



**Ottawa County**  
Board of Commissioners

**Joe Moss**  
Chairperson

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**Sylvia Rhodea**  
Vice-Chairperson

To All Ottawa County Commissioners:

The Ottawa County Board of Commissioners will meet on **Tuesday, August 13<sup>th</sup> at 9:00 AM** for the regular August meeting of the Board at the Ottawa County Fillmore Street Complex in West Olive, Michigan and via Zoom and YouTube.

The Agenda is as follows:

1. Call to Order by the Chairperson
2. Prayer and Pledge of Allegiance
3. Roll Call
4. Correspondence
5. Public Comment
6. Approval of Agenda
7. Consent Resolutions:

From the County Clerk/Register

A. Board of Commissioners Meeting Minutes

Suggested Motion:

To approve the minutes of the [July 23, 2024](#) Board of Commissioners meeting.

From Administration

B. [Post-Execution Ratification of Contracts under Section IV\(D\)\(2\) of the Ottawa County Contracting Authorization and Form Policy](#)

Suggested Motion:

To ratify all contracts for the period of July 1, 2024 to July 31, 2024 currently pending on the post-execution ratification list as authorized under Section IV(D)(2) of the Ottawa County Contracting Authorization and Form Policy.

Gretchen Cosby | Chris Kleinjans | Douglas Zylstra | Jacob Bonnema | Kendra Wenzel  
Rebekah Curran | Roger Belknap | Roger Bergman | Allison Miedema

From the Finance and Administration Committee

C. [Accounts Payable for June 24, 2024 through July 19, 2024](#)

Suggested Motion:

To approve the general claims in the amount of \$12,789,928.13 as presented by the summary report for June 24, 2024 through July 19, 2024.

D. [Quarterly Financial Status Report](#)

Suggested Motion:

To receive for information the detailed Financial Statements for the General Fund and Mental Health Fund, as well as a higher-level summary for the Special Revenue Funds, through the end of the 3rd quarter of Fiscal Year 2024.

E. [Setting of Public Hearing](#)

Suggested Motion:

To set a public hearing on the 2025 Ottawa County budget for Tuesday, September 10, 2024 to be held in the Ottawa County Board Room, 12220 Fillmore Street, West Olive, at 9:00 a.m.

F. [EGLE Recycling Grant Amendment](#)

Suggested Motion:

To approve a contract with EGLE (MI Dept of Environment, Great Lakes and Energy).

G. [Contract for the Provision of Sheriff's Uniforms, Apparel, Acc](#)

Suggested Motion:

To approve a five-year contract with On Duty Gear for the Sheriff's Office uniforms, apparel, accessories, and equipment. Approximate first year cost is \$110,000.

H. [Axon Body Cameras, In-Car Video, Tasers Contract](#)

Suggested Motion:

To review and approve the contract with Axon.

I. [Director of Recipient Rights Upgrade](#)

Suggested Motion:

To approve the request to upgrade the Director of Recipient Rights from a pay grade 11 to pay grade 13 at a cost of \$1,489.

J. [Contract for Countywide Courier Services](#)

Suggested Motion:

To approve a five-year contract for Ottawa County inter-office courier services and out-going mail pick up services at a total cost of \$351,100.00

K. [FY2024 Budget Adjustments](#)

Suggested Motion:

To approve the FY2024 budget adjustments per the attached schedule.

From the Planning and Policy Committee

L. [Idema Explorers Trail Easement](#)

Suggested Motion:

To approve acquisition of an easement from the estate of Felix Bernard Pytlinske Jr. for construction of a portion of the Stearns Bayou Segment of the Idema Explorers Trail at a cost of \$15,790.

M. [2025 Capital Improvement Plan](#)

Suggested Motion:

To review and approve the 2025-2030 Capital Improvement Plan.

8. Agenda and Action Requests:

A. [Purchasing Card Policy](#)

Suggested Motion:

To approve the revised Purchasing Card Policy advance it for a second reading before the Board of Commissioners.

B. Closed Session to Discuss Union Negotiations Pursuant to OMA Section 8c

Suggested Motion:

To go into closed session for the purpose of strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement pursuant to OMA Section 8c. (2/3 roll call vote required)

9. Committee Reports

10. Public Comment

11. Additional Business

A. Administrator's Report

B. Chairman's Update

12. Adjournment at Call of the Chairperson

**PROPOSED  
PROCEEDINGS OF THE OTTAWA COUNTY  
BOARD OF COMMISSIONERS  
JULY SESSION – SECOND DAY**

The Ottawa County Board of Commissioners met on Tuesday, July 23, 2024, at 6:34 p.m. and was called to order by the Chairperson.

The prayer was pronounced by Jesse Meerman.

Chairperson Moss led in the Pledge of Allegiance to the Flag of the United States of America.

Present at roll call: Gretchen Cosby, Chris Kleinjans, Doug Zylstra, Jacob Bonnema, Joe Moss, Kendra Wenzel, Rebekah Curran, Sylvia Rhodea, Roger Belknap, Roger Bergman, Allison Miedema. (11)

Correspondence

None.

Public Comment

Public comments were made by the following:

1. Cary Hirdes-Zeeland Township
2. Judy Hirdes-Zeeland Township
3. Charity McMaster-Spring Lake
4. George Maierhauser-Spring Lake
5. Sheila Dettloff-Holland Township
6. Dan Zimmer-Port Sheldon Township
7. Donna Mooney-Georgetown Township
8. Ann Henriksen-Zeeland Township
9. Marsha Plafkin-Hudsonville
10. Laura Potgeter-Allendale Township
11. Christi Meppelink-Zeeland Township
12. Curt Meppelink-Zeeland Township
13. Lynn Jansen-Georgetown Township
14. George Martell-Zeeland Township

Approval of Agenda

B/C 24-148 Roger Bergman moved to approve the agenda.

The motion passed.

Consent Resolutions

B/C 24-149 Gretchen Cosby moved to approve the following Consent Resolutions.

- A. To approve the minutes of the July 9, 2024, Board of Commissioners meeting.
- B. To place into nomination and forward to the Board of Commissioners the names of (\*indicates recommendation from the Interview Subcommittee):

Eligible:

\*Matt Roser  
Tom Mahoney

and to select Matt Rosser to fill one (1) Representative of Solid Waste Facility (Landfill) vacancy on the Ottawa County Materials Management Planning Committee beginning August 1, 2024 and ending July 31, 2029.

- C. To place into nomination and forward to the Board of Commissioners the names of (\*indicates recommendation from the Interview Subcommittee):

Eligible:

\*Russ Boersma  
Tom Mahoney

and to select Russ Boersma to fill one (1) Representative of Hauler vacancy on the Ottawa County Materials Management Planning Committee beginning August 1, 2024 and ending July 31, 2029.

- D. To place into nomination and forward to the Board of Commissioners the names of (\*indicates recommendation from the Interview Subcommittee):

Eligible:

\*Tom Mahoney  
Matt Rosser

and to select Tom Mahoney to fill one (1) Materials Recovery Facility vacancy on the Ottawa County Materials Management Planning Committee beginning August 1, 2024 and ending July 31, 2029.

- E. To place into nomination and forward to the Board of Commissioners the names of (\*indicates recommendation from the Interview Subcommittee):

Eligible:

\*Dan Tietema  
Tom Mahoney

Ineligible:

Matt Rosser

and to select Dan Tietema to fill one (1) Representative of Compost Facility/Aerobic Digester vacancy on the Ottawa County Materials Management Planning Committee beginning August 1, 2024 and ending July 31, 2029.

- F. To place into nomination and forward to the Board of Commissioners the names of (\*indicates recommendation from the Interview Subcommittee):

Eligible:

\*Kari Bliss  
Nick Carlson

Ineligible:

Tom Mahoney

and to select Kari Bliss to fill one (1) Representative of Waste Diversion, reuse, or deduction facility operator vacancy on the Ottawa County Materials Management Planning Committee beginning August 1, 2024 and ending July 31, 2029.

- G. To place into nomination and forward to the Board of Commissioners the names of (\*indicates recommendation from the Interview Subcommittee):

Eligible:

\*Kelly Goward  
Nick Carlson  
Daniel Schoonmaker  
Rose Spickler

Ineligible:

Matt Rosser

and to select Kelly Goward to fill one (1) Representative of Environmental Group vacancy on the Ottawa County Materials Management Planning Committee beginning August 1, 2024 and ending July 31, 2029.

- H. To place into nomination and forward to the Board of Commissioners the names of (\*indicates recommendation from the Interview Subcommittee):

Eligible:

\*Jacob Bonnema

and to select Jacob Bonnema to fill one (1) Elected Official of the County vacancy on the Ottawa County Materials Management Planning Committee beginning August 1, 2024 and ending July 31, 2029.

- I. To place into nomination and forward to the Board of Commissioners the names of (\*indicates recommendation from the Interview Subcommittee):

Eligible:

\*Edward Costigan  
Meredith Hemmeke  
Thomas Oonk

and to select Edward Costigan to fill one (1) Elected Township Official vacancy on the Ottawa County Materials Management Planning Committee beginning August 1, 2024 and ending July 31, 2029.

- J. To place into nomination and forward to the Board of Commissioners the names of (\*indicates recommendation from the Interview Subcommittee):

Eligible:

\*Dan Broersma

and to select Dan Broersma to fill one (1) Elected City Official vacancy on the Ottawa County Materials Management Planning Committee beginning August 1, 2024 and ending July 31, 2029.

- K. To place into nomination and forward to the Board of Commissioners the names of (\*indicates recommendation from the Interview Subcommittee):

Eligible:

\*Nick Carlson  
Eric Shake

Ineligible:

Fred Cizauskas

and to select Nick Carlson to fill one (1) Business that generates managed material vacancy on the Ottawa County Materials Management Planning Committee beginning August 1, 2024 and ending July 31, 2029.

- L. To place into nomination and forward to the Board of Commissioners the names of (\*indicates recommendation from the Interview Subcommittee):

Eligible:

\*Paul Sachs

and to select Paul Sachs to fill one (1) Regional Planning Agency vacancy on the Ottawa County Materials Management Planning Committee beginning August 1, 2024 and ending July 31, 2029.

- M. To place into nomination and forward to the Board of Commissioners the names of (\*indicates recommendation from the Interview Subcommittee):

Eligible:

\*Kenneth Styles  
 Fred Cizauskas  
 Jeremy Gladding  
 Christopher MacDonald  
 Joyce Ann Reed  
 Karl VanOostenbrugge

Ineligible:

Ronald Foster  
 Caleb Worpel

and to select Kenneth Styles to fill one (1) Private Sector vacancy on the Ottawa County Community Action Agency Advisory Board beginning May 15, 2024 and ending December 31, 2024.

The motion passed.

Agenda and Action Requests

B/C 24-150 Gretchen Cosby moved to approve the revised Operating Budget Policy.

The motion passed by the following votes: Yeas: Gretchen Cosby, Roger Bergman, Jacob Bonnema, Kendra Wenzel, Allison Miedema, Rebekah Curran, Chris Kleinjans, Roger Belknap, Sylvia Rhodea, Joe Moss. (10)

Nays: Doug Zylstra. (1)

B/C 24-151 Doug Zylstra moved to amend the Budget Policy Contingency Fund, under IV. Procedure, #2, paragraph 2, he would like the not to exceed changed from 3% to 1.5%.

The motion failed by the following votes: Nays: Roger Belknap, Rebekah Curran, Gretchen Cosby, Jacob Bonnema, Sylvia Rhodea, Kendra Wenzel, Allison Miedema, Roger Bergman, Joe Moss. (9)

Yeas: Doug Zylstra and Chris Kleinjans. (2)

B/C 24-152 Gretchen Cosby moved to approve the revised Fund Balance Policy.



The motion passed by the following votes: Yeas: Jacob Bonnema, Chris Kleinjans, Roger Bergman, Allison Miedema, Kendra Wenzel, Gretchen Cosby, Sylvia Rhodea, Rebekah Curran, Doug Zylstra, Roger Belknap, Joe Moss. (11)

Committee Reports

None.

Public Comment

1. Bruce Greenlee-Park Township
2. Donna Mooney-Georgetown Township
3. Christi Meppelink-Zeeland Township
4. Sheila Dettloff-Holland Township
5. Curt Meppelink-Zeeland Township

Online Public Comment

1. Adrea Hill-Holland Township
2. Joe Spaulding-Holland Township

Additional Business

- A. Administrator's Report-Deputy Administrator Ben Wetmore gave an update.
- B. Chairman's Update-Chairperson Moss gave an update.

Adjournment at Call of the Chairperson

The Chairperson adjourned the meeting at 8:03 p.m.

JUSTIN F. ROEBUCK, Clerk/Register  
Of the Board of Commissioners

JOE MOSS, Chairperson  
Of the Board of Commissioners

# Board Ratification Contracts

**Report Date Range:** 7/1/2024 - 7/31/2024

**'Revenue' Total Amount:** \$0.00

**'Expense' Total Amount:** \$445,277.48

CONTRACT	REQUESTED DATE	APPROVED DATE	REQUESTING AGENCY	VENDOR/3RD PARTY	CONTRACT AMOUNT	MULTI YEAR CONTRACT	REVENUE /EXPENSE	PURPOSE
2341	06/04/2024	07/02/2024	SHERIFFS DEPARTMENT	FLOCK SAFETY	\$67,100.00	YES	EXPENSE	TO REVIEW AND APPROVE ADDENDUM NO. 1 TO THE FLOCK MASTER AGREEMENT
2342	06/04/2024	07/02/2024	SHERIFFS DEPARTMENT	FLOCK SAFETY	\$13,300.00	YES	EXPENSE	TO REVIEW AND APPROVE THE ADDENDUM NO. 2 TO THE FLOCK SAFETY CONTRACT
2353	06/14/2024	07/02/2024	JUVENILE COURT	CHIPPEWA COUNTY		YES	REVENUE	Out of County Bed Rental
2336	05/28/2024	07/08/2024	INNOVATION & TECHNOLOGY	ACD.NET	\$10,791.00	YES	EXPENSE	To provide internet service at the Grand Haven Environmental Sustainability Center. This contract with ACD.Net has a 60-month term.
2350	06/12/2024	07/08/2024	DEPARTMENT OF STRATEGIC IMPACT	LAKESHORE ENVIRONMENTAL INC.		YES	EXPENSE	To sign Lakeshore Environmental Inc.'s first contract amendment to supervise and facilitate groundwater well drilling services for the Ottawa County Groundwater Monitoring Program.
2340	05/31/2024	07/08/2024	PARKS AND RECREATION	GREAT LAKES RECREATION COMPANY	\$130,515.00	NO	EXPENSE	Amend construction contract for scope change as itemized on change order

2349	06/07/2024	07/08/2024	FISCAL SERVICES	THE RAPID GROUP LLC	\$41,640.00	YES	EXPENSE	From RFP 24-063 Document Shredding Services, Evaluation Committee ( Clerk's Office, Sheriff and HR ) have agreed, that based on evaluation scoring, contract should be awarded to Rapid Shred. The estimated amount for a five-year contract is \$41,640.00 (approx. \$8,330 annually). However, this amount may increase slightly based on services to be provided at the Family Justice and any special purge projects requested by Departments. The county's current approximate annual amount is about \$14,800 so a recognizable savings.
2359	06/24/2024	07/08/2024	INNOVATION & TECHNOLOGY	T-MOBILE USA, INC.	\$0.00	YES	EXPENSE	This contract will give us additional options for cellular services through T-Mobile. We already have service through Verizon and FirstNet. This contract will give us options to help to address coverage or eligibility issues with the other carriers. We are also looking to use T-Mobile to provide wireless internet services at a couple of locations that have been cost-prohibitive to service with a traditional internet provider.
2364	06/28/2024	07/16/2024	JUVENILE COURT	LAPEER COUNTY		YES	REVENUE	Out of County Bed Rental
2369	07/08/2024	07/16/2024	JUVENILE COURT	MECOSTA COUNTY		YES	REVENUE	Out of County Bed Rental
2361	06/26/2024	07/16/2024	JUVENILE COURT	CHIPPEWA COUNTY		YES	REVENUE	Out of County Bed Rental
2368	07/02/2024	07/16/2024	VETERANS AFFAIRS	IHEART MEDIA	\$15,000.00	NO	EXPENSE	The Department of Veterans Affairs strategic communication strategy for FY24 included Radio as a important form of communication to our Veteran Community. Communication that includes brand awareness, available resources, location, contact information and other import messages that Veterans need to be made aware of. We will also use this media to champion our Standdown and Resource fair in August.
2371	07/09/2024	07/22/2024	FACILITIES MAINTENANCE	MATRIX CONSULTING ENGINEERS	\$28,600.00	NO	EXPENSE	to provide mechanical and electrical engineering services for the replacement of eleven (11) rooftop units at the Holland Courthouse.
2370	07/09/2024	07/22/2024	HUMAN RESOURCES	THE PINNACLE CENTER LLC	\$1,500.00	NO	EXPENSE	AS PER RESERVATION AGREEMENT, DEPOSIT \$1,500.00 FOR OTTAWA COUNTY SERVICE AWARDS BANQUET

2367	07/01/2024	07/22/2024	FACILITIES MAINTENANCE	FISHBECK, THOMPSON, CARR & HUBER	\$63,500.00	NO	EXPENSE	to provide design, documentation, and construction administration services for the renovation of space for the Probate Court at the Grand Haven Courthouse.
2377	07/16/2024	07/26/2024	SHERIFFS DEPARTMENT	FLOCK	\$14,000.00	YES	EXPENSE	TO REVIEW AND APPROVE THE MASTER AGREEMENT WITH FLOCK FOR 2 FLEX CAMERAS.
2376	07/15/2024	07/26/2024	PARKS AND RECREATION	COUNTRYVIEW FURNITURE LLC	\$41,131.48	NO	EXPENSE	Supply and setup of furniture for the Idema Explorers Camp buildings at Ottawa Sands County Park
2372	07/10/2024	07/26/2024	FACILITIES MAINTENANCE	MATRIX CONSULTING ENGINEERS	\$18,200.00	NO	EXPENSE	to provide mechanical, electrical, and plumbing services for the replacement of the cooling towers located at A and B Building located on James Street.
2383	07/23/2024	07/31/2024	SHERIFFS DEPARTMENT	AXON	\$0.00	NO	EXPENSE	TO REVIEW AND APPROVE THE GENERAL TRIAL AGREEMENT
0	06/01/2024	06/01/2024	COMMUNITY MENTAL HEALTH	BEHAVIOR ALLIANCE LLC		N/A	N/A	COMMON CONTRACT FY24
0	07/10/2024	07/10/2024	COMMUNITY MENTAL HEALTH	FAVOR HOUSE		N/A	N/A	COMMON CONTRACT
0	07/10/2024	07/10/2024	COMMUNITY MENTAL HEALTH	FAVOR HOUSE LLC		N/A	N/A	BAA
0	07/10/2024	07/10/2024	COMMUNITY MENTAL HEALTH	FLATROCK MANOR		N/A	N/A	AMENDMENT
0	07/10/2024	07/10/2024	COMMUNITY MENTAL HEALTH	HOPE DISCOVERY ABA SERVICES LLC		N/A	N/A	AMENDMENT 2
0	07/10/2024	07/10/2024	COMMUNITY MENTAL HEALTH	LIVING HOPE HOME CARE		N/A	N/A	AMENDMENT
0	07/10/2024	07/10/2024	COMMUNITY MENTAL HEALTH	OUR HOPE		N/A	N/A	AMENDMENT 1
0	07/10/2024	07/10/2024	COMMUNITY MENTAL HEALTH	OUR HOPE		N/A	N/A	BAA
0	07/10/2024	07/10/2024	COMMUNITY MENTAL HEALTH	REACH FOR RECOVERY		N/A	N/A	BAA
0	07/15/2024	07/15/2024	COMMUNITY MENTAL HEALTH	VITALCORE		N/A	N/A	CHERRY HEALTH MOU
0	07/30/2024	07/30/2024	COMMUNITY MENTAL HEALTH	ORGANIC CARE		N/A	N/A	COMMON CONTRACT
0	07/23/2024	07/23/2024	COMMUNITY MENTAL HEALTH	REACH FOR RECOVERY, INC		N/A	N/A	AMENDMENT #1

# Action Request



**Committee:** Board of Commissioners

**Meeting Date:** 08/13/2024

**Requesting Department:** Fiscal Services

**Submitted By:** Karen Karasinski

**Agenda Item:** Accounts Payable for June 24, 2024 through July 19, 2024.

## Suggested Motion:

To approve the general claims in the amount of \$12,789,928.13 as presented by the summary report for June 24, 2024 through July 19, 2024.

## Summary of Request:

Approve vendor payments in accordance with the Ottawa County Purchasing Policy. See attached list of vendors paid.

## Financial Information:

Total Cost: \$12,789,928.13	General Fund Cost: \$0.00	Included in Budget:	<input 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.


**Administration:**   Recommended  Not Recommended  Without Recommendation  
**County Administrator:**

**Committee/Governing/Advisory Board Approval Date:**

Finance and Administration 8/8/2024

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Summary of Request Continued:

Total CHECKS   EFTs   WIRES	
	Dates: June 24, 2024
	to July 19, 2024
	Total of all funds: \$12,789,928.13

I hereby certify that to the best of my knowledge the List of Audit Claims, a summary of which is attached, constitutes all claims received and audited for payment. The amount of claims to be approved totals:

\$12,789,928.13

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*Karen Karasinski*

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Karen Karasinski  
Fiscal Services Director

*7-22-24*

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Date

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We hereby certify that the Board of Commissioners has approved  
the claims on Thursday, August 8, 2024

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Joe Moss, Chairperson  
Board of Commissioners

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Justin Roebuck  
Clerk/Register of Deeds

## Total CHECKS | EFTs | WIRES



Dates: June 24, 2024

to July 19, 2024

Total of all funds: \$12,789,928.13

222	MENTAL HEALTH FUND	\$3,573,756.32
703	TAX COLLECTION CUSTODIAL FUND	\$1,608,247.50
101	GENERAL FUND	\$1,589,205.66
681	RETIREMENT BENEFITS FUND	\$1,482,239.81
675	EMPLOYEE BENEFITS FUND	\$1,119,061.18
408	PARKS CAPITAL PROJECTS FUND	\$857,618.85
401	CAPITAL PROJECTS FUND	\$439,562.28
100	GF IMPREST PAYROLL FUND	\$238,004.97
801	DRAINS SPECIAL REV FUND	\$210,215.56
664	EQUIPMENT POOL FUND	\$173,246.00
223	MENTAL HEALTH MILLAGE FUND	\$157,801.91
221	HEALTH FUND	\$155,048.26
106	BOARD INITIATIVES FUND	\$146,376.00
218	OTHER GOVERNMENTAL GRANTS FUND	\$133,896.06
266	SHERIFF CONTRACTS FUND	\$117,226.49
292	CHILD CARE FUND	\$108,386.51
636	INNOVATION AND TECHNOLOGY FUND	\$104,578.85
701	GEN CUSTODIAL FUND	\$91,714.41
208	PARKS AND RECREATION FUND	\$82,648.44
228	LANDFILL TIPPING FEES FUND	\$60,050.64
736	OPEB TRUST FUND	\$44,153.83
260	PUBLIC DEFENDERS OFFICE FUND	\$36,696.59
677	GENERAL LIABILITY & WC FUND	\$32,866.52
712	CIRCUIT COURT CUSTODIAL FUND	\$29,583.18
655	TELECOMMUNICATIONS FUND	\$28,934.87



## Total CHECKS | EFTs | WIRES



Dates: June 24, 2024

to July 19, 2024

Total of all funds: \$12,789,928.13

710	DISTRICT COURT CUSTODIAL FUND	\$27,634.75
645	COPIER RPLCMNT FUND	\$24,405.95
469	BLDG AUTHORITY CONST PROJ FUND	\$22,957.70
872	INLAND LAKE IMPROVEMENT FUND	\$15,425.00
215	FRIEND OF THE COURT FUND	\$13,789.41
000	POOLED CASH FUND	\$13,077.96
711	PROBATE COURT CUSTODIAL FUND	\$11,307.34
256	REG OF DEEDS AUTOMATION FUND	\$10,642.83
679	LONGTERM DISABILITY FUND	\$10,114.93
103	CELL TOWERS FUND	\$7,425.22
243	BROWNFIELD REDVLPMT AUTH FUND	\$4,923.05
518	DELINQUENT TAX #2 FUND	\$2,181.90
709	JUV CRT CUSTODIAL FUND	\$1,725.50
516	DELINQUENT TAXES FUND	\$1,327.52
263	CONCEALED PISTOL LICENSE FUND	\$738.96
290	DEPT HLTH HUMAN SERVICES FUND	\$578.48
714	INMATE CUSTODIAL FUND	\$300.30
257	EARLY VOTING FUND	\$139.82
234	FARMLAND PRESERVATION FUND	\$110.82
369	OC BUILDING AUTH DEBT FUND	\$0.00
265	WEMET (SEPARATE COMPONENT)	\$0.00
301	DEBT SERVICE FUND	\$0.00
536	LAND BANK AUTHORITY FUND	\$0.00
676	UNEMPLOYMENT FUND	\$0.00
255	HOMESTEAD PROPERTY TAX FUND	\$0.00

**Total CHECKS | EFTs | WIRES**



Dates:        June 24, 2024  
to                July 19, 2024

Total of all funds:                                **\$12,789,928.13**

262	FEDERAL FORFEITURE FUND	\$0.00
286	AMERICAN RESCUE PLAN ACT FUND	\$0.00
104	SOLID WASTE CLEAN UP FUND	\$0.00
105	DB/DC CONVERSION	\$0.00
107	INFRASTRUCTURE FUND	\$0.00
151	CEMETERY TRUST FUND	\$0.00
201	ROAD COMMISSION FUND	\$0.00
244	ECONOMIC DEVELOPMENT CORP FUND	\$0.00
284	OPIOID SETTLEMENT FUND	\$0.00
365	PUBLIC UTILITY BOND & INT FUND	\$0.00
465	PUBLIC UTILITY CONSTRUCT FUND	\$0.00
680	COMPENSATED ABSENCES FUND	\$0.00
721	LIBRARY PENAL FINE FUND	\$0.00
802	DRAIN REVOLVING FUND	\$0.00
804	DRAIN REVOLVING MAINT FUND	\$0.00
805	DRAINS CAPITAL PRJT FUND	\$0.00
851	DRAINS DEBT SERVICE FUND	\$0.00
871	PUBLIC UTLTY MNTCE & OPER FUND	\$0.00
102	STABILIZATION FUND	\$0.00

**Accounts Payable Vendor Disbursements  
June 24 - July 19, 2024**

Vendor	Total Amount
MICHIGAN, STATE OF	\$ 1,946,886.13
MUNICIPAL EMPLOYEES	\$ 1,481,331.00
PRIORITY HEALTH	\$ 1,074,090.59
APEX CONTRACTORS	\$ 612,800.00
JOURNAL TECHNOLOGIES	\$ 420,000.00
HERITAGE HOME INC	\$ 321,259.75
MOKA CORPORATION	\$ 284,266.28
REACH FOR RECOVERY I	\$ 242,713.33
HARBOR HOUSE MINISTR	\$ 239,842.20
OTTAWA CONSERVATION	\$ 238,870.75
FIRE EQUIPMENT ASSOC	\$ 237,531.00
OTTAWA COUNTY MICHIG	\$ 232,360.00
HOPE NETWORK BEHAVIO	\$ 204,563.11
BEACON SPECIALIZED	\$ 151,176.00
BENJAMIN'S HOPE	\$ 138,369.63
FIRST PENINSULA CON	\$ 137,200.44
HOPE DISCOVERY ABA S	\$ 125,018.04
JP MORGAN CHASE ** SEE APPENDIX A	\$ 118,788.14
TURNING LEAF	\$ 98,839.68
COMMUNITY LIVING NET	\$ 97,633.61
VAV OPERATIONS MI	\$ 97,038.30
ENTERPRISE FM TRUST	\$ 93,449.34
FLATROCK MANORS INC	\$ 88,916.32
TELE-RAD INC	\$ 83,244.37
QUANTUM CONSTRUCTIO	\$ 79,347.33
PINE REST CHRISTIAN	\$ 78,984.79
OTTAWA COUNTY ROAD	\$ 77,947.25
VITALCORE HEALTH STR	\$ 77,933.12
DELTA DENTAL PLAN OF	\$ 76,703.45
PREIN & NEWHOF	\$ 71,374.70
MICHIGAN STATE	\$ 68,143.00
HOLLAND COMMUNITY	\$ 67,440.77
CONSUMERS ENERGY	\$ 64,461.38
BERGMARK CONSULTING	\$ 58,928.80
CANTEEN SERVICES	\$ 56,345.16
WEX BANK	\$ 54,918.95
SAMARITAS	\$ 53,020.07
CHERRY STREET SERVIC	\$ 48,736.09
AMANI LLC	\$ 46,324.80
INDIAN TRAILS CAMP	\$ 44,530.99
ADIA LLC	\$ 43,821.60

