3rd party content and bug fixes. The NOC will make every attempt to preform service maintenance during our normal maintenance window of 1:00am - 6:00am EST. If maintenance requires system downtime, your facility will be notified by your Account Manager 24 hours in advance.

Technical Support Center

Smart Communications' Technical Support Center serves as a single point of contact for your facility to report problems ranging from minor maintenance issues, to service outages or to request assistance with the administrative features of our communications platforms. Our highly trained Technical Support Specialists can be reached 24/7/365 toll-free by calling 844-346-0988 or emailing support@smartcommunications.us.

Our Technical Support Specialists manage all service requests via a service request ticketing system. Service calls are routed directly to a Technical Support Specialist who will obtain the specifics of the service request and open a ticket. Each service request ticket is assigned a priority level (P1, P2 or P3) based on the percentage of the system or service that is being adversely affected. The priority level assigned determines the target resolution time, client communications and updates, as well as the escalation path.

The Technical Support Specialist will have full ownership of the service request and will make every effort to resolve the service issue remotely within the designated timeframe(s). When required, the Technical Support Specialist will engage our NOC or engineering teams to help resolve the issue. If required, a Field Service Technician will be dispatched to assist in resolution of the service issue and the Technical Support Specialist will notify client when technician will arrive on site. Once a service request has been resolved, the Technical Support Specialist will close the ticket and update the customer.

SERVICE REQUEST TICKET PRIORITY LEVELS AND ESCALATION PATHS

Priority Level	% of Service Affected	Response Time	Target Resolution	Client Updates	Escalation Path
P1	≥30%	2 hours	<8 hours	Every 3 hours	Immediately escalated up to Service Level 3 - VP of Network Operations.
P2	≥5% <30%	4 hours	<24 hours	Every 6 hours	P2 issues not resolved within 24 hours are automatically escalated to Service Level 2 – Network Operations Manager.
P3	<5%	8 hours	<48 hours	Every 24 hours	P3 issues not resolved within 48 hours are automatically escalated to Service Level 1 - Technical Support Manager.

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Field Support Technicians

Our service is further enhanced by using certified local and regional technical support personnel to provide on-site installation, support and repair when needed. We also maintain a local supply of system components and replacement parts to help minimize service restoration time. Your facility will be served by designated local Field Service Technicians and additional local technicians will be assigned as backups upon contract award. A Field Service Technician will arrive on-site within 6 hours of being dispatched.

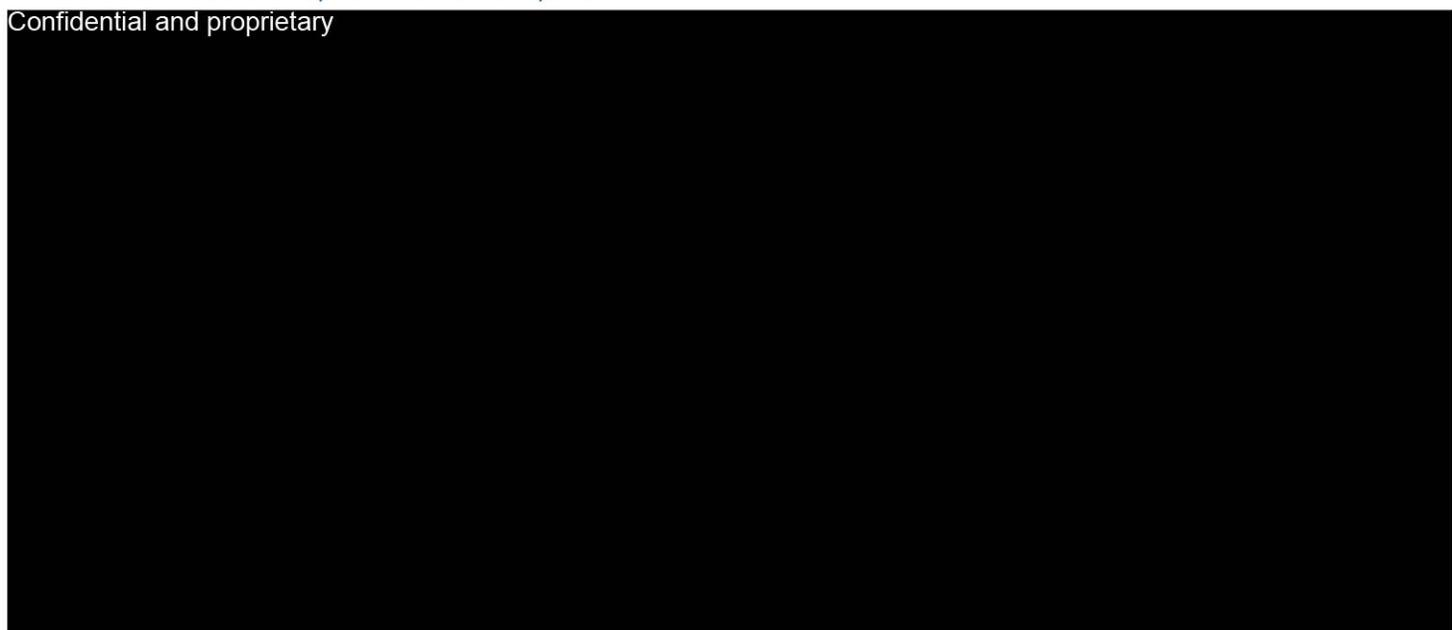
b. Describe live support availability to accept calls or online service requests from inmate call recipients (friends/family) regarding customer service, billing, prepaid account setup and funding.

RESPONSE: Confirmed. Friends and family of inmates who need assistance utilizing or experience an issue with a Smart Communications solution are serviced by our Customer Care Center. Our Customer Care Center can be reached 24/7/365 by calling our toll-free line 888-843-1972. All calls will be answered by a live, fully trained, U.S.-based representative.

4. TRAINING –COUNTY/ADMINISTRATOR AND END-USER/INMATE: Provide a full description of training plan and services provided with an emphasis on how end-users and system administration/corrections staff will be engaged. Identify training provided, including and not limited to in-person, by phone/webinar, online training/testing environment, electronic and print materials, software user groups, other.

RESPONSE: All technologies and services provided by Smart Communications include a comprehensive on-site training at *no cost* to the facility. Training is focused on the SmartEco™ Unified Management Console, which is a secure, web-based application that allows for our technologies and services to be administered/accessed both on-site and off-site by authorized facility staff.

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Training is typically provided in eight-hour sessions. These sessions are divided into separate course modules designed to focus on the needs of the different SmartEco™ Management Console permission/access levels: Staff, Staff Administrator, Investigator and System Administrator. Each class will correspond to the specific level of user access, system capabilities and user responsibilities. Typically, the Administrator training will include Staff and Staff Administrator training, with additional time allocated accordingly.

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On-site training will cover the following topics:	
System Overview <ul style="list-style-type: none"> • Accessing and navigating the system • Logging in, logging out and changing passwords • Accessing online help 	System Administration <ul style="list-style-type: none"> • Creating user accounts • Assigning permissions • Administering passwords • Auditing and activity tracking
Inmate Personal Identification Number (PIN) Management <ul style="list-style-type: none"> • Adding inmates into the system • Adding/editing PIN restrictions • Adding/editing Personal Allowed Number (PAN) lists (ITS only) • Suspending/deactivating PINs • Setting up system alerts 	Inmate Phone Management <ul style="list-style-type: none"> • Setting up inmate phone parameters • Turning inmate phones on/off • Managing phone numbers • Managing restricted/privileged phone numbers • Blocking/unblocking phone numbers • Using reverse look-up SmartKiosk™ and SmartTablet™ Device Management <ul style="list-style-type: none"> • Setting up inmate parameters • Turning inmate devices on and off
Investigative Features <ul style="list-style-type: none"> • Accessing and playing back recordings • Downloading recordings for transfer to CD, DVD or other portable media storage • Adding notes to recordings • Monitoring live calls • Setting up/managing call watches • Managing custom call detail record reports 	Reports <ul style="list-style-type: none"> • Understanding reporting capabilities • Searching and understanding call detail records • Generating standard reports • Generating custom reports • Downloading and printing reports
Calling Processes <ul style="list-style-type: none"> • Placing a call • PIN debit calls • Collect calls • Prepaid collect calls 	Technical Support Services <ul style="list-style-type: none"> • Reporting an issue/creating a trouble ticket • Issue response and resolution times • Issue prioritization and escalation levels • Checking trouble ticket status

To ensure new and existing users are provided with the most current information, our web-based SmartEco™ Management Console features dynamic pop-up definitions on key system terms and functions. Many of the pop-up definitions include step-by-step instruction to help staff better understand and complete both basic/common and advanced tasks. These pop-up definitions can be printed if desired. If additional assistance is ever needed, Smart Communications’ trained, U.S. based Technical Support Specialists may be reached 24/7/365 toll-free by calling 844-346-0988 or emailing support@smartcommunications.us.

In addition to on-site training, Smart Communications offers remote/web-based training. These online, instructor-led training courses serve as a great way to introduce new facility staff to Smart Communications’ technologies and services or to refresh the knowledge base of existing staff. Both on-site and remote training is available at the request of the facility at **no cost** throughout the contract term.

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5. COMPENSATION: PROPOSAL PRICING/COMMISSION RATES: Describe the call rates and commissions proposed for each call type. Vendors are required to submit one commission offer form for each rate option proposed. Additional rate options are also encouraged, including postalized rates which offer the same pricing for all call destinations.

COMMISSION OFFER FORM(S):

Smart Communications is presenting to different ITS call rate options, Call Rate Option #1 and Call Rate Option #2. Both call rate options include the same 90.0% commission rate and ancillary service charges of fees. Both call rates options also include voicemail at a rate of \$1.00/message with 100.0% commissions.

CALL RATE OPTION #1

Call Rate Option #1: COLLECT CALLS

CALL CATEGORY	SURCHARGE OR CONNECT FEE	FIRST MINUTE RATE	EACH ADD' L MINUTE RATE	COMMISSION % OFFERED
Local	\$0.00	\$0.16	\$0.16	90.0%
Intra-LATA	\$0.00	\$0.25	\$0.25	90.0%
Inter LATA	\$0.00	\$0.25	\$0.25	90.0%
Interstate	\$0.00	\$0.21	\$0.21	90.0%

Call Rate Option #1: PREPAID COLLECT, DIRECT BILLED COLLECT OR ADVANCE PAY CALLS

CALL CATEGORY	SURCHARGE OR CONNECT FEE	FIRST MINUTE RATE	EACH ADD' L MINUTE RATE	COMMISSION % OFFERED
Local	\$0.00	\$0.16	\$0.16	90.0%
Intra-LATA	\$0.00	\$0.25	\$0.25	90.0%
Inter LATA	\$0.00	\$0.25	\$0.25	90.0%
Interstate	\$0.00	\$0.21	\$0.21	90.0%

Call Rate Option #1: PREPAID DEBIT OR DEBIT CARD

CALL CATEGORY	SURCHARGE OR CONNECT FEE	FIRST MINUTE RATE	EACH ADD' L MINUTE RATE	COMMISSION % OFFERED
Local	\$0.00	\$0.16	\$0.16	90.0%
Intra-LATA	\$0.00	\$0.25	\$0.25	90.0%
Inter LATA	\$0.00	\$0.25	\$0.25	90.0%
Interstate	\$0.00	\$0.21	\$0.21	90.0%

CALL RATE OPTION #2

Call Rate Option #2: COLLECT CALLS

CALL CATEGORY	SURCHARGE OR CONNECT FEE	FIRST MINUTE RATE	EACH ADD' L MINUTE RATE	COMMISSION % OFFERED
Local	\$0.00	\$0.16	\$0.16	90.0%

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Intra-LATA	\$0.00	\$0.16	\$0.16	90.0%
Inter LATA	\$0.00	\$0.16	\$0.16	90.0%
Interstate	\$0.00	\$0.16	\$0.16	90.0%

Call Rate Option #2: PREPAID COLLECT, DIRECT BILLED COLLECT OR ADVANCE PAY CALLS

CALL CATEGORY	SURCHARGE OR CONNECT FEE	FIRST MINUTE RATE	EACH ADD' L MINUTE RATE	COMMISSION % OFFERED
Local	\$0.00	\$0.16	\$0.16	90.0%
Intra-LATA	\$0.00	\$0.16	\$0.16	90.0%
Inter LATA	\$0.00	\$0.16	\$0.16	90.0%
Interstate	\$0.00	\$0.16	\$0.16	90.0%

Call Rate Option #2: PREPAID DEBIT OR DEBIT CARD

CALL CATEGORY	SURCHARGE OR CONNECT FEE	FIRST MINUTE RATE	EACH ADD' L MINUTE RATE	COMMISSION % OFFERED
Local	\$0.00	\$0.16	\$0.16	90.0%
Intra-LATA	\$0.00	\$0.16	\$0.16	90.0%
Inter LATA	\$0.00	\$0.16	\$0.16	90.0%
Interstate	\$0.00	\$0.16	\$0.16	90.0%

NOTE: Rates shown are exclusive of Federal, State and Local Taxes and Regulatory Fees such as the Universal Service Fund. It is understood that these will be charged as a pass-through from the taxing/regulating agency to the called party and that no commission will be paid on these items.

Unlike other ITS providers, Smart Communications pays commission based on “true” ITS Gross Call Revenue, including interstate. This means every single revenue-generating call from OCSO inmates will be commissioned at the rates described. There are no deductions, withholdings or “creative accounting” practices employed that reduce facility commission revenue.

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ANCILLARY SERVICE CHARGES OF FEES (TELEPHONE SYSTEM):

Vendors are required to disclose any/all fees charged to the inmate or called party in excess of the above stated call rates. Disclose fees whether charged directly or by a subcontractor, billing agent, or other third party who accepts payments on your behalf. Failure to accurately disclose fees will be cause for disqualification. The only fees that need not be listed are taxes and pass-through fees imposed by regulatory agencies.

FEES - DESCRIPTION	FEE AMOUNT	APPLICABLE TO COLLECT, PREPAID COLLECT, DIRECT BILLED AND/OR DEBIT?
Prepaid Account Setup Fee	\$0.00	
Prepaid Account Funding Fee via Internet	\$3.00	
Prepaid Account Funding Fee via Telephone	\$3.00	When using a credit card via automated operator
Prepaid Account Close-out Fee	\$0.00	
Live agent fee, i.e. phone payment or account set up with optional use of a live operator	\$5.95	When using a credit card with live agent
Refund Fee	\$0.00	
Automated Payment Fee	\$0.00	
Account Maintenance Fee	\$0.00	
Inactive Account Fee	\$0.00	
Regulatory Cost Recovery Fee	\$0.00	
Paper Bill / Statement Fee	\$0.00	
Single Bill Fee	\$0.00	
Other? Describe any other fees that are not covered above	N/A	

VIDEO VISITATION SYSTEM

SESSION LENGTH	RATE	COMMISSION % OFFERED
20 Minutes	\$0.20/minute	50.0%
30 Minutes	\$0.20/minute	50.0%
40 Minutes	\$0.20/minute	50.0%

Commission payments are paid on total “true” remote visitation gross revenue, which is calculated by multiplying the total number of minutes used by the commission rate. Unlike other providers, Smart Communications does not require a minimum number of remote paid visits to provide remote VVS service or pay commissions. There are no deductions, withholdings, minimum usage requirements or “creative accounting” practices employed that reduce or eliminate facility commission revenue.

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ANCILLARY SERVICE CHARGES OF FEES (VIDEO VISITATION SYSTEM):

Vendors are required to disclose any/all fees charged to the inmate or called party in excess of the above stated rates. Disclose fees whether charged directly or by a subcontractor, billing agent, or other third party who accepts payments on your behalf. Failure to accurately disclose fees will be cause for disqualification. The only fees that need not be listed are taxes and pass-through fees imposed by regulatory agencies

FEES - DESCRIPTION	FEE AMOUNT / DESCRIPTION	APPLICABLE TO? DESCRIBE
Prepaid Account Setup Fee	\$0.00	
Prepaid Account Funding Fee via Internet	\$1.50	
Prepaid Account Funding Fee via Telephone	N/A	
Prepaid Account Close-out Fee	\$0.00	
Live agent fee, i.e. phone payment or account set up with optional use of a live operator	N/A	
Refund Fee	\$0.00	
Automated Payment Fee	N/A	
Account Maintenance Fee	\$0.00	
Inactive Account Fee	\$0.00	
Regulatory Cost Recovery Fee	N/A	
Paper Bill / Statement Fee	N/A	
Single Bill Fee	N/A	
Remote Paid Threshold needed to achieve to receive payment?	A minimum deposit amount of \$5.00 is required for remote SmartVisit™ VVS, SmartInmate™ Electronic Messaging or SmartEntertainment™.	
Minimum number of remote paid visits (per inmate / per month)	Not Applicable. Unlike other providers, Smart Communications does not require a minimum number of remote paid visits to provide remote VVS service or pay commissions.	
Other? Describe any other fees that are not covered above	N/A	

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TABLETS / SOFTWARE APPLICATION SERVICES:

To be completed by vendors proposing Tablet Services and other Software Application Services.

1. **TABLET PROGRAM:** Provide comprehensive description of a proposed inmate Tablet Program.

» SmartTablet™ Devices Provided at ZERO COST with NO Inmate Rental Fees |

Smart Communications' proprietary SmartTablet™ devices are specifically engineered from the ground up to withstand harsh inmate abuse as well as meet other safety and security requirements that are unique to correctional environments. The purpose-built engineering of our SmartTablet™ devices makes them different than tablet solutions offered by other vendors that are typically nothing more than an off-the-shelf tablet placed inside a case.



The SmartTablet™ devices provided will give inmates access to various applications and services, including:

- Send and receive messages and photographs with SmartInmate™ Electronic Messaging
- Receive administration messages/notifications, review inmate rule books and other documents, complete and submit requests/grievances/medical forms with SmartRequest™
- Read personal postal mail digitized and electronically delivered via MailGuard®
- Participate in on-site and remote video visitation sessions with family members and friends with SmartVisit™
- Access educational and vocational resources with SmartEd™
- Access movies, tv shows, games, audio books and more with SmartEntertainment™

To help ensure inmates are provided with equal access to these devices, usage is monitored remotely by our Network Operations Center (NOC). If high device/network usage is detected, we will provide additional SmartTablet™ devices at **no cost** to the OCSO.

Smart Communications will also provide the facility with a pool of spare SmartTablet™ devices to allow for a damaged or inoperable device to be immediately replaced. The facility will be provided with pre-printed shipping labels and boxes to return the damaged/inoperable SmartTablet™. Upon receipt of the damaged/inoperable device, we will send the facility a replacement to replenish their device pool. There will be no cost to the facility for excessive damage incurred to the devices.

- a. Provide detailed information describing the type, manufacturer and physical makeup of the hardware/software your company is proposing. How many devices are recommended for both inmate use and County administrative personnel use?**

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SmartTablet™ devices are generally issued on a ratio of 1 tablet for every 6 inmates. Based on the Ottawa County Jail's current ADP of 228 we would provide 38 tablets to meet the 1:6 ratio as well as an additional 10 spare tablets for an initial total tablet quantity of 48. To help ensure an adequate quantity of SmartTablet™ devices are available for inmate use, network and device usage activity is remotely monitored by our Network Operations Center (NOC). If our NOC detects a pattern of limited device availability (device is occupied more than 40% of the time), your facility will be notified by your Account Manager who will offer to provide and install additional SmartTablet™ devices and wireless charging stations at **no cost**.

System Administration Workstations are generally provided on a ratio of 1 workstation for every 100 beds.

b. List features and functionality of tablet technology including but not limited to law library, educational materials/training, document view applications, music, movies, games, commissary ordering, kite services, other.

» **Digital Law Library |**

Smart Communications' SmartTablet™ devices provided will be configured to provide inmates with self-service access to a digital Law Library (\$30,000.00 value over 3-year term). This value-added benefit reduces staff burden by eliminating the need to escort inmates through the facility to access legal resources. The Law Library is kept current with real-time updates, meeting the legal needs of inmates; it provides inmates with access to Federal and State statutes and case law, a legal dictionary, a practice manual and other legal aides to assist them with research pertinent to their case. The time an inmate spends accessing the Law Library is logged and retained in our system. The retention of this information creates an audit trail to provide proof of access to help reduce and counter legal disputes.



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» SmartEd™ Inmate Education Platform |

Each SmartTablet™ device will be equipped with SmartEd™, Smart Communications' inmate education platform. In addition to the 20,000 instructional videos, 7,000 practices exercises relating to core educational subjects and extensive employment resources delivered standard, the SmartEd™ platform can also be configured to include iPathways. iPathways is a complete Learning Management System (LMS) that has a successful track record of use in corrections including throughout the Illinois Department of Corrections. iPathways provides inmates with engaging, comprehensive and self-paced instruction in the areas of Language Arts (Reading and Writing), Math, Social Studies, Science and Consumer Education. Placement tests are available to identify strengths and weaknesses and guide students to the appropriate lessons. Each lesson begins with an introduction to the content with guiding questions and learning objectives. Lessons also include key terms to help students develop academic vocabulary and activate background knowledge. Students can complete assessments, engage in the instant feedback activities and prepare for their High School Equivalency Exams. Administration personnel can track student progress and provide feedback.



i-Pathways

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» Document Viewer and SmartRequest™ Platform Service |

Authorized users have the ability to upload ad hoc PDF documents at any time via the SmartEco™ Management Console without the need to submit a request through Smart Communications.



Authorized users navigate to the "**Documents**" section to upload PDF files, and as required, they can opt to:

- Set a specific date range to display documents
- Target documents to the entire facility or to specific housing areas
- Specify acknowledgement is required

Content Omitted as Confidential

This is existing functionality in the platform and is currently in production.

The SmartTablet™ devices provided will also include Smart Communications' SmartRequest™, the world's first digital inmate request/grievance/medical form platform in corrections.

SmartRequest™ is the easiest to use, most customizable and detailed electronic form submission platform available.

SmartRequest™ automates the inmate form process and helps eliminate paperwork. Electronic forms are centrally tracked and managed, putting an end to shuffling paper forms around the facility.

Requests are responded to electronically allowing inmates to get answers quickly; the system can provide automated standard responses and status updates to all involved. The workflow on the SmartRequest™ platform is

custom-tailored to department policies and is easy to customize without vendor assistance. Limitations, timers, forwarding, notes, reassignment, escalating, appeals, Jail Management System (JMS) integration, automated reporting (including keyword tracking) and more are all standard features.

» SmartEntertainment™ Streaming Media Platform |

Smart Communications' SmartEntertainment™ platform on SmartTablet™ devices helps keep inmates occupied while providing the facility with the ability to earn additional commissions.

The SmartEntertainment™ Platform contains a virtually endless supply of streaming media choices including the latest tv series and movies from the some of the most popular studios in the world like Warner Brothers, Paramount, Walt Disney Pictures, Dreamworks, MGM, Sony Pictures, HBO, NBCUniversal, Food Network, Columbia Pictures, Amazon Studios and more.



With Smart Communications' SmartEntertainment™ platform, inmates can also stream select music, radio stations, audio books and video games as well read popular classical eBook titles from the Project Gutenberg Library such as "Pride and Prejudice," "The Adventures of Sherlock Holmes," "War and Peace," "The Call of the Wild" and more.

By carrying G or PG-13 rating, all content accessible on the SmartEntertainment™ platform is "correctional-friendly." The secure, web-based Management Console also gives authorized facility staff complete control over what content is made available to inmates on a SmartTablet™ device.

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Inmates are provided with free access to basic SmartEntertainment™ content including Library eBooks. Premium content may be streamed at a low, flat \$0.01 per minute rate detailed under the summarized proposed costs.

Additional applications, features and functionalities available on the SmartTablet™ devices include:

- **Commissary** – allows offenders to place orders for commissary items. Integration with the County's commissary provider is performed by Smart Communications and is provided at no cost.
- **Phone Calls** – offenders can speak to friends and family members using our Smart-EVO™ Inmate Telephone System (ITS) platform.
- **Video Visitation** – offenders can participate in onsite and remote video sessions via our SmartVisit™ Video Visitation System (VVS) platform.
- **Messaging** – offenders can send and receive text messages from friends, family members and facility staff. Offenders may also receive photographs and video messages.
- **MailGuard®** – provides offenders with free access to personal mail that is processed off site daily at our state-of-the-art MailGuard® processing center. Our patented MailGuard® provides keeps facility staff and offenders staff by eliminating the risk of contraband entering your facility via mail and by providing a streamlined, labor-free, automated means to process offender postal mail. MailGuard® also serves an invaluable investigative/ intelligence gathering tool. Digital mail is database searchable to allow your facility to gain intelligence and eliminate secret communication.
- **Job Search** – helps offenders return to the job market and move past their criminal record by providing access to the U.S. Department of Labor's CareerOneStop website. CareerOneStop provides resources to help inmates find out what employers hire ex-offenders and how to talk their conviction.
- **Inmate Videos** – allows offenders to access MP4 video files uploaded by authorized facility staff (i.e., video version of offender handbook, facility orientation video, etc.).

Additional information about these applications, features and functionalities available on the SmartTablet™ are explained in greater detail throughout our proposal.

c. Describe maintenance and support available with the proposed solution, including products upgrades, updates and local, online, on-call, email and other support options.

RESPONSE: Smart Communications has a reputation for providing the highest quality of customer service and technical support available – this helps to ensure our solutions are always operating efficiently and effectively. The objective of our support team is to eliminate administrative burdens on your facility staff by providing unmatched customer service and support to your facility staff, inmates and families and friends. Our service and maintenance programs include the following capabilities and features:

- Account Manager
- Network Operations Center (24/7/365)
- Technical Support Call Center (24/7/265)
- Field Services Team
- Customer Care Call Center (24/7/365)



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Network Operation Center

Smart Communications' 24/7/365 Network Operations Center (NOC) is responsible for maintaining the network infrastructure that supports the hardware and services provided to your facility. The NOC continuously monitors the health, security and capacity of all communications equipment, applications and associated networks to help ensure 99.9% uptime with uninterrupted reliable operations. Proactive monitoring allows Smart Communications to diagnose and resolve issues before they become a problem and affect service.

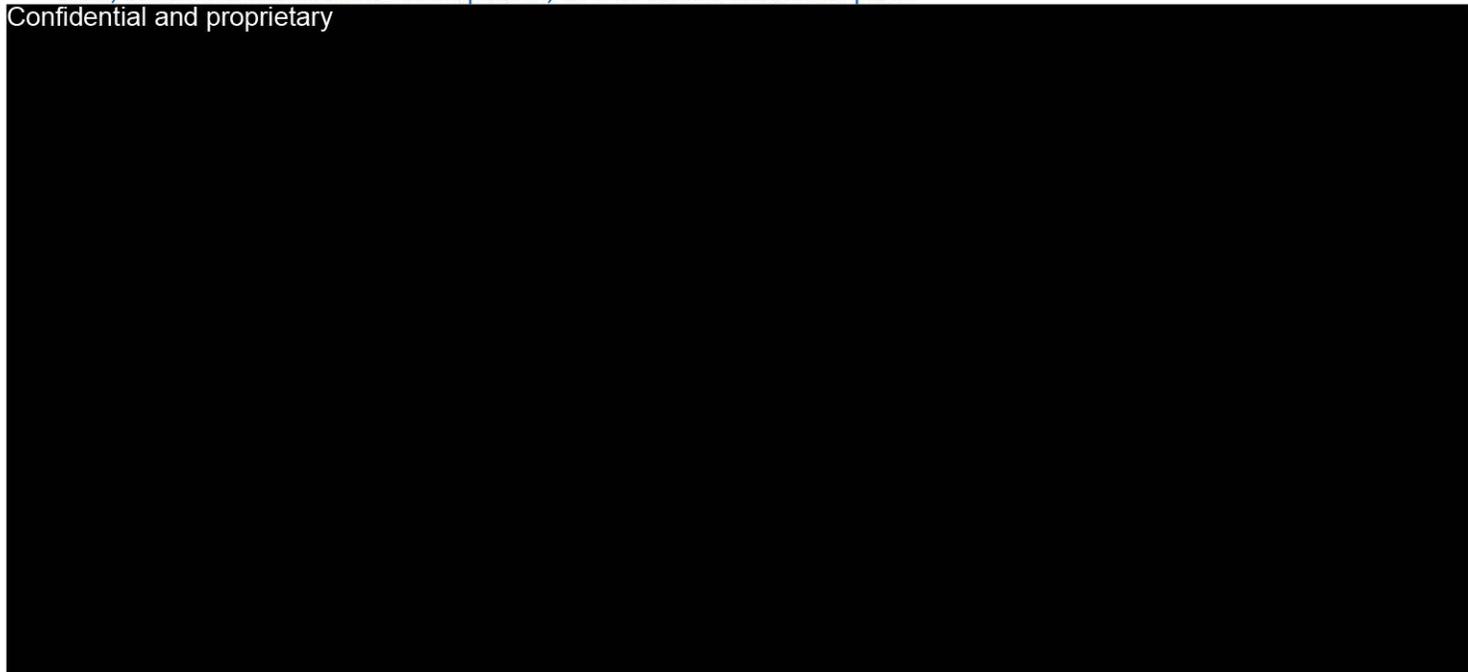
The NOC provides preventive and ongoing maintenance and repairs to help minimize the disruption of services. Proactive maintenance and repair are conducted as often as necessary to keep the systems and support components in good operational status. Regular system updates to software and hardware are performed based on availability of new features, updates of 3rd party content and bug fixes. The NOC will make every attempt to preform service maintenance during our normal maintenance window of 1:00am - 6:00am EST. If maintenance requires system downtime, your facility will be notified by your Account Manager 24 hours in advance.

Technical Support Center

Smart Communications' Technical Support Center serves as a single point of contact for your facility to report problems ranging from minor maintenance issues, to service outages or to request assistance with the administrative features of our communications platforms. Our highly trained Technical Support Specialists can be reached 24/7/365 toll-free by calling 844-346-0988 or emailing facilitysupport@smartcommunications.us.