Vendor	Total Amount
GRANICUS LLC	\$ 41,869.95
FOREST VIEW HOSPITAL	\$ 41,721.00
PRO CARE UNLIMITED	\$ 41,042.55
PENDOGANI GL LLC	\$ 40,525.40
GEI CONSULTANTS OF M	\$ 38,769.39
COPY-TECH	\$ 38,190.22
ROBERT KIEL	\$ 37,094.62
LOCUMTENENS HOLDINGS	\$ 36,870.72
WALLOON LAKE RECOVER	\$ 36,870.51
HARBOR HUMANE SOCIET	\$ 35,972.02
ZAWADI USA LLC	\$ 35,914.20
DIGNIFIED CARE LLC	\$ 35,386.40
BRAINTREE MANAGEMENT	\$ 34,788.80
ENVIRO CLEAN SERVICE	\$ 34,130.41
LIVING HOPE HOME CAR	\$ 33,227.04
SEDGWICK CLAIMS MANA	\$ 32,713.13
GORILLA DETROIT	\$ 32,500.00
ARBOR CIRCLE CORP	\$ 32,137.86
METROPOLITAN LIFE IN	\$ 31,414.42
SHORELINE FLATS II	\$ 30,717.50
BETHANY CHRISTIAN SE	\$ 30,263.36
PIONEER RESOURCES	\$ 29,729.28
CDW GOVERNMENT INC	\$ 29,614.45
HP	\$ 28,943.50
KENT COUNTY CMH AUTH	\$ 27,858.00
WEBTECS INC	\$ 27,272.00
HAVENWYCK HOSPITAL	\$ 26,891.00
PHC OF MICHIGAN	\$ 26,813.80
BUILDING MEN FOR LIF	\$ 26,636.58
LA BENEDICTION CO LL	\$ 26,022.76
WILSON STUART T	\$ 25,720.30
EXTENDED GRACE	\$ 24,233.33
AUTISM OF AMERICA	\$ 24,155.56
HOLLAND LITHO SERVIC	\$ 23,517.85
SPICER GROUP INC	\$ 21,796.25
KNIGHT WATCH INC	\$ 20,979.28
SECOND STORY COUNSEL	\$ 20,865.96
DEVELOPMENTAL ENHANC	\$ 20,565.95
GRAND HAVEN BOARD	\$ 19,757.44
PROFESSIONAL REHABIL	\$ 18,710.68
PT SOLUTIONS INC	\$ 18,466.65
VOLKER CRANE SERVICE	\$ 18,360.77
RELIANCE COMMUNITY C	\$ 17,949.40
CORNERSTONE AFC LLC	\$ 17,825.70
RTH SERVICES LLC	\$ 16,566.80

Vendor	Total Amount
YOUTH OPPORTUNITY	\$ 16,500.00
ROBERT HALF INC	\$ 16,410.68
CENTRIA HEALTHCARE L	\$ 16,374.94
GALLAGHER BENEFIT SE	\$ 16,010.00
AT&T CORP	\$ 15,105.50
HOLLAND BOARD OF PUB	\$ 15,004.76
PROGRESSIVE AE INC	\$ 15,000.00
RITE OF PASSAGE INC	\$ 14,930.04
MERCY HEALTH PARTNER	\$ 14,924.00
GOOD SAMARITAN	\$ 14,590.00
VONK ROBERT	\$ 14,526.32
CRC RECOVERY INC	\$ 14,329.56
DLZ MICHIGAN INC	\$ 14,169.96
GRAYSON KERRY	\$ 14,131.80
BUSSCHER DEVELOPMENT	\$ 13,650.00
FIDLAR AQUISION	\$ 13,290.73
ST JOHN'S HEALTH CAR	\$ 13,284.30
OTTAWA COUNTY FSA	\$ 13,077.96
MICROGENICS CORPORAT	\$ 12,992.58
HODGES LYDIA I	\$ 12,631.80
FIDELITY SECURITY LI	\$ 12,620.97
COMMUNITY ACTION	\$ 12,228.00
GET-R-CUT	\$ 11,900.00
DAVID'S HOUSE MINIST	\$ 11,880.00
OTTAWA AREA INTERMED	\$ 11,861.11
SHERRIFF GOSLIN CO	\$ 11,822.00
VERIZON WIRELESS	\$ 11,575.01
INTERPHASE OFFICE IN	\$ 11,277.14
SAINT MARY'S HEALTH	\$ 11,224.88
BLUEWATER TECHNOLOGI	\$ 10,995.70
FAHEY SCHULTZ BURZYC	\$ 10,920.41
WESTERN MICHIGAN PAT	\$ 10,850.00
IMPERIAL DADE	\$ 10,838.10
OTTAWA, COUNTY OF	\$ 10,821.24
BRECKON AMY JO	\$ 10,626.00
CHILDREN'S ASSESMEN	\$ 10,480.00
CSM SERENITY LLC	\$ 10,424.40
FULL CIRCLE CARE LLC	\$ 10,285.41
STRONG STACIE	\$ 9,947.70
B & H FOTO & ELECTRO	\$ 9,933.24
MATTHEW BENDER	\$ 9,891.34
VANVOLKINBURG MARK	\$ 9,676.23
PROTOCOL SERVICES	\$ 9,600.00
APPLIED BEHAVIORAL S	\$ 9,565.71
ENG INC	\$ 9,526.46

Vendor	Total Amount
AGNUS DEI AFC HOME I	\$ 9,434.25
MICHIGAN PATHOLOGY	\$ 9,345.03
MACHIELA JONATHAN A	\$ 9,336.00
MCCABE ALAN	\$ 9,235.16
HARTGERS FRITS	\$ 8,897.70
HOPE NETWORK REHABIL	\$ 8,872.20
HOLLAND CHARTER	\$ 8,752.01
LIFE CHOICE LLC	\$ 8,750.00
SENTINEL TECHNOLOGIE	\$ 8,707.47
SEMCO ENERGY INC	\$ 8,633.35
VISTA PRIVATE EQUITY	\$ 8,583.00
THE SALVATION ARMY	\$ 8,549.11
CONSILIUM STAFFING	\$ 8,460.00
TRAC AUTISM CENTER	\$ 8,434.75
JEWETT HEATING	\$ 8,433.00
LAKESHORE CARE CORP	\$ 8,267.33
WYNSMA CHERI LYNN	\$ 8,259.00
THE ROOF DR	\$ 8,135.00
INTERACTIVE COMMUNIC	\$ 7,950.00
ENRICHED LIVING	\$ 7,945.92
HERNANDEZ HOME LLC	\$ 7,896.60
HOLLAND CORNERSTONE	\$ 7,877.13
HANSMA STEPHANIE	\$ 7,847.70
TRUE NORTH BLUE	\$ 7,820.00
ARBOR SOLUTIONS	\$ 7,812.50
ESCAPE EFGK	\$ 7,750.00
OUR HOPE ASSOCIATION	\$ 7,713.33
DALE A. & PAMELA M.	\$ 7,669.20
GRAND VALLEY STATE	\$ 7,664.00
EBRIMA DRAMMEH	\$ 7,488.30
LUBINSKI NANCI LYNNE	\$ 7,440.58
ENGINEERING SUPPLY	\$ 7,188.25
WEST PUBLISHING CORP	\$ 7,138.61
MACATAWA PLUMBING	\$ 6,946.21
ACORN HEALTH LLC	\$ 6,738.84
GOODWILL INDUSTRIES	\$ 6,708.65
BARBIER BELINDA	\$ 6,672.80
HELMER ANGELA KAY	\$ 6,631.80
KORTERING DAVID B	\$ 6,600.00
RITE WAY PLUMBING &	\$ 6,554.05
CONTINENTAL AMERICAN	\$ 6,526.87
ADVANCE MAGAZINE PUB	\$ 6,512.96
HAPKE BARBARA E	\$ 6,495.58
DRAMMEH EBRIMA	\$ 6,415.20
WILSON & WYNN INTERV	\$ 6,349.92

Vendor	Total Amount
KRAMER LINDA S	\$ 6,331.80
HART INTERCIVIC	\$ 6,264.00
SALE'S HEATING	\$ 6,215.00
POWERDMS INC	\$ 6,138.44
DRELLISHAK & DRELLIS	\$ 6,115.00
WINDSCAPE LDHA LP	\$ 5,975.00
HOLLAND CITY OF	\$ 5,931.72
GRAND HAVEN CITY OF	\$ 5,876.06
GOPHER EXPRESS	\$ 5,771.00
BETHESDA FARM	\$ 5,693.16
OTTAWA COUNTY DEPUTI	\$ 5,621.78
BASMAYOR CHRISTINA R	\$ 5,581.80
STILLSON POLLY KAY	\$ 5,348.85
PITNEY BOWES INC	\$ 5,131.46
ROBERTS LESLIE	\$ 5,122.03
MEYER RANDALL G	\$ 5,020.00
SENIOR RESOURCES OF	\$ 5,000.00
DAILY LIFE SKILLS IN	\$ 4,906.72
HRS LAND	\$ 4,900.00
HUDSONVILLE TOWING	\$ 4,763.00
PASSPORT LABS	\$ 4,750.32
4IMPRINT INC	\$ 4,689.00
REPUBLIC SERVICES IN	\$ 4,626.82
MISDU	\$ 4,602.72
MRG-TRANSLATIONS	\$ 4,582.50
ECOLAB INC	\$ 4,534.54
BJ TRANSPORT	\$ 4,500.00
SPOELMAN MICHAEL A	\$ 4,466.66
M.C. SMITH ASSOCIATE	\$ 4,362.00
CATALIS COURTS &	\$ 4,200.00
HENRY SCHEIN	\$ 4,182.91
RELIABLE ROAD SERVIC	\$ 4,182.00
AUTOMATIC EQUIPMENT	\$ 4,180.00
CHARTER COMMUNICATIO	\$ 4,164.19
PRINTING SYSTEMS INC	\$ 4,127.51
ON DUTY GEAR LLC	\$ 4,110.82
IKAZE HOME	\$ 4,065.90
HOPE NETWORK WEST MI	\$ 4,030.84
GOVERNMENTAL CONSULT	\$ 4,000.00
DEPREE DORIS MARGARE	\$ 3,948.00
KERKSTRA PORTABLE	\$ 3,905.00
S.A. MORMAN & CO	\$ 3,900.00
HVG MILL PINE ASSOCI	\$ 3,872.00
EQ THE ENVIRONMENTAL	\$ 3,827.00
SCHEUERLE & ZITTA	\$ 3,809.68

Vendor	Total Amount
SPECTRUM HEALTH HOSP	\$ 3,790.64
COMMUNITY LIVING SER	\$ 3,780.00
BOYS TOWN	\$ 3,780.00
KAIZEN HEALTH INC.	\$ 3,777.66
FEEDING AMERICA WM	\$ 3,765.00
HARBOR HALL INC	\$ 3,762.60
AMAZON CAPITAL SERV	\$ 3,753.44
VALLEJO JOSELYN	\$ 3,690.00
SANOFI-AVENTIS US IN	\$ 3,679.68
SPARKS BEHAVIORAL	\$ 3,540.00
TAILORED MARKETING	\$ 3,460.00
RAWLINGS ROCHELLE	\$ 3,426.43
FALCON WOODS	\$ 3,413.00
OTTAWA COUNTY DEPUTY	\$ 3,349.66
JENISON CRAIG	\$ 3,275.09
MERCK SHARP & DOHME	\$ 3,246.92
CHRIS MARKATOS	\$ 3,226.00
WMIPM	\$ 3,199.00
SCHOLTEN FANT PC	\$ 3,184.56
GEORGETOWN TOWNSHIP	\$ 3,148.95
CASE MANAGEMENT	\$ 3,103.61
BRG MANAGEMENT LLC	\$ 3,073.00
YOUNG MENS CHRISTIAN	\$ 3,031.33
MEDIATION SERVICES	\$ 3,000.00
PURDY RAYMOND	\$ 2,979.64
TRACI EGELER	\$ 2,965.00
WIRTH CHRISTOPHER M	\$ 2,865.00
GRAND RAPIDS COMMUNI	\$ 2,850.00
THE WHARF MARINA	\$ 2,820.09
LEGACY LITIGATION	\$ 2,791.90
OLIVE TOWNSHIP	\$ 2,739.53
ROBINSON TOWNSHIP	\$ 2,693.95
APPLEWOOD LAW WINS	\$ 2,662.31
BEHAVIORAL RESOURCES	\$ 2,640.00
CLARK ASSOCIATES	\$ 2,638.75
TRANE COMPANY	\$ 2,610.50
KELLEIGH MELISSA	\$ 2,600.00
MMJ LABS LLC	\$ 2,593.80
ZEELAND CITY OF	\$ 2,565.94
ODP BUSINESS SOLUTIO	\$ 2,535.68
CORNERSTONE REAL EST	\$ 2,509.00
OUTFRONT MEDIA INC	\$ 2,500.00
CECELIA MARIAN FENWI	\$ 2,490.00
COLEMAN KENYATTA KAT	\$ 2,483.32
MELODY VANDERWEIDE	\$ 2,363.00



Vendor	Total Amount
RIVER TOWN PAINTING	\$ 2,358.00
BIZSTREAM	\$ 2,355.00
GENOA HEALTHCARE LLC	\$ 2,334.65
WILLIAM AND DANA CHR	\$ 2,323.54
GOVERNMENTJOBS.COM	\$ 2,278.04
TCS HOLDING COMPANY	\$ 2,272.00
PINE RIDGE ADULT CAR	\$ 2,265.90
SOUTHWEST AFC LLC	\$ 2,265.90
PLATINUM LIVING LLC	\$ 2,265.90
LIFE THERAPEUTIC SOL	\$ 2,254.20
COMMUNITY HEALING CE	\$ 2,235.10
DOORDASH	\$ 2,229.50
PEAK PERFORMERS	\$ 2,208.50
MICHIGAN POLICE EQUI	\$ 2,200.20
ANCHORAGE WEST LLC	\$ 2,144.00
DYLAN & ANNIE DYKSTR	\$ 2,142.00
HRA PSYCHOLOGICAL SE	\$ 2,100.00
MERLE BOES INC	\$ 2,082.06
SHERWIN-WILLIAMS CO	\$ 2,080.32
LEXISNEXIS COPLOGIC	\$ 2,065.00
VEGA JOHN	\$ 2,040.00
VOICES FOR HEALTH	\$ 2,027.06
YELLOW LIME CREATIVE	\$ 2,011.25
PREFERRED EMPLOYMENT	\$ 2,006.08
EL VOCERO HISPANO	\$ 2,000.00
LOWES LOSS PREVENTIO	\$ 1,946.00
ABA GOLDEN STEPS MI	\$ 1,940.40
SMITH THOMAS	\$ 1,894.66
FEYEN MARK	\$ 1,864.37
SWART EDWARD C	\$ 1,852.50
HI-TONE CLEANERS	\$ 1,843.99
BLARNEY CASTLE OIL C	\$ 1,840.23
STAPLES INC	\$ 1,836.03
PETERSEN RESEARCH CO	\$ 1,800.00
VICKI VARGO	\$ 1,793.00
CONTRACT LOGIX LLC	\$ 1,788.00
KOTOWSKI, KIMBERLY	\$ 1,779.58
BENZ MICROSCOPE OPTI	\$ 1,724.00
SOLARWINDS INC	\$ 1,720.00
TRI-CITIES	\$ 1,710.00
MCKESSON MEDICAL	\$ 1,686.14
QONVERGE LLC	\$ 1,666.67
KHAMMANIVONG ANOUSON	\$ 1,665.00
GLAXOSMITHKLINE	\$ 1,627.11
NEIL BRIAN HUIZENGA	\$ 1,610.00

Vendor	Total Amount
JPR MARINE LLC	\$ 1,595.50
KENT COMMUNICATIONS	\$ 1,571.24
VESTIGE GROUP	\$ 1,559.48
FIDELITY LANGUAGE	\$ 1,559.30
ADVANTAGE FLEET LLC	\$ 1,556.00
ROCKFORD ADVERTISING	\$ 1,543.75
SHORELINE SERVICES	\$ 1,515.00
BABIC NEVENKA	\$ 1,500.00
GEORGETOWN CHARTER T	\$ 1,500.00
KOZAKIEWICZ JOSEPH	\$ 1,500.00
LANGUAGE LINE SERVIC	\$ 1,494.99
THOMAS SCIENTIFIC	\$ 1,490.89
ESTATE OF FELIX BERN	\$ 1,478.16
UNIVERSITY TRANSLATO	\$ 1,470.66
OTTAWA COUNTY SHERIF	\$ 1,445.00
DICKS TOWING & RECOV	\$ 1,435.00
EVERCOMMERCE SOLUTIO	\$ 1,405.35
CHESTER TOWNSHIP	\$ 1,400.00
RONALD UPRIGHT	\$ 1,397.00
BUIST ELECTRIC	\$ 1,371.00
THE LIGHT BULB CO	\$ 1,370.70
GRAND RAPIDS THERAPY	\$ 1,336.25
WEST MICHIGAN DOCU	\$ 1,311.00
BEN'S RUBBER STAMPS	\$ 1,306.10
TITLE-CHECK LLC	\$ 1,305.00
MICHIGAN GAS	\$ 1,294.53
FOLEY BARBARA	\$ 1,270.64
MED-1 LEONARD LLC	\$ 1,238.00
AT&T	\$ 1,226.60
DALE BIRD-CORTES	\$ 1,220.00
RAMOS DAVID	\$ 1,209.00
MICHIGAN INDOOR	\$ 1,200.00
VENUWORKS OF HOLLAND	\$ 1,193.75
MUELLER LAW	\$ 1,189.12
BRINKS INC	\$ 1,180.31
LYNCH KELLY	\$ 1,170.00
THE COMMUNITY VOICE	\$ 1,170.00
FARRIS NATHAN LOWELL	\$ 1,150.00
WATKINS PHARMACY	\$ 1,148.82
JOHNSON BRADLEY R	\$ 1,133.55
CROSS COUNTRY CYCLE	\$ 1,120.00
SUNSHINE PROPERTIES	\$ 1,119.00
THE HERALD PUBLISH	\$ 1,117.00
HISPANIC CENTER OF W	\$ 1,100.00
FOLKERT REBEKAH	\$ 1,093.78

Vendor	Total Amount
W AND M PROPERTY VEN	\$ 1,085.00
DEJONG ELDON	\$ 1,084.00
THORNELL BONNIE L	\$ 1,080.00
MI REAL ESTATE MANAG	\$ 1,075.00
GRAND HAVEN CHARTER	\$ 1,069.81
REGENTS OF THE UNIVE	\$ 1,067.00
TRAFFIC & SAFETY CON	\$ 1,044.00
BASTIEN AUSTIN	\$ 1,043.86
OBRIEN & BAILS	\$ 1,041.00
PREST & ASSOCIATES	\$ 1,032.00
DEMANN GREGORY S	\$ 1,026.00
PATTERSON DENTAL SUP	\$ 1,006.96
MOBLEY CURTIS	\$ 1,000.31
DEQUANTRE TYRELL CAR	\$ 1,000.00
GAYLE RILLEMA	\$ 1,000.00
DEAF INC	\$ 993.15
LUNA RAMON	\$ 989.00
COVENANT ENABLING	\$ 985.68
METHODIST CHILDRENS	\$ 975.00
OTTAWA LIMITED DIVID	\$ 972.00
ACHTERHOF SHIRLEE B	\$ 970.00
T2 SYSTEMS CANADA	\$ 960.00
ACTION INDUSTRIAL SU	\$ 957.00
TRADITIONS OF HOLLAN	\$ 932.00
U.S. POSTAL SERVICE	\$ 930.00
GH NORTH SHORE APTS	\$ 925.00
BEHAVIOR ANALYSTS OF	\$ 921.89
YONKERS BROOKE	\$ 903.15
AUTOMATED BUSINESS	\$ 900.00
EL INFORMADOR LLC	\$ 900.00
KERKSTRA SEPTIC	\$ 900.00
MICHIGAN ASSOCIATION	\$ 900.00
NEWHOUSE KRISTAN A	\$ 900.00
HILLARD ELECTRIC, IN	\$ 880.00
OTTAWA COUNTY BAR	\$ 880.00
PARK TOWNSHIP	\$ 878.11
ENTERPRISE ENVELOPE	\$ 874.13
JACOB C DEBOER	\$ 853.00
KIESLER POLICE SUPPL	\$ 850.98
LAKESHORE ADVOCACY S	\$ 840.00
GRAND VALLEY TOWING	\$ 835.00
RECOVERY ROAD LLC	\$ 834.30
BATTAGLIA GARY	\$ 825.00
HIDDEN DUNES APARTM	\$ 825.00
HOSPITAL NETWORK	\$ 810.00

Vendor	Total Amount
HOOR MEDIA LLC	\$ 810.00
ALLEN JENSEN	\$ 806.00
GPM INVESTMENTS LLC	\$ 800.00
LANDSCAPE DESIGN	\$ 792.37
BRUMMELS SALES	\$ 789.00
SEBESKY ALYSSA	\$ 786.05
HAMMAN AMY	\$ 780.00
SCHULZ TIMOTHY	\$ 777.20
BOEREMA STEPHEN	\$ 767.00
12191 FELCH ST LDHA	\$ 760.00
BANK OF NEW YORK	\$ 750.00
LAUREN SCHRIBER	\$ 750.00
MICHIGAN DISTRICT JU	\$ 750.00
JULIA BROTT	\$ 743.00
LAKESIDE TOWING & RE	\$ 737.00
A & R INVESTMENTS	\$ 732.00
MICRGRAPHICS	\$ 731.00
JUSTICE WORKS LLC	\$ 725.00
DTE ENERGY COMPANY	\$ 722.41
SPRING LAKE PUBLIC S	\$ 720.00
THE DEPOT	\$ 720.00
TRAPPERS COVE APARTM	\$ 706.00
D.A. BLODGETT ST JOH	\$ 696.15
STATE FARM INSURANCE	\$ 691.68
ZOOM VIDEO COMMUNICA	\$ 690.65
GREATER OTTAWA CO	\$ 690.00
IDENTISYS INC	\$ 690.00
SUMMIT FIRE PROTECT	\$ 690.00
LIAISON LINGUISTICS	\$ 688.08
US DEPARTMENT OF TRE	\$ 685.53
PRIEST ANDREW	\$ 684.13
GUIKEMA-BODE SAMUEL	\$ 680.85
VIRIDIS	\$ 680.00
FARE FAMILY INVESTME	\$ 657.00
CADRE COMPUTER RESOU	\$ 646.77
MARTINEZ FILADELFO	\$ 636.00
LAKESHORE PROPERTY	\$ 635.00
PURCHASE POWER	\$ 632.88
JAMIE PANCY	\$ 623.00
SOVA & KELLY P.C.	\$ 621.08
SERENDIPITY MEDIA LL	\$ 620.00
WAVELAND PROPERTY MA	\$ 619.00
COMCAST HOLDINGS COR	\$ 616.55
PYLE JONATHAN	\$ 616.13
ULINE INC	\$ 611.60

Vendor	Total Amount
ADECCO USA INC	\$ 606.72
GREEN BRENT HUNGERFO	\$ 600.00
JACO CIVIL PROCESS I	\$ 592.24
NETSMART TECHNOLOGIE	\$ 587.31
OTTAWA COUNTY CENTRA	\$ 578.10
JOSE DEJESUS MEZA-RO	\$ 576.50
BLACK RIVER RENTALS	\$ 576.00
ROBERT SCOTT STEDMAN	\$ 575.00
MICHIGAN ASSESSORS	\$ 575.00
MJCT HOLDINGS INC	\$ 568.00
PHYLLIS JANE CURTISS	\$ 561.63
GURRALA JEEVAN	\$ 555.52
GUARDIAN ALLIANCE TE	\$ 550.00
MIRANDA GLENDA	\$ 540.28
WAVERLY SHORES VILLA	\$ 540.15
PARKWAY ELECTRIC & C	\$ 534.27
BRADY VANBENNEKOM	\$ 530.00
OTTAWA COUNTY INS	\$ 530.00
RUSZKOWSKI STACY	\$ 526.69
CRITCHLOW CURTIS	\$ 526.02
MARIA VANDERWOOD	\$ 525.00
WAKEFIELD LEASING CO	\$ 525.00
ALLISON BRIANNE PRIN	\$ 524.00
SPRING LAKE TOWNSHIP	\$ 521.66
LAW OFFICE OF KENNET	\$ 520.00
INFINITY BLLING ENT	\$ 520.00
SEALE RYAN	\$ 517.24
JEFFREY J VANHUIS -	\$ 514.00
ANNELISE JOHANNA FLU	\$ 510.00
MCCARTHY RYAN	\$ 508.40
THOMAS UMLOR	\$ 507.00
COOPERSVILLE CITY OF	\$ 506.60
JAYDA TAMARA GROOT	\$ 506.50
ANDREA EDWARDS-PAGE	\$ 500.00
CLAPP CHARLES	\$ 500.00
JANINE ERRIDGE	\$ 500.00
JAMES NORBERT NAPIER	\$ 500.00
JOSIE LEE DOOR	\$ 500.00
KATHERINE CUMMINGS-A	\$ 500.00
NICK ANDERSON	\$ 500.00
ROBERT ALTON MONTGOM	\$ 500.00
THE ARC MUSKEGON	\$ 500.00
TARA ZALSMAN	\$ 500.00
SOPHIA MCINTOSH	\$ 500.00
HUNTINGTON NATIONAL	\$ 499.00