Our Technical Support Specialists manage all service requests via a service request ticketing system. Service calls are routed directly to a Technical Support Specialist who will obtain the specifics of the service request and open a ticket. Each service request ticket is assigned a priority level (P1, P2 or P3) based on the percentage of the system or service that is being adversely affected. The priority level assigned determines the target resolution time, client communications and updates, as well as the escalation path.

Confidential and proprietary



The Technical Support Specialist will have full ownership of the service request and will make every effort to resolve the service issue remotely within the designated timeframe(s). When required, the Technical Support Specialist will engage our NOC or engineering teams to help resolve the issue. If required, a Field Service

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Technician will be dispatched to assist in resolution of the service issue and the Technical Support Specialist will notify client when technician will arrive on site. Once a service request has been resolved, the Technical Support Specialist will close the ticket and update the customer.

SERVICE REQUEST TICKET PRIORITY LEVELS AND ESCALATION PATHS

Priority Level	% of Service Affected	Response Time	Target Resolution	Client Updates	Escalation Path
P1	≥30%	2 hours	<8 hours	Every 3 hours	Immediately escalated up to Service Level 3 - VP of Network Operations.
P2	≥5% <30%	4 hours	<24 hours	Every 6 hours	P2 issues not resolved within 24 hours are automatically escalated to Service Level 2 – Network Operations Manager.
P3	<5%	8 hours	<48 hours	Every 24 hours	P3 issues not resolved within 48 hours are automatically escalated to Service Level 1 - Technical Support Manager.

Field Support Technicians

Our service is further enhanced by using certified local and regional technical support personnel to provide on-site installation, support and repair when needed. We also maintain a local supply of system components and replacement parts to help minimize service restoration time. Your facility will be served by designated local Field Service Technicians and additional local technicians will be assigned as backups upon contract award. A Field Service Technician will arrive on-site within 6 hours of being dispatched.

Customer Care Center

Confirmed. Friends and family of inmates who need assistance utilizing or experience an issue with a Smart Communications solution are serviced by our Customer Care Center. Our Customer Care Center can be reached 24/7/365 by calling our toll-free line 888-843-1972. All calls will be answered by a live, fully trained, U.S.-based representative.

Service and Support Contacts

Title	First and Last Name	Authority Level	Phone	Email Address
Account Manager	Includes confidential and private information			
Services Director/ Customer Care Center				
Technical Support Center Manager				
Senior Technician/ Provisioning Manager				
Project Manager				
Network Operations Manager				
VP of Network Operations				

Software Enhancements, Patches and Updates

All software enhancements and patches for all Smart Communications' components are developed and tested by our in-house software engineering and quality assurance teams. Dedicated and authorized service personnel

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are permitted remote access to the servers and video endpoints through firewall permissions which only permit access from our corporate network. Software updates are applied and tested. Each update has processes in place to back out and restore a previous version, if necessary. SmartTablet™ devices can be updated over the air (OTA) under the control of our management system. SmartTablet™ device updates are systematically managed and metered which prevents too many devices being updated simultaneously, ensuring devices are always available for use during an update cycle. All software is version-controlled and devices report currently running versions back to a central management system.

d. Provide a pricing summary of one-time and ongoing maintenance costs for any services, hardware, software, contractor services, other.

RESPONSE: Smart Communications will provide all maintenance and support for communications hardware and software related to our proposed technologies and services at **no cost** to the County.

e. Summarize proposed costs/fees, compensation and/or commission rates proposed.

RESPONSE: Smart Communications is pleased summarize our proposed costs/fees and compensation and commissions offer to the Ottawa County Sheriff's Office.

With Smart Communications, the County will be paid a commission on all revenue-generating services provided with **90.0%** commissions on all ITS call types – including interstate, **100.0%** commissions on every inbound voicemail, **50.0%** commissions on remote video visitation sessions and **10.0%** commissions on electronic messaging. There are no deductions, withholdings or “creative accounting” practices employed that reduce facility commission revenue. To further strengthen the County's budget, our financial offer also includes a **\$25,000.00** technology grant.

In addition to a substantial financial offer and more affordable service rates, Smart Communications' offer includes multiple value-added technologies and services that will enhance facility safety, security and efficiency as well as inmate productivity at **no cost**:

- **Patented MailGuard® Off-Site Personal Mail Scanning and Electronic Delivery Service Provided at ZERO COST (\$82,080.00 value over 3-year term)***
- **Patented MailGuardLegal® On-Site Legal Mail Processing Service**
- **FREE Weekly Inmate Electronic Messaging (\$32,832.00 value over 3-year term)***
- **FREE Inmate Tablets with NO Rental or General Access Fees**
- **SmartRequest™ Digital Request/Grievance/Medical Form Platform Service Provided at ZERO COST**
- **SmartEd™ Inmate Education Platform Provided at ZERO COST**
- **Digital Law Library Provided at ZERO COST (\$30,000.00 value over 3-year term)**
- **Jail Management System/Commissary Interfacing to Allow Inmate to Order Commissary and Access Other Details on Phones, Tablets and/or Kiosks as well as Automated Information Services (AIS) for the Public****
- **Annual Technology Training Summit Cruise (\$63,000.00 value over 3-year term)**
- **All Network, Hardware and Software Furnished, Installed and Maintained at ZERO COST**
- **Onsite Training and 24/7/365 Live, U.S. Based Customer and Technical Support Provided at ZERO COST**

*Values based on inmate average daily population of 228 inmates.

**Smart Communications proposal does not include Commissary Services. We have wealth of experience integrating our proposed technologies and services with third party commissary and jail manager/offender management systems.

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Integration of Smart Communications proposed solutions with Ottawa County Jail's commissary and JMS/OMS providers will be provided at no cost to the County.

» Smart-EVO™ Inmate Telephone System (ITS) Rates and Commissions |

Call Rate Option #1:

SMART-EVO™ ITS COLLECT CALL RATES AND COMMISSIONS					
COLLECT CALLS					
Call Category	Surcharge or Connect Fee	First Minute Rate	Each Add'l Minute Rate	Commission % Offered	Cost for a 15 Minute Call
Local	\$0.00	\$0.16	\$0.16	90.0%	\$2.40
Intra-LATA	\$0.00	\$0.25	\$0.25	90.0%	\$3.75
Inter LATA	\$0.00	\$0.25	\$0.25	90.0%	\$3.75
Interstate	\$0.00	\$0.21	\$0.21	90.0%	\$3.15
PREPAID COLLECT, DIRECT BILLED COLLECT OR ADVANCE PAY CALLS					
Call Category	Surcharge or Connect Fee	First Minute Rate	Each Add'l Minute Rate	Commission % Offered	Cost for a 15 Minute Call
Local	\$0.00	\$0.16	\$0.16	90.0%	\$2.40
Intra-LATA	\$0.00	\$0.25	\$0.25	90.0%	\$3.75
Inter LATA	\$0.00	\$0.25	\$0.25	90.0%	\$3.75
Interstate	\$0.00	\$0.21	\$0.21	90.0%	\$3.15
PREPAID DEBIT OR DEBIT CARD CALLS					
Call Category	Surcharge or Connect Fee	First Minute Rate	Each Add'l Minute Rate	Commission % Offered	Cost for a 15 Minute Call
Local	\$0.00	\$0.16	\$0.16	90.0%	\$2.40
Intra-LATA	\$0.00	\$0.25	\$0.25	90.0%	\$3.75
Inter LATA	\$0.00	\$0.25	\$0.25	90.0%	\$3.75
Interstate	\$0.00	\$0.21	\$0.21	90.0%	\$3.15
ITS Inbound Voicemail (60 seconds)	N/A	\$1.00	N/A	100.0%	N/A

Call Rate Option #2:

SMART-EVO™ ITS COLLECT CALL RATES AND COMMISSIONS					
COLLECT CALLS					
Call Category	Surcharge or Connect Fee	First Minute Rate	Each Add'l Minute Rate	Commission % Offered	Cost for a 15 Minute Call
Local	\$0.00	\$0.16	\$0.16	90.0%	\$2.40
Intra-LATA	\$0.00	\$0.16	\$0.25	90.0%	\$2.40
Inter LATA	\$0.00	\$0.16	\$0.25	90.0%	\$2.40

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Interstate	\$0.00	\$0.21	\$0.21	90.0%	\$2.40
PREPAID COLLECT, DIRECT BILLED COLLECT OR ADVANCE PAY CALLS					
Call Category	Surcharge or Connect Fee	First Minute Rate	Each Add'l Minute Rate	Commission % Offered	Cost for a 15 Minute Call
Local	\$0.00	\$0.16	\$0.16	90.0%	\$2.40
Intra-LATA	\$0.00	\$0.16	\$0.25	90.0%	\$2.40
Inter LATA	\$0.00	\$0.16	\$0.25	90.0%	\$2.40
Interstate	\$0.00	\$0.16	\$0.21	90.0%	\$2.40
PREPAID DEBIT OR DEBIT CARD CALLS					
Call Category	Surcharge or Connect Fee	First Minute Rate	Each Add'l Minute Rate	Commission % Offered	Cost for a 15 Minute Call
Local	\$0.00	\$0.16	\$0.16	90.0%	\$2.40
Intra-LATA	\$0.00	\$0.16	\$0.25	90.0%	\$2.40
Inter LATA	\$0.00	\$0.16	\$0.25	90.0%	\$2.40
Interstate	\$0.00	\$0.16	\$0.21	90.0%	\$2.40
ITS Inbound Voicemail (60 seconds)	N/A	\$1.00	N/A	100.0%	N/A

NOTE: All rates provided are exclusive of mandatory Federal, State and Local taxes and regulatory fees. Smart Communications will pass through these charges from the taxing/regulating agency to the called party and no commission will be paid on these items.

Unlike other ITS providers, Smart Communications pays commission based on “true” ITS Gross Call Revenue, including interstate. This means every single revenue-generating call from OCSO inmates will be commissioned at the rates described. There are no deductions, withholdings or “creative accounting” practices employed that reduce facility commission revenue.

Based on public record data acquired prior to the issuance of the RFP, we learned of the current call rates and commissions pertaining to the County’s incumbent provider to be as follows:

INCUMBENT ITS CALL RATES AND COMMISSIONS					
COLLECT CALLS					
Call Category	Surcharge or Connect Fee	First Minute Rate	Each Add'l Minute Rate	Commission % Offered	Cost for a 15 Minute Call
Local	\$0.00	\$3.35	\$0.35	81.0%	\$8.25
Intra-LATA	\$0.00	\$4.64	\$0.69	81.0%	\$14.30
Inter LATA	\$0.00	\$4.64	\$0.69	81.0%	\$14.30
Interstate	\$0.00	\$0.25	\$0.25	0.0%	\$3.75
PREPAID COLLECT, DIRECT BILLED COLLECT OR ADVANCE PAY CALLS					
Call Category	Surcharge or Connect Fee	First Minute Rate	Each Add'l Minute Rate	Commission % Offered	Cost for a 15 Minute Call

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Local	\$0.00	\$0.16	\$0.35	81.0%	\$8.25
Intra-LATA	\$0.00	\$0.25	\$0.69	81.0%	\$14.30
Inter LATA	\$0.00	\$0.25	\$0.69	81.0%	\$14.30
Interstate	\$0.00	\$0.21	\$0.21	0.00%	\$3.15
PREPAID DEBIT OR DEBIT CARD CALLS					
Call Category	Surcharge or Connect Fee	First Minute Rate	Each Add'l Minute Rate	Commission % Offered	Cost for a 15 Minute Call
Local	\$0.00	\$0.16	\$0.35	81.0%	\$8.25
Intra-LATA	\$0.00	\$0.25	\$0.69	81.0%	\$14.30
Inter LATA	\$0.00	\$0.25	\$0.69	81.0%	\$14.30
Interstate	\$0.00	\$0.21	\$0.21	0.00%	\$3.15
ITS Inbound Voicemail (45 seconds)	N/A	\$1.99	N/A	20.0%	N/A

Smart Communications proposed ITS call rates offers a drastically lower call costs (up to 83.22%) for inmates and higher commissions as illustrated in the table below:

Call Rate Option #1 Comparison to Incumbent

SMART-EVO ITS CALL RATE OPTION #1 VS. INCUMBENT ITS CALL RATES AND COMMISSIONS COMPARISON						
COLLECT CALLS						
Call Category	Smart Communications' Cost for a 15 Minute Call	Smart Communications' Commission Rate %	Incumbent's Cost for a 15 Minute Call	Incumbent's Commission Rate	15 Minute Call Cost Price Reduction %	Commission Rate Increase %
Local	\$2.40	90.0%	\$8.25	81.0%	-70.91%	9.0%
Intra-LATA	\$3.75	90.0%	\$14.30	81.0%	-73.78%	9.0%
Inter LATA	\$3.75	90.0%	\$14.30	81.0%	-73.78%	9.0%
Interstate	\$3.15	90.0%	\$3.75	0.0%	-16.00%	100.0%
PREPAID COLLECT, DIRECT BILLED COLLECT OR ADVANCE PAY CALLS						
Call Category	Smart Communications' Cost for a 15 Minute Call	Smart Communications' Commission Rate %	Incumbent's Cost for a 15 Minute Call	Incumbent's Commission Rate	15 Minute Call Cost Price Reduction %	Commission Rate Increase %
Local	\$2.40	90.0%	\$8.25	81.0%	-68.97%	9.0%
Intra-LATA	\$3.75	90.0%	\$14.30	81.0%	-72.03%	9.0%
Inter LATA	\$3.75	90.0%	\$14.30	81.0%	-72.03%	9.0%
Interstate	\$3.15	90.0%	\$3.15	0.00%	0.00%	100.0%
PREPAID DEBIT OR DEBIT CARD CALLS						

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Call Category	Smart Communications' Cost for a 15 Minute Call	Smart Communications' Commission Rate %	Incumbent's Cost for a 15 Minute Call	Incumbent's Commission Rate	15 Minute Call Cost Price Reduction %	Commission Rate Increase %
Local	\$2.40	90.0%	\$8.25	81.0%	-70.97%	9.0%
Intra-LATA	\$3.75	90.0%	\$14.30	81.0%	-72.03%	9.0%
Inter LATA	\$3.75	90.0%	\$14.30	81.0%	-72.03%	9.0%
Interstate	\$3.15	90.0%	\$3.15	0.00%	0.00%	90.0%

Call Rate Option #2 Comparison to Incumbent

SMART-EVO ITS CALL RATE OPTION #2 VS. INCUMBENT ITS CALL RATES AND COMMISSIONS COMPARISON						
COLLECT CALLS						
Call Category	Smart Communications' Cost for a 15 Minute Call	Smart Communications' Commission Rate %	Incumbent's Cost for a 15 Minute Call	Incumbent's Commission Rate	15 Minute Call Cost Price Reduction %	Commission Rate Increase %
Local	\$2.40	90.0%	\$8.25	81.0%	-70.91%	9.0%
Intra-LATA	\$2.40	90.0%	\$14.30	81.0%	-73.78%	9.0%
Inter LATA	\$2.40	90.0%	\$14.30	81.0%	-73.78%	9.0%
Interstate	\$2.40	90.0%	\$3.75	0.0%	-36.00%	100.0%
PREPAID COLLECT, DIRECT BILLED COLLECT OR ADVANCE PAY CALLS						
Call Category	Smart Communications' Cost for a 15 Minute Call	Smart Communications' Commission Rate %	Incumbent's Cost for a 15 Minute Call	Incumbent's Commission Rate	15 Minute Call Cost Price Reduction %	Commission Rate Increase %
Local	\$2.40	90.0%	\$8.25	81.0%	-70.91%	9.0%
Intra-LATA	\$2.40	90.0%	\$14.30	81.0%	-83.22%	9.0%
Inter LATA	\$2.40	90.0%	\$14.30	81.0%	-83.22%	9.0%
Interstate	\$2.40	90.0%	\$3.15	0.00%	23.81%	100.0%
PREPAID DEBIT OR DEBIT CARD CALLS						
Call Category	Smart Communications' Cost for a 15 Minute Call	Smart Communications' Commission Rate %	Incumbent's Cost for a 15 Minute Call	Incumbent's Commission Rate	15 Minute Call Cost Price Reduction %	Commission Rate Increase %
Local	\$2.40	90.0%	\$8.25	81.0%	-70.91%	9.0%
Intra-LATA	\$2.40	90.0%	\$14.30	81.0%	-83.22%	9.0%
Inter LATA	\$2.40	90.0%	\$14.30	81.0%	-83.22%	9.0%
Interstate	\$2.40	90.0%	\$3.15	0.00%	23.81%	100.0%

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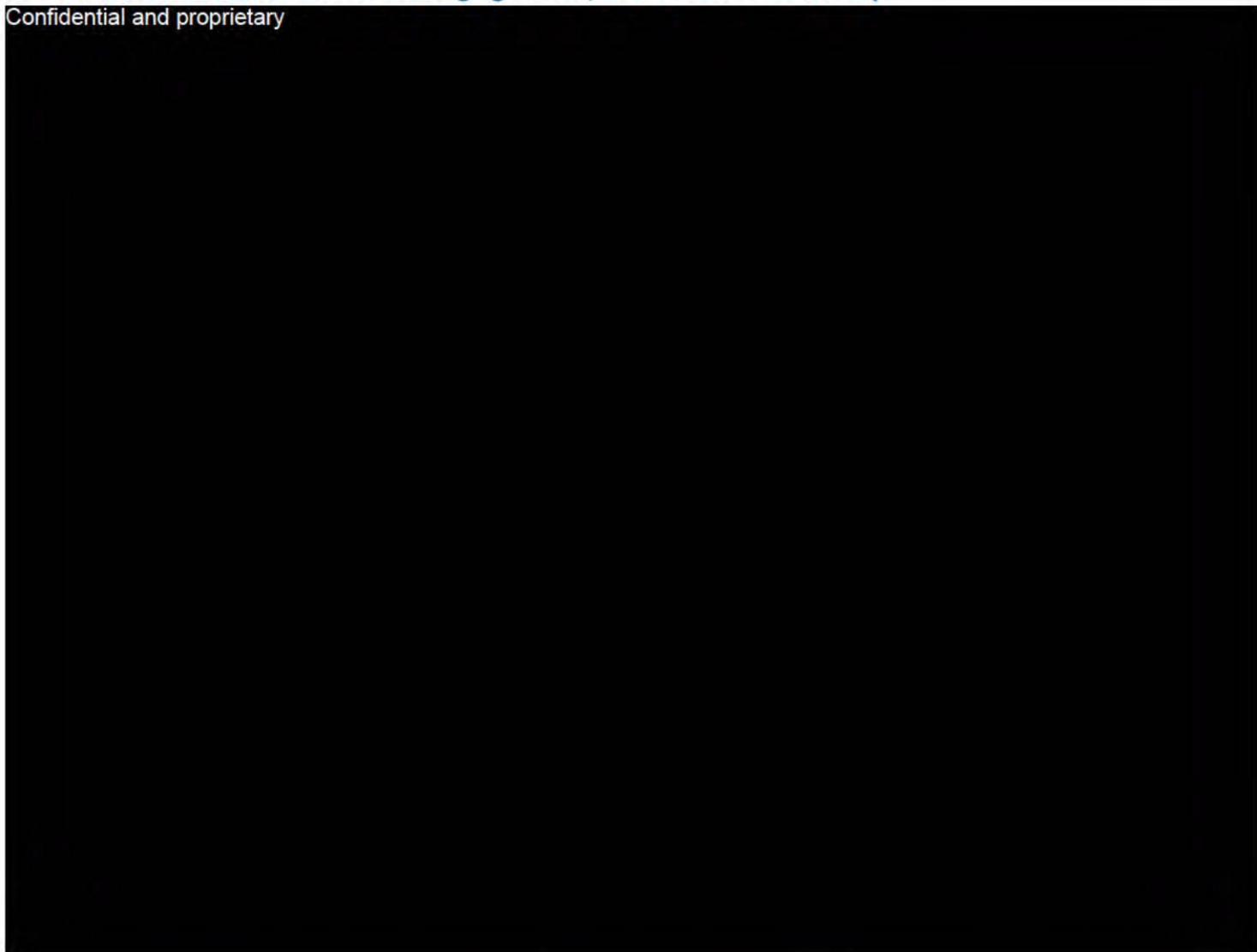
» SmartVisit™ Video Visitation System (VVS) Rates and Commissions |

SMARTVISIT™ VVS RATES AND COMMISSIONS			
Visitation Type	Per Visit Charge	Per Minute Rate	Commission Rate
Local (On-site)	N/A	N/A	N/A
Remote (Off-site)	N/A	\$0.20	50.0%

Commission payments are paid on total “true” remote visitation gross revenue, which is calculated by multiplying the total number of minutes used by the commission rate. Unlike other providers, Smart Communications does not require a minimum number of remote paid visits to provide remote VVS service or pay commissions. There are no deductions, withholdings, minimum usage requirements or “creative accounting” practices employed that reduce or eliminate facility commission revenue.

» SmartInmate™ Electronic Messaging Details, Rates and Commissions |

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SMARTINMATE™ ELECTRONIC MESSAGING RATES AND COMMISSIONS

Message Type	Rate	Commission Rate
Text (up to 30,000 characters)	\$0.50/message	10.0%
Photo Delivery	\$1.00/photo	10.0%

To ensure all inmates can communicate with their family and friends regardless of their financial situation, Smart Communications will donate 8 **FREE** SmartInmate™ Messages every month to each OCSO inmate (\$32,832.00 value over 3-year term based on an inmate ADP of 228) – no inmate is left behind. Since 2009, Smart Communications has donated over 36 million free messages to inmates.

To send or receive messages from an inmate, a friend or family member must open a free SmartInmate™ account. A SmartInmate™ account can be set-up quickly and with ease online by visiting www.SmartInmate.com or contacting our Customer Care Call Center at 888-843-1972.

» SmartEntertainment™ Streaming Media Platform Rates and Commissions |

Smart Communications' SmartEntertainment™ platform on SmartTablet™ helps keep inmates occupied while providing the facility with the ability to earn additional commissions.

Inmates are provided with free access to basic SmartEntertainment™ content including Library eBooks. Premium content may be streamed at a low, flat \$0.01 per minute rate detailed below.



SMARTENTERTAINMENT™ PLATFORM RATES AND COMMISSION

Entertainment Category	Per Minute Rate	Commission Rate
Basic Content	No Charge	N/A
Premium Content	\$0.01	50.0%

OTHER INMATE AMENITIES:

To be completed by vendors that wish to communicate additional offerings provided by their company. Include any information that would be helpful to the County.

In addition to free tablets, Smart Communications offer is unique because it also includes the provision of our patented MailGuard® services and much more at absolutely **no cost**.

Information about all aspects of our offer, are explained in greater detail in the sections that follow.

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» Patented MailGuard® Off-site Personal Mail Scanning and Electronic Delivery Service Provided at ZERO COST |

Smart Communications' offers include our patented MailGuard® Postal Mail Elimination System service that will further enhance safety and efficiency at the OCSO for *no charge* (\$82,080.00 value over 3-year term based on an inmate ADP of 228). MailGuard® provides a complete solution to one of corrections' longest running problems and security loopholes - contraband and secret communications in inmate postal mail. MailGuard® will keep correctional staff and the inmate population safe by providing a remote, virtual mailroom that processes and electronically delivers inmate postal mail with zero agency staff labor or exposure risk.



Confidential and proprietary

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Confidential and proprietary



» JMS/Commissary/AIS Service Integration Provided at ZERO COST|

Smart Communications will integrate with the OCSO's JMS and host your commissary vendor's menu. This integration will allow inmates to order commissary through the Smart-EVO™ ITS, SmartTablet™ or SmartKiosk™ device. Furthermore, Smart Communications will provide 24/7/365 Automated Information System (AIS) service with English and Spanish language interfaces at **no cost** to the OCSO. The AIS provides both inmates and external users with access to a variety of general facility and other information over the phone. Inmates access the AIS by entering a speed dial number on any designated inmate phone. Once connected,



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inmates can use the AIS to access the following information: charges, court dates, visitation eligibility, bond amount, etc. External users access the AIS by dialing the facility's main telephone number. Once connected, external users can use the AIS to access the following information: facility address and directions, visitation policies, inmate charges, inmate court dates, inmate visitation eligibility, inmate bond amount, etc. The AIS also provides external users with the option to set up and fund a personal prepaid account or deposit funds into an inmate's PIN debit account.

Confidential and proprietary

» Annual Technology Training Summit Cruise |

To ensure key staff are provided with the latest training and information relating to technology designed to help make correctional facilities safer and more efficient, Smart Communications will provide OCSO Staff with three complimentary rooms (up to 6 registration tickets) to attend our annual Technology Training Summit Cruise a (\$63,000.00+ value over 3-year term). This exclusive, invitation-only event sails out of Tampa Bay to the Caribbean each year and includes accredited workshops and training classes along with tours of our patented MailGuard® processing facility and company headquarters.



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» Summary |

Thank you for your careful consideration of our proposal and financial offer. Smart Communications is different because we are a true technology company driven by a passion for innovation and bettering the lives of everyone involved with incarceration. We did not start out as an inmate phone company; instead, we started with inmate technology and a focus on providing a faster, more affordable and more intelligent way for inmates to interact with the evolving world around them. For over a decade, we have been innovating technologies and services that continue to revolutionize the corrections industry. In 2009 we launched SmartInmate™, the world’s first two-way electronic messaging system exclusively designed for correctional use. SmartInmate™ not only changed corrections by giving inmates access to a faster and more affordable new option to stay connected with family and friends, it also provided an entirely new intelligence source to help investigators prevent and solve crimes. A year later we launched SmartRequest™, the corrections industry’s first digital request/grievance/medical platform and deployed the first facility wide digital law library.



Today, Smart Communications’ technologies and services are currently used by more than 135 partner facilities in 25 states. Partners we serve include the Pennsylvania Department of Corrections that houses over 50,000 inmates as well as the Federal Bureau of Prisons that houses over 180,000 inmates.

If you have any questions relating to our proposal or would like to propose modifications our financial offers please contact us directly at 888-253-5178 or email jon.logan@smartcommunications.us.

We welcome the opportunity to partner with the Ottawa County Sheriff’s Office and look forward to providing you with the technologies and services you will appreciate over the coming years.

VENDOR QUALIFICATIONS:

Please confirm that your organization has the capacity and qualifications to complete the project from start to finish at a standard at or above industry standards. Please check each box to confirm qualifications.

- Vendor shall have a minimum of five (5) years of experience in in the requested service laid out in this RFP.
- Vendor shall be able to meet all insurance requirements outlined in the RFP. To be considered responsive, vendor must meet the requirements of this RFP.
- Vendor must be organized for the purpose of providing Inmate Services and with experience in correctional services.
- Vendor must agree that all employees, officers or agents of the Vendor who shall provide services on site at the County must successfully pass fingerprinting and background checks by the Sheriff’s Office.
- Vendor must have the ability to provide any training necessary to the County’s staff for implementation.

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REFERENCES:

Please state references of similar that required similar size and scope of project. All boxes must be completed. Providing information at a later date is not acceptable.



Content Omitted as Confidential

The undersigned hereby authorizes the County to obtain all information that said recipient may have concerning the undersigned's contract performance history and releases all parties from all liability for any damage that may result from furnishing the same to the County. A photocopy of this authorization shall be deemed equivalent to the original.

Authorized Representatives Signature

3-19-2021

Date

Jon Logan, President, Smart Communications Holding, Inc.

Authorized Representative's Printed Name, Title, and Company Name (and Legal Name) for Business



ATTACHMENT B – VENDOR CONDITIONS

Vendor has read the solicitation documents in their entirety and agrees to the conditions set forth below.

Incurred Expenses / Confidentiality:

The County is not responsible for any cost or expense incurred by Contractor preparing and submitting qualifications prior to execution of an agreement.

Conflict of Interest:

By submission of a response, the vendor agrees that at the time of submittal, he/she: (1) has no interest (including financial benefit, commission, etc.) and shall not acquire any interest, direct or indirect, that would conflict in any manner or degree with the performance of vendor’s services, or (2) benefit from an award resulting in a “Conflict of Interest.” Contractor shall identify interests, and the individuals involved, on separate paper with the response and understand that the County, at its discretion may reject their submission.

Iran Linked Business:

By submission of this form, the Contractor certifies, under civil penalty for false certification, that it is fully eligible to do so under law and that it is not an “Iran linked business,” as that term is defined in the Michigan Economic Sanctions Act, 2012 P.A. 517.

Debarment & Suspension

The Contractor certifies to the best of its knowledge and belief, that the corporation, LLC, partnership, or sole proprietor, and/or its’ principals, owners, officers, shareholders, key employees, directors and member partners: (1) are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency; (2) have not within a three-year period preceding this form been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; (3) are not presently indicted for or otherwise criminally charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in (2) of this certification; and, (4) have not within a three-year period preceding this proposal had one or more public transactions (Federal, State or local) terminated for cause or default.