Vendor	Total Amount
MICHIGAN WASTE & ENV	\$ 495.00
ASHLEY PAIGE HOLIDAY	\$ 492.50
TRINITY HEALTH GRAND	\$ 485.50
DUNN MARYANN	\$ 480.00
MICHAEL ALAN VANNUIL	\$ 480.00
KATHLEEN LOUISE THWA	\$ 477.63
REBECCA FLORIAN	\$ 462.00
RANDALL JAMES LOHMAN	\$ 458.25
BROOKE ELIZABETH VIS	\$ 456.63
NATHAN WILSON ROSS	\$ 452.25
PENSKE TRUCK LEASING	\$ 452.00
JOMIA LERRIA MANSON-	\$ 450.00
SHAPE CORPORTATION	\$ 450.00
CINTAS CORPORATION N	\$ 449.78
ALLEN SARAH	\$ 448.22
JAMES ROBERT RUSSELL	\$ 447.00
HANNAH GRACE BEKIUS	\$ 446.13
SETH ARTHUR IDEMA	\$ 441.75
KACEY ANN WESTENBROE	\$ 440.00
BRIGGS JUANITA C	\$ 436.00
CDR EQUIPMENT RENTAL	\$ 435.00
STRENGTHIO FITNESS	\$ 430.49
HADLEY KELLY	\$ 429.07
LOUIS PADNOS IRON	\$ 428.68
TER HAAR CURTIS	\$ 427.38
MICHIGAN JUVENILE	\$ 425.00
BARTHELEMY BRANDON	\$ 420.20
SD INITIATIVES	\$ 420.00
BOUMAN VICTORIA A	\$ 419.00
BOYD TRISTA	\$ 411.89
DYLAN HOFMANN	\$ 410.00
REBECCA PADRON	\$ 409.50
HOLLND BPW	\$ 408.00
SIELSKI PHILIP	\$ 407.36
DEREK EUGENE EMERSON	\$ 407.25
QUIGLEY KELSEY	\$ 406.38
TRANSUNION RISK AND	\$ 406.00
JOHN HUNTER BUSH	\$ 405.00
LLOYD & MCDANIEL PLC	\$ 404.58
TEACHOUT CHRISTIAN	\$ 402.00
CHASE CARD MEMBER SE	\$ 400.00
CHRISTOPHER BRADLEY	\$ 400.00
CARDENAS STEPHANIE M	\$ 400.00
GONZALO ARVIZU-ROQUE	\$ 400.00
DAVID FORAKER	\$ 400.00

Vendor	Total Amount
LEILA PINA	\$ 400.00
JACOB PORTER	\$ 400.00
JENNA PIKE	\$ 400.00
PROGRESSIVE INSURANC	\$ 400.00
WALMART	\$ 400.00
PDDS BUYER LLC	\$ 399.14
BOSCH GLENN	\$ 391.79
BOPARAI HARMINDER	\$ 390.00
CAMPUS NORTH LLC	\$ 382.00
WEAVERS REBECCA	\$ 381.10
STEFANIA FLORES	\$ 380.25
YOUNG LIFE	\$ 380.00
COURTNEY MARIE RAAK	\$ 378.75
JOHNSON JEANNA	\$ 375.20
GREG ROBERT PATTOK	\$ 374.25
ACTION CHEMICAL	\$ 371.36
DOMINIK MICHAEL KLAV	\$ 370.50
MEGAN LEE SHANLEY	\$ 369.75
MEIJER LOSS PREVENTI	\$ 369.00
ELZINGA KACIE	\$ 366.83
LINDE GAS & EQUIPMEN	\$ 363.40
CALDER CITY TAXICAB	\$ 360.00
MARSHALL LAVONNE E	\$ 360.00
TRIPLOG INC	\$ 360.00
KETTRING JUDY	\$ 358.99
CHRISTINA MARIE ROYC	\$ 356.25
ANSWER UNITED	\$ 352.06
DANIEL JEFFREY DISHE	\$ 351.63
COMMUNITY CHOICE CRE	\$ 350.00
MANR LLC	\$ 350.00
VASYL KOVALCHUCK	\$ 350.00
CURTIS CATHERINE L	\$ 348.00
KNOLL SHAWN	\$ 343.52
WILLIAMS AUBREY	\$ 341.82
MACPHAIL SYDNEE	\$ 339.70
GOLDEN MARY K	\$ 337.52
HAMILTON JILL	\$ 330.00
INTERCARE COMMUNITY	\$ 329.38
GORDON WATER SYSTEMS	\$ 328.13
ZAMORA ANA	\$ 326.96
TALLMADGE CHARTER	\$ 326.20
CITY OF COOPERSVILLE	\$ 325.00
BOUTWELL JAMES	\$ 324.50
RIETBERG ALLAN	\$ 324.50
VEENEMAN BRUCE	\$ 324.50

Vendor	Total Amount
HAVEMAN ELECTRICAL	\$ 320.15
ANCHOR REAL ESTATE &	\$ 320.00
BUSSCHER BRIAN	\$ 315.57
ASSOCIATED LANGUAGE	\$ 315.00
SAGE KRISTIN	\$ 312.89
BENJAMIN ANTHONY	\$ 312.46
WILLIAMSBURG PROPERT	\$ 312.00
CHAPPUIES MATTHEW	\$ 310.50
ZEELAND PUBLIC SCHOO	\$ 308.33
ARNOLD NICHOLAS	\$ 307.46
POEL-SKOFIC NICOLE	\$ 307.28
FIRE PROTECTION PROS	\$ 302.25
ALPINE FAMILY PODIAT	\$ 302.00
ALLENDALE TOWING	\$ 300.00
HD RECOVERY LLC	\$ 300.00
GLORIA HOLTZLANDER	\$ 300.00
JULIANNA TOMAN	\$ 300.00
JUVENILE COURT ASSOC	\$ 300.00
JASON ROSE	\$ 300.00
JUSTIN REYNOLDS	\$ 300.00
LATITUDE SUBROGATION	\$ 300.00
JOHANNES BOOT	\$ 300.00
PLM LAKE & LAND MGMT	\$ 300.00
WALGREENS	\$ 300.00
SET/SEG	\$ 300.00
STATE OF MICHIGAN -	\$ 300.00
SETH AND/OR CHERYL B	\$ 300.00
HILLS EMILY	\$ 298.82
TOBER CHRISTINE	\$ 296.27
MICHIGAN COUNTY SOCI	\$ 295.00
DYKHUIZEN EMILY	\$ 293.79
VAN HORN CHRISTOPHER	\$ 291.46
NIEBOER REBECCA	\$ 290.11
MEDEMA BENJAMIN	\$ 290.11
JACOB ROBERT SHERMAN	\$ 289.50
ZEELAND PRINT SHOP	\$ 289.00
GOODELL AARON	\$ 288.22
CUNNINGHAM CLARK	\$ 285.60
CLARK LAUREN	\$ 284.75
JENISON JACOB	\$ 282.07
KRISTYN NOREEN	\$ 281.00
REX DEBOER	\$ 280.00
PAVLAK SHANE	\$ 279.40
REICHARDT JAMES	\$ 279.08
BOCANEGRA JUANITA	\$ 278.72



Vendor	Total Amount
FERRYSBURG CITY OF	\$ 278.56
KUECHENMEISTER ELIZA	\$ 276.71
BLANCHARD KELLI	\$ 276.50
ROEBUCK JUSTIN	\$ 275.27
MACATAWA BANK	\$ 275.00
KUSTOM SIGNALS INC	\$ 272.90
IBARRA RACHEL	\$ 272.36
BOEZAART LYNNE H	\$ 270.00
FLYNN PATRICIA H	\$ 270.00
DEVONTA HARRIS	\$ 270.00
OPTITECH	\$ 270.00
CHALLA JENNEL	\$ 268.00
SHANGLE RICHARD	\$ 266.50
KAREN LEATHERMAN	\$ 266.00
COULSON CHAD	\$ 265.50
DEJONG ALEXANDER	\$ 265.50
ERNESTINE DE LA ROSA	\$ 263.00
TERRY OR SANDRA VANE	\$ 260.00
KATIE WEBSTER - STRE	\$ 259.00
KUIPER RENEE	\$ 258.82
LRE	\$ 257.50
GRAND HAVEN TRIBUNE	\$ 253.57
BRAAK LYVANAH	\$ 252.18
BEIDLER MEREDITH	\$ 251.92
CAMP SUNSHINE	\$ 250.00
AMY BOOMSTRA	\$ 250.00
AMY SLANGER	\$ 250.00
AUTO OWNERS INSURANC	\$ 250.00
DANIEL & CAMERON GEO	\$ 250.00
HALEY LAFRANCE	\$ 250.00
FELECE MCWAIN	\$ 250.00
GREGORY BODRIE	\$ 250.00
LUKE WALKER	\$ 250.00
KELLY GROOTERS	\$ 250.00
KAILA LIGHT	\$ 250.00
MARY MADISON	\$ 250.00
JANIS OATMEN	\$ 250.00
LAWRENCE JOHNSON	\$ 250.00
KARA VANDENBERG	\$ 250.00
LOGAN KORNOELJE	\$ 250.00
LEAH DUPLISSIS	\$ 250.00
KRISTA BROENE	\$ 250.00
MADISON LAROCCO	\$ 250.00
JEN SCHUT	\$ 250.00
OMAR INGRAM JR.	\$ 250.00

Vendor	Total Amount
RICHARD UPTON	\$ 250.00
MICHAEL URSUL	\$ 250.00
ROBERT JAQUAN GIDRON	\$ 250.00
ROBIN RUSNELL	\$ 250.00
ROBYN WASSINK	\$ 250.00
SUE SLATTERY	\$ 250.00
TRICIA JOHNSON	\$ 250.00
WHITNEY BARNETT	\$ 250.00
VICTORIA KAVANAUGH	\$ 250.00
STEFANIE LOPEZ	\$ 250.00
MATWIEJCZYK SARAH	\$ 247.90
SUN TITLE AGENCY OF	\$ 246.08
LISA MARIE HAARSMA	\$ 243.00
SELECTIVE INSURANCE	\$ 239.00
UNITED PARCEL SERVIC	\$ 237.65
HICKS ANDREW	\$ 237.58
ROTMAN ERIN	\$ 236.50
VANOSDOL ZACHARY	\$ 236.50
SOURCE GROUPS TECH/P	\$ 235.00
MACKENZIE ANNE GROSS	\$ 234.75
DYKSTRA CURTIS	\$ 233.88
PATRICK MITCHELL	\$ 229.65
COVINGTON CASSANDRA	\$ 229.14
CASEY TACI	\$ 228.43
Betten Baker Chevrol	\$ 227.50
ZORN CHERYL	\$ 227.00
MASKO REYNA	\$ 225.12
CODY GREEN	\$ 225.00
CINCINNATI INSURANCE	\$ 225.00
WEDGWOOD CHRISTIAN	\$ 224.54
KOLEHOUSE WAYNE	\$ 222.83
DUBAULT AMY	\$ 222.44
CLARK CHERYL	\$ 214.00
JARED ROBERT WAYBILL	\$ 213.50
VILLANUEVA ANDREW	\$ 213.08
ALLENDALE CHARTER	\$ 212.63
WOLTERS KIMBERLY	\$ 212.39
VILLANUEVA EDWIN	\$ 211.55
REBEKAH LEIGH WARD	\$ 211.50
DEE PATRICIA	\$ 210.00
WEEMHOFF MEGHAN	\$ 209.04
JOSEPH VANHORN - YOC	\$ 209.00
AIMEE DRAFT SPIGNER	\$ 208.00
RAMSEY WILLIAM	\$ 207.70
TRINITY HEALTH	\$ 204.00

Vendor	Total Amount
TIMOTHY BRIAN LOGAN	\$ 204.00
ASH STEPHANIE	\$ 203.68
VER DUIN LESLIE	\$ 203.61
HOLLAND MOTOR HOMES	\$ 202.70
BENNETT KARA	\$ 200.67
BRIAN OR SHANE ELLIN	\$ 200.00
ANDRES ORTEGA-CASTIL	\$ 200.00
AUTO-OWNERS INSURANC	\$ 200.00
DAVID WHITE	\$ 200.00
DENNIS JOHN HOLMES	\$ 200.00
GROENINKS ELVATOR	\$ 200.00
GABRIEL RUBIO	\$ 200.00
DARREN PAPLIN	\$ 200.00
MARTHA HOEWE	\$ 200.00
MARCO PAULO HOMEN	\$ 200.00
MARIA OR REINALDO MA	\$ 200.00
JOHN MASSARO	\$ 200.00
LAW OFFICES OF JOHN	\$ 200.00
LEMON FRESH LAUNDRY	\$ 200.00
RUSSELL CELLULAR (VE	\$ 200.00
TOTAL COURT SERVICES	\$ 200.00
SUN COMMUNITIES INC	\$ 200.00
TAMARA ELIZABETH MIL	\$ 200.00
INTEGRITY BUSINESS	\$ 199.23
LAKESWOOD CONSTRUCTIO	\$ 197.00
BARBRA ANN KATERBERG	\$ 196.00
ROGER KALMAN	\$ 195.14
SCHREUR PRINTING	\$ 193.60
VANDEN BOSCH ALAN	\$ 192.29
GONZALES ABRAHAM	\$ 192.29
DELL COMPUTER CORP	\$ 190.00
DEREK LEWIS DEWEERD	\$ 190.00
RAMIRO VILLARREAL JR	\$ 190.00
HILL CARLA	\$ 188.94
BOBELDYK & ASSOC	\$ 187.63
RACHEL BASSETT	\$ 186.00
SCHAUT LACEY	\$ 185.59
JOHN HECKSEL	\$ 185.00
KUNTZ NATALIE	\$ 184.86
STEVEN ANDREW KORECK	\$ 184.50
AUSTIN WAY	\$ 183.00
WIERSMA DALE	\$ 182.91
SCHNEIDER PETER	\$ 181.87
ROGER ALAN NEWELL	\$ 181.00
ERIC BENJAMIN BINDER	\$ 180.00

Vendor	Total Amount
LANE JANIA	\$ 179.03
HUDSONVILLE CITY OF	\$ 178.31
SCHANER ABIGAIL	\$ 175.69
OTTAWA COUNTY CLERK	\$ 175.00
NATHANIEL HERSHBERGE	\$ 175.00
RANDALL LEE DEYOUNG	\$ 174.50
BROWN ANDREW	\$ 173.53
BRYAN SCOTT GROENDYK	\$ 172.13
PEPPER THAD	\$ 170.79
BOERMA ASHLIE	\$ 170.32
HALL MATTHEW	\$ 170.22
FRANZBLAU DAVID	\$ 170.00
JAMESTOWN CHARTER	\$ 169.98
JENNIFER SERRANO	\$ 169.00
R&S NORTHEAST	\$ 165.06
ROBERT RICHARD BRENT	\$ 165.00
UPS STORE GH	\$ 163.42
MATTHEW WILLIAM VANO	\$ 163.00
RACHAEL LYNN PRATT	\$ 163.00
MIRANDA LEE BRINKS	\$ 162.50
JODI MAE BUIKEMA	\$ 161.50
COURTNEY JEAN BELUZA	\$ 161.25
PAUL ANTON KIEFER	\$ 160.88
CUNNINGHAM DALMAN	\$ 160.00
OTTAWA COUNTY EMPLOY	\$ 160.00
SPRING LAKE VILLAGE	\$ 159.96
TRACEE LEE COLE	\$ 159.38
MOORE KIMBERLY	\$ 158.12
LISOWICZ EMILY	\$ 157.45
LEFFMAN SAMANTHA	\$ 157.38
OLIVIA LILLIAN STOKL	\$ 154.20
PHAYVANE PHIMMASANE	\$ 153.00
J&J COUNTRY PROPERTI	\$ 152.00
NOAH ALEXANDER BROND	\$ 150.38
CINNCINATI INSURANCE	\$ 150.00
BETTEN BAKER FORD	\$ 150.00
GERALDO PINEDA ISIP	\$ 150.00
LAKESHORE PARTNERSHI	\$ 150.00
LEMMEN DIANN S	\$ 150.00
KAREN KOLK	\$ 150.00
KEYANNA ARLETTA KIL	\$ 150.00
RICHARD JACKSON	\$ 150.00
MICHAEL RONCKA	\$ 150.00
MICHIGAN INSURANCE C	\$ 150.00
SNAP-ON SECURE CORP,	\$ 150.00

Vendor	Total Amount
STOEL RACHEL	\$ 150.00
STUART LIPPMAN AND A	\$ 150.00
SEAVER FINISHING	\$ 150.00
VANDERZWAAG ROBERT	\$ 149.88
EARTEK SERVICES	\$ 149.00
OSBUN JEREMY	\$ 147.50
BARBARA JEAN WHITE	\$ 146.25
NAGY CHRISTOPHER	\$ 144.20
JACK JELSEMA	\$ 142.92
BLAINE MICHAEL SMALL	\$ 142.00
JACOB MICHAEL HOFSTE	\$ 141.38
STEVEN JON DOORNBOS	\$ 141.25
BRENNER KERRI	\$ 140.94
JEFFREY SCOTT HORVAT	\$ 140.25
BRENDAN VEENSTRA	\$ 140.00
CROESE GABRIELA	\$ 140.00
MED-1 HOLLAND	\$ 140.00
ZEELAND BOARD OF PUB	\$ 140.00
JENA MARIE KRUEGER	\$ 138.00
WALMART C/O LOSS PRE	\$ 137.00
SCOTT THOMAS LARSON	\$ 137.00
KURTIS JOHN KOPPENOL	\$ 136.88
BARBER TONYA	\$ 134.94
MARY ANNA HAWKINS	\$ 134.50
Silver Patrice Hughe	\$ 134.44
NICHOLAS KARSTEN STE	\$ 133.88
KATHLEEN ANN TRANTHA	\$ 133.50
ERIC RONALD GAUTHIER	\$ 132.75
DANAE JOY BRINKS	\$ 130.00
MB DIVISION	\$ 130.00
CARLOS LOPEZ	\$ 128.98
KELLY RENEE LANGERAK	\$ 128.50
TRACIE ROBIN SCOTT	\$ 128.12
ANGELA MICHELLE RIET	\$ 127.88
OWEN BESSINGER	\$ 127.00
MELISSA L HILL	\$ 126.12
ROBERT COULTER HEIDE	\$ 126.00
SANDRA ANNE VANDERMO	\$ 126.00
POSTMA MICHELLE	\$ 125.89
OUTDOOR HOME SERVICE	\$ 125.00
MICHIGAN MUNICIPAL LE	\$ 125.00
ORTEGA KENDRA	\$ 125.00
OTTAWA CO FOC EMPLOY	\$ 125.00
MICHAEL ANTHONY RAMI	\$ 125.00
VUKUSIC BETHANY	\$ 124.89

Vendor	Total Amount
JACOB ALLAN KOETJE	\$ 124.50
DENNIS WAYNE FERRELL	\$ 124.00
BLANCHARD TERRY D	\$ 123.72
SACHS PAUL	\$ 122.81
LOWES	\$ 120.60
CHANSOPAOL PAUL SAM	\$ 120.00
GRAPHIX GURUS	\$ 120.00
MDOT C/O LISA KENT	\$ 120.00
MAGNUSON LEAH	\$ 120.00
SLUIS ELECTRIC	\$ 120.00
NATALIE SUE BROPHY	\$ 119.63
PETERSON LAURA	\$ 119.50
SPAANS KRYSTAL	\$ 119.50
LOPEZ, RAMON SOTO	\$ 119.18
GFL ENVIRONMENTAL SE	\$ 118.75
TRACE ALAN DEWENT	\$ 118.25
PIERS TIMOTHY	\$ 117.65
STEVEN WILLIAM SNIDE	\$ 117.00
JORDAN LEE BRENNAN	\$ 116.50
LAWSON PRODUCTS INC	\$ 116.26
DELANO LEAH	\$ 116.17
HANNAH ELIZABETH SMA	\$ 113.63
SILVER POINT GENERAL	\$ 112.98
GAMBY BRADLEY	\$ 112.91
RONALD LEE SNOEYINK	\$ 112.75
KAAT'S WATER COND	\$ 112.10
BAUM SHAWNA	\$ 111.77
BOSTROM YOUNG KARA	\$ 110.55
BROWN & BROWN OF MIC	\$ 110.00
LISA DAVENPORT	\$ 110.00
GONZALEZ-ORTIZ LETIC	\$ 109.75
VALENZUELA ALMA	\$ 109.75
RITTER ABBY	\$ 108.54
SCHUERCH CHRISTOPH	\$ 108.15
AMANDA MARIE BLANTON	\$ 107.64
ALWARD ROBERT	\$ 107.50
NATHAN GAFFNEY	\$ 107.43
BALDWIN BRENDT	\$ 107.20
JOSHUA S HEGG	\$ 106.50
AARON GREGORY BROWER	\$ 106.13
GENNEIFER BENNETT	\$ 105.00
SUMER RENEE SHOUGH	\$ 105.00
BETH ANN VANMEURS	\$ 104.75
MELISSA JO LYNCH	\$ 103.75
PORT SHELDON TOWNSHI	\$ 103.26

Vendor	Total Amount
LEVI LOUIS KINNEY	\$ 103.00
STATE OF MICHIGAN	\$ 102.54
MISTY MARIE GRESSICK	\$ 102.25
CHARM-TEX INC	\$ 101.40
ROGER NIELSEN	\$ 100.81
WEST MICHIGAN UNIFOR	\$ 100.66
THOMAS JAMES NACHTEG	\$ 100.50
KALEIGH RAE COPE	\$ 100.25
BRIAN VANDERLAAN	\$ 100.00
ARIANNA WISNIEWSKI	\$ 100.00
CASSANDRA ALLEN	\$ 100.00
AMY VERSTRATE	\$ 100.00
CARRIE GABRIELSE	\$ 100.00
CHARLES DIETRICH	\$ 100.00
CASSANDRA KENNEDY	\$ 100.00
BRANDOW JESSICA L	\$ 100.00
CHRISTINE GRIHORASH	\$ 100.00
BETTY DOERING	\$ 100.00
CHAD SNELL	\$ 100.00
ASHLEY KRON	\$ 100.00
CAMP & CRUISE ATTN:	\$ 100.00
AMANDA FARMWALD	\$ 100.00
ADAM GONZALEZ	\$ 100.00
AMANDA CARRELL	\$ 100.00
BRIAN MULDER	\$ 100.00
CAROL SPITZLEY	\$ 100.00
CAROLYN EMERY	\$ 100.00
ALLISON KNIEBES	\$ 100.00
ANNE PALMITIER	\$ 100.00
CHRISTOPHER BOSGRAAF	\$ 100.00
DANYELLE GAUSE	\$ 100.00
GRACE TREVINO	\$ 100.00
DON OR CINDY WHITTEC	\$ 100.00
ERIN RYLAARSDAM	\$ 100.00
HEATHER VERNON	\$ 100.00
FREDRICK ROGALSKE	\$ 100.00
ELIZABETH SHOEMAKER	\$ 100.00
EMILY DEWITTE	\$ 100.00
ELIZABETH LAUREN	\$ 100.00
DUSTY HAMMIS	\$ 100.00
FAMILY FARE C/ LOSS	\$ 100.00
FAMILY FARE	\$ 100.00
DON NELSON	\$ 100.00
DEB SCHOEN	\$ 100.00
ELIZABETH HOUTING	\$ 100.00

Vendor	Total Amount
DAVID SANCHEZ-SANCHE	\$ 100.00
DAVID HOEKSTRA	\$ 100.00
ELIZABETH VANCOMPERN	\$ 100.00
KORI DEWITT	\$ 100.00
JOSEPH AND SHEILA GO	\$ 100.00
LANETTE BOWEN	\$ 100.00
JESSICA VERBOS	\$ 100.00
KELLEY BLIK	\$ 100.00
JENNIFER ROBINSON	\$ 100.00
LORI KIK	\$ 100.00
KNOLLWOOD ESTATES	\$ 100.00
JENNIFER LINDGREN	\$ 100.00
JACOB CIPCIC	\$ 100.00
JEN KUHN	\$ 100.00
KINSEY PARM	\$ 100.00
LINA MARIE ALCALA	\$ 100.00
MARIA DENHOF	\$ 100.00
KEVIN DEWENT	\$ 100.00
JOSHUA FARRIS	\$ 100.00
MELLANY BROWN	\$ 100.00
MEGAN BITZ	\$ 100.00
PARKWAY AUTO SALES	\$ 100.00
MICHAEL MEYERS	\$ 100.00
RANDY NORMAN	\$ 100.00
PAIGE OKKEMA	\$ 100.00
RACHEL HEKMAN	\$ 100.00
NO TIME FLAT	\$ 100.00
MICHELLE KING	\$ 100.00
MICHELLE HILL	\$ 100.00
RACHEL FINCH	\$ 100.00
MICHELLE GORAJ	\$ 100.00
NORMA HEAGLE	\$ 100.00
PAULINE DAWKINS	\$ 100.00
MINDA FLOYD-SCHOUTEN	\$ 100.00
TOM DEEMTER	\$ 100.00
THOMAS POTTER	\$ 100.00
STEPHANIE TAYLOR	\$ 100.00
TAMMI ROOSE	\$ 100.00
WILLIAM BROUWER	\$ 100.00
TINA RYAN	\$ 100.00
TRUEGREEN	\$ 100.00
STUART-LIPPMAN AND A	\$ 100.00
SARAH VANOORT	\$ 100.00
WALTERS JONATHAN	\$ 99.21
HAAS JOELLEN	\$ 99.07



Vendor	Total Amount
DERKS NICHOLE	\$ 98.84
DEVRIES RYAN	\$ 97.12
BETTEN BAKER CHEVORL	\$ 96.37
ACEN TEK	\$ 94.26
ALLIANCE ANALYTICAL	\$ 94.00
FAMILY FARE - HUDSON	\$ 94.00
KATHRYN ELIZABETH TE	\$ 93.75
ZEELAND CHARTER	\$ 93.29
GAGE ALAN BRADT	\$ 92.63
NORTH OTTAWA COMMUNI	\$ 92.32
MARY PARCHERT	\$ 92.28
FIRST MERIT BANK	\$ 92.00
MEIJER	\$ 91.27
BLADEK ROBERT	\$ 91.12
NATASHA MARIE NEUENF	\$ 90.00
JP FITNESS, LLC	\$ 89.91
DALE EMPSON BOWEN	\$ 89.75
KENNETH JAMES VANDER	\$ 89.75
PARKER ABIGAIL	\$ 89.64
DARLENE JOY GOTTSCHA	\$ 89.25
OFFICE MACHINES	\$ 87.90
WISMAN LISA	\$ 87.04
JANET NAVA	\$ 86.00
MEIJER C/O LOSS PREV	\$ 86.00
ZANTELLO ADAM	\$ 85.09
GUSTAVE NIRAGIRA	\$ 85.00
KENDRA ELIZABETH FLO	\$ 85.00
SCHOLMA RANDALL	\$ 85.00
DYLAN KYLE VANDYKE	\$ 84.75
AUSTIN WAYNE PETROEL	\$ 84.25
SCELSI DAWN	\$ 84.02
DEVOS SABRINA	\$ 83.83
PICKLER TINA	\$ 83.08
REBECCA LYNN WOOD	\$ 83.00
VICKI DENISE DERSHEM	\$ 82.88
ASHLEY NICOLE VANHUI	\$ 82.00
MURPHY KATHY H	\$ 81.78
ZACHARY JOE DAHLMAN	\$ 81.00
BENNETT MARK	\$ 80.00
ELIAS JESUS BOCANEGR	\$ 80.00
ROSEMA GARY	\$ 80.00
VANDERKLOK RICHARD	\$ 80.00
SOUTER KENNETH M	\$ 80.00
ABSOPURE WATER COMPA	\$ 79.65
RHONDA RENEE LAMPE	\$ 79.13