BY: 
Signature of Authorized Representative

3-19-2021
Date

Jon Logan, President, Smart Communications Holding, Inc.
Authorized Representative’s Printed Name, Title, and Company Name (and Legal Name) for Business



Ottawa County

Fiscal Services Department – Purchasing
12220 Fillmore Street - Room 331 - West Olive, Michigan 49460
purchasing.rfp@miottawa.org

Phone 616-738-4855
E-mail:

SMART COMMUNICATIONS / OTTAWA COUNTY AGREEMENT EXHIBIT B: COMPENSATION

In consideration of the mutual agreement set forth, Smart Communications and the County of Ottawa agree to the following:

Telecommunications – Inmate Telephone System

1. Smart Communications shall establish rates for telephone services set forth below:

INMATE TELEPHONE SYSTEM (ITS) PER MINUTE CALL RATES				
Call Type	Surcharge	Collect	PrePaid Collect	PrePaid Debit
Local	N/A	\$0.16	\$0.16	\$0.16
IntraLATA	N/A	\$0.16	\$0.16	\$0.16
InterLATA	N/A	\$0.16	\$0.16	\$0.16
Interstate	N/A	\$0.16	\$0.16	\$0.16
International	N/A	\$0.16	\$0.16	\$0.16
Inbound Voicemail	\$1.00	N/A	N/A	N/A

2. Smart Communications shall make monthly commission payments to the County in the amount of ninety percent (90%) of revenues generated from all phones calls made on its Inmate Telephone System, regardless of call type or call rate. Smart Communications shall also pay County one hundred percent (100%) of revenues from inbound voicemail.
3. Smart Communications shall service and maintain its telephone system and terminals at Smart Communications' expense, expect as otherwise agreed upon.

Tablets

4. The SmartTablet system and its entire supporting infrastructure are provided at no cost to the County and inmates.
5. Smart Communications will provide at no cost to County the labor for installation of the SmartInmate electronic messaging system. Smart Communication will provide at no cost to County the labor, hardware, and software needed for the continued

operating, maintaining, and networking of the electronic messaging system.

6. Smart Communications is responsible for all costs and future costs associated with any modification, reconfiguration, or upgrade of the electronic messaging system at the County's facility.
7. Smart Communications will provide each inmate at County's facility with credits for eight (8) messages per week at no charge, to satisfy the needs of indigent inmates.
8. Electronic Messaging. Each email message is billed at fifty cents (\$0.50), which corresponds to 50 credits.
9. Photo Delivery Service. Each approved photo is billed at one dollar (\$1.00), which corresponds to 100 credits.
10. Smart Communications shall pay County a commission in the amount of ten percent (10%) of the revenue collected from use of its electronic messaging.
11. Smart Communications shall provide access via the SmartTablet to a law library at no cost.
12. Smart Communications shall provide access to its SmartEntertainment platform via SmartTablet for streaming basic content (free) and premium content (at a rate of one cent (\$0.01) per minute). Smart Communications shall pay County a commission in the amount of fifty percent (50%) for premium content.
13. In the event a tablet stops working, no longer holds a charge, is damaged, or is otherwise in need of service, facility staff can replace the malfunctioning tablet with a new SmartTablet. Smart Communications will provide pickup and delivery of malfunctioning and replacement SmartTablets at no charge to the County.

Video

14. Smart Communications will provide at no cost to County onsite video visitation (public) kiosks and/or lobby kiosks in the quantity and at locations agreed by the Parties.
15. Smart Communications will provide at no cost to County the labor, hardware, and software needed for the continued operating maintaining, and networking of the video visitation system, including any public or lobby kiosks.
16. Smart Communications is responsible for all the costs and future costs associated with any modification, reconfiguration, or upgrade of the video visitation system at the County's Facility.
17. Remote video visitation will be billed at twenty cents (\$0.20) per minute, unless mutually agreed upon by both parties. Onsite video visitation will be provided at no

cost.

18. Smart Communications shall pay County a commission in the amount of fifty percent (50%) of the revenue collected from use of its remote video visitation system.

MailGuard Postal Mail Elimination System

19. Smart Communications shall provide its patented MailGuard Postal Mail Elimination system as no cost to County.
20. Smart Communications shall be solely responsible for the cost(s) of maintaining the Post Office Box designated by the Customer for incoming routine mail to be sent.
21. Smart Communications shall provide all equipment and support services to operate the MailGuard system and transmit incoming routine postal mail into an electronic document to be delivered to inmate on the SmartTablets at no cost to customer.

MailGuard Legal System

22. Smart Communications will install and maintain its proprietary software and the additional infrastructure necessary to operate its MailGuard Legal system at no cost to County.

Additional Commissions and Payments

23. Starting the first month after Smart Communication's system and services are installed and live, Smart Communications will pay County said commission payments on or before the 30th day of the month. Smart Communications shall pay commissions to County on a monthly basis, no later than thirty (30) calendar days from the end of each calendar month for which services are provided.
24. Smart Communications shall pay Customer upfront technology grant in the amount of twenty-five thousand dollars (\$25,000) within ten (10) days of signing this Agreement.
25. Smart Communications shall provide at no cost to the Customer and Inmate electronic general and medical requests as well as electronic grievance form via the SmartTablet.
26. At County's request, Smart Communications will host Customer's commissary vendor's menu on Smart Communications' system, at no cost to County.
27. At County's request, Smart Communications will integrate with Customer's jail management system (JMS) at no cost to customer.
28. Upon installation of the Smart Communications' system, Smart Communications shall provide County staff with extensive training for all services and features available to

County pursuant to this Agreement. In addition, Smart Communications will provide refresher or new training sessions to County staff as necessary, including as new staff is hired by County, at no cost.

Action Request



Committee:	Finance and Administration Committee
Meeting Date:	11/16/2021
Requesting Department:	Fiscal Services Department
Submitted By:	Karen Karasinski
Agenda Item:	Declaration of Intent to Enter into a Contract of Lease with the Ottawa County Building Authority

Suggested Motion:

To approve and forward to the Board of Commissioners the Resolution to ratify and confirm actions taken by the Board on October 27, 2021.

Summary of Request:

In October, the Board authorized the Board Chairperson and Clerk/Register to sign a resolution of intent to enter into a contract of lease with the Ottawa County Building Authority for the Family Courthouse, to publish a notice to enter into said Contract of Lease, and to delegate to the Interim County Administrator certain tasks related to the issuance of bonds.

The October Board action provided the necessary authorization for the County Clerk to publish a notice with respect to the County's intent to enter into a contract of lease with the Ottawa County Building Authority for the Family Courthouse. The actual resolution of intent to enter into a contract of lease with the Ottawa County Building Authority, however, was not fully adopted by the Board in October. This resolution ratifies the actions taken by the Board to provide for the newspaper publication of the notice, and includes the other items intended to be presented to the Board in October to comprise the full resolution referred to above.

Financial Information:

Total Cost: \$0.00	General Fund Cost: \$0.00	Included in Budget:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> N/A
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If not included in budget, recommended funding source:

Action is Related to an Activity Which Is: Mandated Non-Mandated New Activity

Action is Related to Strategic Plan:

Goal: Goal 1: To Maintain and Improve the Strong Financial Position of the County.

Objective: Goal 1, Objective 1: Maintain and improve current processes and implement new strategies to retain a balanced budget.

Goal 1, Objective 3: Maintain or improve bond credit ratings.

Administration: Recommended Not Recommended Without Recommendation

County Administrator:

Committee/Governing/Advisory Board Approval Date:

COUNTY OF OTTAWA
STATE OF MICHIGAN

NOTICE OF INTENTION OF THE COUNTY OF OTTAWA TO ENTER INTO
A FULL FAITH AND CREDIT GENERAL OBLIGATION CONTRACT OF
LEASE WITH THE OTTAWA COUNTY BUILDING AUTHORITY AND
NOTICE OF RIGHT TO PETITION FOR REFERENDUM THEREON

TO ALL ELECTORS AND TAXPAYERS OF THE
COUNTY OF OTTAWA

NOTICE IS HEREBY GIVEN, that the Board of Commissioners of the County of Ottawa, Michigan, intends to authorize the execution of a full faith and credit general obligation contract of lease with the Ottawa County Building Authority. The contract of lease will provide, among other things, for the acquisition, construction and equipping of a new Family Courthouse in the County of Ottawa (the "Project"). The contract of lease will further provide that the Ottawa County Building Authority will finance the cost of the Project by the issuance of building authority bonds pursuant to the provisions of Act 31, Public Acts of Michigan, 1948 (First Extra Session), as amended, in anticipation of the receipt of cash rental payments to be made by the County of Ottawa to the Ottawa County Building Authority pursuant to the contract of lease. The estimated cost of the Project is \$30,000,000 and the maximum amount of bonds to be issued is \$30,000,000.

FULL FAITH AND CREDIT AND LIMITED
TAXING POWER OF THE COUNTY OF OTTAWA PLEDGED

NOTICE IS FURTHER GIVEN, that in the contract of lease the County of Ottawa will obligate itself to make cash rental payments to the Ottawa County Building Authority in amounts sufficient to pay the principal of and interest on the bonds to be issued by the Ottawa County Building Authority and that the full faith and credit of the County of Ottawa will be pledged for the making of said cash rental payments as a limited tax first budget obligation. Pursuant to the pledge of its full faith and credit, the County of Ottawa will be required in each fiscal year to include in its budget and to appropriate such amounts as shall be necessary to make the cash rental payments to the extent other moneys are not available to make the cash rental payments. In no event may the County of Ottawa levy ad valorem taxes for the purpose of paying for the Project in amounts in excess of the rate permitted by the Constitution and laws of the State of Michigan. In addition to its obligation to make cash rental payments, the County of Ottawa will agree, in the contract of lease, to pay all costs and expenses of the Authority incidental to the issuance and payment of the bonds to the extent such expenses are not payable from the proceeds of the bonds and to pay the expenses of operating and maintaining the Project.

RIGHT TO PETITION FOR REFERENDUM

NOTICE IS FURTHER GIVEN, that this notice is given to and for the benefit of the electors and taxpayers of the County of Ottawa in order to inform them that the Board of Commissioners intends to authorize the execution of the above described contract of lease and also to inform them of their right to petition for a referendum upon the question of entering into the contract of lease. The County of Ottawa intends to enter into the contract of lease without a vote of the electors thereon, but the contract of lease shall not become effective until 60 days after publication of this notice. If, within 45 days of the publication of this notice, a petition for referendum requesting an election on the contract of lease, signed by not less than 10% or 15,000

of the registered electors of the County of Ottawa, whichever is less, has been filed with the County Clerk, the contract of lease shall not become effective unless approved by a majority of the electors of the County of Ottawa voting thereon at a general or special election.

This notice is given by order of the Board of Commissioners of the County of Ottawa pursuant to Act 31, Public Acts of Michigan, 1948 (First Extra Session), as amended. Further information may be secured at the office of the undersigned County Clerk.

Justin F. Roebuck, Clerk/Register
County of Ottawa

Published: _____, 2021

RE: RESOLUTION RATIFYING AND CONFIRMING RESOLUTION AUTHORIZING
PUBLICATION OF NOTICE OF INTENT TO ENTER INTO CONTRACT OF LEASE

Submitted by Commissioner _____:

Mr. Chairperson, Ladies, and Gentlemen:

I offer the following resolution:

WHEREAS, the Ottawa County Building Authority (the “Building Authority”) proposes to issue its tax-exempt bonds (the “Bonds”) pursuant to Act 31, Public Acts of Michigan, 1948 (1st Ex. Sess.), as amended (“Act 31”) or other applicable law, to finance part of the cost of acquiring, constructing and equipping a new Family Courthouse in the County of Ottawa (the “Project”); and

WHEREAS, the Bonds will be payable from cash rental payments made by the County of Ottawa (the “County”) to the Building Authority pursuant to a full faith and credit general obligation contract of lease (the “Contract of Lease”) to be entered into between the County and the Building Authority; and

WHEREAS, a notice of intent to enter into the Contract of Lease with the Building Authority must be published in order to comply with the requirements of Section 8b(3) of Act 31; and

WHEREAS, at a regular meeting held on October 27, 2021, as reflected in the meeting minutes attached hereto, this Board of Commissioners approved and authorized the Board Chairperson and Clerk/Register to sign a resolution of intent to enter into a contract of lease with the Ottawa County Building Authority for the Project, to publish a notice to enter into said Contract of Lease, and to delegate to the Interim County Administrator certain tasks related to the issuance of the Bonds; and

WHEREAS, this Board desires to ratify and confirm the actions taken by this Board of Commissioners at said October 27, 2021 meeting, as provided above and all actions taken in furtherance thereof.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the County of Ottawa, Michigan, as follows:

1. The approval of the notice of intent, a copy of which is incorporated herein by reference and attached hereto as Exhibit A, is hereby ratified and confirmed.

2. The actions of the County Clerk in causing the notice of intent to be published and prominently displayed once in a newspaper of general circulation in the County are hereby ratified and confirmed.

3. It is hereby determined and confirmed that the notice as published provides information adequate to inform the electors and taxpayers of the County of the nature of the contractual obligations to be assumed by the County and of their right to file a petition for referendum requesting an election on the Contract of Lease referred to therein.

4. A copy of said notice as published shall be placed on file in the office of the County Clerk.

5. The County hereby covenants to take all action within its control to the extent permitted by law necessary to maintain the exclusion of the interest on the Bonds from gross income for federal income tax purposes under the Internal Revenue Code of 1986, as amended (the "Code"), including but not limited to, actions relating to the rebate of arbitrage earnings and the expenditure and investment of proceeds of the Bonds and moneys deemed to be proceeds of the Bonds.

6. The Interim County Administrator, is authorized, if necessary, to approve the circulation of a preliminary and final official statement for the Bonds, to cause the preparation of those portions of the preliminary and final official statement that pertain to the County, and to do all other things necessary for compliance with Rule 15c2-12 issued under the Securities Exchange Act of 1934, as amended (the "Rule"). The Interim County Administrator and other appropriate County officials are authorized to execute and deliver such certificates and to do all other things that are necessary to effectuate the sale and delivery of the Bonds.

7. The Interim County Administrator is authorized, if necessary, to execute and deliver in the name and on behalf of the County (i) a certificate of the County to comply with the requirements for a continuing disclosure undertaking of the County pursuant to subsection (b)(5) of the Rule, and (ii) amendments to such certificate from time to time in accordance with the terms of such certificate (the certificate and any amendments thereto are collectively referred to herein as the "Continuing Disclosure Certificate"). The County hereby covenants and agrees that it will comply with and carry out all of the provisions of the Continuing Disclosure Certificate. The remedies for any failure of the County to comply with and carry out the provisions of the Continuing Disclosure Certificate shall be as set forth therein.

8. Any and all agreements, instruments and documents previously executed and acts and things previously done to carry out the purposes of this resolution and with respect to the approval and publication of the notice of intent as referred to herein are ratified, confirmed and approved.

9. All other resolutions and parts of resolutions, insofar as the same may be in conflict herewith, are hereby rescinded.

YEAS: _____

NAYS: _____

RESOLUTION ADOPTED.

STATE OF MICHIGAN)
) SS:
COUNTY OF OTTAWA)

I hereby certify that the foregoing is a true and complete copy of a resolution duly adopted by the Board of Commissioners of the County of Ottawa at a regular meeting held on November 23, 2021, the original of which resolution is on file in my office. I further certify that notice of said meeting was given in accordance with the provisions of the open meetings act.

Clerk
County of Ottawa

Action Request

Electronic Submission – Contract # 1372



Committee: FINANCE AND ADMINISTRATION

Meeting Date: 11/16/2021

Vendor/3rd Party: SENTINEL

Requesting Department: INNOVATION & TECHNOLOGY

Submitted By: MICHAEL MORROW

Agenda Item: SECURITY ENTERPRISE AGREEMENT WITH SENTINEL

Suggested Motion:

To approve and forward to the Board of Commissioners the 3-year Security Enterprise Agreement with contracted vendor Sentinel Technologies, Inc. for a total cost of \$376,369.06 (3 annual payments of \$125,456.35).

Summary of Request:

Approved and signed Master Agreement is on file. This is an addendum for an additional Enterprise Agreement. This agreement includes all hardware/software/support for security applications (AMP, DUO, Malware, Umbrella, etc.) on all County devices (laptops, desktops, email, mobile devices, internet, firewall, etc.). These items have been purchased individually in the past. This agreement will include additional DUO licenses and save approximately \$14,000 annually.

Financial Information:

Total Cost: \$376,369.06

General Fund Cost: \$376,369.06

Included in Budget: Yes

If not included in Budget, recommended funding source:

Action is Related to an Activity Which Is: Non-Mandated

Action is Related to Strategic Plan:

Goal 4: To Continually Improve the County's Organization and Services.

Objective:

Administration:

Recommended by County Administrator:

Committee/Governing/Advisory Board Approval Date: 11/16/2021



Ottawa County

**MASTER SERVICES AGREEMENT
WITH SENTINEL TECHNOLOGIES, INC.**

County of Ottawa
12220 Fillmore St
West Olive, MI 49460

Tax Exempt County Registration 38-60004883

Name of Vendor:
Address:

Sentinel Technologies, Inc.
4595 Broadmoor Ave SE, Ste. 276, Grand Rapids MI 49512

Date: November 11, 2019

A. Vendor Status:

This authorizes Sentinel Technologies, Inc. (hereinafter "Vendor") to provide services ("Services") to the County. Any existing or former agreements between the County and Vendor (collectively referred to as "Parties" is superseded by this Agreement. Excluding the Scope and Intent section of this Agreement, the terms and conditions below shall take priority and precedence over any inconsistent provision or limitation in any Vendor prepared agreement, another County-issued purchase order or response to a County Request for Proposal, even if the County has approved and signed such subsequent documentation.

B. Scope and Intent:

This covers the procurement of Cisco network and telephony equipment, associated SmartNet maintenance and support agreements, and support services in support of the County's computer operations and infrastructure.

C. Scope of Work:

All services rendered by the Vendor shall be detailed in mutually agreed upon Statement(s) of Work (SOW), which will define the scope of work, deliverables (including any business requirements or technical specifications), compensation, and associated schedules. All SOWs will reflect adherence to this Master Agreement, not conflicting with any terms or conditions identified herein. The Parties shall each designate a single point of contact for the performance of services outlined in this Agreement.

Vendor is not to begin execution of any work activities without an executed SOW and accompanying authorized Purchase Order. Invoicing should reflect on it the associated purchase order number.

D. Term of Agreement:

Except if terminated pursuant to the "Termination" provisions in Section I below, the term of this Agreement shall be for one (1) year with two, one (1) year renewal option. Renewal years shall be automatic unless either party notifies the other sixty (60) days in advance before the end of such renewal term.

E. Compensation:

The maximum obligation of the County for services described in this Agreement is limited to the annual not-to-exceed amount of \$336,953, unless this Agreement is modified in writing after the County Board of Commissioners has authorized additional funds. The County is not obligated to spend any minimum or maximum obligation authorized under this Agreement.

F. Services by the Vendor:

The Vendor shall provide such professional services as may be necessary to accomplish the work required to be performed and shall at its cost, furnish all necessary personnel, equipment, materials, and incidental items required as a part of his/her work, even though not particularly specified or indicated to competently perform the work.

The Vendor warrants and represents that its personnel have the proper skill, training, background, knowledge, experience, rights, authorizations, integrity, character and licenses as necessary to perform the services described herein, in a competent and professional manner. The Vendor shall at all times cooperate with the County and coordinate its respective work efforts to most effectively and efficiently maintain the progress in performing the service.

The Vendor shall be responsible for the professional quality, technical accuracy, timely completion, and the coordination of all reports, preliminary plans, designs, drawings, specifications, procurement documents and other services furnished for the County by the Vendor pursuant to the applicable SOW.

In the performance of all services provided through this Agreement, the Vendor shall acquire all necessary permits and comply fully with all applicable laws, court decisions, and administrative regulations, and with all regulations and rules of the County and will also assure that any sub-vendors retained by it to perform services under this Agreement will comply with such requirements. The County shall not be responsible for Vendor's failure to adhere or follow any applicable laws, rules, and regulations, or for any penalties incurred by the County as a direct result of such failure.

The Vendor shall also render itself fully cognizant of all personnel and operational procedures of the County which may be substantially impacted by the strategies recommended by the Vendor. When developing a SOW pursuant to this Agreement, the Vendor and the County shall cooperate in identifying potential impacts to the County's personnel and operational procedures as a result of the Services. The County shall not be responsible for discovering deficiencies in the technical accuracy of Services. The Vendor shall be solely responsible for the accuracy of Services and, subject to the warranty in Section 1 of the Miscellaneous Terms attached hereto, shall promptly make necessary revisions or corrections resulting from its negligent acts, errors or omissions without any additional compensation from the County.

Subject to the warranty in Section 1 of the Miscellaneous Terms attached hereto, approvals by the County of drawings, designs, specifications, reports and incidental consulting work or materials furnished hereunder shall not in any way relieve the Vendor of responsibility for the technical adequacy of the work. Neither the County's review, approval or acceptance of, nor payment for, any of the services shall be construed to operate as a waiver of any rights under this Agreement or of any cause of action arising out of the performance of this Agreement, and the Vendor shall be and remain liable in accordance with applicable law for all damages to the County caused by the Vendor's negligent performance of any of the services furnished under this Agreement.

Subject to the warranty in Section 1 of the Miscellaneous Terms attached hereto, acceptance of services, including payment for same, shall not relieve the Vendor of responsibility for subsequent correction of its negligent act, error or omission or for clarification of ambiguities. During any other phase of work performed by others based on service provided by Vendor, the Vendor shall confer with the County when necessary for the purpose of interpreting the information, and/or to correct any negligent act, error, or omission without additional compensation, even though final payment may have been received by the Vendor. The Vendor shall give immediate attention to these corrections and/or changes.

Subject to the warranty in Section 1 of the Miscellaneous Terms attached hereto, in the event of any negligent act, error or omission which the County determines to be the responsibility of the Vendor in any phase of Services, the correction of which may require additional field or office work, the Vendor shall be promptly notified by the County and shall be required to perform such corrective services as may be necessary without delay and without additional cost to the County.

The Vendor will be held responsible for the satisfactory and complete execution of the work in accordance with the true intent of the specifications, and shall assume full responsibility for all materials and workmanship used. Unless otherwise set forth in the applicable SOW, Vendor shall provide, without extra charge, all incidental items required as a part of the work, even though not particularly specified or indicated (e.g. mileage to and from County offices). Any inability by the Vendor for any and all reasons to maintain a regular and consistent workforce may result in default of this Agreement.

The Vendor shall agree to maintain security standards consistent with security policy of the County. These include strict control of access to data and maintaining confidentiality of information gained while carrying out their duties. The Vendor shall be required to ensure that all personnel rendering services under this Agreement, which require

access to Ottawa County information or facilities, meet the criteria for personal security clearance prescribed by the County.

G. Independent Vendor

The Vendor shall perform all work and services described herein as an independent Vendor and not as an officer, agent, servant, employee, lessee, or tenant of the County. Vendor shall have exclusive control and exclusive right to control the details of the Services and work performed hereunder and all persons performing the same and shall be solely responsible for the acts and omissions of its officers, agents, employees, vendors and sub-Vendors, if any. Nothing herein shall be construed as creating a partnership, joint venture, landlord tenant, or leaser lessee relationship between the County and Vendor. No person performing Services described hereunder shall be considered an officer, agent, servant or employee of the County, nor shall any such person be entitled to any benefits available or granted to employees of the County.

H. Suspension of Services:

The County may order the Vendor, in writing, to suspend, delay or interrupt all or any part of the Services for such a period of time as may be determined to be appropriate for the convenience of the County. In the event of such a suspension, the Vendor may be entitled to extra compensation for damages if there are documented wage or material cost increases up to the annual allowable maximum stated in this Agreement; however, the Vendor shall make no claim for lost profit, office overhead or other damages. The County will be responsible for Vendor losses, performance failures, delays, and work stoppages when they result by the County's failure to provide information or performance of other actions that creates project delay. The extra compensation will be submitted as change orders to the project. An exception to this would be any losses suffered as a result of force majeure.

I. Termination:

The County may, at any time prior to the completion of full performance by the Vendor, terminate the Agreement by giving written notice via certified mail not less than fifteen (15) days prior to the effective date of its intention to do so. Such termination may be for cause or for the convenience of the County.

If the termination is for the County's convenience, payment to the Vendor will be made promptly for the amount of any fees earned to the effective date of the notice of termination that remain unpaid. Should the County be eligible for any reimbursement based on pro-rated formula(s), such reimbursement shall be promptly paid to the County.

J. Proprietary Rights:

The Vendor hereby acknowledges and agrees that the County retains all rights, title and interests in and to all materials, data, documentation and copies thereof furnished by the County to the Vendor hereunder or furnished by the Vendor to the County and/or created by the Vendor for delivery to the County, even if unfinished or in process, as a result of the Services the Vendor performs in connection with this Agreement, including all copyright and other proprietary rights therein, which the Vendor as well as its employees, agents, sub-vendors and suppliers may use only in connection of the performance of Services under this agreement. The Vendor shall not, without the prior written consent of the County, use such documentation on any other project in which the Vendor or its employees, agents, sub-vendors or suppliers are or may become engaged.

Submission or distribution by the Vendor to meet official regulatory requirements or for other purposes in connection with the performance of Services under this Agreement shall not be construed as publication in derogation of the County's copyrights or other proprietary rights.

All rights, title and interest in and to certain inventions, ideas, designs and methods, specifications and other documentation related thereto developed by the Vendor and its sub-vendors specifically for the County, hereinafter referred to as "Developed Works" shall become the property of the County and be subject to public discovery via the Freedom of Information Act.

Accordingly, neither the Vendor nor its employees, agents, sub-vendors or suppliers shall have any proprietary interest in such Developed Works. The Developed Works may not be utilized, reproduced or distributed by or on behalf of the Vendor, or any employee, agent, subVendor or supplier thereof, without the prior written consent of the County, except as required for the Vendor's performance hereunder.

All software, data and related intellectual property previously developed and owned by Vendor or any third party, or licensed to Vendor by any third party, and used in the provision of Services, are and will remain the exclusive property of Vendor or such third party ("Retained Intellectual Property").

Notwithstanding the foregoing, the Vendor hereby grants, and shall require that its sub-vendors and suppliers grant, if the County so desires, a perpetual, irrevocable and unrestricted right and license to use, duplicate, disclose and/or permit any other person(s) or entity(ies) to use all such Retained Intellectual Property required to be furnished to the County under this Agreement or any SOW to the extent necessary for the use and enjoyment of the Developed Works. Such license specifically includes, but is not limited to, the right of the County to use and/or disclose, in whole or in part, the Retained Intellectual Property, to any person or entity outside the County for such person's or entity's use in furnishing any and/or all of the Services provided hereunder exclusively for the County or entities controlling, controlled by, under common control with, or affiliated with the County, or organizations which may hereafter be formed by or become affiliated with the County. No such License Software, specifications, data, documentation or related information shall be deemed to have been given in confidence and any statement or legend to the contrary shall be void and of no effect.

K. Ownership of Data:

All information provided by County and any reports, notes, and other data collected and utilized by Vendor, its assigned employees, and/or sub-vendors, pursuant to this Agreement, shall become the property of County as prepared, whether delivered to County or not. Unless otherwise provided herein, all such data shall be delivered to County or its designee upon completion of the Agreement or at such other times as County or its designee may request.

J. Confidential Information:

"Confidential Information" means any information and data of a confidential nature, including but not limited to proprietary, technical, developmental, business plan, marketing, sales, operating, performance, cost, pricing and/or pricing strategies, know-how, business and process information, computer programming techniques, software, micro-code, firmware and all record-bearing media containing or disclosing such information and techniques, which is disclosed by one party to this Agreement ("Disclosing Party") to the other Party ("Receiving Party") pursuant to this Agreement. Any information received orally will be treated as confidential only if the Disclosing Party notifies the Receiving Party that the information is confidential or would be of such character that a reasonable person would believe it to be confidential in nature. Notwithstanding the foregoing, Confidential Information will not include information that is (a) developed independently by the Receiving Party without reference to or use of the Disclosing Party's Confidential Information; (b) obtained from a source other than the Disclosing Party through no breach of confidence by the Receiving Party; (c) in the public domain when received or thereafter enters the public domain through no fault of the Receiving Party; (d) provided by the Disclosing Party without restriction; or (e) disclosed by the Receiving Party pursuant to statute, regulation, or the order of a court of competent jurisdiction, provided that the Receiving Party has notified the Disclosing Party in order to permit the taking of appropriate protective measures.

The Parties agree to use such Confidential Information of the Disclosing Party only as it relates to the performance of the obligations under this Agreement and to hold each other's Confidential Information in strict confidence and not to disclose it to any third party without the prior written consent of the Disclosing Party. Further, the Receiving Party will use the same degree of care it uses with respect to its own Confidential Information to prevent the unauthorized disclosure to a third party, but in no event less than reasonable care.

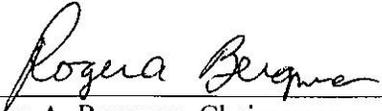
MISCELLANEOUS TERMS AND CONDITIONS

- 1. Warranty.** Vendor warrants that the services provided by it under this Agreement or any SOW will not, from the date of County's final acceptance of such service through 30 days thereafter, deviate in any material respect from the specifications for such services; provided, that such warranty will not apply to services (1) provided by Vendor in a manner specifically requested by County to which Vendor objected, or (2) materially amended, revised or modified by a party other than Vendor, including, but not limited to, County. If County notifies Vendor of a breach of this warranty, Vendor will correct and redeliver the affected service at no additional charge to County within a reasonable period of time.

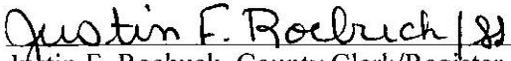
Product warranties and return policies are provided by the respective manufacturers or publishers of the Products sold under this Agreement and Contractor makes no warranties whatsoever with regard to said Product.

2. **Indemnity.** Vendor agrees to indemnify and hold harmless the County, including its elected officials, officers, employees and volunteers from any claims, judgment, losses, damages, payments, costs arising out of or resulting from any third party claim on account of bodily injuries, deaths, or damage to property that results from Vendor's (including its directors, officers, employees, agents, representatives, subcontractors or suppliers) willful misconduct, fault, gross negligence or omission, in each case, in connection with Vendor's performance of obligations under this Agreement or any SOW .
3. **Limitation of Liability.** NOTWITHSTANDING ANY OTHER PROVISION OF THIS AGREEMENT OR ANY SOW ISSUED HEREUNDER, FOR ANY CLAIMS ARISING OUT OF OR IN CONNECTION WITH THIS AGREEMENT AND ANY SOW ISSUED HEREUNDER AND THE PROVISION OF ALL DELIVERABLES HEREUNDER AND THEREUNDER, IN NO EVENT, WHETHER BASED IN CONTRACT OR TORT (INCLUDING, WITHOUT LIMITATION FOR BREACH OF WARRANTY, NEGLIGENCE AND STRICT LIABILITY IN TORT), WILL VENDOR BE LIABLE TO THE COUNTY FOR (A) INCIDENTAL, CONSEQUENTIAL, INDIRECT, SPECIAL OR PUNITIVE DAMAGES OF ANY KIND, OR FOR LOSS OF REVENUE, LOSS OF BUSINESS OR OTHER FINANCIAL LOSS, OR (B) ACTUAL DAMAGES IN EXCESS OF THE AGGREGATE AMOUNT OF THE FEES PAID AND PAYABLE BY THE COUNTY TO VENDOR UNDER THE INDIVIDUAL SOW WHICH GAVE RISE TO THE CLAIM FOR SUCH DAMAGES
4. **Insurance.** Vendor shall provide proof of the following coverages: workers compensation, employer's liability, comprehensive general liability and if applicable, automobile and professional malpractice. Coverage limits are to be statutory and if no statute is applicable, at least \$1,000,000 per occurrence or claim and \$2,000,000 aggregate. These limits may be provided in single layers or by combinations of primary and excess/umbrella policy layers. These coverages shall protect the Vendor, and County and their employees, agents, representatives, invitees and sub-vendors against claims arising out of the work performed or products provided. The County and its elected officials, officers, employees, agents and volunteers are to be additional insureds and a thirty notice is required to the County in the event of coverage termination.
5. **Payment Terms.** Unless another term is specified in a written agreement fully approved and signed by the County, payment terms will be a net thirty (30) days of the date of Vendor's invoice. The County is not liable for any cost exceeding the total cost above unless a signed written amendment is made to this Agreement.
6. **Merger and Modification.** This Agreement and any response to a request for proposal submitted by the vendor, represent the entire understanding between the parties and supersede all prior negotiations, representations or agreements, whether written or oral. This Agreement may be amended only by written instrument signed by the authorized representatives of the County and the Vendor.
7. **Notices.** All certificates and notices must be sent to the Innovation & Technology Director at the following address: 12220 Fillmore St. West Olive, MI 49460.
8. **Execution.** The vendor representative attests that he or she has the authority to bind the vendor by signature below.
9. **Sub-Vendors.** Any use of subcontracted services requires written approval of the County. The vendor, acting as prime Vendor, will be responsible for the adherence of all associated terms and scope associated.
10. **Non Solicitation.** For a period of one (1) year following the last active engagement between the Parties under this Agreement, each party agrees not to knowingly solicit for hire, or hire, directly or indirectly, any employee of the other party having any direct involvement with this Agreement, without the written consent of the other party. If this provision is violated, the affected party reserves the right to charge, and the violating party agrees to pay, an amount equal to one year of the employee's current salary.

COUNTY OF OTTAWA

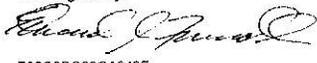
By: 
Roger A. Bergman, Chairperson
Board of Commissioners

1/14/20
Date

By: 
Justin F. Roebuck, County Clerk/Register

1-21-20
Date

Sentinel Technologies, Inc

By: 
F02C08C080CA043E...

11/25/2019 | 11:01 AM CST
Date



APPENDIX A

Customer Name: Ottawa County

Street Address: 12220 Fillmore

City, State, Zip: West Olive, Michigan 49460

The Agreement referenced below by and between Sentinel Technologies, Inc., (Contractor) with principal offices at 2550 Warrenville Road, Downers Grove, Illinois 60515, and Ottawa County (Customer) with principal offices at 12220 Fillmore, West Olive, Michigan 49460 is hereby appended to include the following:

Commencement Date Agreement No. 002 Addendum No. 039-PE

Hardware/Software only purchase of items listed in the Pricing Summary. No installation or professional services provided.

Pricing Summary

Security EA

Solution Subscriptions - Unless explicitly indicated otherwise within this contract, the below term for these subscription services will automatically renew, absent at least ninety (90) days' notice of cancelation by Customer before the start of the renewal term. For subscription services that do not automatically renew, Customer must provide Sentinel with at least ninety (90) days' notice of its intention to renew the services and shall hold Sentinel harmless from any service interruption to result from the cessation of services due to Customer's failure to provide timely notice as stated herein.

		Extended Price
Security EA	\$	376,369.06
Subscriptions Total	\$	376,369.06

TOTAL PROJECT - Project Total Cost is based on the combined purchase of all Hardware/Software, Professional Services and Solution Maintenance from Sentinel as detailed in the attached Bill of Materials. Unbundling or materially reducing any of these essential elements of the solution may result in modifications to the cost of the remaining elements.

		Extended Price
Solution Subscriptions	\$	376,369.06
Project Total	\$	376,369.06

***Quote is valid until 11/03/2021**

Plus applicable tax, shipping & handling



Security EA

Security EA						
Description	Qty	Unit Price (Term)	Ext Price (Term)	Initial Term (Months)	Billing Model	Renewal Term
Cisco EA BUNDLE	1	\$ -	\$ -	36 Months	Annually	Requote
Cisco EA 2.0 Choice - Security Suites - AMP4E Essentials	1	\$ -	\$ -	36 Months	Annually	Requote
Sec EA 2.0 Choice AMP Endpoints Essentials 10pk	150	\$ 438.31	\$ 65,746.50	36 Months	Annually	Requote
BASIC SUPPORT FOR AMP END POINTS	1	\$ -	\$ -	36 Months	Annually	Requote
Cisco EA 2.0 Choice - Security Suites - Duo Access Suite	1	\$ -	\$ -	36 Months	Annually	Requote
EA Choice - Duo Access Edition	900	\$ 142.05	\$ 127,845.00	36 Months	Annually	Requote
BASIC SUPPORT FOR DUO	1	\$ -	\$ -	36 Months	Annually	Requote
Cisco EA 2.0 Choice - Cisco Secure Email Essentials	1	\$ -	\$ -	36 Months	Annually	Requote
Security EA 2.0 Choice Cisco Secure Email Cloud Essential	130	\$ 228.06	\$ 29,647.80	36 Months	Annually	Requote
BASIC SUPPORT FOR EMAIL SECURITY	1	\$ -	\$ -	36 Months	Annually	Requote
Cisco EA 2.0 Choice - Security Suites- ISE 3.0	1	\$ -	\$ -	36 Months	Annually	Requote
Cisco Security EA 2.0 Choice ISE Advantage Subscription 10pk	300	\$ 101.33	\$ 30,399.00	36 Months	Annually	Requote
Cisco EA 2.0 Choice - ISE 3.0 - Basic SW Support	1	\$ -	\$ -	36 Months	Annually	Requote
Cisco EA 2.0 Choice - Security Suites- NGFW	1	\$ -	\$ -	36 Months	Annually	Requote
Sec EA 2.0 Choice FPR2130 Threat Defense Threat, Malware,URL	4	\$ 14,513.25	\$ 58,053.00	36 Months	Annually	Requote
BASIC SUPPORT FOR NEXT-GEN FIREWALL	1	\$ -	\$ -	36 Months	Annually	Requote
Cisco EA 2.0 Choice - Security Suites-Umbrella DNS Advantage	1	\$ -	\$ -	36 Months	Annually	Requote
Sec EA 2.0 Choice Umbrella DNS Advantage	1200	\$ 49.75	\$ 59,700.00	36 Months	Annually	Requote
Umbrella Support for DNS/SIG Packages - Enhanced	1	\$ 7,090.16	\$ 7,090.16	36 Months	Annually	Requote
STI - Licensing Onboarding	1	\$ 3,000.00	\$ 3,000.00	0 Months	Annually	Requote
Cisco OneTime Credit	1	\$ (5,112.40)	\$ (5,112.40)	0 Months	Annually	Requote
Initial Term Subscriptions Sub-Total:						\$376,369.06

General Terms and Assumptions

- With regard to any software licenses installed by Contractor as necessary to effectuate the provision of services under this Agreement, thus not within the scope of the deliverables, Customer is hereby prohibited from duplicating said software in any form or fashion and is further restricted from using the software beyond the intended scope set forth herein. Moreover, Customer is restricted from licensing, sublicensing or transferring said software to any third party (except to a related party) without the express permission of Contractor, under which circumstance the software shall stay under the control and auspices of the Contractor. In the event Customer loses or damages the software, a copy may be provided at a nominal charge. Contractor may, at its discretion, remove said software upon the completion of its provision of services. Alternatively, at the end of this engagement or the license period, whichever occurs first, Customer is required to either destroy or return all copies of said software to Contractor, as expressly directed by Contractor.
- The manufacturer/support provider has the right to inspect any products that have either never had support coverage or have not had support coverage for an extended period to determine their eligibility for maintenance/support. Devices subject to inspection will be flagged as such and are subject to a non-refundable inspection fee, which shall be the responsibility of Customer. Sentinel will work with the manufacturer/support provider on Customer's behalf until device eligibility is determined. Devices that do not pass the inspection will be ineligible for support.
- For products purchased pursuant to this agreement, Contractor agrees to provide storage at no additional charge for up to 90 days. If the storage period exceeds 90 days, Customer agrees to the following: a.) Customer will be responsible to pay a fee of 2% per month for storage of purchased products from that point forward, b.) Customer will be invoiced and will be responsible to pay the unpaid balance for any products purchased from Contractor that have not been paid in full and, c.) Ownership will transfer from Contractor to Customer.



- For all products purchased, it is assumed that prior to order execution with Contractor, Customer has reviewed, understood, and agreed to each manufacturer's respective terms and conditions governing the purchase of products, including, but not limited to, applicable warranties, order cancellation, and return policies. In the event of a return request, Sentinel may assist Customer by facilitating the request between Customer and the manufacturer. In addition, product return requests will be subject to Sentinel's own return policies, which may include restocking fees and/or shipping and handling costs.
- Under no circumstances will Customer have the right to withhold payment to Sentinel due to an alleged breach of any express or implied warranties with regard to the products purchased herein. Any such claim shall be handled directly between the manufacturer and Customer. If Contractor receives any financial relief or incentives intended for Customer as a result of a settlement between Customer and the manufacturer, Contractor agrees to pass through the incentives or financial relief to Customer.
- Sentinel makes no guarantees with respect to this product's compliance with any local, state, or federal privacy laws, including, but not limited to, the Biometric Information Privacy Act (BIPA) and the California Consumer Privacy Act (CCPA), and Customer shall maintain all responsibility and bear all liability with regard to its compliance with such in relation to its use of this product. Customer shall indemnify and hold harmless Sentinel from any third party claims to arise out of any privacy violations with regard to this product.

Payment Terms

Hardware/Software: For orders over \$100K, 50% at contract execution, balance upon shipment from manufacturer

All Invoices: Net 30

This quote is valid until 11 / 03 / 2021.

CUSTOMER:
 Ottawa County
 Signed by: Michael Morrow
 Signature: _____
 Printed Name: Michael Morrow
 Title: Technical Infrastructure Manager
 Date: 10/5/2021 | 2:01 PM CDT
 P.O. #: _____

CONTRACTOR:
 Sentinel Technologies, Inc.
 Signed by: Dana Jones
 Signature: _____
 Printed Name: Dana Jones
 Title: VP of Operations
 Date: 10/5/2021 | 12:10 PM PDT



Ottawa County

Fiscal Services Department – Purchasing
12220 Fillmore Street - Rm 331 - West Olive, Michigan

Phone 616-738-4855
E-mail: purchasing.rfp@miottawa.org

AMENDMENT TO EXTEND

This Amendment to Extend the Master Services Agreement (hereinafter “Amendment”) is made and entered into on October 18, 2021, between Sentinel Technologies, Inc., (hereinafter “Contractor”), 4595 Broadmoor Ave SE, Ste. 276, Grand Rapids, MI 49512, and the County of Ottawa, 12220 Fillmore St., West Olive, MI 49460 (hereinafter “County”).

The County and Contractor are parties to the Master Services Agreement effective as of January 21, 2020, the contract date. Under the Agreement, Contractor agrees to provide the procurement of Cisco network and telephony equipment, associated SmartNet maintenance and support agreements, and support services in support of the County’s computer operations and infrastructure, detailed in mutually agreed upon Statement(s) of Work (SOW) and now desire to make certain modifications and amendments to the Agreement provided herein; and agree as follows:

1. The original term of the agreement was through January 21, 2022. This Amendment to Extend the Master Services Agreement would extend the agreement through December 31, 2024, in order to accommodate the Addendum No. 0939-PE for Security EA Solution Subscriptions, which is a three (3) year project for a total of \$376,369.06 (or approximately \$125,456.38 annually).

All other original terms and conditions of the Agreement are not amended herein and remain in full force and effect.

IN WITNESS WHEREOF, this Amendment is executed effective as of the date first set forth above.

COUNTY OF OTTAWA

By: _____

Roger A. Bergman, Chairperson
Board of Commissioners

_____ Date

By: _____

Justin F. Roebuck, County Clerk
County Clerk/Register of Deeds

_____ Date

SENTINEL TECHNOLOGIES, INC.

By: DocuSigned by:

F02C6BC88CA943E...

Name/Title: Edward Truesdale
EVP of Operations

_____ Date 10/26/2021 | 10:09 AM CDT

Action Request



Committee:	Finance and Administration Committee	<input type="checkbox"/>
Meeting Date:	11/16/2021	
Requesting Department:	Human Resources	
Submitted By:	Marcie Ver Beek	
Agenda Item:	Wage and Benefit Adjustments for Unclassified group, Group N and Group T Employees for 2022	

Suggested Motion:

To approve and forward to the Board of Commissioners the following wage and benefit adjustments for Unclassified, Group N, and Group T Employees for 2022:

- a.) Wages: Effective January 1, 2022 increase the existing salary schedule by 2%. (Excluding Elected Officials, Judges, and Board of Commissioners)
- b.) Benefits: In 2022 the employee co-pay on the 100/80 (High) plan would remain at 20%. The High Deductible Health Plan with a Health Savings Account would have a zero co-pay, and the deductibles in 2022 would be \$1400 (single) and \$2800 (family) and the Employer will fund the deductible for 2022 at 50% (\$700 single/\$1400 two person/family). (Including Elected Officials and Judges)

Summary of Request:

This recommendation is to provide for a 2% wage increase effective January 1, 2022 for Unclassified, Group N, and Group T Employees. The wage adjustments for 2022 for the Elected Officials and the Board of Commissioners was completed by the Officer's Compensation Committee and approved by the Board of Commissioners on March 24, 2020.

Financial Information:

Total Cost:	General Fund Cost:	Included in Budget:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
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If not included in budget, recommended funding source:

Action is Related to an Activity Which Is: Mandated Non-Mandated New Activity

Action is Related to Strategic Plan:

Goal: Goal 4: To Continually Improve the County's Organization and Services.

Objective: Goal 4, Objective 3: Maintain and expand investments in the human resources and talent of the organization.

Administration: Recommended Not Recommended Without Recommendation

County Administrator:

Committee/Governing/Advisory Board Approval Date:

Action Request

Electronic Submission – Contract # 1377



Committee: FINANCE AND ADMINISTRATION

Meeting Date: 11/16/2021

Vendor/3rd Party: THOMAS AND JANICE HOLSTEGE

Requesting Department: DEPARTMENT OF STRATEGIC IMPACT

Submitted By: PAUL SACHS

Agenda Item: HOLSTEGE CONSERVATION EASEMENT OPTION AGREEMENT

Suggested Motion:

To approve and forward to the Board of Commissioners a Conservation Easement Option Agreement with Thomas W. Holstege and Janice L. Holstege in the amount of \$272,000 for +/- 36.1 acres located in Zeeland Township, Michigan.

Summary of Request:

On November 3, 2021, the Agricultural Preservation Board approved the Conservation Easement Option Agreement with Thomas W. Holstege and Janice L. Holstege to purchase the development rights to +/- 36.1 acres on parcel #70-17-02-200-003 in Zeeland Township (see attached option agreement) for a total appraised value of \$272,000.

An application for a \$133,280 grant from the USDA Agricultural Conservation Easement Program (ACEP) will be submitted. If awarded, the grant will cover 49% (\$133,280) of the total purchase cost of the development rights to the parcel. The remaining cost will be funded through a landowner donation of 26% (\$70,720) and 25% (\$68,000) will be provided by the non-endowed Farmland Preservation Fund managed by the Community Foundation of Holland/Zeeland. If the grant is not awarded, the option will not be exercised.

Financial Information:

Total Cost: \$272,000.00

General Fund Cost: \$0.00

Included in Budget: Yes

If not included in Budget, recommended funding source:

Action is Related to an Activity Which Is: Non-Mandated

Action is Related to Strategic Plan:

Goal 2: To Contribute to the Long-Term Economic, Social and Environmental Health of the County.

Objective:

Administration:

Recommended by County Administrator:

Committee/Governing/Advisory Board Approval Date: 11/16/2021

PERMANENT CONSERVATION EASEMENT OPTION AGREEMENT

This Permanent Conservation Easement Option Agreement ("Option Agreement") is made and entered into this 8th day of November, 2021, by and between *Thomas W. Holstege and Janice L. Holstege* ("Seller"), whose address is 5630 New Holland Street Hudsonville MI 49426; and the COUNTY OF OTTAWA, a political subdivision of the State of Michigan, on behalf of the Ottawa County Farmland Preservation Board ("County"), whose address is 12220 Fillmore Street, West Olive, Michigan 49460.

1. **Option Agreement.** In consideration of One and no/100 (\$1.00) Dollar, Seller grants the County an exclusive option to purchase a Permanent Conservation Easement ("Conservation Easement") over, under, upon and across the following-described real property located in the **Township of Zeeland, Ottawa County, Michigan**, to-wit:

See legal description attached as Exhibit "A" (the "Easement Description").

2. **Term and Exercise of Option Agreement.** This Option Agreement shall remain in effect for a two (2) year term from the date of this Option Agreement first appearing above. The County may exercise the Option Agreement by giving written notice to the Seller at the address set forth above, prior to the expiration of the term.

3. **Purchase Price.** The total Purchase Price for the Conservation Easement shall be TWO HUNDRED SEVENTY-TWO THOUSAND, AND NO/100 (\$272,000.00) Dollars, payable in cash and/or collectible funds at closing, allocated as follows, contingent upon any changes pursuant to a future appraisal that may be required by grantors:

(i)	Grant funds (49% of Appraised FMV):	\$133,280.00
(ii)	Seller contribution (26%) by gift at closing	\$70,720.00
(iii)	County PDR Portion of Price:	<u>\$68,000.00</u>
	Total:	\$272,000.00

4. **Closing.** A Closing of the purchase and sale of the Conservation Easement pursuant to this Option Agreement shall be held within a reasonable time after the County's exercise of this Option Agreement, at the offices of a title insurance company. Seller shall execute and deliver at Closing a Conservation Easement in recordable form substantially similar to the document attached as Exhibit "B," and such other documents as is typical for this matter and required by the title insurance company acting as Closing Agent for the parties. Upon conveyance of the Conservation Easement, Seller shall pay any real estate transfer taxes due and a grant-processing fee of 2% of the appraised value of the development rights. The County shall pay any recording fees. The parties have agreed to donate at Seller's option and discretion, 26% of the Purchase Price.

5. **Taxes.** Seller shall pay all real property taxes. The County shall have no responsibility for real property taxes.

6. **Preserved Farm Sign.** Seller agrees to install a Permanently Preserved Farm sign (sign and materials to be provided by the County); secure any permits required for sign installation; install the sign within seven days of the easement closing date; and keep the sign in good repair.

7. **Binding Effect.** This Option Agreement becomes effective when signed by the parties, and shall then apply to and bind the Seller and the Seller's heirs, executors, administrators, successors and assigns.

8. **Waivers.** No failure or delay on the part of either of the parties to this Option Agreement in exercising any right, power or privilege set forth herein shall operate as a waiver thereof, nor shall a single or partial exercise of any rights, power or privilege preclude any other or further exercise of any other right, power, or privilege.

9. **Amendments.** Modifications, amendments, or waivers of any provision of this Option Agreement shall be made only by the written mutual consent of the parties.

10. **Complete Agreement.** This Option Agreement and any additional or supplementary documents incorporated herein by specific reference contain all the terms and conditions agreed upon by the parties, including any Statement of Just Compensation. No other agreements, oral or otherwise, regarding the subject property of this Option Agreement or any part thereof shall have the validity or bind any of the parties.

11. **Specific Performance.** Upon signing this Option Agreement, Seller agrees to pay back all expenses incurred in the preparation to close by the Ottawa County Agricultural Preservation Board in the event of a withdrawal by Seller. Funds paid back will be deposited into the Ottawa County Farmland Preservation Board Fund. The parties have entered into this Option Agreement voluntarily, with the intent of each to encourage the preservation of farmland.

12. **Certification of Authority to Sign Option Agreement.** The persons signing this Option Agreement on behalf of the Seller and the County certify by their signatures that they are authorized to sign this Option Agreement on behalf of the respective parties, and that this Option Agreement has been authorized by any organization represented by an individual signing this Option Agreement.

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intentionally.)

Thomas W. Holstege and Janice L. Holstege
SELLER

Date: 11-8-21

By: *Thomas W. Holstege*
Thomas W. Holstege

Date: 11-8-21

By: *Janice L. Holstege*
Janice L. Holstege

STATE OF MICHIGAN)
COUNTY OF OTTAWA)

Subscribed and sworn to before me, a Notary Public, this 8th day of November, 2021

by *Katy Steenwyk*.

Katy Steenwyk
Notary Public
Ottawa County, Michigan
Acting in Ottawa County, Michigan
My Commission Expires: 11-1-24



OTTAWA COUNTY

Date: _____

By: _____
Roger Bergman, Chairperson,
Ottawa County Board of Commissioners

By: _____
Justin F. Roebuck, Clerk/Register,
Ottawa County

STATE OF MICHIGAN)
COUNTY OF OTTAWA)

Subscribed and sworn to before me, a Notary Public, this ___ day of _____, 20___, by
Roger Bergman, Chairperson of the Ottawa County Board of Commissioners and Justin F.
Roebuck, Ottawa County Clerk/Register.

Notary Public
Ottawa County, Michigan
Acting in Ottawa County, Michigan
My Commission Expires: _____

Exhibit A

Lands and premises located in the **Township of Zeeland, County of Ottawa and State of Michigan**, described as follows, to-wit:

Parcel Number: 70-17-02-200-003

Description:

That part of the NE fractional $\frac{1}{4}$ of Section 2, T5N, R14W, Zeeland Township, Ottawa County, Michigan, described as: Beginning at a point on the East line of NE fractional $\frac{1}{4}$ of said Section, S0°58'05"W 429.00 feet from the Northeast corner of said Section; thence S0°58'05"W 1967.58 feet along said East line to Reference Point A; thence continuing S0°58'05"W 19 feet more or less along said East line to the centerline of the Black River Drain; thence Southwesterly 748 feet more or less along said centerline to the West line of the East 50 $\frac{1}{3}$ acres of the NE fractional $\frac{1}{4}$ of said Section; thence N0°58'05"E 37 feet more or less along said West line to Reference Point B, said Reference Point B lies S72°40'26"W 742.09 feet from said Reference Point A; thence N0°58'05"E 2632.14 feet along said West line to the North line of the NE fractional $\frac{1}{4}$ of said Section; thence S88°49'11"E 196.59 feet along said North line to a point N88 °49'11"W 508.00 feet from the Northeast corner of said Section; thence S0°58'05"W 429.00 feet; thence S88°49'11"E 508.00 feet to the place of beginning.

Exhibit B
Proposed Holstege Agricultural Conservation Agreement
36.1 acres in Zeeland Township, Ottawa County, Michigan



Action Request

Electronic Submission – Contract # 1387



Committee: FINANCE AND ADMINISTRATION
Meeting Date: 11/16/2021
Vendor/3rd Party: COPY TECH
Requesting Department: FISCAL SERVICES
Submitted By: KAREN KARASINSKI
Agenda Item: 5-YEAR AGREEMENT FOR COPIER AND PRINT MANAGEMENT SERVICES

Suggested Motion:

To approve and forward to the Board of Commissioners the 5-year agreement with Copy Tech for a countywide equipment assessment, replacement and printer management services at a not to exceed cost of \$650,000.

Summary of Request:

Fiscal Services initiated a cross-departmental project to review available cooperative contracts with the State of Michigan for copiers and printer management services. The project team met with two finalists based on an evaluation of pricing, equipment and services provided: Michigan Office Solutions/Xerox and Copy Tech/Toshiba. As a result of the evaluation, the team arrived at a recommendation to continue print services with Copy Tech and Toshiba copiers for an additional 5-years. As part of the agreement, Copy Tech will perform a comprehensive assessment of the County's fleet and develop a replacement plan to align the majority of copiers into the same 5-year replacement cycle. At this time, 83% (72 of 87) of copiers at the county are 5 years or older and will be prioritized for replacement in FY22. The remaining 15 copiers will be scheduled for replacement within the next 5 years, as appropriate.

The copier assessment is to be completed by December 31, 2021 and copiers that are 60-months or older should be replaced by no later than March 1, 2022, bulk pricing to apply. The Duplicating Fund has a sufficient balance to cover the cost of the replacement copiers in FY22 and departments will be charged starting in FY23.

Based on the assessment the five-year contract will be based on need, not to exceed \$650,000.

Financial Information:

Total Cost: \$650,000.00	General Fund Cost: \$650,000.00	Included in Budget: Yes
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If not included in Budget, recommended funding source:

Action is Related to an Activity Which Is: Non-Mandated

Action is Related to Strategic Plan:

Goal 4: To Continually Improve the County's Organization and Services.

Objective:

Administration:

Recommended by County Administrator:

Committee/Governing/Advisory Board Approval Date: 11/16/2021



Ottawa County

Where You Belong[®]

Memorandum of Understanding

The purpose of this document is to state the terms of a mutual agreement between Ottawa County and Copy Tech for Toshiba copier equipment, maintenance, and customer support services.

The County's goal is to consolidate the purchase of equipment and align most copiers onto the same 5-year replacement cycle. To that extent, Copy Tech will be providing a comprehensive needs/use assessment and replacement plan and installation schedule.

Both parties acknowledge that Copy Tech is an authorized Toshiba reseller through the OMNIA Partners governmental cooperative purchasing group and that Ottawa County is eligible to piggyback on the pricing and service terms as defined within the OMNIA Partners agreement. Copy Tech under limited circumstances in order to achieve better pricing and/or faster delivery may purchase equipment from Toshiba outside of the OMNIA agreement but will continue to follow all service and pricing terms outlined in the OMNIA agreement. Any quote provided to the County for equipment purchased outside of the OMNIA agreement must be clearly identified and is subject to review.

In addition to all service terms defined by the OMNIA Partners agreement, the County and Copy Tech agree to the following:

RESPONSIBILITIES:

Copy Tech

- **EQUIPMENT USE/NEEDS ASSESSMENT:** Coordinate and work with Toshiba to schedule and perform a detailed use and needs assessment of all County copiers to completed by no later than December 31, 2021.
- **REPLACEMENT PLAN:** Develop a comprehensive replacement plan for existing County-owned copiers utilizing the needs assessment and maintenance/service records to inform and prioritize a delivery and installation schedule. Any equipment needing immediate replacement will be reviewed and may be replaced ahead of the

assessment, as applicable. The schedule must be presented to County representatives for review and approval. A County Purchase Order(s) will be issued before any equipment orders are placed.

- EQUIPMENT MORE THAN 60-MONTHS OLD: Any existing County-owned copiers that are 60-months or older should be replaced by no later than March 1, 2022. Bulk pricing to apply.
- EQUIPMENT 60-MONTHS OLD OR LESS: Develop a replacement timeline for all other County-owned equipment. No planned replacement should exceed 60-months, to start. This replacement timeline should be provided to the County on or before March 31, 2022. Once developed, the replacement plan is subject to change only at the County's discretion.
- **CUSTOMER SERVICE**: Check in more often with key department staff to ensure the machines and features are being fully utilized.
 - DEMO OF EBRIDGE CLOUD CONNECT/APPS: Provide a demonstration of the eBridge Cloud Connect and some of the apps available on the Toshiba copiers to educate staff on important tools the service department can utilize to improve machine performance and increase the efficiency of service response to equipment issues. Demonstration to occur by no later than December 1, 2021.
 - ANNUAL ACCOUNT REVIEW: Facilitate at least one annual account review with County representatives to discuss equipment use, performance, service records, market trends and planned equipment replacements. The primary annual review should take place between February 1 and March 31 of each year, to align with the County's annual budget cycle. Additional reviews to be scheduled based on interest and/or need.
 - BUSINESS TECH REVIEWS: Copy Tech to provide optional "Business Tech Reviews" (BTRs) via Teams or other cloud-based service on a quarterly basis. BTRs should be available to all departments who wish to attend. Copy Tech to utilize the BTR to go over new features, training requests, and address any issues that departments may be experiencing with the MFP devices.
 - TRAINING: Provide ongoing training and education to County staff, including training specific to administrative users, department representatives, and end users. Training options should include equipment troubleshooting, general use, advanced features/functionality, and remote work/paperless copying, as well as

meter reading/usage reporting, and billing/invoice processing. Upon request, training should be made available to individuals, by department, by location, and/or countywide. Training may coincide with a pre-scheduled BTR, as applicable.