Vendor	Total Amount
WALMART LOSS PREVENT	\$ 79.00
SABRINA EULYLA NIETO	\$ 78.75
CATHERINE ANN VREDEV	\$ 78.00
JESSICA SUE SCHWANDN	\$ 78.00
SHI INTERNATIONAL	\$ 77.96
DAVID ROSS ONDERSMA	\$ 77.75
ICON SHELTER SYSTEM	\$ 77.00
PARKER DEBORAH	\$ 76.72
SHEELE AMY	\$ 76.52
AMERICAN GAS & OIL	\$ 76.00
JANUS RX	\$ 76.00
COURTNEY BROOK HOLT	\$ 75.00
BECK JACQUELINE	\$ 75.00
HANOVER INSURANCE CO	\$ 75.00
CRIMINAL DEFENSE ATT	\$ 75.00
HASTINGS MUTUAL INSU	\$ 75.00
KEVIN O BEHM	\$ 75.00
MAURIE'S DOOR SERVIC	\$ 75.00
PSYCHLE SAM'S GLASS	\$ 75.00
PAUL (MARK) FACKLER	\$ 75.00
REDI-RENTAL	\$ 75.00
OLIVIA VERONICA-RAMI	\$ 74.50
MICHELLE TERESE JARV	\$ 74.50
GIRMSCHIED BRITTA	\$ 73.03
AMY ELIZABETH BRILL	\$ 70.75
KYLE ANDREW KING	\$ 70.50
STANTON MINDY	\$ 70.21
BRIAN DOUGLAS DEWITT	\$ 70.13
WILLIAM DAVID LYZENG	\$ 69.75
UTTING DAVID	\$ 69.69
JOHNSON, ERIC	\$ 69.48
ABIGAIL JANE	\$ 68.00
ERIC MARTIN MUNSON	\$ 67.75
JULIE ANN-CONSTANTI	\$ 67.13
BRYAN EUGENE HERRING	\$ 67.00
METCALF SANDRA	\$ 66.80
VANHORSSEN BARB	\$ 66.80
WITHERELL BUILDING C	\$ 66.67
JAMES KASACK	\$ 66.66
THOMAS KUIPER	\$ 66.66
ARMIJO-GARCIA MARIA	\$ 66.50
COLLEEN MARIE MORNIN	\$ 66.50
PAUL ALLEN BUNING	\$ 66.50
BRANDON GERRIT PEPPE	\$ 65.88
SYDRELL CALAHAN	\$ 65.60

Vendor	Total Amount
CAMERON JACOB ALVEST	\$ 65.38
DORMAN RYLIE	\$ 64.88
AIDAN CONNOR KLEIN	\$ 64.50
BRANDON MATTHEW BRIN	\$ 64.38
COPE RANDAL J	\$ 64.12
PRICE AMANDA	\$ 64.12
ROBIN MARIE BOORSMA	\$ 63.88
TAMARA LYNN SEABOLT	\$ 63.63
DONNA BUNCE	\$ 63.58
JONKMAN ANDREW	\$ 63.50
ANA PEREZ	\$ 63.38
TRIGG SARA	\$ 63.00
BARNES STEVEN LEO	\$ 62.78
EMC INSURANCE COMPAN	\$ 62.50
JOANNE RENEE COATES	\$ 62.00
PIERCE JOSEPH	\$ 61.24
JANA RAE OVERWAY	\$ 61.00
GIDDINGS ELIZABETH	\$ 60.97
COUNTRY ESTATES MOBI	\$ 60.00
KEVIN KIHNKE C/O MAG	\$ 60.00
HUNTINGTON BANK	\$ 60.00
JP GRAND HAVEN LLC	\$ 59.94
KWANTES MEGAN	\$ 59.63
MEDINA NAHUEL	\$ 59.09
MATTIE JO KLOMPARENS	\$ 59.00
STEVEN FRANK SKALAND	\$ 58.75
HELEN RINEHART	\$ 58.51
VANHOVEN BETH	\$ 58.34
ANITA GUERRA	\$ 58.30
LINDA SUE POPPEMA	\$ 58.00
LEHNEN TRACEY	\$ 57.75
TALLENT JOHN-PAUL	\$ 57.75
NICOLE ELISE STERK	\$ 57.63
EMILIE LAUREN PECHET	\$ 56.88
AIRGAS USA LLC	\$ 56.72
BRADLEY STEVEN GERRI	\$ 56.25
ERIN CHRISTINE DOCTE	\$ 55.75
PATRICIA ANNE-BROADW	\$ 55.75
CHRISTIAN KLEINJANS	\$ 55.72
LEONTAY MELCHIZDEK J	\$ 55.13
ZITLALI MELISSA JAIM	\$ 55.13
ACTION GLASS	\$ 55.00
ADRIAN MACIAS	\$ 55.00
BLENDON TOWNSHIP	\$ 54.96
KARILYN MARIE ALSUM	\$ 54.88

Vendor	Total Amount
MADELYNN AALIYAH DEL	\$ 54.75
GERALD LEE BOS JR	\$ 54.25
KARA ANN REIF	\$ 54.00
OTTAWA COUNTY CLERK'	\$ 54.00
CHRISTOPHER JASON JO	\$ 53.25
TYLER JAMES DEVRIES	\$ 53.13
BRIANNA NICOLE VANDE	\$ 52.50
NATHAN LYNN NOAH	\$ 52.13
TRUGREEN	\$ 52.00
FRANTZ RONALD	\$ 50.72
WALMART - HOLLAND	\$ 50.60
SANCHEZ RACHEL	\$ 50.52
PARNIN DAVID	\$ 50.48
CITY OF HOLLAND	\$ 50.00
BRYAN HOLMES	\$ 50.00
BROTHERHOOD MUTUAL I	\$ 50.00
BURLINGTON COAT FACT	\$ 50.00
CHERYL VANDENBERG	\$ 50.00
AARON MICHAEL MORGAN	\$ 50.00
CHRISTOPHER LUCARELL	\$ 50.00
FLEX	\$ 50.00
DARIUS GERRIT AMERIN	\$ 50.00
DONAHUE LAW GROUP	\$ 50.00
GREGORY VARELA	\$ 50.00
CRAIG BOSMA	\$ 50.00
ENCOVA MUTUAL INSURA	\$ 50.00
DEPARTMENT OF ATTORN	\$ 50.00
DUROCHER DOCK & DRED	\$ 50.00
FRANKENMUTH MUTUAL I	\$ 50.00
FRANKENMUTH INSURANC	\$ 50.00
LITTLE CAESARS PIZZA	\$ 50.00
MACATAWA BAY MIDDLE	\$ 50.00
JACOB THOMAS TAYLOR	\$ 50.00
LYNN & DENNIS DAUGHE	\$ 50.00
MARIA RAYA	\$ 50.00
JAMES HINES	\$ 50.00
ROBIN MCRAE	\$ 50.00
NORMA WOLFE C/O JOSE	\$ 50.00
ROBERT FELDKAMP	\$ 50.00
MEIJER INC - C/O LUK	\$ 50.00
PAUL KLITZ	\$ 50.00
ROSA KOTECKI	\$ 50.00
MICHAEL S KARSTEN	\$ 50.00
SPORTYS	\$ 50.00
TOI BOWERS	\$ 50.00

Vendor	Total Amount
WILLIAM EHMANN	\$ 50.00
RENBERG MELANIE	\$ 49.98
KRISTEN TAYLOR CHAN	\$ 49.88
WOLBRINK LISA	\$ 49.69
ANGELA LYNN DYKGRAAF	\$ 49.25
LENORE DIANE COOK	\$ 48.75
JONATHAN DAVID WEDGE	\$ 48.38
TARA SUE KIEL	\$ 48.13
KRISTA LYN CORNELL	\$ 47.50
LISA JOY VOLKEMA	\$ 46.75
CHAU NEUNG	\$ 46.63
PHILLIP HESCHE	\$ 46.56
VICKI LYNNE PERRIN	\$ 46.25
ARINN KING	\$ 46.00
KATHERINE JOY GIBBS	\$ 46.00
ROLAND CLARENCE ASHB	\$ 46.00
TORI MICHELLE COLE	\$ 46.00
AMBER JEAN MORSE	\$ 45.75
SCHMID MATTHEW	\$ 45.56
SUSAN KAY VEGT	\$ 45.38
KERMEEN LEANNA	\$ 45.15
ALI HAIDER	\$ 45.00
JAMES WOLTZ	\$ 45.00
MICHELLE JOY VANEERD	\$ 45.00
TINA MARIE GREENFIEL	\$ 45.00
PLANTENGA'S CLEANERS	\$ 44.39
HANNAH RACHELLE KARE	\$ 44.25
DESTINEY IREANA	\$ 44.00
JUDITH LYNNE BOVEN	\$ 44.00
THOMAS CRAIG MILLER	\$ 43.75
TRACY ANN CROSS	\$ 43.13
JOANNA PEDRAZA	\$ 42.88
DEKKER AIMEE	\$ 42.68
KYLE BLAND DAMASKA	\$ 42.38
TROY DEAN BLYSTRA	\$ 42.13
CASEY MICHAEL DUBOIS	\$ 42.00
GARCIA JORGE	\$ 41.74
CHRISTIAN JOSHUA HOO	\$ 41.13
DE HAAN KATHARINE M	\$ 40.87
LAMER JULIE	\$ 40.60
BEEMER VALERIE	\$ 40.20
MESMAN TYLER	\$ 40.20
ANDREW CORWIN	\$ 40.00
DESTINEY GALLOP	\$ 40.00
UNITED FEDERAL CREDI	\$ 40.00

Vendor	Total Amount
JEWELL MALLORY	\$ 39.82
JOHN MORGAN THOMAS	\$ 39.75
TRANSCRIPTION OUTSOU	\$ 39.67
ZACHARY DANIEL GOLIN	\$ 39.25
EDUARD ANTHONY CURTI	\$ 39.13
ASHLEY RAMIREZ	\$ 39.00
DEBORAH LYNNE PLASTE	\$ 38.88
JULIANNA MARIA VETUL	\$ 38.75
JUDITH LYNN SMOES	\$ 38.50
SUSAN RAE BRENTANA	\$ 38.50
KONNIE JO THOMASSEN-	\$ 38.25
SCHUSTER AMBER	\$ 38.19
LOVE'S TRAVEL STOP	\$ 38.00
VANDIS ADAM	\$ 37.90
RACHEL JULIA MCFALL	\$ 37.63
MIKE SABATINO	\$ 37.50
BROWN BRITTNEY	\$ 37.25
THE CBD STORE	\$ 37.00
NATALIE KIM JORDAN	\$ 36.88
KARNES JOZLYN	\$ 36.38
ANDREW WALLACE VANHO	\$ 36.25
TYLER ALLEN JAMES VA	\$ 36.13
FAUGHT JESSICA	\$ 36.00
HAMPTON INN	\$ 36.00
DAVID JAMES MCGINLEY	\$ 36.00
JODY SCHAENDORF	\$ 36.00
BRADLEY EDWARD ZIMME	\$ 35.50
PARISE RHIANNON	\$ 35.48
MARY ANN MIKELSONS	\$ 35.38
HEADLEY KELLI	\$ 34.84
JENNIFER KATHRIN SHA	\$ 34.75
KIRSTEN LEIGH REICHE	\$ 34.50
POTTER LAUREN	\$ 34.17
ROBERTS CHAD	\$ 33.76
KURTIS KARL ZURBURG	\$ 33.75
KELLI ELISABETH MORA	\$ 33.63
KENNETH MARK ZORN	\$ 33.25
BASS AUSTIN	\$ 33.24
FAMILY FARE ALLENDAL	\$ 33.00
MARVIN JAY FERWERDA	\$ 32.88
GULETA TEUMA	\$ 32.83
TERRI JANINE GASAWAY	\$ 32.63
MADISON GRACE MENDHA	\$ 32.38
JOSHUA BRUCE BOYINK	\$ 32.00
SJAARDA DAWN	\$ 31.76

Vendor	Total Amount
JEFF KLEIN	\$ 30.89
MATTHEW LEE WOLTERS	\$ 30.88
LIGHTHOUSE TITLE	\$ 30.10
CIERLAK LAURA	\$ 30.00
BRAYDEN SKOGLER	\$ 30.00
EMILY MILES	\$ 30.00
FIFTH THIRD BANK	\$ 30.00
MCRAE ENTERPRISE LLC	\$ 30.00
MEEMIC INSURANCE COM	\$ 30.00
PERFERRED QUALITY SE	\$ 30.00
OLIVIA ANCIL ARENT	\$ 30.00
SHELL GAS STATION MA	\$ 30.00
ACHTERHOF EMILY	\$ 29.48
HOEGEN CANDICE	\$ 28.88
KOWALKOWSKI JESSICA	\$ 28.81
ARIZOLA ESTHER	\$ 28.48
WAITE LOREEN	\$ 28.41
TYLER SCOTT RUSCO	\$ 28.16
KAUER RAJVIR	\$ 27.93
ALYSSA MARIE HINTZ	\$ 27.75
GRONEVELT JOEL	\$ 26.80
ZEEDYK PETER	\$ 26.80
MIDDLETON AMY	\$ 25.93
TUBERGEN JAY	\$ 25.46
ASHLEIGH BLACKBURN	\$ 25.00
CHARLES VERBEEK	\$ 25.00
COMENITY ALLIANCE BA	\$ 25.00
CHRISTINA MARIE RUIZ	\$ 25.00
CINCINNATI INS. CO/R	\$ 25.00
ESMERALDA GROMALDA	\$ 25.00
GRACE SKINNER	\$ 25.00
ERIN ARMEY	\$ 25.00
ERIC SNOVER	\$ 25.00
HOLLAND TRANSPLANTER	\$ 25.00
ELIZABETH OLENICZAK	\$ 25.00
GRAND VALLEY STATE U	\$ 25.00
DICKS SPORTING GOODS	\$ 25.00
JOANNE HOEKSEMA	\$ 25.00
MDHHS	\$ 25.00
IMPACT FAB INC	\$ 25.00
JON JOACHIM	\$ 25.00
LIFE STREAM CHURCH	\$ 25.00
OCONNOR MCCAULEY	\$ 25.00
MOBIL - ADAMS	\$ 25.00
MOLLY SUE HOUGHTALIN	\$ 25.00

Vendor	Total Amount
PADNOS IRON & METAL	\$ 25.00
NOAH CONNER	\$ 25.00
NICCOLO MAIORCA	\$ 25.00
SPEEDWAY HOLLAND	\$ 25.00
SARAH DEWITT	\$ 25.00
STACEY DOWNS	\$ 25.00
SCOTT AND KRISTI JON	\$ 25.00
GORIS STEPHANIE	\$ 24.25
CHEMICAL BANK ATTN:	\$ 24.00
STEPHEN JUNIOR MATTI	\$ 23.16
RENA KATHRYN CURRY	\$ 23.13
ANGELA MARIE NEVE	\$ 23.00
PRISCILLA MARIE SNYD	\$ 23.00
COOK WENDI	\$ 22.52
MERRYMAN SHERRI	\$ 22.52
LINDA MARY POLZIN	\$ 22.25
WRIGHT TOWNSHIP	\$ 21.66
MCDONALD MORGAN	\$ 21.44
LAURA ANN BRADBURY	\$ 21.00
PARKSIDE STORE	\$ 20.84
SILVER LAKE PIT STOP	\$ 20.83
CHRISTOPHER MICHAEL	\$ 20.75
AUTO WEST	\$ 20.44
MADISON GRACE VANWIN	\$ 20.28
UGANSKI LISA	\$ 20.10
BETHANY STEADMAN	\$ 20.00
BRITTANY SKYE WALKER	\$ 20.00
HOMER SLABAUGH	\$ 20.00
HAMSTRA BUILDERS	\$ 20.00
KARLA MINGERINK	\$ 20.00
JULIE CAPLINGER	\$ 20.00
JUAN ANTHONY SOSA	\$ 20.00
NATHANIEL VOLKEMA	\$ 20.00
PATRICK OVERWAY	\$ 20.00
CARTER ARRISON MAMAG	\$ 19.89
ESSENTIAL TITLE AGEN	\$ 19.83
PIESKE STEPHANIE	\$ 19.70
PETERMAN EMMA	\$ 19.70
REENDERS ANDREA	\$ 19.43
REBECCA ANDERSON	\$ 19.00
WOLVERINE MUTUAL INS	\$ 19.00
TOVEY ROBERT	\$ 18.76
SHERMAN KRISTINA	\$ 18.76
BRITNEY ALEXIS SMIT	\$ 18.75
GREGORY WESLEY KEENA	\$ 18.63



Vendor	Total Amount
BLAIN'S FARM AND FLE	\$ 18.00
STEVEN LAWRENCE CRES	\$ 17.70
FIFTH THIRD BANK - R	\$ 17.00
MAILYN ROSE MILLER	\$ 16.25
RENKEMA TAVIA	\$ 16.08
LAURA KATHLEEN PRZYB	\$ 16.00
BUITENHUIS CHAD	\$ 15.88
LOUANN JUNE MANIFOLD	\$ 15.83
JULIANE KAY KNAP	\$ 15.83
BLANCA ESTELA GARZA	\$ 15.36
DARRELL JON VANDAM	\$ 15.00
HUNT LOUIS	\$ 15.00
LKQ CORPORATION	\$ 15.00
JIM & LAUREN BURNS	\$ 15.00
LAURIE WITTBRODT	\$ 15.00
LAKE SANDRA	\$ 15.00
STEVEN WAYNE ANDERSON	\$ 15.00
FINDLAY TIMOTHY	\$ 14.86
ANA ISABELA GONZALEZ	\$ 12.50
CLARE & MARSHA WEBER	\$ 12.50
DENNIS HAGUE	\$ 12.50
PARISH NIJEE-JEKEL M	\$ 12.50
BERENS GRACE	\$ 12.09
GABE THOMAS PERRON	\$ 12.01
NAHSHON JAMIL FIELDS	\$ 11.94
BROWN ADAM	\$ 11.65
KIMBERLY ANN OVERBY	\$ 11.07
BULTHUIS TONI	\$ 10.59
PATRICIA ROSE ADSIT	\$ 10.14
ERIN COLLINS	\$ 10.00
TERRI INGRAM	\$ 10.00
THOMAS SHIFLETT	\$ 10.00
WILLIAM BAILEY	\$ 10.00
SHANNON HAMMERLE	\$ 10.00
STUART PETER YANKEE	\$ 9.90
KILWAY-HYSELL KRISTI	\$ 9.85
TERPSTRA MADISON	\$ 9.85
WICHMAN COURTNEY	\$ 9.85
MICHAEL JOSEPH HATKO	\$ 9.59
LADEJA ARYHAN-UNIQUE	\$ 9.12
CHIDESTER AMY	\$ 8.71
ISRAEL ACKLIN	\$ 8.34
RITA MARIE FREEMAN	\$ 8.34
ZEELAND ATHLETIC BOO	\$ 8.33
CALVIN JAY BROWER	\$ 7.56

<b>Vendor</b>	<b>Total Amount</b>
KATRINA ZAMUDIO	\$ 7.56
CHERYL CROSS	\$ 7.50
CARLOS LOPEZ-GARCIA	\$ 7.17
ROSENDO LOPEZ-GARCIA	\$ 7.17
RAMIRO MOLINA ZAMUDI	\$ 7.17
JAEGER GEORGE	\$ 6.70
ROGER LEE WILSON	\$ 6.28
NAYELI ANAYI GARZA	\$ 6.00
JO-LIN SCHLEBEN	\$ 5.50
COURTNEY SIETSEMA	\$ 5.00
STATE OF MICHIGAN/BU	\$ 5.00
SEANA JOHNSON	\$ 5.00
OTTAWA COUNTY INSURA	\$ 4.17
TRUENORTH	\$ 4.17
VAN HYDRAULICS INC	\$ 2.50
REENDERS BLUEBERRIES	\$ 0.05
<b>Grand Total</b>	<b>\$ 12,789,928.13</b>

**\*Appendix A: JP Morgan Chase  
Purchasing Card Transactions: May**

Vendor	Total Amount
AMAZON MKTPLACE PMTS	\$ 18,287.68
PAYPAL	\$ 7,809.89
NATIONAL ASSOCIATION	\$ 3,570.00
LOOMLY	\$ 3,228.00
HILTON	\$ 3,021.34
PROBUILD NORTH LLC	\$ 2,990.00
CORNELL UNIVERSITY	\$ 2,730.00
RADISSON	\$ 2,412.15
LOWE'S HOME CENTERS	\$ 2,388.03
D AND S NORTH LLC	\$ 2,251.97
ODP BUSINESS SOLUTIO	\$ 2,249.69
WALMART STORES INC	\$ 1,985.16
DOHERTY HOTEL	\$ 1,734.00
INTUIT INC	\$ 1,560.54
SPRINKLER WAREHOUSE	\$ 1,547.40
TOMMY'S EXPRESS LLC	\$ 1,527.97
THE HOME DEPOT	\$ 1,502.05
LAKE MICHIGAN ANIMAL	\$ 1,463.76
GEMMENS INC	\$ 1,401.53
SQ	\$ 1,298.05
FARMERS CO-OP ELEVAT	\$ 1,255.63
PWD SYSTEMS LLC	\$ 1,094.25
MEIJER	\$ 1,088.54
BEST BARK & STONE LL	\$ 1,065.00
MICHIGAN COMMUNITY	\$ 1,050.00
HOLIDAY INNS	\$ 1,034.50
CDW GOVERNMENT INC	\$ 1,032.96
TOP QUALITY MFG INC	\$ 1,032.00
COCHRANE SUPPLY AND	\$ 1,022.63
GRAND TRAVERSE RESOR	\$ 1,014.00
BOB BARKER COMPANY	\$ 1,004.17
MICHIGAN JUDGES	\$ 1,000.00
WOODLAND COMMERCIAL	\$ 988.18
T REX ARMS INC	\$ 944.70
4IMPRINT INC	\$ 912.10
KOLBE CORP	\$ 880.00
MARRIOTT	\$ 879.66
AMERICAN AIRLINES	\$ 856.96
THE INN AT ST JOHNS	\$ 831.84
GANNETT NEWSRPRR CN	\$ 781.36
MICHIGAN, STATE OF	\$ 751.24

Vendor	Total Amount
WALMART.COM	\$ 720.00
VITALITY MEDICAL INC	\$ 709.37
EDUCATIONAL PRODUCTS	\$ 669.68
GFS MKTPLC	\$ 649.55
GOANIMATE.COM	\$ 649.00
CARLETON EQUIPMENT C	\$ 636.00
STAPLES INC	\$ 629.16
FAIRFIELD HOTELS	\$ 609.90
TRACTOR SUPPLY	\$ 607.73
GRAINGER INC	\$ 598.82
WOLTERS KLUWER HEALT	\$ 579.00
TREETOPS ACQUISITION	\$ 522.98
FACEBOOK	\$ 509.40
MACATAWA AREA EXPRES	\$ 500.00
MGH PSYCHIATRY ACADE	\$ 500.00
CANVAS INNOVATIONS L	\$ 499.73
EPIC SPORTS	\$ 495.79
VILLAGE INN PIZZA	\$ 490.53
SHI INTERNATIONAL	\$ 475.50
SONESTA HOTELS	\$ 474.00
COUNTRYSIDE GREENHOU	\$ 455.24
STICKER MULE	\$ 448.50
JUMERS HOTEL	\$ 445.48
REGENCY MIDWEST VENT	\$ 440.55
HOTEL INDIGO	\$ 429.00
ETNA DISTRIBUTORS LL	\$ 424.34
INTEGRITY BUSINESS	\$ 389.73
MACATAWA 201	\$ 377.16
GOTPRINT.COM	\$ 375.35
WENONAH PARK PROPERT	\$ 374.85
TONERBUZZ.COM	\$ 370.00
R2 DESIGNS	\$ 368.00
THE MANDT SYSTEM INC	\$ 366.00
SM3-CUSTOMPROMO	\$ 360.00
VITALE OF ZEELAND	\$ 354.00
GIVEBUTTER* THE EMBE	\$ 350.00
HB INDUSTRIES	\$ 347.80
MENARD INC	\$ 346.07
COURTYARD BY MARRIOT	\$ 342.32
TOWNSEND HOTEL	\$ 339.47
ADOBE SYSTEMS INC.	\$ 328.62
FIRE PROTECTION PROS	\$ 315.00
JANDA AUTO DETAILING	\$ 314.00
ACFE	\$ 304.00
BAYMONT INN & SUITES	\$ 299.70

Vendor	Total Amount
MANCINO'S OF HOLLAND	\$ 298.51
PREFERRED AUTOMOTIVE	\$ 298.00
GRAND RAPIDS CITY OF	\$ 292.00
WONDERLAND TIRE CO	\$ 284.46
FTP TODAY	\$ 275.00
VISTAPR*VISTAPRINT.C	\$ 270.98
AUTOMOTIVE SOLUTIONS	\$ 268.40
CLASH GRAPHICS	\$ 266.97
IFMA EVENT 2	\$ 251.10
CERTIFIED STAFFING S	\$ 250.00
FISH WINDOW CLEANING	\$ 248.00
PENGAD INC	\$ 241.21
SOUTHERN FOLGER	\$ 240.40
MPC INVESTMENT LLC	\$ 240.00
FORENSIC FLUIDS LABO	\$ 240.00
FLOWERS BY LEGACY	\$ 236.98
SP SHOPIFY * OCD	\$ 231.50
GENUINE PARTS COMPAN	\$ 221.23
GROUPS.IO	\$ 220.00
ROTARY MULTIFORMS	\$ 219.50
PRODRYERS	\$ 217.45
MARRIOTT INTL	\$ 215.19
WWW.NAMEBADGE.COM	\$ 212.94
HOLST ENTERPRISES IN	\$ 210.00
SHELTERED WINGS INC	\$ 206.99
BONE CLONES INC.	\$ 202.00
TRIGO BREAD COMPANY	\$ 201.26
UNIVERSITY OF DETROI	\$ 200.00
BOUNDTREE MEDICAL	\$ 194.99
LANSING SANITARY SUP	\$ 193.00
BROOKLYN BAGELS HENR	\$ 191.45
EVERGREEN RESORT	\$ 185.64
FORESTRY SUPPLIERS	\$ 180.70
PSI EXAM FEES	\$ 175.00
CRYSTAL ENTERPRISES	\$ 168.72
ULINE INC	\$ 167.73
CHECKR INC CHECKR.CO	\$ 155.48
VELO CITY CYCLES	\$ 154.04
PARKING EP/PS	\$ 150.00
REI*LNRISK DATA EOM	\$ 150.00
KENT EQUIPMENT INC	\$ 149.94
THINKIFIC.COM	\$ 149.00
REALTOR ASSOCIATION/	\$ 144.00
ADA.ORG	\$ 143.39
FEDEX	\$ 136.13

Vendor	Total Amount
HI-TONE CLEANERS	\$ 133.75
IN-SITU	\$ 132.00
YACHT BASIN CORPORAT	\$ 124.59
HP	\$ 121.66
MICROSOFT CORP	\$ 121.31
THE WEBSTAIRANT STOR	\$ 121.01
SUPPLYHOUSE.COM	\$ 120.00
CHOW HOUND #9	\$ 119.98
ALLENDALE TRUE VALU	\$ 119.37
SIGNS NOW HOLLAND	\$ 117.02
GENERAL MEDICAL DEVI	\$ 112.00
METRO INSTITUTE INC	\$ 110.00
NEHA	\$ 105.00
AUTUMN RIDGE STONE &	\$ 103.96
GRAND HAVEN PRIDE	\$ 103.00
TOUCH OF CLASS AUTO	\$ 99.75
BJW BERGHORST & SONS	\$ 99.58
DE BOER BAKKERIJ	\$ 92.12
VIP REPAIRS LLC	\$ 83.35
EASYKEYSCOM INC	\$ 78.10
NEWSPAPER SERVICES 2	\$ 78.00
THE ENERGY CONSERV	\$ 76.00
USGOVT PRINT OFC 32	\$ 75.00
RITE AID STORE 1472Q	\$ 74.94
WWW.PUTTSHACK.COM	\$ 70.95
ODC NETWORK	\$ 70.00
FAMILY FARE	\$ 65.64
MOBILEX USA	\$ 65.00
BEL USA LLC	\$ 63.80
ADVANCE STORES COMPA	\$ 62.49
ALDI 67025	\$ 61.33
THE WEEK JUNIOR	\$ 59.95
GRANDVILLE TRAILER	\$ 54.95
HOLLAND BOARD OF PUB	\$ 53.72
MANCINO'S OF GRAND H	\$ 53.03
RIVERS ACE - GH	\$ 51.52
ELLIS PARKING	\$ 51.00
KENT COUNTY AIRPORT	\$ 50.00
58TH DISTRICT COURT	\$ 48.61
DOLRTREE	\$ 47.23
GODADDY.COM	\$ 45.34
CARELINC HOME MEDICA	\$ 45.00
EVENTBRITE.COM ORG F	\$ 44.00
THE SHIPPING DEPART	\$ 42.48
TAYLOR & FRANCIS GRO	\$ 41.29

Vendor	Total Amount
KAAT'S WATER COND	\$ 39.20
DOMINO'S 1253	\$ 38.70
GORDON WATER SYSTEMS	\$ 38.44
WWW.THRIFTYSIGNS.COM	\$ 37.90
PINE REST CHRISTIAN	\$ 37.62
SPRING LAKE ACE HARD	\$ 35.36
AQUAFINE OF WEST MIC	\$ 35.00
FIVE BELOW 589	\$ 33.60
VANWIENEN HARDWARE I	\$ 33.54
BLUESKY APPS	\$ 27.99
RAVENNA LUMBER COMPA	\$ 26.96
GOV*ACCESSKENT	\$ 23.96
LITTLE CAESARS 3704-	\$ 23.66
DRI*ESIGNS	\$ 22.53
COMFORT CONTROL SUPP	\$ 21.17
MICHIGAN WEST COAST	\$ 20.00
MAILCHIMP	\$ 20.00
AMWAY GRAND PLAZA HO	\$ 20.00
READER S WORLD INC	\$ 19.95
THRIFT BOOKS GLOBAL	\$ 17.48
CERTIFIED MAIL ENVEL	\$ 16.82
ZOOM VIDEO COMMUNICA	\$ 15.99
365 MARKET K 888 432	\$ 13.45
APL* IPSTACK	\$ 12.99
RYCENGA BUILDING	\$ 12.59
DOLLAR-GENERAL #7493	\$ 10.00
I-PASS ONLINE #7031	\$ 9.60
LIBIB.COM	\$ 9.00
WALGREENS #3349	\$ 8.98
MCDONALD'S F30617	\$ 8.58
ERAC TOLL 564592624	\$ 6.95
LYFT *RIDE SUN 1PM	\$ 6.26
VEED.IO PRO	\$ 6.00
BORCULO FUEL SERVICE	\$ 5.79
PORT SHELDON PARTY S	\$ 5.50
NPDB NPDB-HIPDB.HRSA	\$ 5.00
3R&J CONSULTING	\$ 4.00
APPLE INC	\$ 2.11
ELAVON *SERVICE FEE	\$ 0.31
BEST BUY STORES LP	\$ (2.22)
SP FLIPPER DEVICES	\$ (10.14)
MICHAELS	\$ (20.15)
WWW.UI.COM	\$ (131.88)
FSP*MICHIGAN COUNCIL	\$ (190.00)
TRINIDAD RESORT & CL	\$ (383.80)

Vendor	Total Amount
NU CPS REGISTRATION	\$ (695.00)
<b>Grand Total</b>	<b>\$ 118,788.14</b>



# Action Request



**Committee:** Board of Commissioners

**Meeting Date:** 08/13/2024

**Requesting Department:** Fiscal Services

**Submitted By:** Karen Karasinski

**Agenda Item:** Quarterly Financial Status Report

## Suggested Motion:

To receive for information the detailed Financial Statements for the General Fund and Mental Health Fund, as well as a higher level summary for the Special Revenue Funds, through the end of the 3rd quarter of Fiscal Year 2024.