- GENERAL NEWS/INFORMATION: Distribute newsletter via email to interested clients discussing industry trends, new apps available on our equipment and tips on how to best utilize the various features on the machines. Promote the Toshiba YouTube channel that helps end users in all aspects of machine operations, troubleshooting and supply installation. Include this information at machine delivery and installation so that department staff is aware of its availability.
- REQUEST CLIENT FEEDBACK: Regularly request feedback from department managers and act on the feedback provided to increase staff's satisfaction with the equipment and our support.
- SERVICE TECHNICIAN SUPPORT: Train service technicians to become customer service representatives rather than just repair technicians in order to have a better understanding of the true needs for each department relative to getting the most out of their device. Upon installation, provide adequate training and support to ensure all staff feels comfortable and trained on the new device.

Ottawa County

- **POINTS OF CONTACT (POC)**: In order to achieve efficient and effective flow of communication with Copy Tech, the County is providing a list of persons to be contacted regarding any copier equipment, maintenance, support and/or IT issues, questions, comments, and concerns. County departments, and end users will reach out directly to Copy Tech for equipment support and maintenance, billing, invoicing, toner/supplies, training, and other customer-service related issues.

For the purposes of this agreement, POC are, as follows:

COPY TECH

Mike Cotterall, Owner

Office: 616-837-1333 / Cell: 616-402-0281

mike@copytechmi.com / www.copytechmi.com

Andrew Larson, Service Manager

Office: 616-837-1333 / Cell: 517-262-6777

andrew@copytechmi.com

OTTAWA COUNTY

FISCAL SERVICES:

Karen Karasinski, Fiscal Services Director (Countywide issues/concerns)

616-738-4849, kkarasinski@miottawa.org

Amy Bodbyl-Mast, Purchasing Manager (Equipment, customer service questions)

616-738-4855, ambodbyl-mast@miottawa.org

Jen Kelava, Budget/Audit Analyst (Equipment relocation, asset questions)

616-738-4854, jkelava@miottawa.org

Janice McLaren, Buyer (Purchase Orders, billing/invoicing questions)

616-738-4670, jmclaren@miottawa.org

IT:

Mike Morrow, Manager of Technical Infrastructure (IT issues, questions)

616-738-4839, Mmorrow@miottawa.org

- **IT CONFIGURATION AND AUTHENTICATION SET UP AND SUPPORT:** County IT will provide staff required to support the installation, configuration, authentication, networking, setup, and connectivity.

DURATION OF THE MOU:

This MOU will be in effect October 1, 2021 through September 30, 2026.

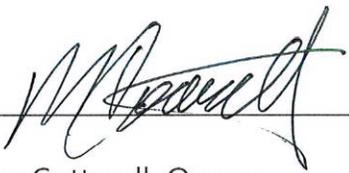
The equipment pricing runs through February of 2023 with two, one-year options to extend. Exercising the options would in effect hold pricing until February of 2025. Both the County and Copy Tech agree that support/maintenance services for any equipment

purchased under the MOU will continue for not less than 60-months and not greater than 84-months from installation date.

This MOU does not constitute an exclusive agreement and the County reserves the right to award any future copier purchases and/or service and maintenance agreement(s) to another manufacturer and/or reseller, as needed and if in its own best interest.

By signing this document, all conditions outlined are Acknowledged and Agreed by the Parties, as follows:

COPY TECH



Mike Cotterall, Owner

Date: 10-25-21

OTTAWA COUNTY

Roger A. Bergman, Board Chair

Date: _____

Justin Roebuck, Clerk

Date: _____

Action Request



Committee: Finance and Administration Committee

Meeting Date: 11/16/2021

Requesting Department: Parks and Recreation

Submitted By: John Shay

Agenda Item: Spoonville Trail Ownership & Maintenance Issues

Suggested Motion:

To approve and forward to the Board of Commissioners to have Ottawa County assume ownership of the Spoonville Trail and accept \$3,000 per year contribution from Crockery Township for 25 years for routine maintenance expenses of the Spoonville Trail.

Summary of Request:

The County had previously obtained grants on behalf of Crockery Township to construct the Spoonville Trail. Both the County and the Township have taken the position that the other party owns the trail. This has led to questions as to who is responsible for both routine maintenance and more extensive maintenance costs in the future. In an effort to resolve this dispute, the Crockery Township Board approved on a 4-1 vote an offer to pay the County \$3,000 per year for 25 years for routine maintenance expenses of the Spoonville Trail in return for the County to assume ownership of the entire trail. The County would be responsible for any expenses above this \$3,000 annual contribution. This would require the Township to 1) assign over to the County all easements that the Township has obtained from property owners to permit the trail to run through their properties; and 2) provide a Quit Claim Deed to sign over any property interest that the Township may have along the trail route to include a reverter clause in the event that the Township stops making the \$3,000 annual maintenance contribution. While it is possible that the annual routine maintenance cost could be higher than \$3,000, the Township does not have the staff to properly maintain this newly constructed trail going forward. The Parks & Recreation Fund would cover any maintenance costs above the \$3,000 annual contribution from the Township.

Financial Information:

Total Cost: \$0.00	General Fund Cost: \$0.00	Included in Budget:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> N/A
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If not included in budget, recommended funding source:

Parks & Recreation Fund

Action is Related to an Activity Which Is: Mandated Non-Mandated New Activity

Action is Related to Strategic Plan:

Goal: Goal 4: To Continually Improve the County's Organization and Services.

Objective: Goal 4, Objective 4: Examine opportunities for increased cooperation and collaboration with local government and other partners.

Administration: Recommended Not Recommended Without Recommendation

County Administrator:

Committee/Governing/Advisory Board Approval Date:

Spoonville Trail Maintenance 2019 Estimate

	Cost	Detail
Labor	\$3,600	300 hours
Pavement paint	\$700	\$2100 every 3 years
Boardwalk repairs	\$665	5% deckboards replaced annually
Bridge / boardwalk inspections	\$200	\$100 per boardwalk every 3 years
Signage upkeep	\$800	6 year replacement schedule
Mowing	\$8,000	158,400 ft ²
Janitorial supplies	\$150	Trash bags and cleaning supplies
Equipment	\$1,500	Mowers and blowers with 5 year life
Parking lot plowing	\$2,000	2 lots plowed 20 times
Total	\$17,615	

AmericanTrails.org national estimate	\$18,200
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Not included:	Schedule
Re-surface (overlay) the trail	10 years
Replace the boardwalk under-structure	15 years
Replace culverts	30 years
Replace retaining wall	30 years

Prepared by Jason Boerger 5/23/18

Action Request



Committee: Finance and Administration Committee

Meeting Date: 11/16/2021

Requesting Department: Human Resources

Submitted By: Marcie Ver Beek

Agenda Item: Community Mental Health Personnel Request

Suggested Motion:

To approve and forward to the Board of Commissioners the request from CMH to add 6 full-time, benefited positions and to increase the FTE of 2 part time positions to full-time at a cost of \$622,466 paid for with Medicaid, millage and grant funds.

Summary of Request:

Community Mental Health (CMH) continues to see an increase in demand for behavioral health services. CMH believes this rise is due to pandemic-related increases in stress and anxiety. In particular, substance abuse services, support for children with Autism and services to persons with intellectual and developmental disabilities are at an all-time high.

These additional positions will allow CMH to provide the necessary treatment to these individuals while meeting the contractual timeline obligations for MDHHS.

These positions will be funded through a combination of Medicaid, grant, and millage funds.

To fulfill these program needs, CMH is requesting the following additional positions:

1. Add 1 Mental Health Clinician for CCBHC at a 1.0 FTE at a cost of \$98,017.
2. Add 1 Mental Health Clinician for SUD at a 1.0 FTE at a cost of \$98,017.
3. Add 1 Mental Health Clinician for DD Services at a 1.0 FTE at a cost of \$98,017.
4. Add 1 Mental Health Specialist for Autism at a 1.0 FTE at a cost of \$88,286.
5. Add 1 Mental Health Specialist for Respite and Self-Determination at a cost of \$88,286.
6. Add 1 Mental Health Specialist for the Access/Navigator Program at a cost of \$88,286.
7. Increase the System of Care Grant Peer Support/Lead Family Coordinator from .75 FTE to 1.0 FTE at a cost of \$15,888.
8. Increase the System of Care Grant Youth Peer from .25 FTE to 1.0 FTE at a cost of \$47,664.

Financial Information:

Total Cost: \$622,466.00	General Fund Cost: \$0.00	Included in Budget:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> N/A
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If not included in budget, recommended funding source:

Medicaid, grants, millage

Action is Related to an Activity Which Is: Mandated Non-Mandated New Activity

Action is Related to Strategic Plan:

Goal: Goal 2: To Contribute to the Long-Term Economic, Social and Environmental Health of the County.

Goal 4: To Continually Improve the County's Organization and Services.

Objective: Goal 2, Objective 2: Consider initiatives that contribute to the social health and sustainability of the County and its' residents.

Goal 4, Objective 3: Maintain and expand investments in the human resources and talent of the organization.

Administration: Recommended Not Recommended Without Recommendation

County Administrator: *John Su*

Committee/Governing/Advisory Board Approval Date:

Summary of Request Continued:

Rationale for New Positions 11/5/21

CMH is requesting multiple new clinical positions to address the increased demand for services and to fulfill CCBHC (Certified Community Behavioral Health Clinic) grant requirements.

In the last year the number of individuals requesting behavioral health services has increased dramatically. We believe this has to do with the pandemic and subsequent increased levels of stress and anxiety in our culture today. In particular, services for children with Autism are at an all-time high as well as substance abuse services and services to persons with Intellectual and Developmental Disabilities. Additional staff will allow us to provide the necessary treatment to these individuals and meet our contractual obligations with MDHHS for timeliness.

Additionally, we have a need to provide more immediate response to individuals calling our Access Center and assistance with finding resources in the community for individuals who do not meet criteria for CMH services as part of our new CCBHC grant.

Thank you for your consideration.

Lynne Doyle



Mental Health Clinician (Community Navigator)

Class Code:
2273

Bargaining Unit: Group T

OTTAWA COUNTY
Established Date: Jan 30, 2020
Revision Date: Jan 30, 2020

SALARY RANGE

\$25.71 - \$32.57 Hourly
\$53,476.80 - \$67,745.60 Annually

JOB DESCRIPTION:

Under the supervision of a Mental Health Program Coordinator, performs eligibility assessments; brief intervention/crisis stabilization and systems navigation for children, adolescents, adults, and families requesting mental health assistance who may or may not be eligible for CMH services. Makes diagnoses, writes initial treatment plans, and makes appropriate referrals.

ESSENTIAL JOB FUNCTIONS:

The essential functions of this position include, but are not limited to, the following:

1. Provides screening assessments to individuals seeking mental health services including clinical assessments, risk assessments, diagnosis, and eligibility determinations.
2. Develops initial treatment plan to address immediate problem or concern.
3. Provides short term, solution-focused therapy as needed.
4. Assists in navigation of behavioral health services and supports.
5. Makes referrals to either CMHOC services or community services.
6. Provides consultation to other agencies regarding services and mental health issues of consumers and referrals.
7. Flexibility in the selection of appropriate interventions for each consumer.
8. Good understanding of agency processes, procedures, and quality assurance principles.
9. Excellent interpersonal communication skills
10. Excellent verbal and written communication skills.
11. Participates with and accepts clinical and administrative supervision

12. Shows willingness to learn and use new skills, and takes regular advantage of internal and external training and staff development opportunities and resources.
13. Thorough working knowledge of proper medical record documentation and management.

REQUIRED EDUCATION, TRAINING AND EXPERIENCE:

Master's degree in social work, psychology, or a related mental health field is required. Two years of relevant professional experience in a mental health agency preferred. Lived experiences with mental illness, developmental disabilities, or substance use disorders are valued.

Licenses and Certifications:

Must possess or obtain State of Michigan licensure as a Licensed Master's Social Worker, Limited Licensed Master's Social Worker, Licensed Psychologist, or Limited Licensed Psychologist.

ADDITIONAL REQUIREMENTS AND INFORMATION:

Required Knowledge and Skills:

1. Thorough working knowledge of DSM 5.
2. Thorough working knowledge of structured assessment tools such as the LOCUS, C-SSRS, and CAFAS.
3. Thorough working knowledge of the Michigan Mental Health Code.
4. Thorough working knowledge of varied therapeutic interventions.
5. Thorough working knowledge of the ASAM criteria.

Physical Requirements:

Must be able to perform essential job functions with or without reasonable accommodations, including, but not limited to, visual and/or audio logical appliances, and devices to increase mobility.

Working Conditions:

Work is performed in an office/clinical environment or in the community.

2022 Estimated Costs per Deductions			
Employee Costs			
Mental Health Clinician			
PayGrade 10, Step 1			
FTE	Wages	Benefits	TOTAL COST
1.0000	55,628.35	42,389.63	98,017.98



COUNTY OF OTTAWA

New Position Request Form

Please print form and return to the Human Resources Department

DEPARTMENT: MENTAL HEALTH DATE REQUESTED: 11/4/2021

POSITION TITLE: MENTAL HEALTH CLINICIAN - SUD ORG CODE: 2220

DATE NEEDED 12/1/2021

CHECK ONE: Full-Time Benefitted

Part-Time Benefitted

New Position → Number of hours per week requested: _____

Expansion of Existing Hours → From: _____ To: _____ hrs/week

Non-Benefitted, Temporary → Duration of Temporary Position: _____

New Position → Number of hours per week requested: _____

Expansion of Existing Hours - please refer to the attached schedule to make this request

GENERAL INFORMATION:

1. Bargaining Unit/Benefit Group: CMH - T

2. Pay Grade: 10 (new wage study)

3. Does a current job description exist? Yes No

If no, please attach a one-page, proposed job description and a description of anticipated duties to this form.

4. Justification for establishing this additional position. Please explain rationale for requesting this position including background for this position, additional workload in department that needs to be covered, where is the additional funding for this position coming from, as well as the impact to the department. Please limit your response to a maximum of one page, double spaced.

SEE ATTACHED

COST INFORMATION:

Additional source of revenue (in percentage) to support this position. _____

Provide the revenue line to be amended if this position is approved: SUD Medicaid/PA2

Estimated salary cost (including for the budget year: 55,351.47) (department to request amount from H/R)

Estimated fringe benefit cost for the budget year: 39,099.49 (department to request amount from H/R)



COUNTY OF OTTAWA

New Position Request Form

Please print form and return to the Human Resources Department

List all additional items associated with this position, including equipment, office modifications, vehicle costs, etc. List as follows: Item description, cost estimate, and justification for additional equipment.

Laptop computer, monitor, docking station, mouse, keyboard, desk phone

Additional information:

- **For all approved positions:** the costs associated with this position (revenue, salary, fringe benefits, & equipment) will be entered by Fiscal Services into your budget if the position is approved. The department will not be responsible for this portion of the budget entry.
- Please include all position information on this form and attachments (as noted above). The justification that you submit for this position request should be well thought out and articulated in a way that the committee members who may not be familiar with day to day activities of your area can understand the information you provide. **Please remember to keep the justification to a maximum of one page.**

SIGNED: 
Lynne [unclear] (Nov 5, 2021 08:27 EDT)

DATE: Nov 5, 2021

BUDGET DATA: _____
Fiscal Services Department Use Only

CONTROL #: _____
Fiscal Services Department Use Only

Mental Health Clinician – SUD

Job Description

This is a professional position responsible for the utilization management of public funding for treatment of substance use and co-occurring disorders. This involves the authorization of substance use disorder services and various other utilization management activities. Other duties include coordinating care for individuals referred to detox, residential, and/or MAT services. Intervening with high risk and high utilizing consumers, and providing outreach to individuals at high risk for a substance use disorder.

Essential Job Functions

The essential functions of this position include, but are not limited to, the following:

1. Provides screenings for substance use and co-occurring mental health services.
2. Authorizes substance use disorder treatment services provided by contract agencies.
3. Performs other utilization management activities related to substance use disorder and co-occurring services.
4. Serves as primary CMH liaison to community substance use disorder treatment providers.
5. Works to eliminate barriers to treatment and promotes the integration of mental health and substance use disorder treatment in a recovery-oriented system of care.
6. Ensures that services to consumers meet CMH standards of quality and quantity.
7. Provides consultation to other agencies regarding mental health and substance use issues.
8. Provides community education regarding mental health and substance use issues.
9. Collaborates effectively and efficiently with other community agencies.
10. Provides outreach activities to at risk individuals and groups which could include but not limited to the Refresh program, and Red Project's Mobile Clinic.
11. Maintains all agency paperwork and clinical record documentation in an accurate and timely fashion.

Required Education, Training and Experience

Master's degree in social work, psychology, or a related mental health field is required. Two years of relevant professional experience in a mental health or substance abuse treatment agency preferred.

Lived experiences with mental illness, developmental disabilities, or substance use disorders are valued.

Licenses and Certifications:

Must possess or obtain State of Michigan licensure as a Licensed Master's Social Worker, Limited Licensed Master's Social Worker, Licensed Psychologist, or Limited

Mental Health Clinician – SUD

Licensed Psychologist. Additional certification or development plan as a CADC, CAADC, or equivalent is also required.

Additional Requirements and Information

Required Knowledge and Skills:

1. Thorough working knowledge of and DSM5.
2. Thorough working knowledge of the ASAM criteria and ASAM Continuum
3. Thorough working knowledge of treatment services for substance use disorders.
4. Thorough working knowledge of structured assessment tools such as the LOCUS, MINI, and ASI.
5. Thorough working knowledge of assessment and interventions for consumers dually diagnosed with mental illness and substance abuse disorders.
6. Ability to perform utilization management activities regarding services for substance use disorders and mental illness.
7. Flexibility in the selection of appropriate interventions for each consumer.
8. Excellent interpersonal communication skills.

Physical Requirements:

Must be able to perform essential job functions with or without reasonable accommodations, including, but not limited to, visual and/or audio logical appliances, and devices to increase mobility.

Working Conditions:

Work is performed in an office/clinical environment or in the community.

2022 Estimated Costs per Deductions			
Employee Costs			
Mental Health Clinician			
PayGrade 10, Step 1			
FTE	Wages	Benefits	TOTAL COST
1.0000	55,628.35	42,389.63	98,017.98



COUNTY OF OTTAWA

New Position Request Form

Please print form and return to the Human Resources Department

DEPARTMENT: MENTAL HEALTH DATE REQUESTED: 11/4/2021

POSITION TITLE: MENTAL HEALTH CLINICIAN - I/DD ORG CODE: 2220

DATE NEEDED 12/1/2021

CHECK ONE: Full-Time Benefitted

Part-Time Benefitted

New Position → Number of hours per week requested: _____

Expansion of Existing Hours → From: _____ To: _____ hrs/week

Non-Benefitted, Temporary → Duration of Temporary Position: _____

New Position → Number of hours per week requested: _____

Expansion of Existing Hours - please refer to the attached schedule to make this request

GENERAL INFORMATION:

1. Bargaining Unit/Benefit Group: CMH-T

2. Pay Grade: 10 (new wage scale)

3. Does a current job description exist? Yes No

If no, please attach a one-page, proposed job description and a description of anticipated duties to this form.

4. Justification for establishing this additional position. Please explain rationale for requesting this position including background for this position, additional workload in department that needs to be covered, where is the additional funding for this position coming from, as well as the impact to the department. Please limit your response to a maximum of one page, double spaced.

SEE ATTACHED

COST INFORMATION:

Additional source of revenue (in percentage) to support this position. _____

Provide the revenue line to be amended if this position is approved: Medicaid

Estimated salary cost (including for the budget year: 55,351.47 (department to request amount from H/R)

Estimated fringe benefit cost for the budget year: 39,099.49 (department to request amount from H/R)



COUNTY OF OTTAWA

New Position Request Form

Please print form and return to the Human Resources Department

List all additional items associated with this position, including equipment, office modifications, vehicle costs, etc. List as follows: Item description, cost estimate, and justification for additional equipment.

laptop computer, docking station, monitor, mouse, keyboard, desk phone

Additional information:

- **For all approved positions:** the costs associated with this position (revenue, salary, fringe benefits, & equipment) will be entered by Fiscal Services into your budget if the position is approved. The department will not be responsible for this portion of the budget entry.
- Please include all position information on this form and attachments (as noted above). The justification that you submit for this position request should be well thought out and articulated in a way that the committee members who may not be familiar with day to day activities of your area can understand the information you provide. **Please remember to keep the justification to a maximum of one page.**

SIGNED: 
Lynne Boyd Nov 5, 2021 08:25 EDT

Nov 5, 2021
DATE: _____

BUDGET DATA: _____
Fiscal Services Department Use Only

CONTROL #: _____
Fiscal Services Department Use Only



Ottawa County
Where You Belong.

Mental Health Clinician (I/DD Adult)

Class Code:
2273

Bargaining Unit: Group T

OTTAWA COUNTY

Established Date: Nov 14, 2017

Revision Date: Nov 12, 2018

SALARY RANGE

\$25.71 - \$32.57 Hourly

JOB DESCRIPTION:

Responsible for performing behavioral support services for adults and children with developmental disabilities as assigned. Diagnoses, performs behavior analysis including functional assessments, develops/behavior programs, and trains lay staff and parents on behavior program. May administer standardized psychological tests, and make recommendations based on test results. Provides treatment or makes appropriate referrals for consumers. Carries an active caseload of adults or children with developmental disabilities with challenging behaviors or therapy needs.

This position may also be responsible for administering a variety of assessments to determine amount, scope, and duration of eligible services. This position will assess medical necessity using both formal and informal functional assessment tools and provide recommended services to the consumer's Supports Coordinator.

ESSENTIAL JOB FUNCTIONS:

The essential functions of this position include, but are not limited to, the following:

1. Conducts a functional behavioral assessment of challenging behaviors displayed by assigned consumers and develops behavior programs based on that analysis.
2. Creates a narrative psychosocial summary that moves from details collected to understanding individual preferences, formulates recommendations for level of care, intensity of supports and possible goals which can be shared with the individual and their Supports Coordinator.
3. Aware of and uses uniform, standard, population specific assessment tools, relevant of professional expertise, psychosocial and functional assessment along with sound professional judgment to determine level of care including amount, scope, and duration.
4. Presents behavior programs that utilize intrusive level techniques to the Behavior Management Committee.

5. Acts as a liaison with prescribers to present medication information to BRTC per state requirements.
6. Trains direct care providers and/or family members on all aspects of the behavioral program including data collection. Monitors programs and makes adjustments as necessary for successful results for each assigned consumer.
7. Provides regular follow-up and monitoring related to plan goals, objectives, and planned interventions. Completes periodic reviews and documents for the consumer record.
8. Administers psychological testing and/or other evaluative instruments and prepares interpretative reports.
9. May present results of psychological testing in court testimony for guardianship hearings. May make recommendations for guardianships based on data and information from the guardianship evaluation and current testing results. May serve as liaison with probate court staff to ensure the completion of necessary court procedures.
10. Diagnoses mental illness, psychological disturbances, and developmental disabilities using approved diagnostic nomenclature.
11. May provide counseling and consultation to consumers and families, as appropriate.
12. Consults with psychiatrists and psychiatric nurse practitioners and attends medication reviews as needed to present data and observations on consumer behavior and mood for medication management.
13. May provide service delivery to persons with developmental disabilities experiencing emergencies, crises, and/or long term dysfunctional behaviors utilizing various modalities of treatment. May provide services to assigned consumers in their home, work site, day program, etc.
14. Performs other functions as assigned.

REQUIRED EDUCATION, TRAINING AND EXPERIENCE:

Master's degree in psychology, social work or related human services required. Two years of professional experience in a behavioral health agency preferred.

ADDITIONAL REQUIREMENTS AND INFORMATION:

Required Knowledge and Skills:

1. Thorough working knowledge of developmental disabilities and long term dysfunctional behaviors.
2. Thorough working knowledge of the DSM-V and the multi-axial system.
3. Thorough working knowledge of varied interventions.
4. Good working knowledge of the probate court system, including processes and procedures for guardianships.
5. Demonstrates the capacity to work effectively within agency parameters.
6. Ability to write clear and concise evaluation reports, progress notes, and other necessary documentation.
7. Participates with and accepts clinical and administrative supervision.
8. Engages consumers easily and establishes a therapeutic alliance early in the treatment process.

Licenses and Certifications:

Must possess State of Michigan licensure as a Licensed Master Social Worker, Licensed

Psychologist, Limited Licensed Psychologist or Licensed Professional Counselor. Must qualify as a QIDP (Qualified Intellectual Disability Professional). Possession of a Michigan driver's license required.

Physical Requirements:

Must be able to perform essential job functions with or without reasonable accommodations, including, but not limited to, visual and/or audio logical appliances, and devices to increase mobility. Position may require physical intervention.

Working Conditions:

Works in office conditions and travels throughout the county to access consumers in a variety of settings. May be exposed to volatile or disruptive behaviors.

2022 Estimated Costs per Deductions			
Employee Costs			
Mental Health Clinician			
PayGrade 10, Step 1			
FTE	Wages	Benefits	TOTAL COST
1.0000	55,628.35	42,389.63	98,017.98



COUNTY OF OTTAWA

New Position Request Form

Please print form and return to the Human Resources Department

DEPARTMENT: MENTAL HEALTH DATE REQUESTED: 11/4/2021

POSITION TITLE: MENTAL HEALTH SPECIALIST - AUTISM ORG CODE: 2220

DATE NEEDED 12/1/2021

CHECK ONE: Full-Time Benefitted

Part-Time Benefitted

New Position → Number of hours per week requested: _____

Expansion of Existing Hours → From: _____ To: _____ hrs/week

Non-Benefitted, Temporary → Duration of Temporary Position: _____

New Position → Number of hours per week requested: _____

Expansion of Existing Hours - please refer to the attached schedule to make this request

GENERAL INFORMATION:

1. Bargaining Unit/Benefit Group: CMH-T

2. Pay Grade: 8 (new wage scale)

3. Does a current job description exist? Yes No

If no, please attach a one-page, proposed job description and a description of anticipated duties to this form.

4. Justification for establishing this additional position. Please explain rationale for requesting this position including background for this position, additional workload in department that needs to be covered, where is the additional funding for this position coming from, as well as the impact to the department. Please limit your response to a maximum of one page, double spaced.

SEE ATTACHED

COST INFORMATION:

Additional source of revenue (in percentage) to support this position. _____

Provide the revenue line to be amended if this position is approved: Medicaid

Estimated salary cost (including for the budget year: 48,258.37) (department to request amount from H/R)

Estimated fringe benefit cost for the budget year: 36,932.31 (department to request amount from H/R)



COUNTY OF OTTAWA

New Position Request Form

Please print form and return to the Human Resources Department

List all additional items associated with this position, including equipment, office modifications, vehicle costs, etc. List as follows: Item description, cost estimate, and justification for additional equipment.

laptop computer, docking station, monitor, mouse, keyboard, desk phone

Additional information:

- **For all approved positions:** the costs associated with this position (revenue, salary, fringe benefits, & equipment) will be entered by Fiscal Services into your budget if the position is approved. The department will not be responsible for this portion of the budget entry.
- Please include all position information on this form and attachments (as noted above). The justification that you submit for this position request should be well thought out and articulated in a way that the committee members who may not be familiar with day to day activities of your area can understand the information you provide. **Please remember to keep the justification to a maximum of one page.**

SIGNED:  (Nov 5, 2021 10:39 EDT)

DATE: Lynne Doyle

BUDGET DATA: _____
Fiscal Services Department Use Only

CONTROL #: _____
Fiscal Services Department Use Only



Ottawa County
Where You Belong[®]

Mental Health Specialist - Supports Coordinator (Autism Services)

Class Code:
2332

Bargaining Unit: Group T

OTTAWA COUNTY
Established Date: Mar 31, 2021
Revision Date: Apr 1, 2021

SALARY RANGE

\$0.00 Hourly

JOB DESCRIPTION:

Under the supervision of a Program Coordinator, this position serves as a Supports Coordinator for consumers (birth to 21) who are diagnosed as being on the autism spectrum disorder. This position assists youth and their families with accessing appropriate supports and services. As well, this position holds responsibility for assuring self-determination services are carried out appropriately for consumers within CMH. To do so this staff position will work with CMHOC staff, providers and fiscal intermediaries.

ESSENTIAL JOB FUNCTIONS:

The essential functions of this position include, but are not limited to, the following:

1. Receives consumer case referrals and conducts interviews to obtain necessary information to complete assessments of consumers' needs and community/natural support systems.
2. Develops plan of service with consumers and parents/guardians detailing the specific services the consumer will participate in including health, personal development, school, work, and family related services.
3. Monitors implementation of the plan of service for each assigned consumer. This includes providing regular follow-up and monitoring services related to plan goals, objectives, and planned interventions and completing periodic reviews, required assessments and status reports.
4. Assures adherence to all rules and regulations of the Department of Health and Human Services, and CARF,
5. Coordinates services for consumers among all involved agency personnel as defined by the established treatment plan in areas such as housing, legal, clothing,

- medical/psychological care, social security, utilities, education, etc.
6. Enhances community understanding and acceptance of developmentally disabled individuals and promotes mental health services through community presentations to civic and community agencies and other interested groups, as appropriate.
 7. Uses a computer to maintain complete and detailed case records consistent with Department of Community Health standards, agency procedures and requirements of third-party funding sources.
 8. Ensures that clinical documentation regarding consumers is kept secure and confidential and maintained consistent with Department of Community Health and Community Mental Health policies and procedures.
 9. Complies with recipient rights reporting requirements established by the Community Health Code and procedures of the Community Health Services Board.
 10. Assists respective supervisor(s) in evaluating the effectiveness of current programming and makes suggestions for improvements.
 11. Explains respite program and self-determination program to families, staff, community organizations and other parties.
 12. Maintains self-determination paperwork in coordination with fiscal intermediaries, quality improvement and other CMHOC staff.
 13. Other duties as assigned.

REQUIRED EDUCATION, TRAINING AND EXPERIENCE:

Bachelor's degree in a human services discipline is required. Two years of relevant experience in a mental health agency is preferred. Must be trained in Autism Benefit rules and complete 24 hours child specific training annually.