## Summary of Request:

The reports are distributed in department level detail for the year to date revenue and expenditure budgets and actual activity. The activity is summarized at the end of each report to reflect the total revenues, total expenditures, and fund balance.

## 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.

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: Finance and Administration Committee 8/8/2024



**Karen Karasinski**  
*Fiscal Services Director*

**Myra Ocasio**  
*Fiscal Services Assistant Director*

*Fiscal Services Department*  
12220 Fillmore Street  
West Olive, MI 49460

West Olive (616) 738-4847  
Fax (616) 738-4098  
e-mail: kkarasinski@miottawa.org  
mocasio@miottawa.org

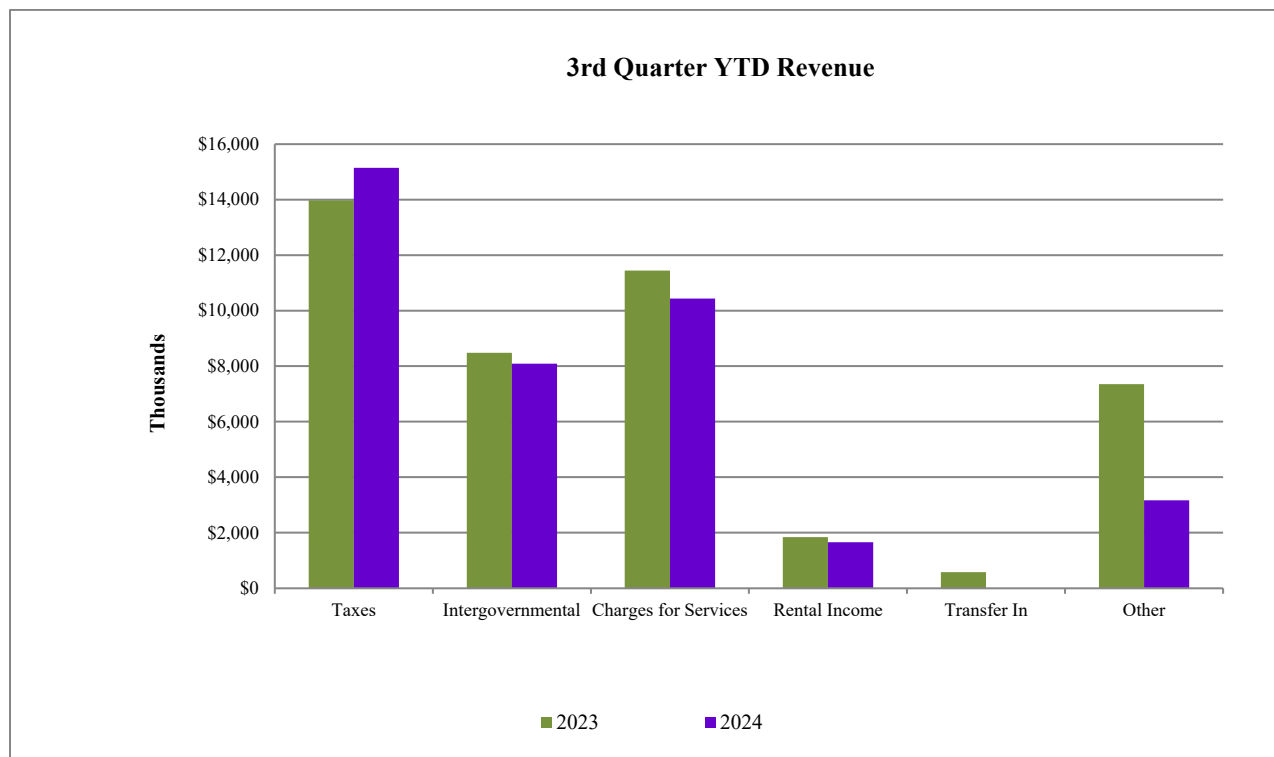
**TO:** Finance and Administration Committee  
**FROM:** Karen Karasinski, Fiscal Services Director  
**SUBJECT:** Quarterly Financial Status Report  
**DATE:** August 8, 2024

The third quarter of Fiscal Year 2024 financial statements for the General Fund and Mental Health Fund as well as a summary for the Special Revenue funds are presented for your review. The attached schedules provide a budget to actual comparison for these funds. This memorandum is an overview intended to highlight significant trends and activities as well as provide an opportunity to discuss variances and/or events outside of the normal course of business.

### General Fund 3rd Quarter 2024, Period Ending June 30, 2024

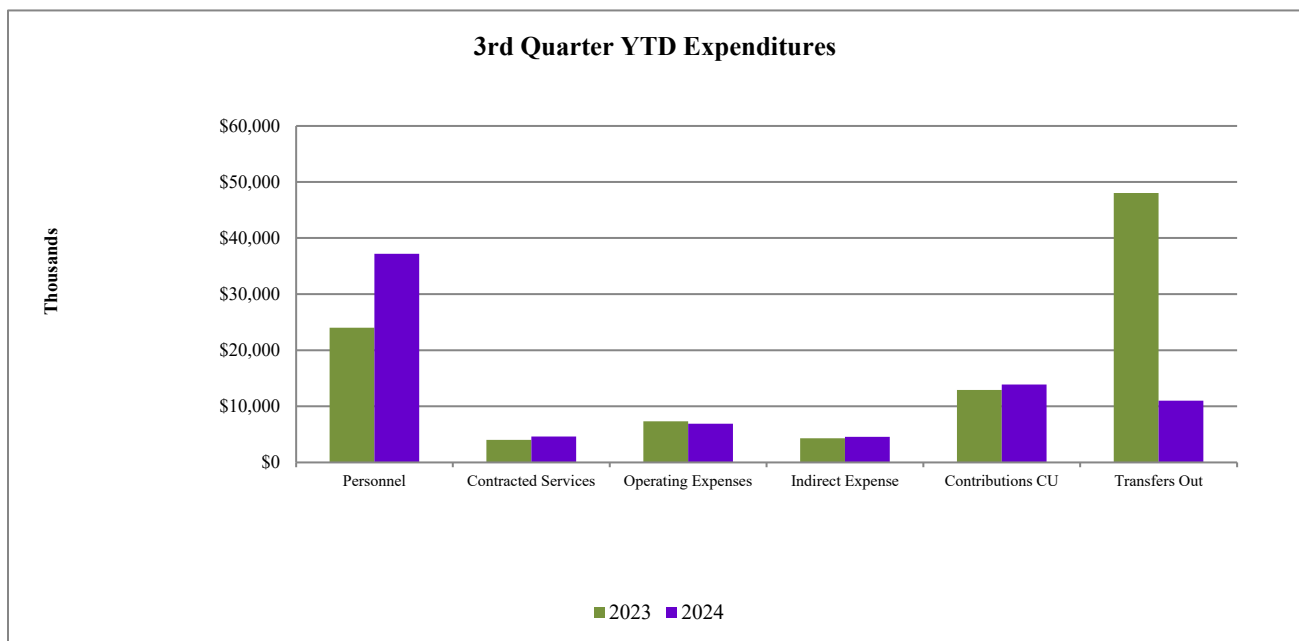
Period ending revenues and expenditures are on track with the budget for the General Fund.

#### REVENUE



- The tax revenue for the pass-thru levy for the Road Commission and Central Dispatch are billed in December, and generally received in December, January, and February. Property Taxes for County operating purposes are billed and generally received in July, August, and September. As of June 30<sup>th</sup>, the current trend is consistent with what we expect. Total amount received, as compared to budget, is consistent with the same quarter last fiscal year.
- Intergovernmental revenue is primarily comprised of the state share revenue and grant revenue. The County received an increase in the State Share revenue grant in FY24, along with several new state grants. The amount received to date aligns with anticipated revenue in the FY24 adopted budget.
- Charges for Services revenue is primarily comprised of Indirect Administrative Services, Real Estate Transfer Tax and Miscellaneous Court Costs as well as Civil Infractions. The Indirect Administrative Services is an allocation of the central service departments expenses to all the internal departments of the county that are serviced. This line will generate less revenue this year due to changes in the administrative allocation to departments as adopted in the budget.
- Rental Income represents the amounts charged to internal departments for the use of the facilities.
- Transfer In represents funds transferred to the General Fund from other funds.
- Other revenue is comprised of donations and reimbursements as well as fines and interest on investments. The increase over last year is due to higher returns on investments as compared to FY23.
- All other revenues are in line with budgeted projections.

## EXPENDITURE

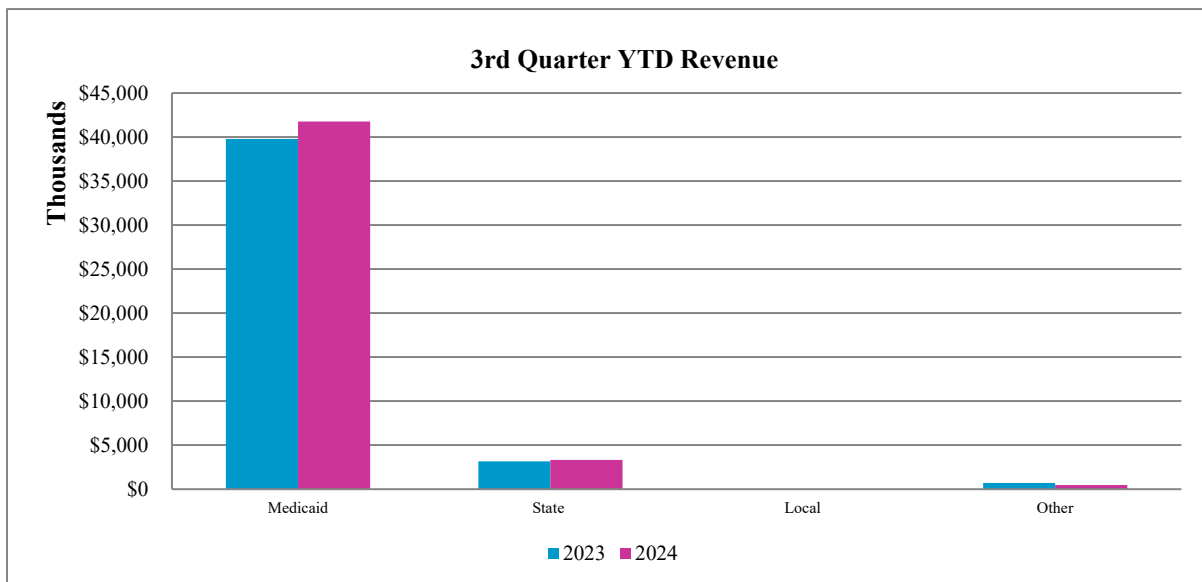


- The increase in personnel is a result of the continued impact of the use of American Rescue Plan Act funds (ARPA). Last year, personnel expenses were lower because ARPA Revenue Replacement funds were used to pay personnel expenses for the following services; Court, Prosecuting Attorney, Clerk and Public Safety.
- The significant decrease in Transfers Out is due to the budgetary savings from the use of ARPA funds from the previous year which were transferred to the Board Initiatives Fund for revenue replacement projects for the County.
- Overall, appropriations are within a reasonable and historical consistent range for this time of year.

## Mental Health Fund 3rd Quarter 2024, Period Ending June 30, 2024

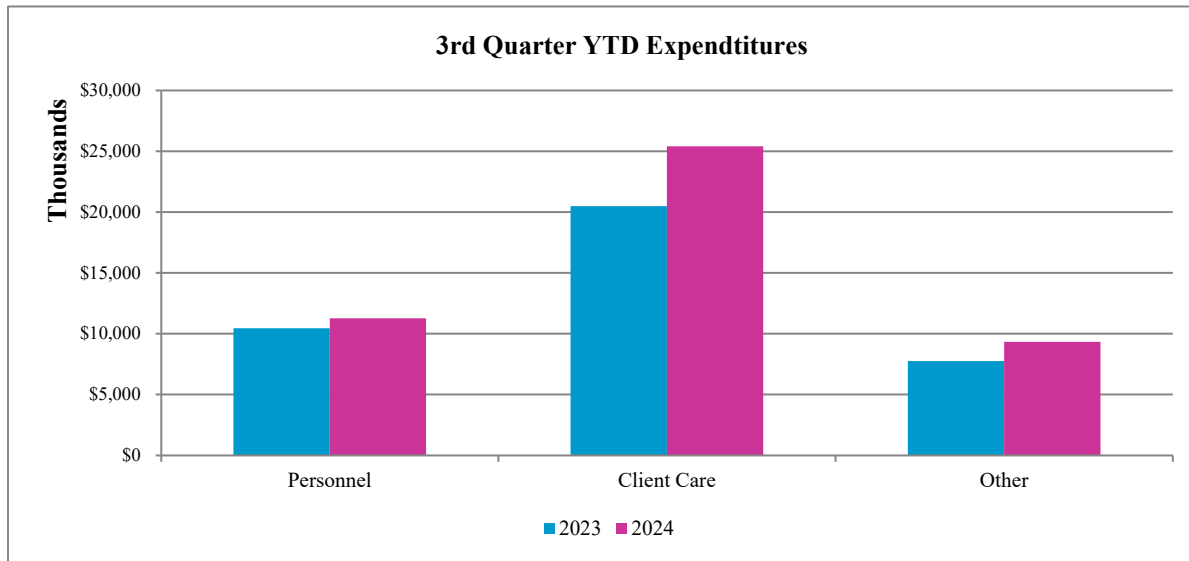
Mental Health revenues and expenditures are within budgeted projections through the second quarter.

### REVENUE



- We have received updated rates from the Lakeshore Regional Entity (LRE). The current projection of revenue falls within the budgetary estimates for FY24. No budget amendment will be required at this time due to this update.

## EXPENDITURES



- Personnel expenditures show an increase from 2023 to 2024 due to anticipated staffing salary and benefit increases. A significant portion of personnel provide direct care services.
- The increase in Client Care expenses over last year is due to multiple factors. Prior year billing from providers was slow due to a software conversion. Additionally, programs such as Autism Services increased rates by 3%.

**GENERAL FUND (101) - INTERIM STATEMENT OF REVENUES, EXPENDITURES AND  
CHANGES IN FUND BALANCE - BUDGET AND ACTUAL**

Fiscal Year 2024, 3rd Quarter ending June 30, 2024

(with comparative actual amounts for Fiscal Year 2023, 3rd Quarter ending June 30, 2023)

	2024				2023		
	Original Budget	Amended Budget	Actual 6/30/2024	% Difference from budget	Difference from budget	Actual 6/30/2023	Actual Audited
<b>Revenues:</b>							
Taxes	\$70,323,785	\$70,323,785	\$15,142,864	21.5%	(\$55,180,921)	\$13,972,631	\$65,180,497
Intergovernmental	14,485,837	14,697,453	8,088,509	55.0%	(6,608,944)	8,480,242	13,469,814
Charges for services	15,164,837	15,322,709	10,434,443	68.1%	(4,888,266)	11,445,904	15,484,619
Fines and forfeits	114,975	114,975	40,716	35.4%	(74,259)	59,468	129,742
Interest on investments	815,608	1,565,608	2,066,763	132.0%	501,155	(310,659)	1,518,559
Licenses and permits	366,300	366,300	229,844	62.7%	(136,456)	230,818	315,327
Rental income	2,707,809	2,707,809	1,657,762	61.2%	(1,050,047)	1,838,385	2,493,285
Other Revenue	621,921	916,573	829,129	90.5%	(87,444)	7,374,724	7,583,692
Transfers In	5,703,191	8,182,531	-	0.0%	(8,182,531)	580,749	5,140,937
<b>Total revenues</b>	<b>\$110,304,262</b>	<b>\$114,197,743</b>	<b>\$38,490,031</b>	<b>33.7%</b>	<b>(\$75,707,712)</b>	<b>\$43,672,262</b>	<b>\$111,316,475</b>
<b>Expenditures by Department:</b>							
Board of Commissioners	\$763,348	\$763,779	\$479,323	62.8%	\$284,456	\$493,400	\$695,213
Circuit Court	5,716,923	5,364,254	3,640,493	67.9%	1,723,762	3,923,218	5,302,791
Clerk/Register of Deeds	4,473,858	4,324,035	2,940,957	68.0%	1,383,078	2,565,107	3,509,176
Community Action Agency	32,500	32,500	14,750	45.4%	17,750	14,500	29,000
Corporate Counsel	561,770	569,870	366,051	64.2%	203,819	310,747	568,279
County Administrator	1,155,014	1,159,555	683,421	58.9%	476,134	1,094,028	1,332,243
Department of Strategic Impact	1,954,367	2,254,957	1,290,416	57.2%	964,542	1,264,824	1,564,216
District Court	8,914,885	8,985,482	6,265,215	69.7%	2,720,267	3,736,695	5,849,893
Diversity Equity and Inclusion	0	0	0		0	140,580	130,576
Equalization	1,864,985	2,072,815	1,378,440	66.5%	694,375	1,307,545	1,762,593
Facilities	6,732,190	6,799,170	3,536,714	52.0%	3,262,456	3,947,140	5,357,501
Fiscal Services	2,761,977	2,951,535	1,697,179	57.5%	1,254,356	1,448,083	2,050,062
Human Resources	1,592,212	1,603,675	1,064,874	66.4%	538,801	955,068	1,299,642
Innovation and Technology	629,025	638,645	415,702	65.1%	222,943	419,289	597,644
MSU Extension	421,118	423,899	308,812	72.9%	115,087	306,994	411,546
Non Departmental (Transfers, Insurance)	16,057,713	16,534,151	11,486,190	69.5%	5,047,962	48,543,856	58,118,808
Probate Court	1,169,958	1,111,562	738,153	66.4%	373,409	767,115	1,101,881
Prosecutor	6,046,437	6,187,327	4,063,773	65.7%	2,123,554	3,614,492	4,934,884
Public Defender	8,245	8,245	3,952	47.9%	4,293	3,774	3,774
Public Health	666,858	662,000	377,638	57.0%	284,362	382,175	610,603
Sheriff	31,420,330	31,713,049	21,401,533	67.5%	10,311,516	10,898,367	18,872,475
State Extension	140,613	140,613	99,034	70.4%	41,580	107,444	144,728
Treasurer	14,952,822	14,946,866	14,504,449	97.0%	442,417	13,549,230	13,925,925
Veteran Affairs	450,000	453,298	145,640	32.1%	307,658	0	0
Water Resources	1,363,354	1,622,713	1,210,382	74.6%	412,331	821,624	1,159,833
<b>Total General Fund Expenditures</b>	<b>\$109,850,501</b>	<b>\$111,323,996</b>	<b>\$78,113,091</b>	<b>70.2%</b>	<b>\$33,210,906</b>	<b>\$100,615,293</b>	<b>\$129,333,286</b>
Net change in fund balance	453,761	2,873,747	(39,623,060)		(42,496,807)	(56,943,032)	(18,016,812)
Fund balance, beginning of year	38,221,397	38,221,397	38,221,397		0	56,238,209	56,238,209
Fund balance, end of year	<b>\$38,675,158</b>	<b>\$41,095,144</b>	<b>-\$1,401,663</b>		<b>(\$42,496,807)</b>	<b>-\$704,823</b>	<b>\$38,221,397</b>

**MENTAL HEALTH (222) - INTERIM STATEMENT OF REVENUES, EXPENDITURES AND  
CHANGES IN FUND BALANCE - BUDGET AND ACTUAL**

Fiscal Year 2024, 3rd Quarter ending June, 2024

(with comparative actual amounts for Fiscal Year 2023, 3rd Quarter ending June 30, 2023)

	2024				Difference from budget	2023	
	Original Budget	Amended Budget	Actual 6/30/2024	Actual as a % of Budget		Actual 6/30/2023	Actual Audited
<b>Revenues:</b>							
Intergovernmental	\$61,351,445	\$63,563,239	\$45,992,050	72.4%	(\$17,571,189)	\$44,145,483	\$60,057,598
Charges for services	198,000	198,000	25,244	12.7%	(172,756)	43,471	\$58,957
Interest on investments	72,320	72,320	49,720	68.7%	(22,600)	236,168	\$165,293
Rental income	-	-	4,095	0.0%	4,095	4,095	\$5,460
Other Revenue	4,000	4,000	31,806	795.2%	27,806	35,690	\$57,074
Transfers In	588,823	588,823	352,439	59.9%	(236,384)	374,205	\$501,360
<b>Total revenues</b>	<b>\$62,214,588</b>	<b>\$64,426,382</b>	<b>\$46,455,354</b>	<b>72.1%</b>	<b>(\$17,971,028)</b>	<b>\$44,839,111</b>	<b>\$60,845,741</b>
<b>Expenditures:</b>							
Salaries	\$10,770,709	\$10,935,284	\$7,180,234	65.7%	\$3,755,050	\$6,517,960	\$8,951,316
Fringe Benefits	5,912,238	6,140,110	4,089,519	66.6%	2,050,591	3,935,921	\$5,122,907
Supplies	214,401	290,333	111,826	38.5%	178,507	134,430	\$186,909
Contracted Services	42,238,916	43,798,124	32,504,109	74.2%	11,294,015	26,135,542	\$43,918,950
Operating Expenses	697,559	863,445	536,259	62.1%	327,186	555,168	\$735,487
Maintenance & Repair	38,550	38,550	11,517	29.9%	27,033	21,293	\$31,780
Utilities	167,041	172,262	98,024	56.9%	74,238	99,990	\$133,045
Insurance	492,430	505,530	368,502	72.9%	137,028	297,046	\$446,800
Indirect Expenses	1,460,984	1,460,984	1,095,737	75.0%	365,248	987,645	\$1,316,860
Capital Outlay	-	-	-	N/A	0	-	\$5,746
Transfers Out	-	-	-			-	-
<b>Total Expenditures</b>	<b>\$61,992,828</b>	<b>\$64,204,622</b>	<b>\$45,995,726</b>	<b>71.6%</b>	<b>\$18,208,896</b>	<b>\$38,684,996</b>	<b>\$60,849,799</b>
Net change in fund balance	221,760	221,760	459,628		237,868	6,154,115	(4,059)
Fund balance, beginning of year	266,476	266,476	266,476		-	270,535	270,535
Fund balance, end of year	<u>\$488,236</u>	<u>\$488,236</u>	<u>\$726,105</u>		<u>\$237,868</u>	<u>\$6,424,650</u>	<u>\$266,476</u>

**COUNTY OF OTTAWA  
Fiscal 2024**

	Original Revenue Budget	Adjusted Revenue Budget	Revenue Actual	% of budget	Original Expenditure Budget	Adjusted Expenditure Budget	Expenditure Actual	% of budget	Budgeted Fund Balance (Use)	Current Fund Balance (Use)
<b>Special Revenue Funds</b>										
American Rescue Plan Act	-	-	-	#DIV/0!	-	3,750,000	-	0%	(3,750,000)	-
Child Care	7,983,202	8,132,436	3,697,373	45.5%	8,433,321	9,222,581	5,554,342	60%	(1,090,145)	(1,856,970)
Concealed Pistol License	173,441	173,441	141,582	82%	96,098	100,868	75,331	75%	72,573	66,251
Crime Victim Assistance Fund	-	-	26,940	#DIV/0!	-	21,502	62	0%	(21,502)	26,878
Department of Health & Human Services	61,640	61,640	46,230	75%	61,640	61,640	42,025	68%	-	4,205
Early Voting	-	488,685	392,778	80%	-	485,696	269,052	55%	2,989	123,727
Farmland Preservation	1,685,250	4,034,769	601,484	15%	1,685,027	4,034,546	578,423	14%	223	23,061
Federal Forfeiture	121	121	283	0%	-	-	-	#DIV/0!	121	283
Friend of the Court	5,812,010	6,525,341	4,134,580	63%	5,812,010	6,516,813	4,624,142	71%	8,528	(489,562)
General Fund Board Initiatives	-	-	-	0%	5,000,000	9,610,935	2,274,166	24%	(9,610,935)	(2,274,166)
General Fund Cell Towers	243,272	243,272	158,147	65%	111,658	111,658	4,239	4%	131,614	153,908
General Fund DB/DC	4,640,843	4,640,843	-	0%	4,142,926	4,142,926	-	0%	497,917	-
General Fund Infrastructure	7,522	7,522	17,503	233%	125,000	125,000	125,000	100%	(117,478)	(107,497)
General Fund Solid Waste Clean-Up	22,929	22,929	57,476	251%	355,000	762,800	-	0%	(739,871)	57,476
General Fund Stabilization	-	-	-	-	-	-	-	-	-	-
Homestead Property Tax	9,232	9,232	39,787	431%	1,815	1,815	771	42%	7,417	39,016
Landfill Tipping Fees	926,191	1,343,991	558,487	42%	1,409,165	1,443,638	682,627	47%	(99,647)	(124,140)
Mental Health Millage & Grants	8,231,946	8,434,651	6,138,236	73%	9,239,584	9,442,289	5,903,728	63%	(1,007,638)	234,508
Opioid Settlement	171,990	171,990	613,922	357%	171,990	171,990	-	0%	-	613,922
Other Governmental Grants	5,344,638	6,433,436	1,767,605	27%	5,344,638	6,433,436	2,609,738	41%	-	(842,133)
Parks & Recreation	6,425,949	6,691,665	6,209,700	93%	6,019,154	6,352,796	4,011,179	63%	338,868	2,198,522
Public Defender's Fund	5,157,118	5,162,058	3,953,163	77%	5,157,118	5,162,058	3,433,072	67%	-	520,091
Public Health	12,932,910	13,511,683	9,280,325	69%	14,397,715	16,675,133	9,769,708	59%	(3,163,450)	(489,383)
Register of Deeds Technology	188,782	188,782	145,106	77%	276,494	277,136	252,569	91%	(88,354)	(107,464)
Sheriffs Contracts	11,519,861	11,570,257	8,525,107	74%	10,906,063	11,121,567	7,792,215	70%	448,689	732,891
<b>Debt Service Funds</b>	6,807,014	6,807,014	4,778,947	70%	6,807,014	6,807,014	6,806,954	100%	-	(2,028,007)
<b>Capital Projects Funds</b>	9,670,341	30,023,200	3,333,680	11%	6,802,885	39,111,836	4,528,780	12%	(9,088,635)	(1,195,100)
<b>Building Authority Capital Projects</b>	-	2,000,000	241,990	12%	-	12,083,630	7,204,454	0%	(10,083,630)	(6,962,464)



# Action Request



<b>Committee:</b>	Board of Commissioners
<b>Meeting Date:</b>	08/13/2024
<b>Requesting Department:</b>	Fiscal Services
<b>Submitted By:</b>	Karen Karasinski
<b>Agenda Item:</b>	Setting of Public Hearing on the 2025 Ottawa County Budget

**Suggested Motion:**

To set a public hearing on the 2025 Ottawa County budget for Tuesday, September 10, 2024 to be held in the Ottawa County Board Room, 12220 Fillmore Street, West Olive, at 9:00 a.m.

**Summary of Request:**

The Uniform Budgeting and Accounting Act requires a public hearing before the adoption of the budget with specific advertising and notice requirements. The act requires a copy of the budget to be available in the Clerk's Office for the public viewing. Additionally, the same information will be available on the county website.

**Remaining Budget Timeline:**

- August 8 - Proposed Budget Presented to Finance & Administration Committee
- August 9-27 - Board of Commissioner's Worksessions as Needed to Review Budget
- September 10 - Public Hearing
- September 17 - Special Finance Committee to Recommend Budget to Board of Commissioners
- September 24 - Budget Adoption
- October 1 - Start of New Fiscal Year

**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.
- 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: Finance and Administration Committee 8/13/2024



Ottawa County®

RECOMMENDED BUDGET

FISCAL YEAR 2025

8/8/2024

**County of Ottawa  
Recommended Budget  
Fiscal Year 2025  
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Fund	Sources		Appropriated Expenses
	Revenues	Reserves	
General Fund	\$ 119,159,321	\$ 2,246,987	\$ 121,406,308
Special Revenue Funds	\$ 150,114,774	\$ 628,454	\$ 150,743,228
Debt Service Funds	\$ 6,307,495	\$ -	\$ 6,307,495
Capital Projects Funds	\$ 5,314,701	\$ 461,932	\$ 5,776,633
<b>Total</b>	<b>\$ 280,896,291</b>	<b>\$ 3,337,373</b>	<b>\$ 284,233,664</b>

<b>General Fund Use of Reserves</b>	2,246,987
Planned Use of Fund Balance	1,246,987
Department Underspend	1,000,000

# Fund Descriptions

## **General Fund (101)**

The General Fund is the chief operating fund of the county. It is used to account for all revenues and expenditures applicable to general operations of the County except for those required or determined to be more appropriately accounted for in another fund. Revenues are derived primarily from property tax, intergovernmental revenues, and charges for services.

## **American Rescue Plan Act (286)**

This fund was established as a result of the American Rescue Plan Act of 2021 which provided support in response to and recovery from the COVID-19 pandemic.

## **Board Initiatives Fund\* (106)**

This fund was established to account for the projects that were funded by the budgetary savings resulting from the use of American Rescue Plan Act (ARPA) funds. By resolution of the board these funds were committed for board identified projects.

## **Building Authority Construction Project Fund (469)**

The sole purpose of this fund is to finance and construct the County's public buildings.

## **Capital Improvement (401, 408)**

This fund is used to account for financial resources used for the acquisition or construction of capital facilities. These include land, improvements to land, building and building improvement, equipment, and infrastructure.

## **Cell Towers Fund\* (103)**

This fund is used to account for the county's cell tower activities. By resolution of the board rent in excess of expenses is committed to technological improvements.

## **Child Care Fund (292)**

This fund is used to account for foster childcare in the County. This encompasses the Ottawa County Detention Center, which is a facility that houses juveniles on a short-term basis. The primary funding comes from the State and County appropriation which is used to aid children who require placement outside of their home.

## **Concealed Pistol License (263)**

This fund is used to account for the deposit of fees and expense of costs of administering concealed pistol licenses under Public Act 3 of 2015.

## **Crime Victim Assistance Fund\* (108)**

This fund is used to account for the assistance provided to victims of crimes that occur in the County. This initiative was funded through budgetary savings as a result of the American Rescue Plan Act (ARPA).

**DB/DC Fund\* (105)**

This fund is used to account for the .3 property tax operating mills the Board of Commissioners committed to manage the unfunded liability for the Municipal Employees Defined Benefit Retirement Plan.

**Debt Service Fund (301)**

This fund is used to account for the accumulation of resources for payment of principal and interest on bonds issued to finance building projects for the County of Ottawa.

**Department of Health and Human Services (290)**

This fund is used to account for monies from State and local funding sources to assist with the welfare programs which offer aid to disadvantaged individuals of Ottawa County. This fund is required by 1939 Public Act 280, MCL 400.73a.

**Early Voting (257)**

This fund is used to account for the operations of the Early Voting grant provided by the Michigan Department of State – Bureau of Elections in response to the early voting initiative mandated by the state.

**Farmland Preservation (234)**

This fund is used to account for cash purchases and/or installment purchases of development rights voluntarily offered by landowners. Once purchased, an agricultural conservation easement is placed on the proper which restricts future development.

**Federal Forfeiture (262)**

This fund was established under Public Act 20 of 1943 to account for deposit of fees and expenses of costs for those local units participating in the Justice Department Equitable Sharing Program.

**Friend of the Court (215)**

This fund accounts for operations of the Friend of the Court including the Co-Op Reimbursement Grant, the Medical Support Enforcement Grant, and the 3% Friend of the Court incentive payments established under Act 297 of 1982, Section 2530.

**Health Fund (221)**

This fund is used to account for the operations of a health department. The fund's primary revenue is transfers in from the General Fund, state and federal grants appropriations from other participating counties, charges for services, gifts, grants, bequests or other contributions restricted for health functions by the donor. The fund is required by the Public Health Code 1978 Public Act 368, MCL 333.2413.

### **Homestead Property Tax (255)**

This fund was established as a result of the passage of Public Act 105 of 2003 which provides for the denial of homestead status by local governments, counties, and/or the State of Michigan. The County's share of interest on tax revenue collected under this statute is to be used solely for the administration of this program, and any unused funds remaining after a period of three years may be transferred to the County's general fund (MCL 211.7cc, as amended).

### **Infrastructure Fund\* (107)**

Initially this fund was established by the County Board to provide financial assistance to local units of government for water, sewer, road, and bridge projects that are especially unique, non-routine, and out-of-the ordinary. After that activity has ceased, and the County Board has approved the remaining balance to be used to pay debt service for the General Obligation Bonds for the Holland & Grand Haven Courthouses.

### **Landfill Tipping Fees (228)**

This fund was established to account for the County's share of the tipping fee surcharge of the Ottawa County Farms landfill starting in 1991 in accordance with an agreement between Ottawa County, Sunset Waste Systems, Inc. and Polkton Township. The monies are to be used for implementation of the Solid Waste Management Plan.

### **Mental Health Fund (222)**

This fund is used to account for monies to provide mental health services within the County. Monies are provided by Federal, State, and County appropriations, contributions, and charges for services.

### **Mental Health Millage and Grants (223)**

This fund is used to account for a 10 year special millage approved by the voters for the purpose of providing a fund to supplement (but not supplant) Michigan Medicaid funding, Michigan general fund dollars, and Ottawa County general fund dollars and to support additional programming and services for Ottawa County residents who are clients of the Ottawa County Community Mental Health Agency who receive programming and services therefrom pursuant to the terms of the Michigan Mental Health Code, Act 258 of the Public Acts of 1974, as amended.

### **Opioid Settlement Fund (284)**

This fund is used to account for activities related to the opioid settlement which refers to the offers from opioid manufacturers, distributors, and pharmacies to settle various lawsuits against their companies.

### **Other Governmental Grants (218)**

This fund is used to account for various grants, including judicial, public safety and Community Action Agency grants.

### **Ottawa County (OC) Building Authority Debt Service Fund (369)**

This fund is used to account for the accumulation of resources for payment of principal and interest on bonds issued to finance building projects specific to the Ottawa County Building Authority.

### **Parks & Recreation (208)**

This fund is used to account for the development, maintenance, and operation of the Ottawa County Parks. Funding is provided from Federal and State grants, and charges for services throughout the Parks such as entrance fees and rental fees. A Millage of .33 mills was re-approved by the County electorate during 2016 for ten years and expires in 2026.

### **Public Defender (260)**

This fund is used to account for earmarked state grant revenue and mandated local share contributions to provide indigent defendants in criminal cases with effective assistance of counsel in accordance with the Michigan Indigent Defense Commission Act, created by Public Act 93 of 2013.

### **Register of Deeds Automation (256)**

This fund is used to account for funds set aside under provisions of 2002 Public Act 698, MCL 600.2567 to MCL 600.2568 to account for newly authorized additional recording fees effective March 31, 2013. The fund was created for upgrading technology in the county register of deeds office under the Revised Judicature Act, MCL 600.101 et seq.

### **Sheriff Grants & Contracts (266)**

This fund is used to account for revenue set aside for law enforcement as a result of the county contracting with other local units and schools to provide law enforcement assistance. Revenue for this fund is provided by contractual payments from local units to the county and restricted state or federal grants for law enforcement.

### **Solid Waste Clean-Up\*(104)**

This fund was established to account for the clean-up and on-going costs of the Southwest Ottawa Landfill. The revenue received in this fund is a result of the settlement of a claim.

### **Stabilization Fund\* (102)**

This fund was established to assure the continued solid financial condition of the County in case of an emergency.

\*These funds are considered sub-funds of the General Fund. For budget purposes they are reported as Special Revenue Funds. However, for the purposes of the Annual Comprehensive Financial Report they are reported as sub-funds of the General Fund since they fail to meet the Governmental Accounting Standards Board definition as described in Standards & Guidance Pronouncements Summary Statement No. 54.



**County of Ottawa**  
**Summary of Department Revenue by Fund**

	FY23 ACTUALS	FY24 ADOPTED BUDGET	FY24 REVISED BUDGET	FY25 PROPOSED BUDGET		
	FY2023	FY2024	FY2024	FY2025	Amt Change	PCT Change
<b>Revenues</b>						
11 BOARD OF COMMISSIONERS						
101 - GENERAL FUND	\$435	-	-	\$0	\$0	-
102 - STABILIZATION FUND	-	-	-	\$0	\$0	-
104 - SOLID WASTE CLEAN UP FUND	\$66,167	\$22,929	\$22,929	\$70,329	\$47,400	207%
105 - DB/DC CONVERSION	\$4,417,584	\$4,640,843	\$4,640,843	\$5,055,725	\$414,882	9%
106 - BOARD INITIATIVES FUND	\$41,534,074	-	-	\$0	\$0	-
107 - INFRASTRUCTURE FUND	\$20,481	\$7,522	\$7,522	\$21,769	\$14,247	189%
<b>11 BOARD OF COMMISSIONERS TOTAL</b>	<b>\$46,038,741</b>	<b>\$4,671,294</b>	<b>\$4,671,294</b>	<b>\$5,147,823</b>	<b>\$476,529</b>	<b>10%</b>
12 COUNTY ADMINISTRATOR						
101 - GENERAL FUND	\$34,187	-	-	\$0	\$0	-
228 - LANDFILL TIPPING FEES FUND	\$433,392	\$364,811	\$772,611	\$681,384	\$316,573	87%
<b>12 COUNTY ADMINISTRATOR TOTAL</b>	<b>\$467,578</b>	<b>\$364,811</b>	<b>\$772,611</b>	<b>\$681,384</b>	<b>\$316,573</b>	<b>87%</b>
13 FISCAL SERVICES						
101 - GENERAL FUND	\$6,798,564	\$6,049,708	\$6,322,807	\$8,003,544	\$1,953,836	32%
221 - HEALTH FUND	-	-	-	\$0	\$0	-
222 - MENTAL HEALTH FUND	-	-	-	\$0	\$0	-
<b>13 FISCAL SERVICES TOTAL</b>	<b>\$6,798,564</b>	<b>\$6,049,708</b>	<b>\$6,322,807</b>	<b>\$8,003,544</b>	<b>\$1,953,836</b>	<b>32%</b>
14 CLERK REG OF DEEDS						
101 - GENERAL FUND	\$4,019,997	\$4,264,280	\$4,462,235	\$3,615,019	-\$649,260	-15%
215 - FRIEND OF THE COURT FUND	-	-	-	\$0	\$0	-
256 - REG OF DEEDS AUTOMATION FUND	\$197,582	\$188,782	\$188,782	\$172,915	-\$15,867	-8%
257 - EARLY VOTING FUND	-	-	\$488,685	\$184,247	\$184,247	-
263 - CONCEALED PISTOL LICENSE FUND	\$167,942	\$173,441	\$173,441	\$180,104	\$6,663	4%
<b>14 CLERK REG OF DEEDS TOTAL</b>	<b>\$4,385,521</b>	<b>\$4,626,503</b>	<b>\$5,313,144</b>	<b>\$4,152,285</b>	<b>-\$474,218</b>	<b>-10%</b>
15 INNOVATION AND TECHNOLOGY						
101 - GENERAL FUND	\$87,137	\$91,000	\$91,000	\$74,000	-\$17,000	-19%
221 - HEALTH FUND	-	-	-	\$1,543	\$1,543	-
<b>15 INNOVATION AND TECHNOLOGY TOTAL</b>	<b>\$87,137</b>	<b>\$91,000</b>	<b>\$91,000</b>	<b>\$75,543</b>	<b>-\$15,457</b>	<b>-17%</b>
16 TREASURER						
101 - GENERAL FUND	\$83,261,417	\$81,239,590	\$81,989,590	\$88,078,281	\$6,838,691	8%
255 - HOMESTEAD PROPERTY TAX FUND	\$9,991	\$9,232	\$9,232	\$9,720	\$488	5%
<b>16 TREASURER TOTAL</b>	<b>\$83,271,408</b>	<b>\$81,248,822</b>	<b>\$81,998,822</b>	<b>\$88,088,001</b>	<b>\$6,839,179</b>	<b>8%</b>

**County of Ottawa**  
**Summary of Department Revenue by Fund**

	FY23 ACTUALS	FY24 ADOPTED BUDGET	FY24 REVISED BUDGET	FY25 PROPOSED BUDGET		
	FY2023	FY2024	FY2024	FY2025	Amt Change	PCT Change
17 EQUALIZATION						
101 - GENERAL FUND	\$459,897	\$488,330	\$654,730	\$1,013,750	\$525,420	108%
<b>17 EQUALIZATION TOTAL</b>	<b>\$459,897</b>	<b>\$488,330</b>	<b>\$654,730</b>	<b>\$1,013,750</b>	<b>\$525,420</b>	<b>108%</b>
18 FACILITIES						
101 - GENERAL FUND	\$2,241,894	\$2,558,216	\$2,558,216	\$2,842,286	\$284,070	11%
<b>18 FACILITIES TOTAL</b>	<b>\$2,241,894</b>	<b>\$2,558,216</b>	<b>\$2,558,216</b>	<b>\$2,842,286</b>	<b>\$284,070</b>	<b>11%</b>
19 CORPORATE COUNSEL						
101 - GENERAL FUND	\$3,754	-	-	\$0	\$0	-
<b>19 CORPORATE COUNSEL TOTAL</b>	<b>\$3,754</b>	<b>-</b>	<b>-</b>	<b>\$0</b>	<b>\$0</b>	<b>-</b>
20 HUMAN RESOURCES						
101 - GENERAL FUND	\$509	-	-	\$0	\$0	-
<b>20 HUMAN RESOURCES TOTAL</b>	<b>\$509</b>	<b>-</b>	<b>-</b>	<b>\$0</b>	<b>\$0</b>	<b>-</b>
21 DIVERSITY EQUITY AND INCLUSION						
101 - GENERAL FUND	\$13,078	-	-	-	\$0	-
<b>21 DIVERSITY EQUITY AND INCLUSION TOTAL</b>	<b>\$13,078</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>\$0</b>	<b>-</b>
22 CIRCUIT COURT						
101 - GENERAL FUND	\$737,064	\$791,934	\$783,406	\$606,084	-\$185,850	-23%
215 - FRIEND OF THE COURT FUND	\$5,718,902	\$5,812,010	\$6,525,341	\$7,115,524	\$1,303,514	22%
218 - OTHER GOVERNMENTAL GRANTS FUND	\$619,802	\$1,304,039	\$1,330,218	\$1,327,555	\$23,516	2%
292 - CHILD CARE FUND	\$7751,511	\$7,983,202	\$8,132,436	\$9,684,861	\$1,701,659	21%
<b>22 CIRCUIT COURT TOTAL</b>	<b>\$14,827,279</b>	<b>\$15,891,185</b>	<b>\$16,771,401</b>	<b>\$18,734,024</b>	<b>\$2,842,839</b>	<b>18%</b>
23 DISTRICT COURT						
101 - GENERAL FUND	\$3,033,664	\$3,550,939	\$3,546,783	\$3,487,792	-\$63,147	-2%
218 - OTHER GOVERNMENTAL GRANTS FUND	\$354,595	\$373,243	\$425,668	\$420,383	\$47,140	13%
<b>23 DISTRICT COURT TOTAL</b>	<b>\$3,388,259</b>	<b>\$3,924,182</b>	<b>\$3,972,451</b>	<b>\$3,908,175</b>	<b>-\$16,007</b>	<b>0%</b>
24 PROBATE COURT						
101 - GENERAL FUND	\$234,903	\$220,100	\$220,100	\$237,100	\$17,000	8%
<b>24 PROBATE COURT TOTAL</b>	<b>\$234,903</b>	<b>\$220,100</b>	<b>\$220,100</b>	<b>\$237,100</b>	<b>\$17,000</b>	<b>8%</b>
25 PROSECUTOR						
101 - GENERAL FUND	\$395,090	\$389,176	\$389,176	\$379,662	-\$9,514	-2%
108 - CRIME VICTIM ASSISTANCE FUND	\$1,031,824	-	-	\$23,511	\$23,511	-
<b>25 PROSECUTOR TOTAL</b>	<b>\$1,426,915</b>	<b>\$389,176</b>	<b>\$389,176</b>	<b>\$403,173</b>	<b>\$13,997</b>	<b>4%</b>
26 PUBLIC DEFENDER						
101 - GENERAL FUND	-	-	-	\$0	\$0	-
260 - PUBLIC DEFENDERS OFFICE FUND	\$4,383,924	\$5,157,118	\$5,162,058	\$6,572,254	\$1,415,136	27%
<b>26 PUBLIC DEFENDER TOTAL</b>	<b>\$4,383,924</b>	<b>\$5,157,118</b>	<b>\$5,162,058</b>	<b>\$6,572,254</b>	<b>\$1,415,136</b>	<b>27%</b>

**County of Ottawa**  
**Summary of Department Revenue by Fund**

	FY23 ACTUALS	FY24 ADOPTED BUDGET	FY24 REVISED BUDGET	FY25 PROPOSED BUDGET		
	FY2023	FY2024	FY2024	FY2025	Amt Change	PCT Change
27 SHERIFF						
101 - GENERAL FUND	\$2,385,398	\$2,390,238	\$2,427,403	\$2,372,516	-\$17,722	-1%
215 - FRIEND OF THE COURT FUND	-	-	-	\$0	\$0	-
218 - OTHER GOVERNMENTAL GRANTS FUND	\$189,570	\$201,949	\$261,596	\$248,230	\$46,282	23%
262 - FEDERAL FORFEITURE FUND	\$1,774	\$121	\$121	\$270	\$149	123%
266 - SHERIFF CONTRACTS FUND	\$10,039,072	\$11,519,861	\$11,570,257	\$11,993,053	\$473,192	4%
<b>27 SHERIFF TOTAL</b>	<b>\$12,615,814</b>	<b>\$14,112,168</b>	<b>\$14,259,376</b>	<b>\$14,614,069</b>	<b>\$501,901</b>	<b>4%</b>
28 WATER RESOURCES						
101 - GENERAL FUND	\$104,917	\$146,200	\$146,200	\$147,400	\$1,200	1%
<b>28 WATER RESOURCES TOTAL</b>	<b>\$104,917</b>	<b>\$146,200</b>	<b>\$146,200</b>	<b>\$147,400</b>	<b>\$1,200</b>	<b>1%</b>
29 PUBLIC HEALTH						
101 - GENERAL FUND	\$66,419	\$65,000	\$65,000	\$66,080	\$1,080	2%
221 - HEALTH FUND	\$16,479,523	\$12,932,910	\$13,501,609	\$16,429,680	\$3,496,770	27%
228 - LANDFILL TIPPING FEES FUND	\$624,260	\$561,380	\$571,380	\$602,163	\$40,783	7%
<b>29 PUBLIC HEALTH TOTAL</b>	<b>\$17,170,203</b>	<b>\$13,559,290</b>	<b>\$14,137,989</b>	<b>\$17,097,923</b>	<b>\$3,538,633</b>	<b>26%</b>
30 COMMUNITY MENTAL HEALTH						
222 - MENTAL HEALTH FUND	\$60,845,741	\$62,214,588	\$64,426,382	\$67,279,130	\$5,064,542	8%
223 - MH MILLAGE & GRANTS FUND	\$8,631,727	\$8,231,946	\$8,434,651	\$8,204,107	-\$27,839	0%
284 - OPIOID SETTLEMENT FUND	\$591,518	\$171,990	\$171,990	\$171,990	\$0	0%
<b>30 COMMUNITY MENTAL HEALTH TOTAL</b>	<b>\$70,068,986</b>	<b>\$70,618,524</b>	<b>\$73,033,023</b>	<b>\$75,655,227</b>	<b>\$5,036,703</b>	<b>7%</b>
31 COMMUNITY ACTION AGENCY						
101 - GENERAL FUND	-	-	-	\$0	\$0	-
218 - OTHER GOVERNMENTAL GRANTS FUND	\$2,354,411	\$3,280,942	\$4,157,716	\$3,493,985	\$213,043	6%
<b>31 COMMUNITY ACTION AGENCY TOTAL</b>	<b>\$2,354,411</b>	<b>\$3,280,942</b>	<b>\$4,157,716</b>	<b>\$3,493,985</b>	<b>\$213,043</b>	<b>6%</b>
32 DEPARTMENT OF STRATEGIC IMPACT						
101 - GENERAL FUND	\$364,263	\$472,789	\$748,093	\$699,038	\$226,249	48%
103 - CELL TOWERS FUND	\$231,863	\$243,272	\$243,272	\$269,663	\$26,391	11%
218 - OTHER GOVERNMENTAL GRANTS FUND	\$177,398	\$184,465	\$258,238	\$258,238	\$73,773	40%
234 - FARMLAND PRESERVATION FUND	\$1,617,685	\$1,685,250	\$4,034,769	\$1,977,953	\$292,703	17%
<b>32 DEPARTMENT OF STRATEGIC IMPACT TOTAL</b>	<b>\$2,391,209</b>	<b>\$2,585,776</b>	<b>\$5,284,372</b>	<b>\$3,204,892</b>	<b>\$619,116</b>	<b>24%</b>
33 MSU EXTENSION						
101 - GENERAL FUND	-	-	-	\$0	\$0	-

**County of Ottawa**  
**Summary of Department Revenue by Fund**

	FY23 ACTUALS	FY24 ADOPTED BUDGET	FY24 REVISED BUDGET	FY25 PROPOSED BUDGET		
	FY2023	FY2024	FY2024	FY2025	Amt Change	PCT Change
33 MSU EXTENSION TOTAL	-	-	-	\$0	\$0	-
34 PARKS AND RECREATION						
208 - PARKS AND RECREATION FUND	\$6,483,965	\$6,425,949	\$6,691,665	\$7,602,848	\$1,176,899	18%
408 - PARKS CAPITAL PROJECTS FUND	\$10,686,059	\$1,163,431	\$17,478,226	\$2,058,548	\$895,117	77%
34 PARKS AND RECREATION TOTAL	<b>\$17,170,024</b>	<b>\$7,589,380</b>	<b>\$24,169,891</b>	<b>\$9,661,396</b>	<b>\$2,072,016</b>	<b>27%</b>
35 STATE EXTENSION						
101 - GENERAL FUND	-	-	-	\$0	\$0	-
290 - DEPT HLTH HUMAN SERVICES FUND	\$61,440	\$61,640	\$61,640	\$61,640	\$0	0%
35 STATE EXTENSION TOTAL	<b>\$61,440</b>	<b>\$61,640</b>	<b>\$61,640</b>	<b>\$61,640</b>	<b>\$0</b>	<b>0%</b>
36 VETERAN AFFAIRS						
101 - GENERAL FUND	-	\$161,502	\$161,502	\$163,275	\$1,773	1%
36 VETERAN AFFAIRS TOTAL	-	<b>\$161,502</b>	<b>\$161,502</b>	<b>\$163,275</b>	<b>\$1,773</b>	<b>1%</b>
50 NON DEPARTMENTAL						
101 - GENERAL FUND	\$7,073,887	\$7,595,034	\$10,074,374	\$7,373,494	-\$221,540	-3%
286 - AMERICAN RESCUE PLAN ACT FUND	\$15,498,783	-	\$3,750,000	\$0	\$0	-
301 - DEBT SERVICE FUND	\$5,605,656	\$4,960,254	\$4,960,254	\$4,462,145	-\$498,109	-10%
369 - OC BUILDING AUTH DEBT FUND	\$1,841,427	\$1,846,760	\$1,846,760	\$1,845,350	-\$1,410	0%
401 - CAPITAL PROJECTS FUND	-\$1,619,055	\$8,506,910	\$2,867,456	\$3,256,153	-\$5,250,757	-62%
50 NON DEPARTMENTAL TOTAL	<b>\$28,400,697</b>	<b>\$22,908,958</b>	<b>\$23,498,844</b>	<b>\$16,937,142</b>	<b>-\$5,971,816</b>	<b>-26%</b>
51 CAPITAL PROJECT FUNDING						
401 - CAPITAL PROJECTS FUND	\$6,958,372	-	\$9,677,518	\$0	\$0	-
51 CAPITAL PROJECT FUNDING TOTAL	<b>\$6,958,372</b>	-	<b>\$9,677,518</b>	<b>\$0</b>	<b>\$0</b>	-
58 BUILDING AUTHORITY						
469 - BLDG AUTHORITY CONST PROJ FUND	\$714,575	-	\$2,000,000	-	\$0	-
58 BUILDING AUTHORITY TOTAL	<b>\$714,575</b>	-	<b>\$2,000,000</b>	-	<b>\$0</b>	-
REVENUES TOTAL	<b>\$326,040,008</b>	<b>\$260,704,824</b>	<b>\$299,485,881</b>	<b>\$280,896,291</b>	<b>\$20,191,467</b>	<b>8%</b>