Certifications and Licenses:

Must possess or obtain State of Michigan licensure as a Licensed Bachelor's Social Worker or Limited Licensed Bachelor's Social Worker. Must qualify as a QIDP (Qualified Intellectual Disability Professional.) Possession of a valid Michigan driver's license required.

ADDITIONAL REQUIREMENTS AND INFORMATION:

REQUIRED KNOWLEDGE AND SKILLS:

1. Good working knowledge of autism spectrum disorders and current supports and services coordination theory and practice for individuals with developmental disabilities.
2. Good working knowledge of the principles and practices of medical record documentation and medical records management. Ability to produce timely clinical notes.
3. Good working knowledge of community resources.
4. Understands and can apply a collaborative approach to both intra-agency and interagency relationships.
5. Shows dignity and respect for mental health consumers and interacts with consumers with warmth and competence.
6. Ability to provide quality assessments of individuals.
7. Shows willingness to learn and use new skills and takes regular advantage of internal and external training and staff development opportunities and resources.
8. Knowledge-based competencies in person centered planning.
9. Computer literacy and working knowledge of word-processing, spreadsheet, database, and other necessary software programs.

10. Good communication skills, verbal and written.

Physical Requirements:

Must be able to access consumers at various locations.

Working Conditions:

Works in office locations and day programing areas. Travels throughout the area to attend meetings and access consumers in the community and in their homes.

2022 Estimated Costs per Deductions			
Employee Costs			
Mental Health Specialist			
PayGrade 8, Step 1			
FTE	Wages	Benefits	TOTAL COST
1.0000	48,499.78	39,786.51	88,286.29



COUNTY OF OTTAWA

New Position Request Form

Please print form and return to the Human Resources Department

DEPARTMENT: MENTAL HEALTH DATE REQUESTED: 11/4/2021

POSITION TITLE: MENTAL HEALTH SPECIALIST - RESPITE AND SELF DETERMINATION ORG CODE: 2220

DATE NEEDED 12/1/2021

CHECK ONE: Full-Time Benefitted

Part-Time Benefitted

New Position → Number of hours per week requested: _____

Expansion of Existing Hours → From: _____ To: _____ hrs/week

Non-Benefitted, Temporary → Duration of Temporary Position: _____

New Position → Number of hours per week requested: _____

Expansion of Existing Hours - please refer to the attached schedule to make this request

GENERAL INFORMATION:

1. Bargaining Unit/Benefit Group: CMH-T

2. Pay Grade: 8 (new wage scale)

3. Does a current job description exist? Yes No

If no, please attach a one-page, proposed job description and a description of anticipated duties to this form.

4. Justification for establishing this additional position. Please explain rationale for requesting this position including background for this position, additional workload in department that needs to be covered, where is the additional funding for this position coming from, as well as the impact to the department. Please limit you response to a maximum of one page, double spaced.

SEE ATTACHED

COST INFORMATION:

Additional source of revenue (in percentage) to support this position. _____

Provide the revenue line to be amended if this position is approved: MEDICAID

Estimated salary cost (including for the budget year: \$ 48,258.37 (department to request amount from H/R)

Estimated fringe benefit cost for the budget year: \$ 39,932.31 (department to request amount from H/R)



COUNTY OF OTTAWA

New Position Request Form

Please print form and return to the Human Resources Department

List all additional items associated with this position, including equipment, office modifications, vehicle costs, etc. List as follows: Item description, cost estimate, and justification for additional equipment.

none

Additional information:

- **For all approved positions:** the costs associated with this position (revenue, salary, fringe benefits, & equipment) will be entered by Fiscal Services into your budget if the position is approved. The department will not be responsible for this portion of the budget entry.
- Please include all position information on this form and attachments (as noted above). The justification that you submit for this position request should be well thought out and articulated in a way that the committee members who may not be familiar with day to day activities of your area can understand the information you provide. **Please remember to keep the justification to a maximum of one page.**

SIGNED: 
Lynne Boy, Nov 5, 2021 10:43 EDT

DATE: Nov 5, 2021

BUDGET DATA: _____
Fiscal Services Department Use Only

CONTROL #: _____
Fiscal Services Department Use Only

OTTAWA COUNTY

TITLE: MENTAL HEALTH SPECIALIST
RESPITE & SELF-DETERMINATION SERVICES
DEPARTMENT: COMMUNITY MENTAL HEALTH

EMPLOYEE GROUP: GROUP T
GRADE: T13

JOB SUMMARY: Responsible for coordinating respite services for children and adults with developmental disabilities and/or mental illness. Functions as a liaison with parent(s), CMHOC staff, providers, and community agencies. Assures that self-determination services are carried out appropriately including working with providers, fiscal intermediaries, and CMHOC staff.

ESSENTIAL JOB FUNCTIONS: The essential functions of this position include, but are not limited to, the following:

1. Maintains a list of current respite providers
2. Recruits additional respite providers.
3. Supports respite providers in completion of annual trainings and documentation requirements.
4. Assures families complete annual respite needs assessment and authorizes services according to documented need and in agreement with respective supervisor.
5. Explains respite program and self-determination program to families, staff, community organizations, and other parties.
6. Maintains documentation in compliance with CMHOC standards.
7. Communicates regularly and effectively with CMHOC staff, families, fiscal intermediaries, care givers, community agencies, etc.
8. Ensures providers of self-determination services are in compliance with training and documentation requirements.
9. Other duties as assigned.

REQUIRED KNOWLEDGE AND SKILLS:

1. Good working knowledge and understanding of the need to apply a collaborative approach to both intra-agency and interagency relationships.
2. Good working knowledge of agency direction and funding sources for residential and housing services.
3. Shows dignity and respect for mental health consumers and interacts with consumers with warmth and competence.
4. Good working knowledge of community resources and programs.
5. Shows a willingness to learn and use new skills and takes regular advantage of internal and external training and staff development opportunities and resources.
6. Good communication skills, verbal and written.
7. Computer literacy and working knowledge of word-processing, spreadsheet, database, and other necessary software programs.

REQUIRED EDUCATION, TRAINING, AND EXPERIENCE:

Bachelor's degree in a human services discipline is required.

Lived experiences with mental illness, developmental disabilities, or substance use disorders are valued.

CERTIFICATIONS AND LICENSES:

Must possess or obtain State of Michigan licensure as a Licensed Bachelor's Social Worker or Limited Licensed Bachelor's Social Worker. Must qualify as a QMHP (Qualified Mental Health Professional) or

QMRP (Qualified Mental Retardation Professional). Possession of a valid Michigan driver's license required.

PHYSICAL REQUIREMENTS:

Must be able to perform essential job functions with or without reasonable accommodations, including, but not limited to, visual and/or audio logical appliances, and devices to increase mobility.

WORKING CONDITIONS:

Works in office location and travels throughout the area to attend meetings and access consumers in the community and in their homes.

2022 Estimated Costs per Deductions			
Employee Costs			
Mental Health Specialist			
PayGrade 8, Step 1			
FTE	Wages	Benefits	TOTAL COST
1.0000	48,499.78	39,786.51	88,286.29



COUNTY OF OTTAWA

New Position Request Form

Please print form and return to the Human Resources Department

DEPARTMENT: MENTAL HEALTH DATE REQUESTED: 11/4/2021

POSITION TITLE: MENTAL HEALTH SPECIALIST - Community Navigator ORG CODE: 2220

DATE NEEDED 12/1/2021

CHECK ONE: Full-Time Benefitted

Part-Time Benefitted

New Position → Number of hours per week requested: _____

Expansion of Existing Hours → From: _____ To: _____ hrs/week

Non-Benefitted, Temporary → Duration of Temporary Position: _____

New Position → Number of hours per week requested: _____

Expansion of Existing Hours - please refer to the attached schedule to make this request

GENERAL INFORMATION:

1. Bargaining Unit/Benefit Group: CMH-T

2. Pay Grade: 8 (new wage scale)

3. Does a current job description exist? Yes No

If no, please attach a one-page, proposed job description and a description of anticipated duties to this form.

4. Justification for establishing this additional position. Please explain rationale for requesting this position including background for this position, additional workload in department that needs to be covered, where is the additional funding for this position coming from, as well as the impact to the department. Please limit you response to a maximum of one page, double spaced.

SEE ATTACHED

COST INFORMATION:

Additional source of revenue (in percentage) to support this position. _____

Provide the revenue line to be amended if this position is approved: Millage funds

Estimated salary cost (including for the budget year: 48,258.37 (department to request amount from H/R)

Estimated fringe benefit cost for the budget year: 36,932.31 (department to request amount from H/R)



COUNTY OF OTTAWA

New Position Request Form

Please print form and return to the Human Resources Department

List all additional items associated with this position, including equipment, office modifications, vehicle costs, etc. List as follows: Item description, cost estimate, and justification for additional equipment.

laptop computer, county issued cell phone

Additional information:

- **For all approved positions:** the costs associated with this position (revenue, salary, fringe benefits, & equipment) will be entered by Fiscal Services into your budget if the position is approved. The department will not be responsible for this portion of the budget entry.
- Please include all position information on this form and attachments (as noted above). The justification that you submit for this position request should be well thought out and articulated in a way that the committee members who may not be familiar with day to day activities of your area can understand the information you provide. **Please remember to keep the justification to a maximum of one page.**

SIGNED: _____

DATE: _____

BUDGET DATA: _____

Fiscal Services Department Use Only

CONTROL #: _____

Fiscal Services Department Use Only

Navigator Mental Health Specialist position

Rationale for upgrading the position from aide to mental health specialist:

Creation of the navigator mental health specialist position will provide the following additional capabilities to the Access Center:

1. Ability to triage and screen service requests coming in via the navigator pathway, instead of having to refer calls to either a navigator clinician or an Access phone screener for screening- allowing for more efficient processing of calls and service requests.
 2. Provide follow-up crisis stabilization services in collaboration with navigator clinicians
-

Job Description:

Title: Mental Health Specialist (Navigator)

Employee Group: Group T

Department: Community Mental Health

Grade: T13 (current pay scale)

Job Description

Under the supervision of a Mental Health Program Coordinator, links individuals to necessary resources, supports, and services in the community as part of the Community Navigation Team. Provides referrals and assistance in navigating behavioral health system and other related services in the community. Screens service requests for scheduling for eligibility assessment or referral to community resources. Assists navigator clinicians with providing crisis stabilization services.

Essential Job Functions

The essential functions of this position include, but are not limited to, the following:

1. Works in coordination with the Community Navigator Mental Health Clinician to provide follow-up contacts to individuals who have had recent contact with emergency services, including discharge from inpatient care.
2. Assists callers with getting connected with community resources and services.
3. Facilitates access to services as needed by assisting with scheduling appointments, finding transportation options, and problem-solving obstacles to treatment.
4. Provides information to callers on Community Mental Health and community treatment providers and resources.
5. Screens service requests to determine whether eligibility assessment or referral to community providers is indicated
6. Conducts face to face and phone interviews

Required Knowledge and Skills:

1. Excellent organizational and time management skills
2. Excellent customer service skills
3. Good working knowledge of community resources
4. Ability to assess risk of harm

5. Good working knowledge of the principles and practices of medical record documentation and medical records management. Ability to provide timely clinical notes.
6. Understands and can apply a collaborative approach to both intra-agency and interagency relationships.

Required Education, Training and Experience

Bachelor's degree in a human services discipline is required. Two years of relevant experience in the behavioral health field is preferred. Knowledge of and experience with different cultural and ethnic groups within Ottawa County is strongly preferred. Lived experiences with mental illness, developmental disabilities, or substance use disorders are valued.

Bilingual Spanish written and verbal medical translation skills preferred.

Physical Requirements:

Must be able to perform essential job functions with or without reasonable accommodations, including, but not limited to, visual and/or audio logical appliances, and devices to increase mobility.

Working Conditions:

Work is performed in an office/clinical environment or in the community.

10/21/21

2022 Estimated Costs per Deductions			
Employee Costs			
Mental Health Specialist			
PayGrade 8, Step 1			
FTE	Wages	Benefits	TOTAL COST
1.0000	48,499.78	39,786.51	88,286.29



COUNTY OF OTTAWA

New Position Request Form

Please print form and return to the Human Resources Department

DEPARTMENT: MENTAL HEALTH DATE REQUESTED: 11/4/2021

POSITION TITLE: LEAD FAMILY COORDINATOR ORG CODE: 2220

DATE NEEDED 12/1/2021

CHECK ONE: Full-Time Benefitted

Part-Time Benefitted

New Position → Number of hours per week requested: _____

Expansion of Existing Hours → From: 30 To: 40 hrs/week

Non-Benefitted, Temporary → Duration of Temporary Position: _____

New Position → Number of hours per week requested: _____

Expansion of Existing Hours - please refer to the attached schedule to make this request

GENERAL INFORMATION:

1. Bargaining Unit/Benefit Group: CMH-T

2. Pay Grade: SAME AS CURRENT

3. Does a current job description exist? Yes No

If no, please attach a one-page, proposed job description and a description of anticipated duties to this form.

4. Justification for establishing this additional position. Please explain rationale for requesting this position including background for this position, additional workload in department that needs to be covered, where is the additional funding for this position coming from, as well as the impact to the department. Please limit your response to a maximum of one page, double spaced.

SEE ATTACHED

This is an increase in hours from .75 FTE to 1.0 FTE

COST INFORMATION:

Additional source of revenue (in percentage) to support this position. _____

Provide the revenue line to be amended if this position is approved: SAMSAH System of Care Grant

Estimated salary cost (including for the budget year: additional \$8,839.98 (department to request amount from H/R)

Estimated fringe benefit cost for the budget year: additional \$8247.85 (department to request amount from H/R)



COUNTY OF OTTAWA

New Position Request Form

Please print form and return to the Human Resources Department

List all additional items associated with this position, including equipment, office modifications, vehicle costs, etc. List as follows: Item description, cost estimate, and justification for additional equipment.

none

Additional information:

- **For all approved positions:** the costs associated with this position (revenue, salary, fringe benefits, & equipment) will be entered by Fiscal Services into your budget if the position is approved. The department will not be responsible for this portion of the budget entry.
- Please include all position information on this form and attachments (as noted above). The justification that you submit for this position request should be well thought out and articulated in a way that the committee members who may not be familiar with day to day activities of your area can understand the information you provide. **Please remember to keep the justification to a maximum of one page.**

SIGNED:  (Nov 5, 2021 08:25 EST)

DATE: Nov 5, 2021

BUDGET DATA: _____
Fiscal Services Department Use Only

CONTROL #: _____
Fiscal Services Department Use Only



Peer Support - Lead Family Coordinator (SAMHSA Grant)

Class Code:
002

Bargaining Unit: Group T

OTTAWA COUNTY

Established Date: Sep 3, 2020

Revision Date: Sep 3, 2020

SALARY RANGE

\$0.00 Hourly

JOB DESCRIPTION:

This position is responsible for working with existing community organizations representing the cultural and linguistic background of youth, ages birth to 21, and their families. The Lead Family Coordinator will ensure family and youth are fairly represented throughout the development, implementation, and evaluation of the Ottawa County System of Care (SOC).

ESSENTIAL JOB FUNCTIONS:

The essential functions of this position include, but are not limited to, any combination of the following:

1. Engages with community organizations that represent families and youth throughout Ottawa County.
2. Works with families and youth to ensure their voice is understood and represented on the Governance Board.
3. Coordinates efforts with supervisor, Project Director.
4. Works with the Project Director and SOC staff to ensure support services for youth and families are being implemented in accordance with SOC.
5. Participates in the evaluation of SOC, including ensuring youth and families have opportunities for consistent feedback.
6. Collaboratively works with SOC staff to ensure data collection occurs.
7. Directly engage in, or support, outreach opportunities to youth and families underrepresented in Community Mental Health of Ottawa County.
8. Works collaboratively with community entities, including Project Director, to identify opportunities for the sustainability of SOC services and programs, beyond the SOC grant.
9. Works with Revel to develop promotional materials, in compliance with SOC grant, and provides support to coordinate promotions of SOC.

REQUIRED EDUCATION, TRAINING AND EXPERIENCE:

High school diploma. The candidate must also be a parent or family member of a child or adolescent with SED, who has received or is currently receiving services from the mental health service system.

ADDITIONAL REQUIREMENTS AND INFORMATION:

Required Knowledge and Skills:

1. Good interpersonal communication skills.
2. Good verbal and written communication skills.
3. Ability to engage with youth and families.
4. Ability to advocate for others.
5. Computer literacy, including working knowledge of word processing.

Working Conditions:

Meetings will occur in a variety of settings including office-based, community-based, and home-based.

2021 Estimated Costs per Deductions			
Employee Costs			
Peer Support Lead Family Coordinator			
PayGrade 2, Step 1			
FTE	Wages	Benefits	TOTAL COST
0.7500	24,233.98	26,064.94	50,298.92
FTE	Wages	Benefits	TOTAL COST
1.0000	32,311.97	33,875.26	66,187.23
Difference	8,077.99	7,810.31	15,888.31



COUNTY OF OTTAWA

New Position Request Form

Please print form and return to the Human Resources Department

DEPARTMENT: MENTAL HEALTH DATE REQUESTED: 11/4/2021

POSITION TITLE: YOUTH PEER SUPPORT SPECIALIST ORG CODE: 2220

DATE NEEDED 12/1/2021

CHECK ONE: Full-Time Benefitted

Part-Time Benefitted

New Position → Number of hours per week requested: _____

Expansion of Existing Hours → From: 10 To: 40 hrs/week

Non-Benefitted, Temporary → Duration of Temporary Position: _____

New Position → Number of hours per week requested: _____

Expansion of Existing Hours - please refer to the attached schedule to make this request

GENERAL INFORMATION:

1. Bargaining Unit/Benefit Group: CMH-T

2. Pay Grade: SAME AS CURRENT

3. Does a current job description exist? Yes No

If no, please attach a one-page, proposed job description and a description of anticipated duties to this form.

4. Justification for establishing this additional position. Please explain rationale for requesting this position including background for this position, additional workload in department that needs to be covered, where is the additional funding for this position coming from, as well as the impact to the department. Please limit your response to a maximum of one page, double spaced.

SEE ATTACHED

This is an increase in hours from .25 FTE to 1.0 FTE

COST INFORMATION:

Additional source of revenue (in percentage) to support this position. _____

Provide the revenue line to be amended if this position is approved: SAMSAH System of Care Grant

Estimated salary cost (including for the budget year: additional \$24,541.94 (department to request amount from H/R)

Estimated fringe benefit cost for the budget year: additional \$24,139.19 (department to request amount from H/R)



COUNTY OF OTTAWA

New Position Request Form

Please print form and return to the Human Resources Department

List all additional items associated with this position, including equipment, office modifications, vehicle costs, etc. List as follows: Item description, cost estimate, and justification for additional equipment.

none

Additional information:

- **For all approved positions:** the costs associated with this position (revenue, salary, fringe benefits, & equipment) will be entered by Fiscal Services into your budget if the position is approved. The department will not be responsible for this portion of the budget entry.
- Please include all position information on this form and attachments (as noted above). The justification that you submit for this position request should be well thought out and articulated in a way that the committee members who may not be familiar with day to day activities of your area can understand the information you provide. **Please remember to keep the justification to a maximum of one page.**

SIGNED: _____


Lynne Boy (Nov 5, 2021 08:33 EDT)

DATE: _____

Nov 5, 2021

BUDGET DATA: _____

Fiscal Services Department Use Only

CONTROL #: _____

Fiscal Services Department Use Only



Peer Support - Youth Peer (SAMHSA Grant) (PT/NB)

Class Code:
008

Bargaining Unit: None

OTTAWA COUNTY
Established Date: Sep 4, 2020
Revision Date: Sep 4, 2020

SALARY RANGE

\$0.00 Hourly

JOB DESCRIPTION:

This position will work with adolescents and young adults and youth, serving agencies to promote and sustain youth guided activities across the System of Care. Engage in activities that reduce stigma and increase youth access to appropriate mental health and/or substance use services.

ESSENTIAL JOB FUNCTIONS:

The essential functions of this position include, but are not limited to, the following:

1. Coordinates with community agencies that work with youth to engage adolescents and young adults in System of Care
2. Encourages adolescents and young adults, through participation in anti-stigma campaigns, to engage in mental health and/or substance use services.
3. Calls adolescents and young adults, as referred by other SOC service providers, for check-in and offers of support.
4. Participate in data collection and reporting activities.
5. Engage in outreach efforts, specifically reaching Latino/Hispanic adolescents and young adults, to encourage their participation in mental health and substance use services as appropriate.

REQUIRED EDUCATION, TRAINING AND EXPERIENCE:

High school diploma. Lived experiences with mental illness and/or substance use disorders preferred.

Certification and Licenses:

Possession of a valid Michigan driver's license required.

ADDITIONAL REQUIREMENTS AND INFORMATION:

Required Knowledge and Skills:

1. Ability to engage easily with others.
2. Basic understanding of child development and family systems
3. Good working knowledge of community resources supportive of youth (birth to 21) and their families.
4. Excellent interpersonal communication skills.
5. Excellent verbal and written communication skills.
6. Computer literacy and working knowledge of word-processing.

Physical Requirements:

Must be able to perform essential job functions with or without reasonable accommodations, including, but not limited to, visual and/or audiological appliances and devices to increase mobility.

Working Conditions:

Work is performed in an office/clinical environment or in the community.

2021 Estimated Costs per Deductions			
Employee Costs			
Peer Support Youth			
PayGrade 2, Step 1			
FTE	Wages	Benefits	TOTAL COST
0.2500	8,077.99	10,444.31	18,522.31
FTE	Wages	Benefits	TOTAL COST
1.0000	32,311.97	33,875.26	66,187.23
Difference	24,233.98	23,430.94	47,664.92



County of Ottawa

Office of the Treasurer

Amanda Price
County Treasurer

Cheryl A. Clark
Chief Deputy Treasurer

Mollie L. Bonter
Deputy Treasurer

12220 Fillmore Street • Room 155 • West Olive, MI 49460
Tel. (616) 994-4501 • 1-888-731-1001 ext 4501 • Fax (616) 994-4509 • www.miOttawa.org

To: Ottawa County Finance and Administration Committee

From: Amanda Price, Treasurer

Date: November 9, 2021

Re: Financial update for month end October 31, 2021

General Fund

Attached is a one-page document with graphs which represents the status of the General Fund portfolio for Ottawa County as of October 31, 2021. As depicted in the graphs and verified by the report, the asset distribution of the General Pooled Funds by types and percentages met the requirements of the County's Investment Policy.

Other Post Employee Benefits (OPEB)

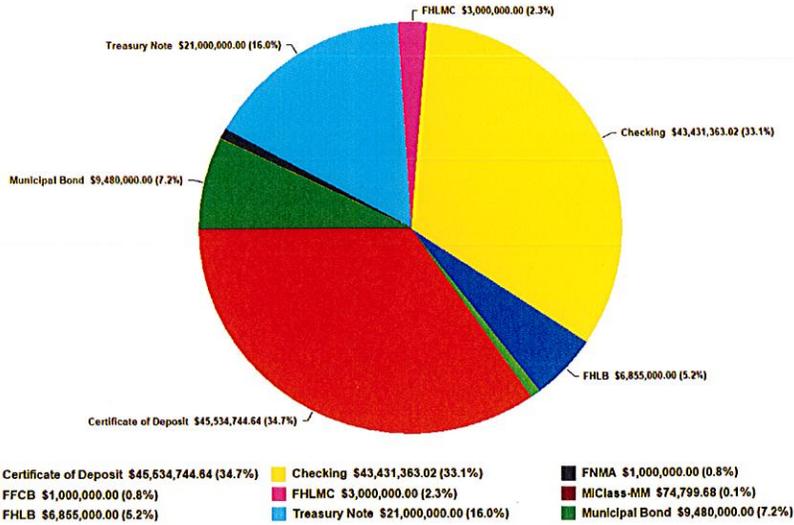
The October 31, 2021 Statement from Greenleaf Trust along with an Asset Allocation sheet on the investments in the OPEB account are attached.

I will attend the November Finance Committee meeting. If you have any questions in the interim, please email me at aprice@miottawa.org or call at 616-994-4505.

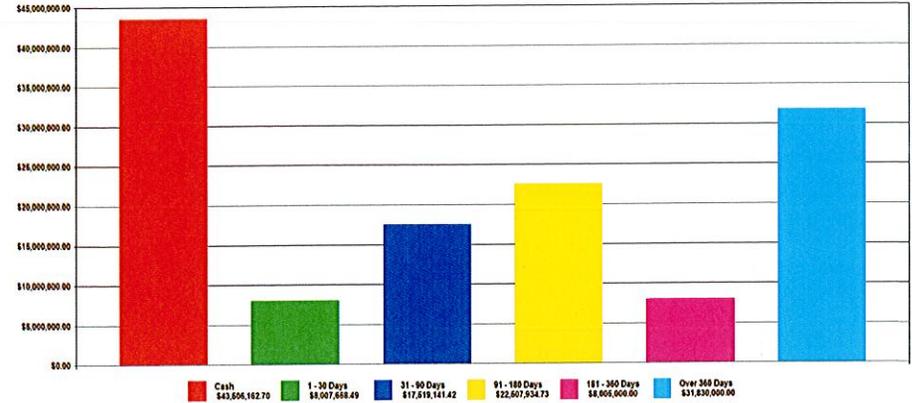
Ottawa County General Pooled Funds

October 31, 2021

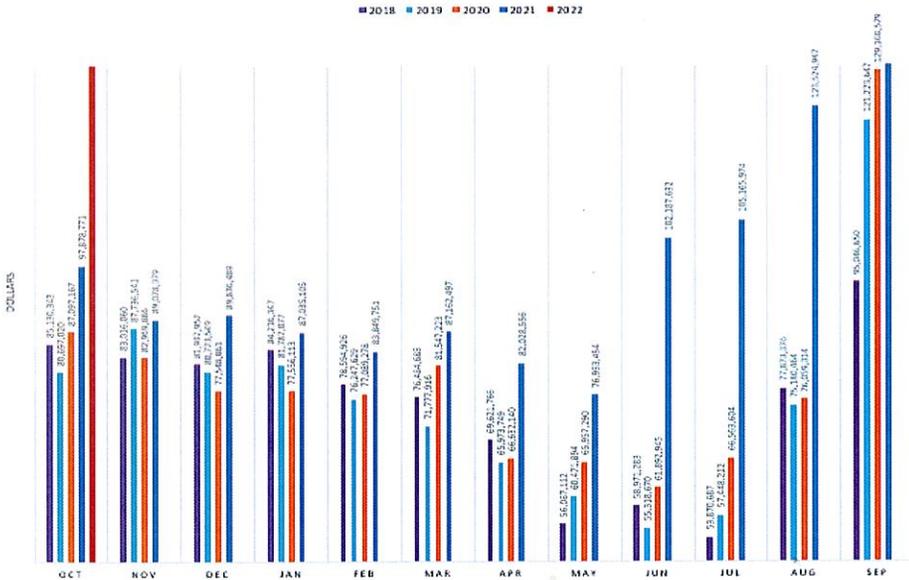
Open Investments (Ending Par Val/Shares): \$131,375,907.34
10/31/2021



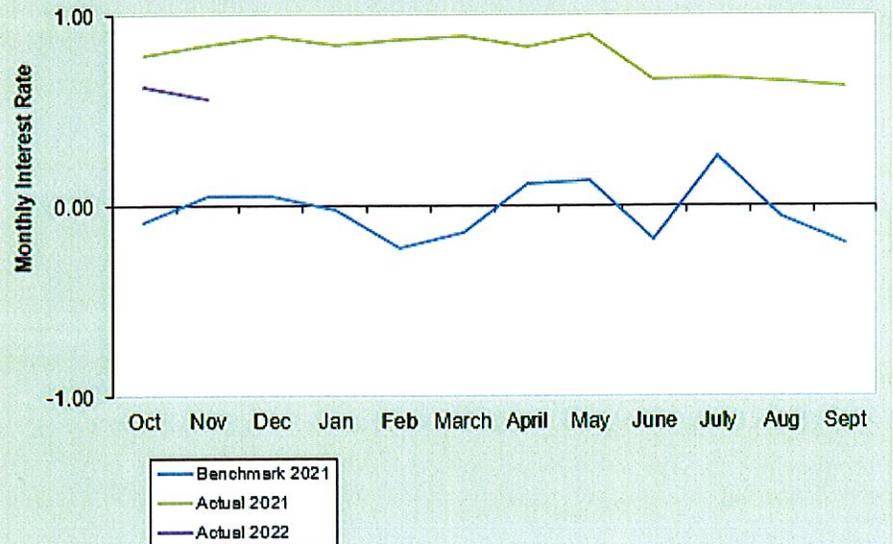
Inv. Distribution by Maturity (Ending Par Val/Shares): \$131,375,907.34
10/31/2021



HISTORICAL COMPARISON BY MONTH



General Fund Monthly Interest Yield (before Unrealized Capital Gain/Loss)