**County of Ottawa**  
**Summary of Department Expenses by Fund**

	FY23 ACTUALS	FY24 ADOPTED BUDGET	FY24 REVISED BUDGET	FY25 PROPOSED BUDGET		
	FY2023	FY2024	FY2024	FY2025	Amt Change	PCT Change
<b>Expenses</b>						
11 BOARD OF COMMISSIONERS						
101 - GENERAL FUND	\$695,213	\$763,348	\$763,779	\$794,434	\$31,086	4%
102 - STABILIZATION FUND	-	-	-	\$0	\$0	-
104 - SOLID WASTE CLEAN UP FUND	\$420,000	\$355,000	\$762,800	\$667,150	\$312,150	88%
105 - DB/DC CONVERSION	\$4,446,816	\$4,142,926	\$4,142,926	\$3,989,104	-\$153,822	-4%
106 - BOARD INITIATIVES FUND	\$27,450,749	\$5,000,000	\$9,610,935	\$0	-\$5,000,000	-100%
107 - INFRASTRUCTURE FUND	\$125,000	\$125,000	\$125,000	\$125,000	\$0	0%
<b>11 BOARD OF COMMISSIONERS TOTAL</b>	<b>\$33,137,778</b>	<b>\$10,386,274</b>	<b>\$15,405,440</b>	<b>\$5,575,688</b>	<b>-\$4,810,586</b>	<b>-46%</b>
12 COUNTY ADMINISTRATOR						
101 - GENERAL FUND	\$1,332,243	\$1,155,014	\$1,159,555	\$1,117,664	-\$37,350	-3%
228 - LANDFILL TIPPING FEES FUND	\$343,765	\$732,800	\$762,800	\$667,150	-\$65,650	-9%
<b>12 COUNTY ADMINISTRATOR TOTAL</b>	<b>\$1,676,007</b>	<b>\$1,887,814</b>	<b>\$1,922,355</b>	<b>\$1,784,814</b>	<b>-\$103,000</b>	<b>-5%</b>
13 FISCAL SERVICES						
101 - GENERAL FUND	\$2,050,062	\$2,761,977	\$2,951,535	\$3,091,870	\$329,893	12%
221 - HEALTH FUND	-	-	-	\$0	\$0	-
222 - MENTAL HEALTH FUND	\$932,628	\$1,253,860	\$1,140,304	\$1,212,539	-\$41,321	-3%
<b>13 FISCAL SERVICES TOTAL</b>	<b>\$2,982,689</b>	<b>\$4,015,837</b>	<b>\$4,091,839</b>	<b>\$4,304,409</b>	<b>\$288,572</b>	<b>7%</b>
14 CLERK REG OF DEEDS						
101 - GENERAL FUND	\$3,509,176	\$4,473,858	\$4,324,035	\$4,124,258	-\$349,600	-8%
215 - FRIEND OF THE COURT FUND	-	-	\$320,652	\$298,993	\$298,993	-
256 - REG OF DEEDS AUTOMATION FUND	\$266,062	\$276,494	\$277,136	\$286,472	\$9,978	4%
257 - EARLY VOTING FUND	-	-	\$485,696	\$175,058	\$175,058	-
263 - CONCEALED PISTOL LICENSE FUND	\$89,988	\$96,098	\$100,868	\$114,489	\$18,391	19%
<b>14 CLERK REG OF DEEDS TOTAL</b>	<b>\$3,865,226</b>	<b>\$4,846,450</b>	<b>\$5,508,387</b>	<b>\$4,999,270</b>	<b>\$152,820</b>	<b>3%</b>
15 INNOVATION AND TECHNOLOGY						
101 - GENERAL FUND	\$597,644	\$629,025	\$638,645	\$683,299	\$54,274	9%
221 - HEALTH FUND	-	-	-	\$1,543	\$1,543	-
<b>15 INNOVATION AND TECHNOLOGY TOTAL</b>	<b>\$597,644</b>	<b>\$629,025</b>	<b>\$638,645</b>	<b>\$684,842</b>	<b>\$55,817</b>	<b>9%</b>
16 TREASURER						
101 - GENERAL FUND	\$13,925,925	\$14,952,822	\$14,946,866	\$15,841,413	\$888,591	6%
255 - HOMESTEAD PROPERTY TAX FUND	\$734	\$1,815	\$1,815	\$3,120	\$1,305	72%
<b>16 TREASURER TOTAL</b>	<b>\$13,926,659</b>	<b>\$14,954,637</b>	<b>\$14,948,681</b>	<b>\$15,844,533</b>	<b>\$889,896</b>	<b>6%</b>

**County of Ottawa**  
**Summary of Department Expenses by Fund**

	FY23 ACTUALS	FY24 ADOPTED BUDGET	FY24 REVISED BUDGET	FY25 PROPOSED BUDGET		
	FY2023	FY2024	FY2024	FY2025	Amt Change	PCT Change
17 EQUALIZATION						
101 - GENERAL FUND	\$1,762,593	\$1,864,985	\$2,072,815	\$2,505,452	\$640,467	34%
<b>17 EQUALIZATION TOTAL</b>	<b>\$1,762,593</b>	<b>\$1,864,985</b>	<b>\$2,072,815</b>	<b>\$2,505,452</b>	<b>\$640,467</b>	<b>34%</b>
18 FACILITIES						
101 - GENERAL FUND	\$5,357,501	\$6,732,190	\$6,799,170	\$7,670,465	\$938,275	14%
<b>18 FACILITIES TOTAL</b>	<b>\$5,357,501</b>	<b>\$6,732,190</b>	<b>\$6,799,170</b>	<b>\$7,670,465</b>	<b>\$938,275</b>	<b>14%</b>
19 CORPORATE COUNSEL						
101 - GENERAL FUND	\$568,279	\$561,770	\$569,870	\$576,810	\$15,040	3%
<b>19 CORPORATE COUNSEL TOTAL</b>	<b>\$568,279</b>	<b>\$561,770</b>	<b>\$569,870</b>	<b>\$576,810</b>	<b>\$15,040</b>	<b>3%</b>
20 HUMAN RESOURCES						
101 - GENERAL FUND	\$1,299,642	\$1,592,212	\$1,603,675	\$1,927,882	\$335,670	21%
<b>20 HUMAN RESOURCES TOTAL</b>	<b>\$1,299,642</b>	<b>\$1,592,212</b>	<b>\$1,603,675</b>	<b>\$1,927,882</b>	<b>\$335,670</b>	<b>21%</b>
21 DIVERSITY EQUITY AND INCLUSION						
101 - GENERAL FUND	\$130,576	-	-	\$0	\$0	-
<b>21 DIVERSITY EQUITY AND INCLUSION TOTAL</b>	<b>\$130,576</b>	<b>-</b>	<b>-</b>	<b>\$0</b>	<b>\$0</b>	<b>-</b>
22 CIRCUIT COURT						
101 - GENERAL FUND	\$5,302,791	\$5,716,923	\$5,364,254	\$5,477,804	-\$239,119	-4%
215 - FRIEND OF THE COURT FUND	\$5,437,029	\$5,534,363	\$5,914,736	\$6,476,158	\$941,795	17%
218 - OTHER GOVERNMENTAL GRANTS FUND	\$620,378	\$1,304,039	\$1,330,218	\$1,327,555	\$23,516	2%
292 - CHILD CARE FUND	\$7,447,473	\$8,433,321	\$9,222,581	\$9,684,861	\$1,251,540	15%
<b>22 CIRCUIT COURT TOTAL</b>	<b>\$18,807,671</b>	<b>\$20,988,647</b>	<b>\$21,831,790</b>	<b>\$22,966,378</b>	<b>\$1,977,731</b>	<b>9%</b>
23 DISTRICT COURT						
101 - GENERAL FUND	\$5,849,893	\$8,914,885	\$8,985,482	\$9,493,617	\$578,732	6%
218 - OTHER GOVERNMENTAL GRANTS FUND	\$350,497	\$373,243	\$425,668	\$420,383	\$47,140	13%
<b>23 DISTRICT COURT TOTAL</b>	<b>\$6,200,390</b>	<b>\$9,288,128</b>	<b>\$9,411,150</b>	<b>\$9,914,000</b>	<b>\$625,872</b>	<b>7%</b>
24 PROBATE COURT						
101 - GENERAL FUND	\$1,101,881	\$1,169,958	\$1,111,562	\$1,224,098	\$54,140	5%
<b>24 PROBATE COURT TOTAL</b>	<b>\$1,101,881</b>	<b>\$1,169,958</b>	<b>\$1,111,562</b>	<b>\$1,224,098</b>	<b>\$54,140</b>	<b>5%</b>
25 PROSECUTOR						
101 - GENERAL FUND	\$4,934,884	\$6,046,437	\$6,187,327	\$6,398,091	\$351,654	6%
108 - CRIME VICTIM ASSISTANCE FUND	-	-	\$21,502	\$15,156	\$15,156	-
<b>25 PROSECUTOR TOTAL</b>	<b>\$4,934,884</b>	<b>\$6,046,437</b>	<b>\$6,208,829</b>	<b>\$6,413,247</b>	<b>\$366,810</b>	<b>6%</b>
26 PUBLIC DEFENDER						
101 - GENERAL FUND	\$3,774	\$8,245	\$8,245	\$4,740	-\$3,505	-43%
260 - PUBLIC DEFENDERS OFFICE FUND	\$4,383,924	\$5,157,118	\$5,162,058	\$6,572,254	\$1,415,136	27%
<b>26 PUBLIC DEFENDER TOTAL</b>	<b>\$4,387,698</b>	<b>\$5,165,363</b>	<b>\$5,170,303</b>	<b>\$6,576,994</b>	<b>\$1,411,631</b>	<b>27%</b>

**County of Ottawa**  
**Summary of Department Expenses by Fund**

	FY23 ACTUALS	FY24 ADOPTED BUDGET	FY24 REVISED BUDGET	FY25 PROPOSED BUDGET		
	FY2023	FY2024	FY2024	FY2025	Amt Change	PCT Change
27 SHERIFF						
101 - GENERAL FUND	\$18,872,475	\$31,420,330	\$31,713,049	\$34,666,805	\$3,246,475	10%
215 - FRIEND OF THE COURT FUND	\$281,873	\$277,647	\$281,425	\$340,373	\$62,726	23%
218 - OTHER GOVERNMENTAL GRANTS FUND	\$191,386	\$201,949	\$261,596	\$248,230	\$46,282	23%
262 - FEDERAL FORFEITURE FUND	-	-	-	\$0	\$0	-
266 - SHERIFF CONTRACTS FUND	\$9,914,732	\$10,906,063	\$11,121,567	\$11,619,439	\$713,376	7%
<b>27 SHERIFF TOTAL</b>	<b>\$29,260,466</b>	<b>\$42,805,988</b>	<b>\$43,377,637</b>	<b>\$46,874,847</b>	<b>\$4,068,859</b>	<b>10%</b>
28 WATER RESOURCES						
101 - GENERAL FUND	\$1,159,833	\$1,363,354	\$1,622,713	\$1,637,774	\$274,420	20%
<b>28 WATER RESOURCES TOTAL</b>	<b>\$1,159,833</b>	<b>\$1,363,354</b>	<b>\$1,622,713</b>	<b>\$1,637,774</b>	<b>\$274,420</b>	<b>20%</b>
29 PUBLIC HEALTH						
101 - GENERAL FUND	\$610,603	\$666,858	\$662,000	\$643,340	-\$23,518	-4%
221 - HEALTH FUND	\$15,701,631	\$14,397,715	\$16,675,133	\$16,761,534	\$2,363,819	16%
228 - LANDFILL TIPPING FEES FUND	\$623,277	\$676,365	\$680,838	\$847,952	\$171,587	25%
<b>29 PUBLIC HEALTH TOTAL</b>	<b>\$16,935,511</b>	<b>\$15,740,938</b>	<b>\$18,017,971</b>	<b>\$18,252,826</b>	<b>\$2,511,888</b>	<b>16%</b>
30 COMMUNITY MENTAL HEALTH						
222 - MENTAL HEALTH FUND	\$59,917,172	\$60,738,968	\$63,064,318	\$66,066,591	\$5,327,623	9%
223 - MH MILLAGE & GRANTS FUND	\$6,698,792	\$9,239,584	\$9,442,289	\$9,468,432	\$228,848	2%
284 - OPIOID SETTLEMENT FUND	-	\$171,990	\$171,990	\$223,980	\$51,990	30%
<b>30 COMMUNITY MENTAL HEALTH TOTAL</b>	<b>\$66,615,964</b>	<b>\$70,150,542</b>	<b>\$72,678,597</b>	<b>\$75,759,003</b>	<b>\$5,608,461</b>	<b>8%</b>
31 COMMUNITY ACTION AGENCY						
101 - GENERAL FUND	\$29,000	\$32,500	\$32,500	\$32,500	\$0	0%
218 - OTHER GOVERNMENTAL GRANTS FUND	\$2,368,024	\$3,280,942	\$4,157,716	\$3,493,985	\$213,043	6%
<b>31 COMMUNITY ACTION AGENCY TOTAL</b>	<b>\$2,397,024</b>	<b>\$3,313,442</b>	<b>\$4,190,216</b>	<b>\$3,526,485</b>	<b>\$213,043</b>	<b>6%</b>
32 DEPARTMENT OF STRATEGIC IMPACT						
101 - GENERAL FUND	\$1,564,216	\$1,954,367	\$2,254,957	\$2,373,225	\$418,858	21%
103 - CELL TOWERS FUND	\$11,766	\$111,658	\$111,658	\$31,066	-\$80,592	-72%
218 - OTHER GOVERNMENTAL GRANTS FUND	\$177,398	\$184,465	\$258,238	\$258,238	\$73,773	40%
234 - FARMLAND PRESERVATION FUND	\$687,060	\$1,685,027	\$4,034,546	\$1,975,886	\$290,859	17%
<b>32 DEPARTMENT OF STRATEGIC IMPACT TOTAL</b>	<b>\$2,440,440</b>	<b>\$3,935,517</b>	<b>\$6,659,399</b>	<b>\$4,638,415</b>	<b>\$702,898</b>	<b>18%</b>
33 MSU EXTENSION						
101 - GENERAL FUND	\$411,546	\$421,118	\$423,899	\$439,130	\$18,012	4%

**County of Ottawa**  
**Summary of Department Expenses by Fund**

	FY23 ACTUALS	FY24 ADOPTED BUDGET	FY24 REVISED BUDGET	FY25 PROPOSED BUDGET		
	FY2023	FY2024	FY2024	FY2025	Amt Change	PCT Change
<b>33 MSU EXTENSION TOTAL</b>	<b>\$411,546</b>	<b>\$421,118</b>	<b>\$423,899</b>	<b>\$439,130</b>	<b>\$18,012</b>	<b>4%</b>
<b>34 PARKS AND RECREATION</b>						
208 - PARKS AND RECREATION FUND	\$6,961,733	\$6,019,154	\$6,352,796	\$7,308,897	\$1,289,743	21%
408 - PARKS CAPITAL PROJECTS FUND	\$4,532,085	\$1,163,431	\$23,122,133	\$2,058,548	\$895,117	77%
<b>34 PARKS AND RECREATION TOTAL</b>	<b>\$11,493,818</b>	<b>\$7,182,585</b>	<b>\$29,474,930</b>	<b>\$9,367,445</b>	<b>\$2,184,860</b>	<b>30%</b>
<b>35 STATE EXTENSION</b>						
101 - GENERAL FUND	\$144,728	\$140,613	\$140,613	\$156,175	\$15,562	11%
290 - DEPT HLTH HUMAN SERVICES FUND	\$61,440	\$61,640	\$61,640	\$61,640	\$0	0%
<b>35 STATE EXTENSION TOTAL</b>	<b>\$206,168</b>	<b>\$202,253</b>	<b>\$202,253</b>	<b>\$217,815</b>	<b>\$15,562</b>	<b>8%</b>
<b>36 VETERAN AFFAIRS</b>						
101 - GENERAL FUND	-	\$450,000	\$453,298	\$477,064	\$27,064	6%
<b>36 VETERAN AFFAIRS TOTAL</b>	<b>-</b>	<b>\$450,000</b>	<b>\$453,298</b>	<b>\$477,064</b>	<b>\$27,064</b>	<b>6%</b>
<b>50 NON DEPARTMENTAL</b>						
101 - GENERAL FUND	\$58,118,808	\$16,057,713	\$16,534,151	\$20,048,398	\$3,990,685	25%
286 - AMERICAN RESCUE PLAN ACT FUND	\$15,498,783	-	\$3,750,000	\$0	\$0	-
301 - DEBT SERVICE FUND	\$5,605,656	\$4,960,254	\$4,960,254	\$4,462,145	-\$498,109	-10%
369 - OC BUILDING AUTH DEBT FUND	\$1,841,427	\$1,846,760	\$1,846,760	\$1,845,350	-\$1,410	0%
401 - CAPITAL PROJECTS FUND	-	\$5,639,454	\$0	\$0	-\$5,639,454	-100%
<b>50 NON DEPARTMENTAL TOTAL</b>	<b>\$81,064,673</b>	<b>\$28,504,181</b>	<b>\$27,091,165</b>	<b>\$26,355,893</b>	<b>-\$2,148,288</b>	<b>-8%</b>
<b>51 CAPITAL PROJECT FUNDING</b>						
401 - CAPITAL PROJECTS FUND	\$3,090,966	-	\$15,989,702	\$3,718,085	\$3,718,085	-
<b>51 CAPITAL PROJECT FUNDING TOTAL</b>	<b>\$3,090,966</b>	<b>-</b>	<b>\$15,989,702</b>	<b>\$3,718,085</b>	<b>\$3,718,085</b>	<b>-</b>
<b>58 BUILDING AUTHORITY</b>						
469 - BLDG AUTHORITY CONST PROJ FUND	\$15,468,151	-	\$12,083,630	-	\$0	-
<b>58 BUILDING AUTHORITY TOTAL</b>	<b>\$15,468,151</b>	<b>-</b>	<b>\$12,083,630</b>	<b>-</b>	<b>\$0</b>	<b>-</b>
<b>EXPENSES TOTAL</b>	<b>\$331,281,680</b>	<b>\$264,199,643</b>	<b>\$329,559,922</b>	<b>\$284,233,664</b>	<b>\$20,034,021</b>	<b>8%</b>



**County of Ottawa**  
**101 - GENERAL FUND**

	ACTUALS	ADOPTED BUDGET	AMENDED BUDGET	RECOMMENDED BUDGET	
	FY2023	FY2024	FY2024	FY2025	Adopted Increase/ (Decrease)
<b>Revenues</b>					
Taxes	\$65,180,497	\$70,323,785	\$70,323,785	\$75,753,199	\$5,429,414
Licenses & Permits	\$315,327	\$366,300	\$366,300	\$363,250	-\$3,050
Intergovernmental	\$13,469,814	\$14,485,837	\$14,697,453	\$14,880,623	\$394,786
Charges for Services	\$15,484,619	\$15,164,837	\$15,322,709	\$17,094,578	\$1,929,741
Fines & Forfeits	\$129,742	\$114,975	\$114,975	\$109,975	-\$5,000
Interest	\$1,518,559	\$815,608	\$1,565,608	\$1,789,392	\$973,784
Other Revenue	\$7,583,692	\$621,921	\$916,573	\$694,774	\$72,854
Rent	\$2,493,285	\$2,707,809	\$2,707,809	\$2,969,956	\$262,147
Other Financing Sources	-	-	-	\$0	\$0
Transfers from Other Funds	\$5,140,937	\$5,703,191	\$8,182,531	\$5,503,574	-\$199,617
<b>REVENUES TOTAL</b>	<b>\$111,316,475</b>	<b>\$110,304,262</b>	<b>\$114,197,743</b>	<b>\$119,159,321</b>	<b>\$8,855,059</b>
<b>Expenses</b>					
Salaries	\$23,250,768	\$34,283,169	\$34,916,681	\$36,604,150	\$2,320,981
Benefits	\$13,207,506	\$19,383,080	\$19,034,773	\$20,011,746	\$628,666
Supplies	\$2,756,511	\$3,267,775	\$3,460,798	\$3,552,914	\$285,139
Contracted Services	\$5,924,138	\$7,552,922	\$7,986,565	\$8,906,545	\$1,353,623
Operating Expenses	\$4,561,023	\$5,832,055	\$5,811,548	\$6,373,717	\$541,662
Indirect Expenses	\$5,743,978	\$6,102,908	\$6,076,747	\$7,141,375	\$1,038,467
Utilities	\$1,615,529	\$1,940,826	\$1,955,739	\$2,042,693	\$101,867
Maintenance & Repair	\$741,749	\$1,070,731	\$1,122,171	\$1,406,480	\$335,749
Insurance	\$1,290,575	\$1,283,152	\$1,283,152	\$1,536,842	\$253,690
Contributions	\$12,919,811	\$13,977,672	\$13,977,672	\$14,872,273	\$894,601
Capital Outlay	\$262,937	\$200,000	\$265,500	\$51,000	-\$149,000
Debt Service	-	-	-	\$0	\$0
Contingency	-	\$1,155,000	\$428,874	\$845,000	-\$310,000
Transfers to Other Funds	\$57,058,762	\$13,801,212	\$15,003,777	\$18,061,573	\$4,260,361
<b>EXPENSES TOTAL</b>	<b>\$129,333,286</b>	<b>\$109,850,501</b>	<b>\$111,323,996</b>	<b>\$121,406,308</b>	<b>\$11,555,807</b>
<b>Revenues Over (Under) Expenditures</b>	<b>-\$18,016,812</b>	<b>\$453,761</b>	<b>\$2,873,747</b>	<b>-\$2,246,987</b>	<b>-</b>
<b>Starting Fund Balance</b>	<b>\$44,852,516</b>	<b>\$26,835,704</b>	<b>\$26,835,704</b>	<b>\$29,709,451</b>	<b>\$2,873,747</b>
<b>Projected Ending Balance</b>	<b>\$26,835,704</b>	<b>\$27,289,465</b>	<b>\$29,709,451</b>	<b>\$27,462,464</b>	<b>-</b>

**County of Ottawa**  
**General Fund**  
**Revenue**  
**Detail Comparison of FY24 Adopted to FY25 Recommended**

		Change
<b>Taxes</b>		<b>5,429,414</b>
Treasurer	County Operating Millage assumes a 6.5% increase in taxable value (growth and inflation). General Fund revenue is based on 3.6 mil and DB/DC Fund is .3 mil for a total of 3.9 mil.	4,534,813
Treasurer	Taxes collected and paid to the Road Commission and Ottawa County Dispatch Authority. Offset by and increased expense in Contribution to Component Unit.	894,601
<b>Intergovernmental Revenue</b>		<b>394,786</b>
Clerk-ROD	Decrease that was one-time grant money from State of Michigan that was a one time payment for early voting equipment, but later the State of MI paid directly for those items	(180,000)
Treasurer	Increase to County Revenue Sharing from State	392,626
DSI	County reimbursement for remonumentation ended in FY24. This was a 10 year grant which reimbursed the County for costs incurred prior to the grant	(184,151)
DSI	State Groundwater Grant - Rollover from FY24 to FY25	398,110
DSI	Land Transfer Navigator increase as compared to FY24 adopted, board approved April 2024	25,000
Circuit Court	Raise the Age Grant ended in FY24. Child Care Reimbursement rates to the fund have increased, offsetting the decrease in grant revenue through state reimbursement	(199,809)
District Court	Increase to Sobriety Treatment Program grant	41,803
Various	Miscellaneous Increases/Decreases	101,207
<b>Charges for Services</b>		<b>1,929,741</b>
Fiscal Services	IT and Administrative Overhead charged to Other Activities through Cost Allocation	2,124,209
Clerk-ROD	Recording Fees - reduced based on recent trend	(426,000)
Equalization	New assessing contract with Georgetown Township; offset by additional expenses	499,200
District Court	Court Fees - reduced based on recent trend	(106,950)
Sheriff	Inmate Housing Fees - reduced based on recent trend	(52,800)
Various	Miscellaneous Increases/Decreases	(107,918)
<b>Fines and Forfeits</b>		<b>(5,000)</b>
<b>Interest</b>		<b>973,784</b>
<b>Rent</b>		<b>262,147</b>
Facilities	The Facilities Department maintains all county facilities and departments/agencies are charged rent for actual expenses incurred. Increase in rent revenue (paid by other department/agencies) tie directly to increase in the Facility department budget. Main drivers of this are increased maintenance and repairs.	
<b>License and Permits</b>		<b>(3,050)</b>
<b>Other Revenue</b>		<b>72,854</b>
Equalization		25,000
Probate Court	State of Michigan increased payment for judge salary reimbursement	10,000
Sheriff	Work Agreements are trending higher	30,000
Various	Miscellaneous Increases/Decreases	7,854
<b>Transfers from Other Funds</b>		<b>(199,617)</b>
Non-Departmental	Decrease Transfer in from DB/DC Fund for unfunded DB pension liability	(153,822)
Non-Departmental	Decrease Transfer in from OCIA due to lower volume of Risk Prevention Grants	(45,795)
<b>Total Change in Revenue:</b>		<b><u>8,855,059</u></b>

**County of Ottawa  
General Fund  
Expenses  
Detail Comparison of FY24 Adopted to FY25 Recommended**

		Change
<b>Salaries and Wages</b>		<b>2,320,981</b>
	Cost of Living increase assumption - 4% on 1/1/25	
	FY24 COLA assumption was 2%, actual COLA in FY24 was 6%	
	Implementation of new longevity plan	
	Implementation of Step 8 wage scale for second-in-command directors	
	<b>Position Changes in FY24</b>	
Equalization	Assistant Assessor (1 FTE)	
Equalization	Appraiser I (2 FTE)	
Equalization	Appraiser II (.6 non-benefitted)	
Equalization	Abstract/Index Clerk (1 FTE)	
Sheriff	Transportation and Assets Coordinator (1 FTE)	
Veteran Affairs	Administrative Assistant (1 FTE)	
Veteran Affairs	Administrative Assistant (.5 FTE non-benefitted)	
Fiscal Services	Budget Manager (1 FTE)	
<b>Benefits</b>		<b>628,666</b>
	Health Insurance increase assumption - 3% as on 1/1/25	
	Convert MERS DC employer match to 6%	
<b>Supplies</b>		<b>285,139</b>
Clerk-ROD	Reduction of supplies due to a smaller elections calendar in FY25	(83,792)
Sheriff	Increase to contract with Canteen Vending Services	207,000
	Marine safety supplies including electric trailer dolly and ticket printers	11,000
DSI	State Groundwater Grant increase	111,991
Various	Miscellaneous Increases/Decreases	38,940
<b>Contracted Service</b>		<b>1,353,623</b>
Clerk-ROD	Granicus agenda building software	35,000
Fiscal Services	Procurement Software	34,800
Human Resources	Wage study	150,000
Circuit Court	BIS Remote Support for Family Justice Center	60,319
District Court	Year 2 JIS decrease, user fees only	(92,500)
	eProbation Workflow software	45,000
DSI	State Groundwater Grant increase	270,000
Sheriff	VitalCore contract renewed from initial contract which had a significant discount	925,067
	Estimated increases for other operational contracts	40,000
Veteran Affairs	One-Time funding in prior year, reallocated to salaries/benefits	(100,000)
	Reallocation of expenditures in Michigan Veterans Affairs Agency's County Veteran Service Fund Grant	(43,402)
Various	Miscellaneous Other Increases/Decreases	29,339
<b>Operating Expense</b>		<b>541,662</b>
Facilities	Increase to rent payment on Family Justice Center to Building Authority	300,000
	New vehicle and equipment	73,700
Sheriff	Vehicle fuel	22,000
	Building rent	55,824
	Training costs associated with Michigan Commission on Law Enforcement Standards (MCOLES) grant	37,500
DSI	State Groundwater Grant increase	14,000
Various	Miscellaneous Other Increases/Decreases	38,638
<b>Maintenance and Repair</b>		<b>335,749</b>
Facilities	Hudsonville Courthouse repairs including exterior hardscapes	39,000
	James St A Building repairs including exterior hardscapes and board room maintenance	36,150
	Operational maintenance costs related to new Family Justice Center	50,325
	Jail building maintenance and repairs including toilet fixture replacement, carpet replacement, ash tree removal, and dune grass burn	47,825
	Fillmore Admin Building maintenance and repairs including exterior hand rails, ADA door repairs, board room skylight blinds, lighted walkway bollards	70,245
Various	Miscellaneous Increases/Decreases in remaining locations: James St Buildings B, C, and D, Beechtree, Fulton St, Grand Haven Courthouse, Holland Courthouse	92,204
<b>Utilities</b>		<b>101,867</b>
<b>Insurance</b>		<b>253,690</b>