GASB 31 Compliance Ottawa County Treasurer

Effective Interest - Actual Life
Receipts for Period
10/01/21 - 10/31/21

CUSIP	Invest Number	Security Description	Purchase Date	Sale Date	Valuation Method	Yield Earned	Price Source 10/01/21	Original Princ/Cost	Beginning Unit Price	Par Value On 10/01/21	Reported Value 10/01/21	Purchase Cost	Sales Proceeds	Ending Unit Price	Par Value On 10/31/21	Price Source 10/31/21	Reported Value 10/31/21	Change In Fair Value	Interest	Net Investment Income
Certificate of Deposit																				
	21-0117-01	C.D. 365 0.24 10/07/21	06/17/21	10/07/21	Amort Value	0.2400	Manual	701,598.44	1.000000	701,598.44	701,598.44	0.00	701,598.44	0.000000	0.00		0.00	0.00	27.68	27.68
	21-0118-01	C.D. 365 0.25 10/07/21	06/17/21	10/07/21	Amort Value	0.2500	Manual	701,141.56	1.000000	701,141.56	701,141.56	0.00	701,141.56	0.000000	0.00		0.00	0.00	28.81	28.81
	21-0119-01	C.D. 365 0.25 10/07/21	06/17/21	10/07/21	Amort Value	0.2500	Manual	500,000.00	1.000000	500,000.00	500,000.00	0.00	500,000.00	0.000000	0.00		0.00	0.00	20.55	20.55
	21-0120-01	C.D. 365 0.25 10/07/21	06/17/21	10/07/21	Amort Value	0.2500	Manual	500,000.00	1.000000	500,000.00	500,000.00	0.00	500,000.00	0.000000	0.00		0.00	0.00	20.55	20.55
	21-0114-01	C.D. 365 0.22 10/07/21	06/17/21	10/07/21	Amort Value	0.2201	Manual	701,125.78	1.000000	701,125.78	701,125.78	0.00	701,125.78	0.000000	0.00		0.00	0.00	25.36	25.36
	21-0115-01	C.D. 365 0.40 10/07/21	06/17/21	10/07/21	Amort Value	0.4002	Manual	701,826.36	1.000000	701,826.36	701,826.36	0.00	701,826.36	0.000000	0.00		0.00	0.00	48.17	48.17
	21-0116-01	C.D. 365 0.15 10/07/21	06/17/21	10/07/21	Amort Value	0.1500	Manual	701,289.77	1.000000	701,289.77	701,289.77	0.00	701,289.77	0.000000	0.00		0.00	0.00	17.30	17.30
	21-0126-01	C.D. 365 0.24 10/21/21	07/01/21	10/21/21	Amort Value	0.2400	Manual	701,692.52	1.000000	701,692.52	701,692.52	0.00	701,692.52	0.000000	0.00		0.00	0.00	84.55	84.55
	21-0123-01	C.D. 365 0.22 10/21/21	07/01/21	10/21/21	Amort Value	0.2201	Manual	701,198.39	1.000000	701,198.39	701,198.39	0.00	701,198.39	0.000000	0.00		0.00	0.00	45.55	45.55
	21-0124-01	C.D. 365 0.40 10/21/21	07/01/21	10/21/21	Amort Value	0.4002	Manual	701,934.02	1.000000	701,934.02	701,934.02	0.00	701,934.02	0.000000	0.00		0.00	0.00	153.92	153.92
	21-0125-01	C.D. 365 0.15 10/21/21	07/01/21	10/21/21	Amort Value	0.1500	Manual	701,397.37	1.000000	701,397.37	701,397.37	0.00	701,397.37	0.000000	0.00		0.00	0.00	57.66	57.66
	21-0127-01	C.D. 365 0.25 10/21/21	07/01/21	10/21/21	Amort Value	0.2500	Manual	701,208.73	1.000000	701,208.73	701,208.73	0.00	701,208.73	0.000000	0.00		0.00	0.00	96.06	96.06
	21-0135-01	C.D. 365 0.15 10/29/21	08/12/21	10/29/21	Amort Value	0.1500	Manual	800,000.00	1.000000	800,000.00	800,000.00	0.00	800,000.00	0.000000	0.00		0.00	0.00	92.06	92.06
	21-0136-01	C.D. 365 0.15 10/29/21	08/12/21	10/29/21	Amort Value	0.1500	Manual	800,000.00	1.000000	800,000.00	800,000.00	0.00	800,000.00	0.000000	0.00		0.00	0.00	92.06	92.06
	21-0137-01	C.D. 365 0.15 10/29/21	08/12/21	10/29/21	Amort Value	0.1500	Manual	800,000.00	1.000000	800,000.00	800,000.00	0.00	800,000.00	0.000000	0.00		0.00	0.00	92.06	92.06
	21-0138-01	C.D. 365 0.15 10/29/21	08/12/21	10/29/21	Amort Value	0.1500	Manual	800,000.00	1.000000	800,000.00	800,000.00	0.00	800,000.00	0.000000	0.00		0.00	0.00	92.06	92.06
	21-0139-01	C.D. 365 0.15 10/29/21	08/12/21	10/29/21	Amort Value	0.1500	Manual	800,000.00	1.000000	800,000.00	800,000.00	0.00	800,000.00	0.000000	0.00		0.00	0.00	92.06	92.06
	21-0140	C.D. 365 0.22 11/18/21	08/12/21	Open	Amort Value	0.2200	Manual	625,422.02	1.000000	625,422.02	625,422.02	0.00	0.00	1.000000	625,422.02	Manual	625,422.02	0.00	116.86	116.86
	21-0141	C.D. 365 0.22 11/18/21	08/12/21	Open	Amort Value	0.2200	Manual	625,422.02	1.000000	625,422.02	625,422.02	0.00	0.00	1.000000	625,422.02	Manual	625,422.02	0.00	116.86	116.86
	21-0142	C.D. 365 0.40 11/18/21	08/12/21	Open	Amort Value	0.4000	Manual	700,859.57	1.000000	700,859.57	700,859.57	0.00	0.00	1.000000	700,859.57	Manual	700,859.57	0.00	238.10	238.10
	21-0143	C.D. 365 0.40 11/18/21	08/12/21	Open	Amort Value	0.4000	Manual	700,859.57	1.000000	700,859.57	700,859.57	0.00	0.00	1.000000	700,859.57	Manual	700,859.57	0.00	238.10	238.10
	21-0144	C.D. 365 0.25 11/18/21	08/12/21	Open	Amort Value	0.2500	Manual	625,000.00	1.000000	625,000.00	625,000.00	0.00	0.00	1.000000	625,000.00	Manual	625,000.00	0.00	132.71	132.71
	21-0145	C.D. 365 0.25 11/18/21	08/12/21	Open	Amort Value	0.2500	Manual	625,000.00	1.000000	625,000.00	625,000.00	0.00	0.00	1.000000	625,000.00	Manual	625,000.00	0.00	132.71	132.71
	21-0146	C.D. 365 0.22 12/02/21	08/26/21	Open	Amort Value	0.2200	Manual	501,384.77	1.000000	501,384.77	501,384.77	0.00	0.00	1.000000	501,384.77	Manual	501,384.77	0.00	93.68	93.68
	21-0147	C.D. 365 0.40 12/02/21	08/26/21	Open	Amort Value	0.4000	Manual	501,968.86	1.000000	501,968.86	501,968.86	0.00	0.00	1.000000	501,968.86	Manual	501,968.86	0.00	170.53	170.53
	21-0148	C.D. 365 0.40 12/02/21	08/26/21	Open	Amort Value	0.4000	Manual	500,000.00	1.000000	500,000.00	500,000.00	0.00	0.00	1.000000	500,000.00	Manual	500,000.00	0.00	169.86	169.86
	21-0149	C.D. 365 0.40 12/02/21	08/26/21	Open	Amort Value	0.4000	Manual	500,000.00	1.000000	500,000.00	500,000.00	0.00	0.00	1.000000	500,000.00	Manual	500,000.00	0.00	169.86	169.86
	21-0150	C.D. 365 0.40 12/02/21	08/26/21	Open	Amort Value	0.4000	Manual	500,000.00	1.000000	500,000.00	500,000.00	0.00	0.00	1.000000	500,000.00	Manual	500,000.00	0.00	169.86	169.86
	21-0151	C.D. 365 0.40 12/02/21	08/26/21	Open	Amort Value	0.4000	Manual	500,000.00	1.000000	500,000.00	500,000.00	0.00	0.00	1.000000	500,000.00	Manual	500,000.00	0.00	169.86	169.86
	21-0152	C.D. 365 0.15 12/02/21	08/26/21	Open	Amort Value	0.1500	Manual	501,243.84	1.000000	501,243.84	501,243.84	0.00	0.00	1.000000	501,243.84	Manual	501,243.84	0.00	63.86	63.86
	21-0154	C.D. 365 0.15 12/16/21	09/09/21	Open	Amort Value	0.1500	Manual	700,362.56	1.000000	700,362.56	700,362.56	0.00	0.00	1.000000	700,362.56	Manual	700,362.56	0.00	89.22	89.22
	21-0155	C.D. 365 0.15 12/16/21	09/09/21	Open	Amort Value	0.1500	Manual	700,362.56	1.000000	700,362.56	700,362.56	0.00	0.00	1.000000	700,362.56	Manual	700,362.56	0.00	89.22	89.22
	21-0156	C.D. 365 0.15 12/16/21	09/09/21	Open	Amort Value	0.1500	Manual	700,362.47	1.000000	700,362.47	700,362.47	0.00	0.00	1.000000	700,362.47	Manual	700,362.47	0.00	89.22	89.22
	21-0157	C.D. 365 0.15 12/16/21	09/09/21	Open	Amort Value	0.1500	Manual	700,362.47	1.000000	700,362.47	700,362.47	0.00	0.00	1.000000	700,362.47	Manual	700,362.47	0.00	89.22	89.22
	21-0158	C.D. 365 0.15 12/16/21	09/09/21	Open	Amort Value	0.1500	Manual	700,362.47	1.000000	700,362.47	700,362.47	0.00	0.00	1.000000	700,362.47	Manual	700,362.47	0.00	89.22	89.22
	21-0160	C.D. 365 0.22 12/30/21	09/23/21	Open	Amort Value	0.2200	Manual	700,945.66	1.000000	700,945.66	700,945.66	0.00	0.00	1.000000	700,945.66	Manual	700,945.66	0.00	130.97	130.97
	21-0161	C.D. 365 0.40 12/30/21	09/23/21	Open	Amort Value	0.4000	Manual	701,720.19	1.000000	701,720.19	701,720.19	0.00	0.00	1.000000	701,720.19	Manual	701,720.19	0.00	238.39	238.39
	21-0162	C.D. 365 0.15 12/30/21	09/23/21	Open	Amort Value	0.1500	Manual	700,644.64	1.000000	700,644.64	700,644.64	0.00	0.00	1.000000	700,644.64	Manual	700,644.64	0.00	89.26	89.26
	21-0163	C.D. 365 0.25 12/30/21	09/23/21	Open	Amort Value	0.2500	Manual	700,000.00	1.000000	700,000.00	700,000.00	0.00	0.00	1.000000	700,000.00	Manual	700,000.00	0.00	148.63	148.63
	21-0164	C.D. 365 0.25 12/30/21	09/23/21	Open	Amort Value	0.2500	Manual	701,074.39	1.000000	701,074.39	701,074.39	0.00	0.00	1.000000	701,074.39	Manual	701,074.39	0.00	148.86	148.86
	22-0001	C.D. 365 0.22 01/13/22	10/07/21	Open	Amort Value	0.2200	Manual	701,599.21	0.000000	0.00	0.00	701,599.21	0.00	1.000000	701,599.21	Manual	701,599.21	0.00	105.72	105.72
	22-0002	C.D. 365 0.40 01/13/22	10/07/21	Open	Amort Value	0.4000	Manual	702,688.17	0.000000	0.00	0.00	702,688.17	0.00	1.000000	702,688.17	Manual	702,688.17	0.00	192.52	192.52
	22-0003	C.D. 365 0.15 01/13/22	10/07/21	Open	Amort Value	0.1500	Manual	701,612.62	0.000000	0.00	0.00	701,612.62	0.00	1.000000	701,612.62	Manual	701,612.62	0.00	72.08	72.08
	22-0004	C.D. 365 0.25 01/13/22	10/07/21	Open	Amort Value	0.2500	Manual	701,679.42	0.000000	0.00	0.00	701,679.42	0.00	1.000000	701,679.42	Manual	701,679.42	0.00	120.15	120.15
	22-0005	C.D. 365 0.25 01/13/22	10/07/21	Open																

GASB 31 Compliance Ottawa County Treasurer

Effective Interest - Actual Life
Receipts for Period
10/01/21 - 10/31/21

CUSIP	Invest Number	Security Description	Purchase Date	Sale Date	Valuation Method	Yield Earned	Price Source 10/01/21	Original Price/Cost	Beginning Unit Price	Par Value On 10/01/21	Reported Value 10/01/21	Purchase Cost	Sales Proceeds	Ending Unit Price	Par Value On 10/31/21	Price Source 10/31/21	Reported Value 10/31/21	Change In Fair Value	Interest	Net Investment Income	
	21-0131	C.D. 365 0.24 11/04/21	07/29/21		Open	Amort Value	0.2400	Manual	501,507.91	1,000,000	501,507.91	501,507.91	0.00	0.00	1,000,000	Manual	501,507.91	0.00	102.23	102.23	
	21-0130	C.D. 365 0.22 11/04/21	07/29/21		Open	Amort Value	0.2200	Manual	501,341.22	1,000,000	501,341.22	501,341.22	0.00	0.00	1,000,000	Manual	501,341.22	0.00	93.68	93.68	
	21-0132	C.D. 365 0.40 11/04/21	07/29/21		Open	Amort Value	0.4000	Manual	700,752.06	1,000,000	700,752.06	700,752.06	0.00	0.00	1,000,000	Manual	700,752.06	0.00	238.06	238.06	
	21-0133	C.D. 365 0.40 11/04/21	07/29/21		Open	Amort Value	0.4000	Manual	700,752.06	1,000,000	700,752.06	700,752.06	0.00	0.00	1,000,000	Manual	700,752.06	0.00	238.06	238.06	
	21-0134	C.D. 365 0.40 11/04/21	07/29/21		Open	Amort Value	0.4000	Manual	700,752.06	1,000,000	700,752.06	700,752.06	0.00	0.00	1,000,000	Manual	700,752.06	0.00	238.06	238.06	
		Certificate of Deposit Total					0.3432		57,649,157.88	1,000,000	29,532,876.31	29,532,876.31	0.00	0.00	1,000,000		45,534,744.64	0.00	9,024.68	9,024.68	
		Checking																			
	0000-001010	Hybrid-MS-AP-PR	AR-0123	Hybrid,MS,AP HBN 01153523705	12/18/19	Open	Fair Value	0.5000	Manual	1,000,000.00	1,000,000	66,554,310.80	66,554,310.80	0.00	51,504,831.31	1,000,000	15,049,479.49	Manual	15,049,479.49	0.00	27,557.32
	JPMC Gen Acct & AP	AR-0205	Gen Acct JPMC 305296532	02/01/20	Open	Fair Value	0.0000	Manual	9,602,766.77	1,000,000	30,253.08	30,253.08	0.00	15.00	1,000,000	Manual	30,238.08	0.00	0.00	0.00	
	0000-001007	Am Rescue Plan Act	AR-0220	Am Rescue Plan HNB 01163557373	06/01/21	Open	Fair Value	0.0000	Manual	28,342,278.00	1,000,000	28,349,342.13	28,349,342.13	0.00	(2,303.32)	1,000,000	28,351,645.45	Manual	28,351,645.45	0.00	0.00
		Checking Total					0.3473		38,945,034.77	1,000,000	94,933,906.01	94,933,906.01	0.00	51,502,542.99	1,000,000		43,431,363.02	0.00	27,557.32	27,557.32	
		FFCB																			
	3133ELNE0	20-0032	FFCB 1.43 02/14/24	03/13/20	Open	Fair Value	(5.2822)	FTI	1,026,010.00	1,023,660.00	1,000,000.00	1,023,660.00	0.00	0.00	1,018,010	1,000,000.00	FTI	1,018,010.00	(6,650.00)	1,191.67	(4,458.33)
		FFCB Total					(5.2822)		1,026,010.00	1,023,660.00	1,000,000.00	1,023,660.00	0.00	0.00	1,018,010	1,000,000.00		1,018,010.00	(6,650.00)	1,191.67	(4,458.33)
		FHLB																			
	3130ANQ29	21-0153	FHLB 0.50 10/09/24	09/09/21	Open	Fair Value	(5.7840)	FTI	750,000.00	0.997820	750,000.00	748,365.00	0.00	0.00	0.992600	750,000.00	FTI	744,450.00	(3,915.00)	312.50	(3,602.50)
	3130ANX39	21-0159	FHLB 0.50 09/30/25	09/30/21	Open	Fair Value	(10.4560)	FTI	1,250,000.00	0.996420	1,250,000.00	1,245,525.00	0.00	0.00	0.987290	1,250,000.00	FTI	1,234,112.50	(11,412.50)	520.83	(10,891.67)
	3130AABG2	16-0320	FHLB 1.875 11/29/21	12/06/16	Open	Fair Value	0.0390	FTI	998,000.00	1.002930	1,000,000.00	1,002,930.00	0.00	0.00	1.001400	1,000,000.00	FTI	1,001,400.00	(1,530.00)	1,562.50	32.50
	313383A43	19-0053	FHLB 2.125 06/09/23	06/11/19	Open	Fair Value	(3.2878)	FTI	1,384,084.95	1.031560	1,355,000.00	1,397,763.80	0.00	0.00	1.027840	1,355,000.00	FTI	1,391,639.20	(6,124.60)	2,399.48	(3,725.12)
	313382AX1	20-0031	FHLB 2.125 03/10/23	03/13/20	Open	Fair Value	(0.9628)	FTI	1,562,280.00	1.027200	1,500,000.00	1,540,800.00	0.00	0.00	1.024610	1,500,000.00	FTI	1,536,915.00	(3,885.00)	2,656.25	(1,228.75)
	3130A4CH3	20-0033	FHLB 2.375 03/14/25	03/13/20	Open	Fair Value	(6.7196)	FTI	1,073,840.00	1.058600	1,000,000.00	1,058,600.00	0.00	0.00	1.050730	1,000,000.00	FTI	1,050,730.00	(7,870.00)	1,973.17	(5,896.83)
		FHLB Total					(4.3741)		6,936,184.95	6,020,275	6,855,000.00	6,993,983.80	0.00	0.00	1,019207	6,855,000.00		6,959,246.70	(34,737.10)	9,430.73	(25,306.37)
		FHLMC																			
	3134GWKZ8	20-0055	FHLMC 0.625 08/18/25	08/18/20	Open	Fair Value	(6.9110)	FTI	1,000,000.00	0.992190	1,000,000.00	992,190.00	0.00	0.00	0.985910	1,000,000.00	FTI	985,910.00	(6,280.00)	520.83	(5,759.17)
	3134GWJ04	20-0095	Freddie Mac 0.40 06/10/24	09/10/20	Open	Fair Value	(4.2560)	FTI	1,000,000.00	0.997580	1,000,000.00	997,580.00	0.00	0.00	0.993680	1,000,000.00	FTI	993,680.00	(3,880.00)	333.33	(3,546.67)
	3134GVQ04	20-0039	FHLMC 0.75 04/30/25	04/30/20	Open	Fair Value	(6.8860)	FTI	1,000,000.00	1.000720	1,000,000.00	1,000,720.00	0.00	0.00	0.996940	1,000,000.00	FTI	996,940.00	(4,880.00)	625.00	(4,055.00)
		FHLMC Total					(5.3443)		3,000,000.00	0.985823	3,000,000.00	2,990,470.00	0.00	0.00	0.991877	3,000,000.00		2,975,620.00	(14,840.00)	1,479.16	(13,360.84)
		FNMA																			
	3135G0W66	20-0029	Agency-FNMA 1.625 10/15/24	01/14/20	Open	Fair Value	(7.7413)	FTI	998,818.82	1.033210	1,000,000.00	1,033,210.00	0.00	0.00	1.025410	1,000,000.00	FTI	1,025,410.00	(7,800.00)	1,354.16	(6,445.84)
		FNMA Total					(7.7413)		998,818.82	1,033,210	1,000,000.00	1,033,210.00	0.00	0.00	1.025410	1,000,000.00		1,025,410.00	(7,800.00)	1,354.16	(6,445.84)
		MiClass-MM																			
	0000-008040	MBIA GF	AR-0003	GF MI-01-0046-0001	12/31/98	Open	Fair Value	0.0252	Manual	1,016,712.32	1,000,000	72,296.30	72,296.30	0.00	(1.55)	1,000,000	72,297.85	Manual	72,297.85	0.00	1.55
	7210-008041	MBIA Lib	AR-0004	Library MI-01-0046-0002	08/04/00	Open	Fair Value	0.0000	Manual	78,000.00	0.000000	0.00	0.00	0.00	0.000000	0.00	Manual	0.00	0.00	0.00	
	0000-008001	Matel Escrow	AR-0209	Matel Escrow MI-01-0046-0010	08/07/20	Open	Fair Value	0.0235	Manual	2,500.00	1,000,000	2,501.78	2,501.78	0.00	(0.06)	1,000,000	2,501.83	Manual	2,501.83	(0.00)	0.05
		MiClass-MM Total					0.0252		1,099,012.32	1,000,000	74,798.08	74,798.08	0.00	(1.61)	1,000,000	74,799.68		74,799.68	0.00	1.60	
		Municipal Bond																			
	594698P61	16-0290-01	Muni-MI Strategic 2.131 10/15/21	10/27/16	10/15/21	Fair Value	0.5615	FTI	406,260.00	1,000,000	400,000.00	400,244.00	0.00	400,000.00	0.000000	0.00	0.00	(244.00)	331.49	87.49	
	59447TA52	21-0002	Muni-MI St Fin Auth Revenue 0.379 10/01/22	10/20/20	Open	Fair Value	(0.0650)	FTI	1,290,000.00	1.000610	1,290,000.00	1,290,786.90	0.00	0.00	1.000240	1,290,000.00	FTI	1,290,309.60	(477.30)	407.43	(69.87)
	900764SN2	21-0128	Muni-Tuscola Cnty 0.73 09/01/24	07/14/21	Open	Fair Value	(6.4820)	FTI	135,000.00	1.001090	135,000.00	135,147.15	0.00	0.00	0.995090	135,000.00	FTI	134,325.00	(811.35)	82.13	(729.22)
	900764SP7	21-0129	Muni-Tuscola Cnty 1.10 09/01/25	07/14/21	Open	Fair Value	(8.3690)	FTI	65,000.00	1.004630	65,000.00	65,313.95	0.00	0.00	0.996940	65,000.00	FTI	64,801.10	(512.85)	69.68	(453.27)
	594615HR0	20-0056	Muni-MI State Bldg Auth 0.816 10/15/24	09/17/20	Open	Fair Value	(10.2360)	FTI	1,000,000.00	1.003690	1,000,000.00	1,003,690.00	0.00	0.00	0.994480	1,000,000.00	FTI	994,480.00	(9,210.00)	680.00	(8,530.00)
	876849CJ2	17-0020	Muni-Taylor BRA 3.18 05/01/22	03/01/17	Open	Fair Value	1.2435	FTI	218,795.90	1.011880	215,000.00	217,554.20	0.00	0.00	1.010270	215,000.00	FTI	217,208.05	(346.15)	569.75	(283.40)
	129644B33	21-0122	Muni-Calhoun Cnty 0.755 10/01/24	07/08/21	Open	Fair Value	(6.6210)	FTI	355,000.00	0.999900	355,000.00	354,064.50	0.00	0.00	0.993750	355,000.00	FTI	352,781.25	(2,183.25)	224.64	(1,958.71)
	170018Y26	19-0047	Muni-Chickpea Vly Sch 2.98 05/01/22	05/09/19	Open	Fair Value	0.3140	FTI	2,036,220.00	1.016280	2,000,000.00	2,032,520.00	0.00	0.00	1.014040	2,000,000.00	FTI	2,028,080.00	(4,440.00)	4,966.67	(528.67)
	59447TA60	21-0003	Muni-14 St Fin Auth Revenue 0.487 10/01/23	10/15/20	Open	Fair Value	(3.4730)	FTI	275,000.00	0.999060	275,000.00	274,741.50	0.00	0.00	0.995760	275,000.00	FTI	273,834.00	(907.50)	111.80	(795.90)
	790450GV8	20-0054	Muni-St Johns MI Public Schs 0.70 05/01/25	07/08/20	Open	Fair Value	(7.7960)	FTI	290,000.00	0.993540	290,000.0										

Ottawa County, Michigan - OPEB Section 115 Trust

Greenleaf Trust
Portfolio Asset Allocation
From Monthly Statement

October 31, 2021

Asset	Market Values at 10/1/2021		Market Values at 10/31/2021		Transactions Impacting Market Value	Month to Date Impact
	Dollar Amount	Percentage	Dollar Amount	Percentage		
		0.00%		0.00%		
		0.00%		0.00%		
Exchange Traded Fds- Equity	\$3,424,847.67	43.66%	\$3,618,669.80	44.38%	Contributions	\$0.00
		0.00%		0.00%	Payments	\$0.00
Mutual Fund - Equity	\$1,768,684.26	22.55%	\$1,888,750.36	23.16%	Disbursements	\$0.00
		0.00%		0.00%	Withdrawals & Distributions	\$0.00
Mutual Fund Equity - International	\$138,859.61	1.77%	\$141,297.23	1.73%	Administrative Expenses	(\$5,255.26)
		0.00%		0.00%	Investment Income	\$3,555.94
		0.00%		0.00%		
Corporate Bonds	\$855,734.24	10.91%	\$923,920.15	11.33%	Investment Change (+/-)	\$312,385.63
		0.00%		0.00%	MTD fee or income increase/decrease	\$310,686.31
		0.00%		0.00%		
		0.00%		0.00%		
Mutual Fund - Fixed Income	\$162,917.54	2.08%	\$163,985.65	2.01%		
		0.00%		0.00%		
US Government Notes & Bonds	\$1,034,589.60	13.19%	\$1,027,075.47	12.60%		
		0.00%		0.00%		
		0.00%		0.00%		
		0.00%		0.00%		
		0.00%		0.00%		
		0.00%		0.00%		
Money Market Funds - Taxable	458215.51	5.84%	\$390,836.08	4.79%		
		0.00%		0.00%		
		0.00%		0.00%		
TOTAL PORTFOLIO	\$7,843,848.43	100.00%	\$8,154,534.74	100.00%		

PORTFOLIO ASSET ALLOCATION PARAMETERS

	Current	Target
Equities	69.27%	65%
Total Fixed Income	25.94%	30%
Cash & Equivalents	4.79%	5%
	100%	100%

Co of Ottawa Retiree Hlth Ins Sec 115 Tr

Account Number : 62380025

October 1, 2021 Through October 31, 2021

County of Ottawa Section 115 Trust

Attn: Amanda Price, Trustee

12220 Filmore St Room 155

West Olive, MI 49460

Trust Relationship Officer Melinda P Shull

Wealth Management Advisor Mark A Jackson

October 01, 2021 through October 31, 2021

Account Name : Co of Ottawa Retiree Hlth Ins Sec 115 Tr

Account No : 62380025

October 01, 2021 through October 31, 2021

Account Name : Co of Ottawa Retiree Hlth Ins Sec 115 Tr

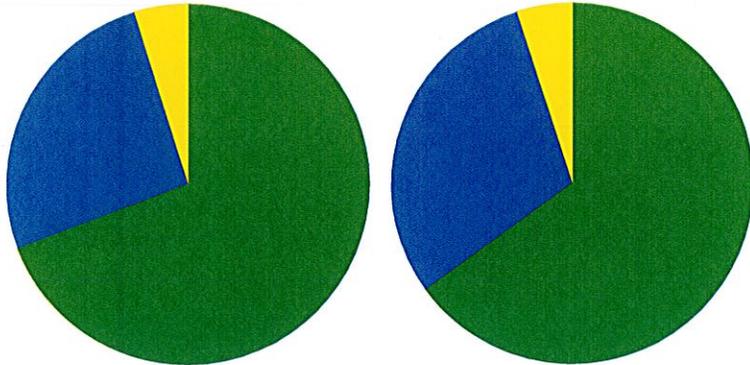
Account No : 62380025

Account Summary

Portfolio Summary

Actual

Target



Equity - 69.27%

Fixed - 25.94%

Cash Equiv - 4.79%

Equity - 65.00%

Fixed - 30.00%

Cash Equiv - 5.00%

	Market Value	Percent	Estimated	Current
	Current Date	Of Total	Ann Income	Yield
Total Account	8,154,534.74	100.00	117,047.16	1.44
Equity	5,648,717.39	69.27	70,319.11	1.24
Fixed	2,114,981.27	25.94	46,688.97	2.21
Cash Equiv	390,836.08	4.79	39.08	0.01
Net Cash	0.00			

Activity Summary

Current Period
10/01/2021-10/31/2021

Year To Date
01/01/2021-10/31/2021

Beginning Market Value	\$ 7,843,848.43	\$ 7,198,238.98
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Contributions

Cash Deposits	0.00	0.00
Asset Deposits	0.00	0.00
Total Contributions	0.00	0.00

Withdrawals

Cash Disbursements	0.00	-3,599.12
Asset Withdrawals	0.00	0.00
Management Fees	-5,255.26	-51,548.50
Total Withdrawals	-5,255.26	-55,147.62

Investment Income

Tax Free Interest	0.00	0.00
Taxable Interest	811.18	30,083.09
Dividends	2,744.76	54,277.88
Return of Capital	0.00	0.00
Other	0.00	0.00
Total Investment Income	3,555.94	84,360.97

Investment Change

312,385.63 927,082.41

Ending Market Value	\$ 8,154,534.74	\$ 8,154,534.74
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October 01, 2021 through October 31, 2021

Account Name : Co of Ottawa Retiree Hlth Ins Sec 115 Tr

Account No : 62380025

Portfolio Holdings

Description				Market Value/ Estimated Inc	Cost Basis	Unrealized Gain/Loss	Current Yield	Percent Of Acct
Cusip	Ticker	Price	Quantity					
<u>Equities</u>								
<u>Exchange Traded Fds-Equity</u>								
iShares Core MSCI EAFE ETF		76.51	1,660.000	127,006.60	94,712.56	32,294.04	2.22	1.56
46432F842	IEFA			2,823.03				
iShares Core S&P 500 Index		460.99	2,355.000	1,085,631.45	645,846.56	439,784.89	1.27	13.31
464287200	IVV			13,751.05				
iShares Core S&P Midcap 400 Index		278.65	1,149.000	320,168.85	191,627.49	128,541.36	1.09	3.93
464287507	IJH			3,497.44				
iShares Core S&P Smallcap 600 Index		113.06	1,293.000	146,186.58	81,271.17	64,915.41	1.12	1.79
464287804	IJR			1,638.44				
iShares MSCI EAFE ETF		80.49	4,285.000	344,899.65	277,903.81	66,995.84	2.23	4.23
464287465	EFA			7,697.17				
iShares MSCI EAFE Value ETF		51.98	3,430.000	178,291.40	160,819.21	17,472.19	2.92	2.19
464288877	EFV			5,198.96				
Vanguard Growth MFC		314.15	2,263.000	710,921.45	90,078.94	620,842.51	0.49	8.72
922908736	VUG			3,466.24				
Vanguard Index Trust Value MFC		142.74	4,943.000	705,563.82	192,563.72	513,000.10	2.13	8.65
922908744	VTV			15,041.55				

October 01, 2021 through October 31, 2021

Account Name : Co of Ottawa Retiree Hlth Ins Sec 115 Tr

Account No : 62380025

Portfolio Holdings

Description				Market Value/ Estimated Inc	Cost Basis	Unrealized Gain/Loss	Current Yield	Percent Of Acct
Cusip	Ticker	Price	Quantity					
Exchange Traded Fds-Equity Subtotal				3,618,669.80	1,734,823.46	1,883,846.34	1.47	44.38
				53,113.88				
<u>Mutual Fund-Equity</u>								
Hartford Dividend and Growth Fund F 41664T669	HDGFX	34.10	7,849.018	267,651.51 2,976.19	214,345.52	53,305.99	1.11	3.28
Sterling Capital Equity Income Fund C I I 85917L684	BEGIX	28.36	8,955.352	253,973.78 3,134.19	134,226.66	119,747.12	1.23	3.11
Touchstone Sands Capital Select Gr Instl 89155T524	CISGX	24.02	11,508.014	276,422.50 0.00	118,601.95	157,820.55	0.00	3.39
Vanguard 500 Index Admiral Share 922908710	VFIAX	425.48	1,907.499	811,602.67 10,086.47	380,000.00	431,602.67	1.24	9.95
William Blair Large Cap Gr-R6 969251636	LCGJX	26.81	10,410.291	279,099.90 566.11	197,742.90	81,357.00	0.20	3.42
Mutual Fund-Equity Subtotal				1,888,750.36	1,044,917.03	843,833.33	0.89	23.15
				16,762.96				
<u>Mutual Fund-Equity-Intl</u>								
Delaware Emerging Markets R6 245914510	DEMZX	24.87	2,816.972	70,058.09 183.10	36,922.71	33,135.38	0.26	0.86

October 01, 2021 through October 31, 2021

Account Name : Co of Ottawa Retiree Hlth Ins Sec 115 Tr

Account No : 62380025

Portfolio Holdings

Description					Market Value/ Estimated Inc	Cost Basis	Unrealized Gain/Loss	Current Yield	Percent Of Acct	
Cusip	Ticker		Price	Quantity						
Matthews Pacific Tiger Fund CI I			34.42	2,069.702	71,239.14	42,929.39	28,309.75	0.36	0.87	
577130834	MIPTX				259.17					
Mutual Fund-Equity-Intl Subtotal					141,297.23	79,852.10	61,445.13	0.31	1.73	
					442.27					
Equities Subtotal					5,648,717.39	2,859,592.59	2,789,124.80	1.24	69.26	
					70,319.11					
<u>Fixed Income</u>										
<u>Corporate Bonds</u>										
Ebay Inc		2.600%	07/15/2022	100.96	25,000.000	25,239.72	24,521.75	717.97	2.58	0.31
278642AE3	EBAY2622					650.00				
Duke Energy Corp New		3.050%	08/15/2022	101.42	25,000.000	25,353.95	25,026.09	327.86	3.01	0.31
26441CAJ4	DUK22					762.50				
JPMorgan Chase & Co		3.250%	09/23/2022	102.59	25,000.000	25,647.12	25,002.35	644.77	3.17	0.31
46625HJE1	JPM22A					812.50				
Disney Walt Co Mtns Be		2.350%	12/01/2022	102.00	25,000.000	25,499.81	25,228.49	271.32	2.30	0.31
25468PCW4	DIS22					587.50				
Bank of America Corp 3.3 01		3.300%	01/11/2023	103.33	25,000.000	25,833.63	26,055.69	(222.06)	3.19	0.32
06051GEU9	BAC23					825.00				

October 01, 2021 through October 31, 2021

Account Name : Co of Ottawa Retiree Hlth Ins Sec 115 Tr

Account No : 62380025

Portfolio Holdings

Description						Market Value/ Estimated Inc	Cost Basis	Unrealized Gain/Loss	Current Yield	Percent Of Acct
Cusip	Ticker		Price	Quantity						
Morgan Stanley 61744YAN8	MS23H	3.125% 01/23/2023	103.12	25,000.000		25,779.39 781.25	25,959.79	(180.40)	3.03	0.32
McDonalds Corp 58013MFE9	MCD33523	3.3500% 04/01 04/01/2023	103.77	25,000.000		25,942.10 837.50	25,112.01	830.09	3.23	0.32
Apple Inc 037833AK6	AAP2423	2.400% 05/03/2023	102.81	25,000.000		25,702.81 600.00	24,580.25	1,122.56	2.33	0.32
Intercontinental Exchange I 45866FAM6	ICE23B	0.700% 06/15/2023	100.05	25,000.000		25,011.50 175.00	25,176.20	(164.70)	0.70	0.31
Chevron Corp 166764AH3	CC3123	3.1910% 06/24/2 06/24/2023	103.64	25,000.000		25,908.99 797.75	25,264.94	644.05	3.08	0.32
Oracle Corp 68389XAS4	ORCL23	3.625% 07/15/2023	104.93	25,000.000		26,232.30 906.25	25,161.64	1,070.66	3.45	0.32
Bristol Myers Squibb Co 110122AW8	BMV3223	3.250% 11/01/2023	105.22	25,000.000		26,305.54 812.50	25,251.86	1,053.68	3.09	0.32
Union Pac Corp 907818DV7	UNP24	3.750% 03/15/2024	106.12	25,000.000		26,529.99 937.50	25,055.86	1,474.13	3.53	0.33
Parker-Hannifin Corp 701094AM6	PH24A	2.700% 06/14/2024	104.26	25,000.000		26,064.58 675.00	26,477.08	(412.50)	2.59	0.32

October 01, 2021 through October 31, 2021

Account Name : Co of Ottawa Retiree Hlth Ins Sec 115 Tr

Account No : 62380025

Portfolio Holdings

Description						Market Value/ Estimated Inc	Cost Basis	Unrealized Gain/Loss	Current Yield	Percent Of Acct
Cusip	Ticker		Price	Quantity						
PPG Inds Inc 693506BQ9	PPG24	2.400%	08/15/2024	103.70	25,000.000	25,925.23 600.00	25,317.10	608.13	2.31	0.32
Wells Fargo Co Mtn Be 94974BGA2	WFC24	3.300%	09/09/2024	106.40	25,000.000	26,600.44 825.00	26,887.49	(287.05)	3.10	0.33
Paypal Holdings Inc 70450YAC7	2 PYPL24	2.400%	10/01/2024	104.01	25,000.000	26,001.93 600.00	25,276.10	725.83	2.31	0.32
D R Horton Inc 23331ABM0	DHI24	2.500%	10/15/2024	104.05	25,000.000	26,012.76 625.00	26,144.08	(131.32)	2.40	0.32
Abbvie Inc 00287YBZ1	ABBV24A	2.600%	11/21/2024	104.14	25,000.000	26,034.68 650.00	26,491.75	(457.07)	2.50	0.32
Republic Serv Inc 760759AQ3	RSG25	3.200%	03/15/2025	105.84	25,000.000	26,461.20 800.00	24,824.75	1,636.45	3.02	0.32
DTE Energy Co 233331BG1	DTE25A	1.050%	06/01/2025	98.76	25,000.000	24,690.34 262.50	25,108.78	(418.44)	1.06	0.30
Netapp Inc 64110DAL8	NTAP18752	1.875%	06/22/2025	101.72	25,000.000	25,429.27 468.75	25,849.65	(420.38)	1.84	0.31
Intuit 46124HAB2	INTU9525	0.950%	07/15/2025	98.96	25,000.000	24,739.70 237.50	25,238.88	(499.18)	0.96	0.30

October 01, 2021 through October 31, 2021

Account Name : Co of Ottawa Retiree Hlth Ins Sec 115 Tr

Account No : 62380025

Portfolio Holdings

Description						Market Value/ Estimated Inc	Cost Basis	Unrealized Gain/Loss	Current Yield	Percent Of Acct
Cusip	Ticker		Price	Quantity						
American Tower Corp 03027XBB5	AMT25D	1.300%	09/15/2025	99.35	25,000.000	24,837.97 325.00	25,102.50	(264.53)	1.31	0.30
Verizon Communications Inc 92343VFS8	VZ25B	0.850%	11/20/2025	97.98	25,000.000	24,494.27 212.50	24,810.75	(316.48)	0.87	0.30
Bank New York Mellon Corp 06406RAQ0	BK7526	0.750%	01/28/2026	97.77	25,000.000	24,441.73 187.50	24,992.75	(551.02)	0.77	0.30
Unitedhealth Group Inc 91324PCV2	UNH26	3.100%	03/15/2026	107.47	25,000.000	26,867.90 775.00	24,050.00	2,817.90	2.88	0.33
AT&T Inc 00206RML3	T26F	1.700%	03/25/2026	100.42	25,000.000	25,105.82 425.00	25,366.36	(260.54)	1.69	0.31
General Mtrs Finl Co Inc 37045XDK9	GM/26C	1.500%	06/10/2026	98.53	25,000.000	24,631.89 375.00	24,941.50	(309.61)	1.52	0.30
Starbucks Corp 855244AK5	SBUX24526	2.450%	06/15/2026	104.30	25,000.000	26,074.09 612.50	26,805.38	(731.29)	2.35	0.32
Hershey Co 427866AX6	HSY26	2.300%	08/15/2026	104.07	25,000.000	26,017.79 575.00	26,154.44	(136.65)	2.21	0.32
Goldman Sachs Group Inc 38145GAH3	GS26P	3.500%	11/16/2026	107.16	25,000.000	26,789.62 875.00	27,728.43	(938.81)	3.27	0.33

October 01, 2021 through October 31, 2021

Account Name : Co of Ottawa Retiree Hlth Ins Sec 115 Tr

Account No : 62380025

Portfolio Holdings

Description						Market Value/ Estimated Inc	Cost Basis	Unrealized Gain/Loss	Current Yield	Percent Of Acct
Cusip	Ticker		Price	Quantity						
Amgen Inc 031162CT5	AMGN2227	2.200%	02/21/2027	102.03	25,000.000	25,506.41 550.00	25,889.54	(383.13)	2.16	0.31
Costco Corp 22160KAN5	COST27	1.3750% 06/	1.375%	06/20/2027	99.30	24,824.79 343.75	25,450.34	(625.55)	1.38	0.30
Visa Inc 92826CAP7	V27B	0.750%	08/15/2027	96.35	25,000.000	24,088.32 187.50	24,799.00	(710.68)	0.78	0.30
Packaging Corp America 695156AT6	PKG27	3	3.400%	12/15/2027	109.17	27,292.57 850.00	26,520.52	772.05	3.11	0.33
Corporate Bonds Subtotal						923,920.15	917,624.09	6,296.06	2.33	11.33
						21,522.75				
<u>Mutual Fund-Fixed Income</u>										
Vanguard S/T Inflation Protected Sec Admiral 922020706	VTAPX			26.10	6,282.975	163,985.65 5,591.22	155,000.00	8,985.65	3.41	2.01
Mutual Fund-Fixed Income Subtotal						163,985.65	155,000.00	8,985.65	3.41	2.01
						5,591.22				
<u>U S Government Notes & Bonds</u>										
United States Treas Nts 912828UN8	USTN2023	2.000%	02/15/2023	102.21	100,000.000	102,214.80 2,000.00	98,997.41	3,217.39	1.96	1.25

October 01, 2021 through October 31, 2021

Account Name : Co of Ottawa Retiree Hlth Ins Sec 115 Tr

Account No : 62380025

Portfolio Holdings

Description						Market Value/ Estimated Inc	Cost Basis	Unrealized Gain/Loss	Current Yield	Percent Of Acct
Cusip	Ticker		Price	Quantity						
United States Treas Nts 912828D1	UST1323	1.375% 08/31/2023	101.66	75,000.000		76,242.15 1,031.25	74,937.45	1,304.70	1.35	0.93
United States Treas Nts 912828U57	USTN2123	2.125% 11/30/2023	103.28	25,000.000		25,820.30 531.25	24,876.95	943.35	2.06	0.32
United States Treas Nts 912828V23	USTN2223	2.250% 12/31/2023	103.61	50,000.000		51,804.70 1,125.00	50,049.10	1,755.60	2.17	0.64
United States Treas Nts 912828W48	USTN2124	2.125% 02/29/2024	103.52	25,000.000		25,878.90 531.25	25,119.98	758.92	2.05	0.32
United States Treas Nts 912828XT2	USTN2024b	2.000% 05/31/2024	103.38	50,000.000		51,689.45 1,000.00	47,888.67	3,800.78	1.93	0.63
United States Treas Nts 912828D56	UST2324	2.375% 08/15/2024	104.57	50,000.000		52,283.20 1,187.50	49,395.31	2,887.89	2.27	0.64
United States Treas Nts 912828J27	UST2025	2.000% 02/15/2025	103.75	75,000.000		77,809.58 1,500.00	75,553.54	2,256.04	1.93	0.95
United States Treas Nts 912828M56	USTN2225	2.250% 11/15/2025	104.82	115,000.000		120,547.83 2,587.50	114,347.61	6,200.22	2.15	1.48
United States Treas Nts 912828U24	UST226	2.000% 11/15/2026	103.93	100,000.000		103,933.60 2,000.00	99,641.24	4,292.36	1.92	1.27

October 01, 2021 through October 31, 2021

Account Name : Co of Ottawa Retiree Hlth Ins Sec 115 Tr

Account No : 62380025

Portfolio Holdings

Description						Market Value/ Estimated Inc	Cost Basis	Unrealized Gain/Loss	Current Yield	Percent Of Acct
Cusip	Ticker			Price	Quantity					
United States Treas Nts 9128283F5	UST225127	2.250%	11/15/2027	105.25	175,000.000	184,187.50 3,937.50	184,762.82	(575.32)	2.14	2.26
United States Treas Nts 91282CBZ3	USTN12528	1.250%	04/30/2028	99.00	100,000.000	99,003.90 1,250.00	99,570.31	(566.41)	1.26	1.21
United States Treas Nts 912828YB0	UST162529	1.625%	08/15/2029	101.20	55,000.000	55,659.56 893.75	55,698.76	(39.20)	1.61	0.68
U S Government Notes & Bonds Subtotal						1,027,075.47 19,575.00	1,000,839.15	26,236.32	1.91	12.58
Fixed Income Subtotal						2,114,981.27 46,688.97	2,073,463.24	41,518.03	2.21	25.92
Cash Equivalents										
<u>Money Market Funds-Taxable</u>										
Northern Institutional Treasury Portfolio 665279808	NITXX			1.00	390,836.080	390,836.08 39.08	390,836.08	0.00	0.01	4.79
Money Market Funds-Taxable Subtotal						390,836.08 39.08	390,836.08	0.00	0.01	4.79
Cash Equivalents Subtotal						390,836.08 39.08	390,836.08	0.00	0.01	4.79

October 01, 2021 through October 31, 2021

Account Name : Co of Ottawa Retiree Hlth Ins Sec 115 Tr

Account No : 62380025

Portfolio Holdings

Description				Market Value/ Estimated Inc	Cost Basis	Unrealized Gain/Loss	Current Yield	Percent Of Acct
Cusip	Ticker	Price	Quantity					
Cash Summary								
	Principal			-296,948.18	-296,948.18			
	Income			296,948.18	296,948.18			
	Invested Income			0.00	0.00			
* * Grand Total * *				8,154,534.74	5,323,891.91	2,830,642.83	1.44	
				117,047.16				

LT Gain/Loss Fiscal YTD: 104,464.97

ST Gain/Loss Fiscal YTD: 0.00

October 01, 2021 through October 31, 2021

Account Name : Co of Ottawa Retiree Hlth Ins Sec 115 Tr

Account No : 62380025

Account Transactions

Date	Type	Description	Amount
		<i>Starting Balance :</i>	\$0.00
10/01/2021	Interest	McDonalds Corp 3.3500% 04/01/23	418.75
10/01/2021	Interest	Paypal Holdings Inc 2.4000% 10/01/24	300.00
10/01/2021	Amortization - Adjust Cost on Taxlots	-36.23 Of McDonalds Corp 3.3500% 04/01/23 [Bond Prem Amort]	
10/01/2021	Amortization - Adjust Cost on Taxlots	-44.43 Of Paypal Holdings Inc 2.4000% 10/01/24 [Bond Prem Amort]	
10/01/2021	Dividend	Vanguard S/T Inflation Protected Sec Admiral 6282.975 Shares @ \$0.4363	2,741.26
10/01/2021	Daily Factor - Dividend	Northern Institutional Treasury Portfolio Dividend From 09/01/2021 To 09/30/2021	3.50
10/05/2021	Buy	iShares Core MSCI EAFE ETF 135 Shares 135 Shares @ 74.210311	-10,021.09
10/05/2021	Sell	iShares Core S&P Smallcap 600 Index 175 Shares @ 109.710471 Cost Basis Removed \$12,074.39	19,195.73
10/06/2021	Buy	Verizon Communications Inc 0.8500% 11/20/25 25000 PV 25000 PV @ 99.243	-24,810.75
10/06/2021	Purchase Accrued Interest	Verizon Communications Inc 0.8500% 11/20/25	-80.28
10/06/2021	Buy	American Tower Corp 1.3000% 09/15/25 25000 PV 25000 PV @ 100.41	-25,102.50

October 01, 2021 through October 31, 2021

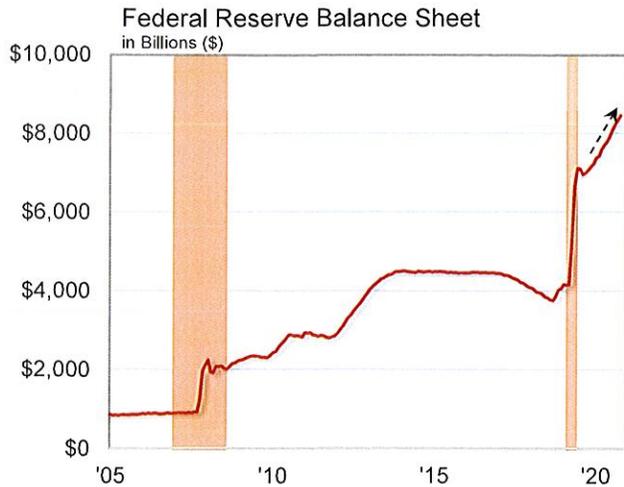
Account Name : Co of Ottawa Retiree Hlth Ins Sec 115 Tr

Account No : 62380025

Account Transactions

Date	Type	Description	Amount
10/06/2021	Purchase Accrued Interest	American Tower Corp 1.3000% 09/15/25	-18.96
10/06/2021	Buy	General Mtrs Finl Co Inc 1.5000% 06/10/26 25000 PV 25000 PV @ 99.766	-24,941.50
10/06/2021	Purchase Accrued Interest	General Mtrs Finl Co Inc 1.5000% 06/10/26	-120.83
10/15/2021	Interest	D R Horton Inc 2.5000% 10/15/24	312.50
10/15/2021	Amortization - Adjust Cost on Taxlots	-187.54 Of D R Horton Inc 2.5000% 10/15/24 [Bond Prem Amort]	
10/22/2021	Market Fee	Market Value: 7,843,848.43	-5,255.26
		Net Cash Management	67,379.43
		<i>Ending Balance :</i>	\$ 0.00

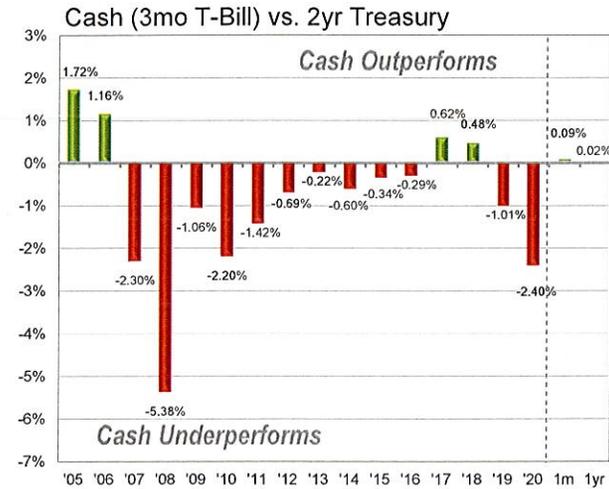
Federal Reserve Stance



Source: The Federal Reserve, Robinson

For the first time Federal Reserve Chair Powell indicated that "a gradual tapering process that concludes around the middle of next year can be appropriate". Fed Chair Powell is referring to the slowing down of the monthly asset purchases of \$120 Billion. Wall Street predicts this means tapering will begin in December with a monthly decline of \$15B in purchases.

Performance

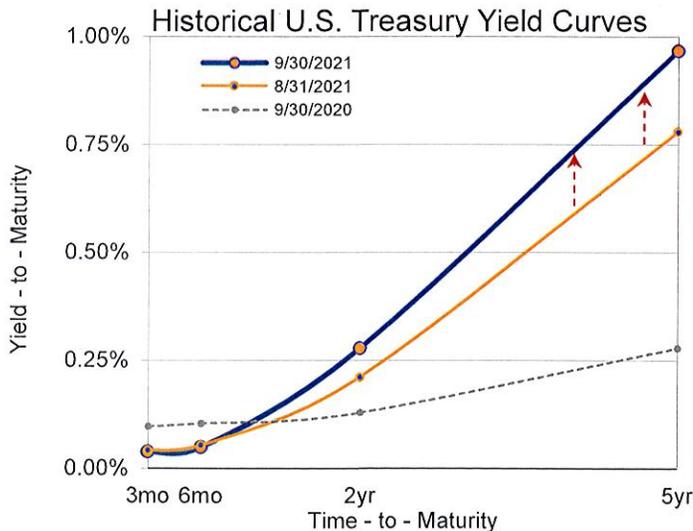


Source: Barclays Capital, Bloomberg, Robinson

2-Year Treasuries had negative returns in September as rates rose.

Returns		
	September	1yr
3mT-Bill	0.00%	0.07%
2y Tsy	-0.09%	0.00%

Yield Curve



Source: Bloomberg, Robinson

September saw rates increase across the maturity spectrum. The yield curve continues to steepen quickly (see the difference compared to one year ago).

Graph of the Month



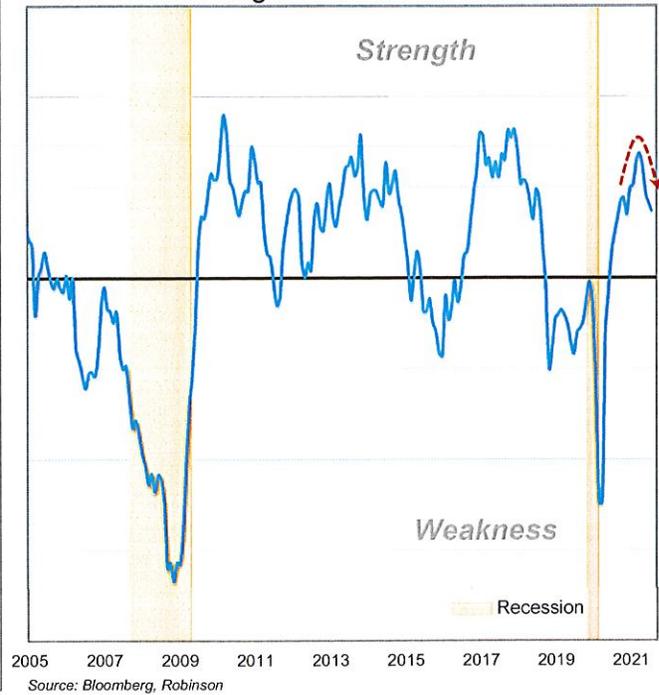
Source: S&P, Case-Shiller, Robinson

The Case-Shiller National Home Price Index tracks the value of single-family homes across the country. Since April this Index has reached historical levels and is one of many proxies that illustrates the hot housing market. The unprecedented rise in home prices raises the question of how sustainable this rise is and whether the eventual fall will occur without too much disruption.

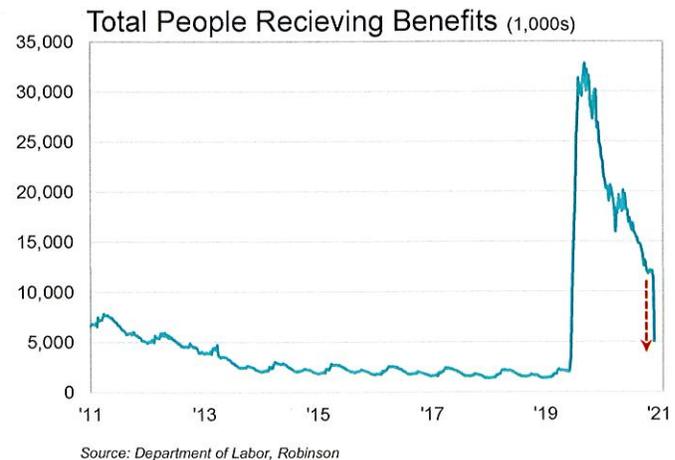
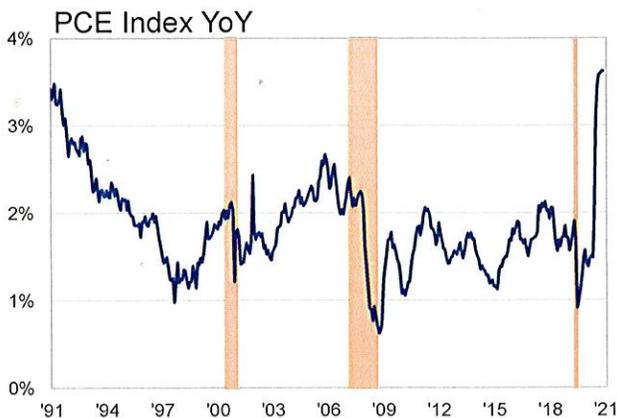
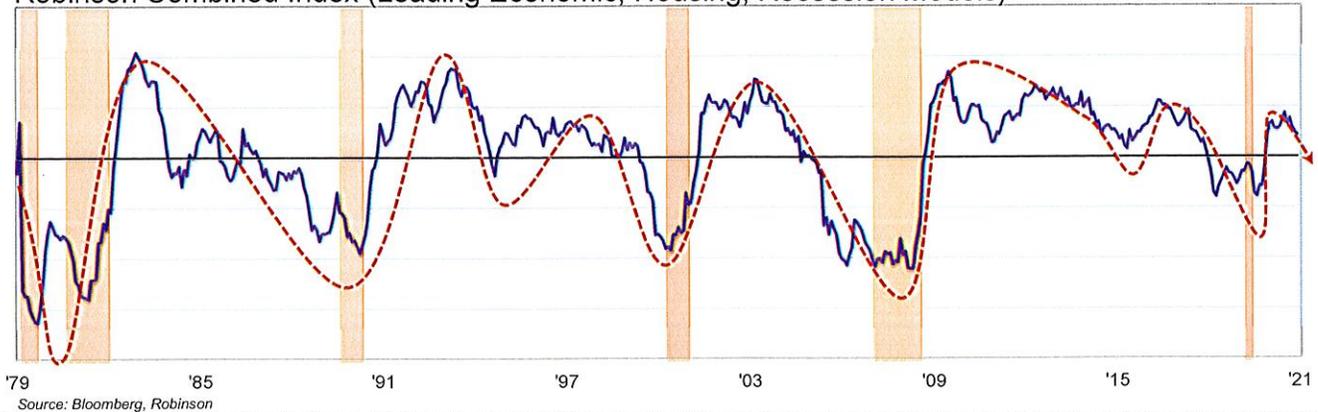
Economic Comments

- Market Review:** The Robinson Leading Economic Index deaccelerated in September, but still shows an expanding and recovering economy - albeit with supply change and labor market disruptions. Housing metrics had a solid 'bounce back' month but consumer and business confidence indicators continued to slide downward. Despite supply chain related delays and rising commodity and energy prices, manufacturing numbers rose again, signaling strong consumer and economic demand and boding well for the coming months. Investors appear to be cautiously optimistic regarding the Delta variant as cases across the country have declined in recent weeks, but the upcoming winter sets the stage for more coronavirus disruption if the downward case trend reverses. There will be considerable attention on Congress throughout October as they quickly approach critical dates and deadlines related to the debt ceiling, an infrastructure bill, and a large spending package - the outcome of each of these will have important immediate and medium-term implications. The passage of the full infrastructure and spending bills would require markets to recalibrate growth, inflation, and interest rate expectations.
- Inflation:** One of the Federal Reserve's favorite inflation indicators, Core Personal Consumption Expenditure Index (see bottom left), ticked higher to a 30-year high. This marks five straight months with the Index at record levels. It is important to point out that the Index is compared to levels from one year ago (the depths of the pandemic) which provides an unusual and unique baseline for comparison.
- Employment:** As we mentioned last month, with the maturity of many of the federal unemployment programs, the total number of people receiving government benefits was nearly cut in half in September (see bottom right). Given the fact that job openings are at all-time highs, it is now or never for the labor market to find equilibrium again.

Robinson Leading Economic Index



Robinson Combined Index (Leading Economic, Housing, Recession Models)



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