**County of Ottawa  
General Fund  
Expenses  
Detail Comparison of FY24 Adopted to FY25 Recommended**

<b>Indirect Expense</b>		<b>1,038,467</b>
<b>Contribution to Component Units</b>		<b>894,601</b>
	Taxes paid to Road Commission and Dispatch Authority; directly tied to revenue increase.	
<b>Capital Outlay</b>		<b>(149,000)</b>
Clerk-ROD	Purchase of election equipment in prior Fiscal Year 2024.	(200,000)
DSI	Land Transfer Navigator Grant; same as new revenue	25,000
<b>Contingency</b>		<b>(310,000)</b>
	Contingency of \$845,000	
<b>Transfers to Other Funds</b>		<b>4,260,361</b>
	The Public Health Fund and Child Care Fund appropriated \$1,387,564 and \$450,119 of fund balance in FY24, respectively, lowering the amount of General Fund transfer required. Although in varying amounts, this occurred in years prior to FY24. Realizing it can make trend analysis difficult, the Board approved a change to the Fund Balance Policy limiting the type of balance Special Revenue Funds can maintain. Therefore, FY25 is a transitional year with a one-time General Fund transfer increase to establish the base General Fund Support required.	
<b>Total Change in Expense:</b>		<b><u>11,555,807</u></b>

**County of Ottawa**  
**286 - AMERICAN RESCUE PLAN ACT FUND**

	ACTUALS	ADOPTED BUDGET	AMENDED BUDGET	RECOMMENDED BUDGET	
	FY2023	FY2024	FY2024	FY2025	Adopted Increase/ (Decrease)
<b>Revenues</b>					
Intergovernmental	\$15,498,783	-	\$3,750,000	\$0	\$0
<b>REVENUES TOTAL</b>	<b>\$15,498,783</b>	<b>-</b>	<b>\$3,750,000</b>	<b>\$0</b>	<b>\$0</b>
<b>Expenses</b>					
Salaries	\$7,192,506	-	-	\$0	\$0
Benefits	\$4,556,277	-	-	\$0	\$0
Contracted Services	\$3,750,000	-	\$3,750,000	\$0	\$0
Capital Outlay	-	-	-	\$0	\$0
<b>EXPENSES TOTAL</b>	<b>\$15,498,783</b>	<b>-</b>	<b>\$3,750,000</b>	<b>\$0</b>	<b>\$0</b>
<b>Revenues Over (Under)</b>					
<b>Expenditures</b>	\$0	\$0	\$0	\$0	-
<b>Starting Fund Balance</b>	\$0	\$0	\$0	\$0	\$0
<b>Projected Ending Balance</b>	\$0	\$0	\$0	\$0	-

**County of Ottawa**  
**106 - BOARD INITIATIVES FUND**

	ACTUALS	ADOPTED BUDGET	AMENDED BUDGET	RECOMMENDED BUDGET	
	FY2023	FY2024	FY2024	FY2025	Adopted Increase/ (Decrease)
<b>Revenues</b>					
Transfers from Other Funds	\$41,534,074	-	-	\$0	\$0
<b>REVENUES TOTAL</b>	<b>\$41,534,074</b>	<b>-</b>	<b>-</b>	<b>\$0</b>	<b>\$0</b>
<b>Expenses</b>					
Salaries	\$4,007,257	-	-	\$0	\$0
Benefits	\$329,639	-	-	\$0	\$0
Contracted Services	\$12,545,414	-	\$4,610,935	\$0	\$0
Transfers to Other Funds	\$10,568,440	\$5,000,000	\$5,000,000	\$0	-\$5,000,000
<b>EXPENSES TOTAL</b>	<b>\$27,450,749</b>	<b>\$5,000,000</b>	<b>\$9,610,935</b>	<b>\$0</b>	<b>-\$5,000,000</b>
<b>Revenues Over (Under) Expenditures</b>	\$14,083,325	-\$5,000,000	-\$9,610,935	\$0	-
<b>Starting Fund Balance</b>	\$7,132,233	\$21,215,558	\$21,215,558	\$11,604,622	-\$9,610,936
<b>Projected Ending Balance</b>	\$21,215,558	\$16,215,558	\$11,604,622	\$11,604,622	-

**County of Ottawa  
Board Initiatives Fund  
Expenses  
Detail Comparison of FY24 Adopted to FY25 Recommended**

	<b>Change</b>
<b>Salaries</b>	-
<b>Benefits</b>	-
<b>Contracted Services</b>	-
<b>Transfers to Other Funds</b>	<b>(5,000,000)</b>
One-time transfer of funds to Capital Projects Fund in FY24 Adopted Budget	
<b>Total Change in Expenses</b>	<b><u>(5,000,000)</u></b>

**County of Ottawa**  
**469 - BLDG AUTHORITY CONST PROJ FUND**

	ACTUALS	ADOPTED BUDGET	AMENDED BUDGET	RECOMMENDED BUDGET	
	FY2023	FY2024	FY2024	FY2025	Adopted Increase/ (Decrease)
<b>Revenues</b>					
Interest	\$714,575	-	-	-	\$0
Transfers from Other Funds	-	-	\$2,000,000	-	\$0
<b>REVENUES TOTAL</b>	<b>\$714,575</b>	<b>-</b>	<b>\$2,000,000</b>	<b>-</b>	<b>\$0</b>
<b>Expenses</b>					
Contracted Services	\$465,994	-	\$2,641,118	-	\$0
Capital Outlay	\$15,002,158	-	\$9,442,512	-	\$0
<b>EXPENSES TOTAL</b>	<b>\$15,468,151</b>	<b>-</b>	<b>\$12,083,630</b>	<b>-</b>	<b>\$0</b>
<b>Revenues Over (Under) Expenditures</b>	-\$14,753,576	\$0	-\$10,083,630	\$0	-
<b>Starting Fund Balance</b>	-	\$10,806,698	\$10,806,698	-	-\$10,806,698
<b>Projected Ending Balance</b>	-\$14,753,576	\$10,806,698	\$723,068	\$0	-



**County of Ottawa**  
**Capital Projects Funds**

	ACTUALS	ADOPTED BUDGET	AMENDED BUDGET	RECOMMENDED BUDGET	
	FY2023	FY2024	FY2024	FY2025	Adopted Increase/ (Decrease)
<b>Revenues</b>					
Intergovernmental	\$361,803	\$350,000	\$10,777,084	\$370,000	\$20,000
Charges for Services	-	-	-	\$0	\$0
Interest	\$240,993	\$66,132	\$66,132	\$256,153	\$190,021
Other Revenue	\$1,426,851	\$605,931	\$8,143,189	\$728,198	\$122,267
Rent	\$0	-	-	\$0	\$0
Other Financing Sources	\$1,497,786	-	\$228,019	\$0	\$0
Transfers from Other Funds	\$12,497,943	\$8,648,278	\$10,808,776	\$3,960,350	-\$4,687,928
<b>REVENUES TOTAL</b>	<b>\$16,025,376</b>	<b>\$9,670,341</b>	<b>\$30,023,200</b>	<b>\$5,314,701</b>	<b>-\$4,355,640</b>
<b>Expenses</b>					
Salaries	\$5,481	-	-	\$0	\$0
Benefits	\$194	-	-	\$0	\$0
Supplies	-	-	-	\$0	\$0
Contracted Services	\$131,277	-	\$513,101	\$0	\$0
Operating Expenses	-	-	-	\$0	\$0
Maintenance & Repair	\$89,335	\$95,500	\$490,639	\$358,350	\$262,850
Capital Outlay	\$7,396,763	\$6,707,385	\$38,108,095	\$5,418,283	-\$1,289,102
Transfers to Other Funds	-	-	-	\$0	\$0
<b>EXPENSES TOTAL</b>	<b>\$7,623,051</b>	<b>\$6,802,885</b>	<b>\$39,111,836</b>	<b>\$5,776,633</b>	<b>-\$1,026,252</b>
<b>Revenues Over (Under) Expenditures</b>	\$8,402,325	\$2,867,456	-\$9,088,635	-\$461,932	-
<b>Starting Fund Balance</b>	\$8,262,341	\$16,664,666	\$16,664,666	\$7,576,030	-\$9,088,636
<b>Projected Ending Balance</b>	\$16,664,666	\$19,532,122	\$7,576,030	\$7,114,098	-

**County of Ottawa**  
**103 - CELL TOWERS FUND**

	ACTUALS	ADOPTED BUDGET	AMENDED BUDGET	RECOMMENDED BUDGET	
	FY2023	FY2024	FY2024	FY2025	Adopted Increase/ (Decrease)
<b>Revenues</b>					
Licenses & Permits	-	-	-	\$0	\$0
Intergovernmental	-	-	-	\$0	\$0
Charges for Services	-	-	-	\$0	\$0
Fines & Forfeits	-	-	-	\$0	\$0
Interest	-	-	-	\$0	\$0
Other Revenue	\$4,000	-	-	\$0	\$0
Rent	\$227,863	\$243,272	\$243,272	\$269,663	\$26,391
Other Financing Sources	-	-	-	\$0	\$0
Transfers from Other Funds	-	-	-	\$0	\$0
<b>REVENUES TOTAL</b>	<b>\$231,863</b>	<b>\$243,272</b>	<b>\$243,272</b>	<b>\$269,663</b>	<b>\$26,391</b>
<b>Expenses</b>					
Salaries	-	-	-	\$0	\$0
Benefits	-	-	-	\$0	\$0
Supplies	-	-	-	\$0	\$0
Contracted Services	\$5,008	\$3,158	\$3,158	\$3,566	\$408
Operating Expenses	\$6,758	\$7,500	\$7,500	\$7,500	\$0
Indirect Expenses	-	-	-	\$0	\$0
Utilities	-	-	-	\$0	\$0
Maintenance & Repair	-	\$101,000	\$101,000	\$20,000	-\$81,000
Insurance	-	-	-	\$0	\$0
Capital Outlay	-	-	-	\$0	\$0
<b>EXPENSES TOTAL</b>	<b>\$11,766</b>	<b>\$111,658</b>	<b>\$111,658</b>	<b>\$31,066</b>	<b>-\$80,592</b>
<b>Revenues Over (Under) Expenditures</b>	\$220,097	\$131,614	\$131,614	\$238,597	-
<b>Starting Fund Balance</b>	\$589,445	\$809,542	\$809,542	\$941,156	\$131,614
<b>Projected Ending Balance</b>	\$809,542	\$941,156	\$941,156	\$1,179,753	-

**County of Ottawa**  
**292 - CHILD CARE FUND**

	ACTUALS	ADOPTED BUDGET	AMENDED BUDGET	RECOMMENDED BUDGET	
	FY2023	FY2024	FY2024	FY2025	Adopted Increase/ (Decrease)
<b>Revenues</b>					
Licenses & Permits	-	-	-	\$0	\$0
Intergovernmental	\$3,992,350	\$4,788,574	\$4,897,005	\$5,287,404	\$498,830
Charges for Services	\$1,383,592	\$1,461,000	\$1,461,000	\$1,500,000	\$39,000
Fines & Forfeits	-	-	-	\$0	\$0
Interest	-	-	-	\$0	\$0
Other Revenue	\$37,590	\$28,500	\$28,500	\$5,000	-\$23,500
Rent	-	-	-	\$0	\$0
Other Financing Sources	-	-	-	\$0	\$0
Transfers from Other Funds	\$2,337,979	\$1,705,128	\$1,745,931	\$2,892,457	\$1,187,329
<b>REVENUES TOTAL</b>	<b>\$7,751,511</b>	<b>\$7,983,202</b>	<b>\$8,132,436</b>	<b>\$9,684,861</b>	<b>\$1,701,659</b>
<b>Expenses</b>					
Salaries	\$3,717,046	\$3,837,224	\$3,954,622	\$4,358,276	\$521,052
Benefits	\$1,921,117	\$2,027,443	\$2,059,279	\$2,306,646	\$279,203
Supplies	\$208,157	\$312,555	\$302,730	\$350,224	\$37,669
Contracted Services	\$626,014	\$1,251,010	\$1,260,810	\$1,363,375	\$112,365
Operating Expenses	\$392,570	\$477,555	\$477,580	\$547,855	\$70,300
Indirect Expenses	\$462,792	\$399,260	\$399,260	\$605,323	\$206,063
Utilities	\$39,659	\$44,906	\$44,906	\$52,443	\$7,537
Maintenance & Repair	\$3,328	\$4,600	\$4,600	\$6,000	\$1,400
Insurance	\$76,790	\$78,768	\$78,768	\$94,719	\$15,951
Capital Outlay	-	-	-	\$0	\$0
Transfers to Other Funds	-	-	\$640,026	\$0	\$0
<b>EXPENSES TOTAL</b>	<b>\$7,447,473</b>	<b>\$8,433,321</b>	<b>\$9,222,581</b>	<b>\$9,684,861</b>	<b>\$1,251,540</b>
<b>Revenues Over (Under) Expenditures</b>	\$304,038	-\$450,119	-\$1,090,145	\$0	-
<b>Starting Fund Balance</b>	\$786,108	\$1,090,146	\$1,090,146	\$0	-\$1,090,146
<b>Projected Ending Balance</b>	\$1,090,146	\$640,026	\$0	\$0	-

**County of Ottawa  
Child Care Fund  
Revenue  
Detail Comparison of FY24 Adopted to FY25 Recommended**

	<b>Change</b>
<b>Intergovernmental Revenue</b>	<b>498,830</b>
Increase in Cost Based Reimbursement revenue offset by Raise the Age Grant funding ended	1,293,509
Offset by Raise the Age Grant ending	(794,679)
<b>Charges for Services</b>	<b>39,000</b>
Out of County Bed Rental	
<b>Fines and Forfeits</b>	<b>-</b>
<b>Interest</b>	<b>-</b>
<b>Other Revenue</b>	<b>(23,500)</b>
Parental Reimbursements - No longer will be allowed to collect per State	(20,500)
Miscellaneous Increases/Decreases	(3,000)
<b>Transfers from Other Funds</b>	<b>1,187,329</b>
FY24 budgeted use of unrestricted fund balance	450,119
Increase in General Fund transfer for FY25	737,210
<b>Total Change in Revenue:</b>	<b><u><u>1,701,659</u></u></b>

**County of Ottawa  
Child Care Fund  
Expenses  
Detail Comparison of FY24 Adopted to FY25 Recommended**

	<b>Change</b>
<b>Salaries and Wages</b>	<b>521,052</b>
Cost of Living increase assumption - 4% on 1/1/25	
FY24 COLA assumption was 2%, actual COLA in FY24 was 6%	
Implementation of new longevity plan	
Implementation of Step 8 wage scale for second-in-command directors	
Positions now in Child Care Fund (Previously in General Fund)	
<b>Benefits</b>	<b>279,203</b>
Health Insurance increase assumption - 3% as on 1/1/25	
Convert MERS DC employer match to 6%	
Positions moved from Gen Fund	
<b>Supplies</b>	<b>37,669</b>
<b>Contracted Services</b>	<b>112,365</b>
Health Services - Vital Core	88,000
Service Contracts - American Correctional Association Accreditation	9,800
Service Contracts - Youth Center Software Annual Support (moved from General Fund)	10,700
Miscellaneous Increases/Decreases	3,865
<b>Operating Expenses</b>	<b>70,300</b>
Building Rent	33,539
Equipment Rent	24,576
Miscellaneous Increases/Decreases	12,185
<b>Maintenance &amp; Repair</b>	<b>1,400</b>
<b>Utilities</b>	<b>7,537</b>
<b>Insurance</b>	<b>15,951</b>
<b>Indirect Expenses</b>	<b>206,063</b>
<b>Total Change in Expense:</b>	<b><u>1,251,540</u></b>

**County of Ottawa**  
**263 - CONCEALED PISTOL LICENSE FUND**

	ACTUALS	ADOPTED BUDGET	AMENDED BUDGET	RECOMMENDED BUDGET	
	FY2023	FY2024	FY2024	FY2025	Adopted Increase/ (Decrease)
<b>Revenues</b>					
Licenses & Permits	\$134,076	\$145,896	\$145,896	\$140,568	-\$5,328
Intergovernmental	-	-	-	\$0	\$0
Charges for Services	\$22,185	\$22,800	\$22,800	\$27,120	\$4,320
Fines & Forfeits	-	-	-	\$0	\$0
Interest	\$11,681	\$4,745	\$4,745	\$12,416	\$7,671
Other Revenue	-	-	-	\$0	\$0
Rent	-	-	-	\$0	\$0
Other Financing Sources	-	-	-	\$0	\$0
<b>REVENUES TOTAL</b>	<b>\$167,942</b>	<b>\$173,441</b>	<b>\$173,441</b>	<b>\$180,104</b>	<b>\$6,663</b>
<b>Expenses</b>					
Salaries	\$36,899	\$38,717	\$39,871	\$43,563	\$4,846
Benefits	\$30,027	\$33,180	\$33,621	\$35,290	\$2,110
Supplies	\$8,470	\$10,500	\$13,675	\$11,500	\$1,000
Contracted Services	\$775	\$775	\$775	\$1,490	\$715
Operating Expenses	-	-	-	\$0	\$0
Indirect Expenses	\$13,816	\$12,926	\$12,926	\$22,646	\$9,720
Utilities	-	-	-	\$0	\$0
Maintenance & Repair	-	-	-	\$0	\$0
Insurance	-	-	-	\$0	\$0
Capital Outlay	-	-	-	\$0	\$0
<b>EXPENSES TOTAL</b>	<b>\$89,988</b>	<b>\$96,098</b>	<b>\$100,868</b>	<b>\$114,489</b>	<b>\$18,391</b>
<b>Revenues Over (Under) Expenditures</b>	\$77,954	\$77,343	\$72,573	\$65,615	-
<b>Starting Fund Balance</b>	\$414,510	\$492,464	\$492,464	\$565,037	\$72,573
<b>Projected Ending Balance</b>	\$492,464	\$569,807	\$565,037	\$630,652	-

**County of Ottawa**  
**108 - CRIME VICTIM ASSISTANCE FUND**

	ACTUALS	ADOPTED BUDGET	AMENDED BUDGET	RECOMMENDED BUDGET	
	FY2023	FY2024	FY2024	FY2025	Adopted Increase/ (Decrease)
<b>Revenues</b>					
Licenses & Permits	-	-	-	\$0	\$0
Intergovernmental	-	-	-	\$0	\$0
Charges for Services	-	-	-	\$0	\$0
Fines & Forfeits	-	-	-	\$0	\$0
Interest	\$31,824	-	-	\$23,511	\$23,511
Other Revenue	-	-	-	\$0	\$0
Rent	-	-	-	\$0	\$0
Other Financing Sources	-	-	-	\$0	\$0
Transfers from Other Funds	\$1,000,000	-	-	\$0	\$0
<b>REVENUES TOTAL</b>	<b>\$1,031,824</b>	<b>-</b>	<b>-</b>	<b>\$23,511</b>	<b>\$23,511</b>
<b>Expenses</b>					
Salaries	-	-	-	\$0	\$0
Benefits	-	-	-	\$0	\$0
Supplies	-	-	\$21,502	\$15,000	\$15,000
Contracted Services	-	-	-	\$156	\$156
Operating Expenses	-	-	-	\$0	\$0
Indirect Expenses	-	-	-	\$0	\$0
Utilities	-	-	-	\$0	\$0
Maintenance & Repair	-	-	-	\$0	\$0
Insurance	-	-	-	\$0	\$0
Capital Outlay	-	-	-	\$0	\$0
<b>EXPENSES TOTAL</b>	<b>-</b>	<b>-</b>	<b>\$21,502</b>	<b>\$15,156</b>	<b>\$15,156</b>
<b>Revenues Over (Under) Expenditures</b>	\$1,031,824	\$0	-\$21,502	\$8,355	-
<b>Starting Fund Balance</b>	\$0	\$1,031,824	\$1,031,824	\$1,010,323	-\$21,501
<b>Projected Ending Balance</b>	\$1,031,824	\$1,031,824	\$1,010,323	\$1,018,678	-

**County of Ottawa**  
**105 - DB/DC CONVERSION**

	ACTUALS	ADOPTED BUDGET	AMENDED BUDGET	RECOMMENDED BUDGET	
	FY2023	FY2024	FY2024	FY2025	Adopted Increase/ (Decrease)
<b>Revenues</b>					
Taxes	\$4,417,584	\$4,640,843	\$4,640,843	\$5,055,725	\$414,882
Charges for Services	-	-	-	\$0	\$0
Interest	-	-	-	\$0	\$0
Other Revenue	-	-	-	\$0	\$0
Other Financing Sources	-	-	-	\$0	\$0
Transfers from Other Funds	-	-	-	\$0	\$0
<b>REVENUES TOTAL</b>	<b>\$4,417,584</b>	<b>\$4,640,843</b>	<b>\$4,640,843</b>	<b>\$5,055,725</b>	<b>\$414,882</b>
<b>Expenses</b>					
Salaries	-	-	-	\$0	\$0
Benefits	-	-	-	\$0	\$0
Contracted Services	-	-	-	\$0	\$0
Debt Service	-	-	-	\$0	\$0
Transfers to Other Funds	\$4,446,816	\$4,142,926	\$4,142,926	\$3,989,104	-\$153,822
<b>EXPENSES TOTAL</b>	<b>\$4,446,816</b>	<b>\$4,142,926</b>	<b>\$4,142,926</b>	<b>\$3,989,104</b>	<b>-\$153,822</b>
<b>Revenues Over (Under) Expenditures</b>	-\$29,232	\$497,917	\$497,917	\$1,066,621	-
<b>Starting Fund Balance</b>	\$473,688	\$444,456	\$444,456	\$942,373	\$497,917
<b>Projected Ending Balance</b>	\$444,456	\$942,373	\$942,373	\$2,008,994	-



**County of Ottawa**  
**301 - DEBT SERVICE FUND**

	ACTUALS	ADOPTED BUDGET	AMENDED BUDGET	RECOMMENDED BUDGET	
	FY2023	FY2024	FY2024	FY2025	Adopted Increase/ (Decrease)
<b>Revenues</b>					
Intergovernmental	\$75,462	\$63,000	\$63,000	\$66,252	\$3,252
Rent	-	-	-	\$0	\$0
Transfers from Other Funds	\$5,530,193	\$4,897,254	\$4,897,254	\$4,395,893	-\$501,361
<b>REVENUES TOTAL</b>	<b>\$5,605,656</b>	<b>\$4,960,254</b>	<b>\$4,960,254</b>	<b>\$4,462,145</b>	<b>-\$498,109</b>
<b>Expenses</b>					
Debt Service	\$5,605,656	\$4,960,254	\$4,960,254	\$4,462,145	-\$498,109
<b>EXPENSES TOTAL</b>	<b>\$5,605,656</b>	<b>\$4,960,254</b>	<b>\$4,960,254</b>	<b>\$4,462,145</b>	<b>-\$498,109</b>
<b>Revenues Over (Under) Expenditures</b>	\$0	\$0	\$0	\$0	-
<b>Starting Fund Balance</b>	\$0	\$0	\$0	\$0	\$0
<b>Projected Ending Balance</b>	\$0	\$0	\$0	\$0	-

**County of Ottawa**  
**290 - DEPT HLTH HUMAN SERVICES FUND**

	ACTUALS	ADOPTED BUDGET	AMENDED BUDGET	RECOMMENDED BUDGET	
	FY2023	FY2024	FY2024	FY2025	Adopted Increase/ (Decrease)
<b>Revenues</b>					
Intergovernmental	-	-	-	\$0	\$0
Other Revenue	-	-	-	\$0	\$0
Transfers from Other Funds	\$61,440	\$61,640	\$61,640	\$61,640	\$0
<b>REVENUES TOTAL</b>	<b>\$61,440</b>	<b>\$61,640</b>	<b>\$61,640</b>	<b>\$61,640</b>	<b>\$0</b>
<b>Expenses</b>					
Supplies	-	-	-	\$0	\$0
Contracted Services	\$51,040	\$51,440	\$51,440	\$51,440	\$0
Operating Expenses	\$10,400	\$10,200	\$10,200	\$10,200	\$0
Indirect Expenses	-	-	-	\$0	\$0
Transfers to Other Funds	-	-	-	\$0	\$0
<b>EXPENSES TOTAL</b>	<b>\$61,440</b>	<b>\$61,640</b>	<b>\$61,640</b>	<b>\$61,640</b>	<b>\$0</b>
<b>Revenues Over (Under)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>-</b>
<b>Expenditures</b>					
<b>Starting Fund Balance</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Projected Ending Balance</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>-</b>

**County of Ottawa**  
**257 - EARLY VOTING FUND**

	ACTUALS	ADOPTED BUDGET	AMENDED BUDGET	RECOMMENDED BUDGET	
	FY2023	FY2024	FY2024	FY2025	Adopted Increase/ (Decrease)
<b>Revenues</b>					
Licenses & Permits	-	-	-	\$0	\$0
Intergovernmental	-	-	\$85,861	\$0	\$0
Charges for Services	-	-	\$362,824	\$96,645	\$96,645
Fines & Forfeits	-	-	-	\$0	\$0
Interest	-	-	-	\$0	\$0
Other Revenue	-	-	-	\$0	\$0
Rent	-	-	-	\$0	\$0
Other Financing Sources	-	-	-	\$0	\$0
Transfers from Other Funds	-	-	\$40,000	\$87,602	\$87,602
<b>REVENUES TOTAL</b>	<b>-</b>	<b>-</b>	<b>\$488,685</b>	<b>\$184,247</b>	<b>\$184,247</b>
<b>Expenses</b>					
Salaries	-	-	\$181,889	\$113,486	\$113,486
Benefits	-	-	\$47,785	\$42,457	\$42,457
Supplies	-	-	\$207,475	\$1,960	\$1,960
Contracted Services	-	-	\$10,930	\$5,540	\$5,540
Operating Expenses	-	-	\$18,062	\$752	\$752
Indirect Expenses	-	-	\$18,787	\$8,550	\$8,550
Utilities	-	-	\$768	\$2,313	\$2,313
Maintenance & Repair	-	-	-	\$0	\$0
Insurance	-	-	-	\$0	\$0
Capital Outlay	-	-	-	\$0	\$0
<b>EXPENSES TOTAL</b>	<b>-</b>	<b>-</b>	<b>\$485,696</b>	<b>\$175,058</b>	<b>\$175,058</b>
<b>Revenues Over (Under) Expenditures</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,989</b>	<b>\$9,189</b>	<b>-</b>
<b>Starting Fund Balance</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,989</b>	<b>\$2,989</b>
<b>Projected Ending Balance</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,989</b>	<b>\$12,178</b>	<b>-</b>

**County of Ottawa  
Early Voting Fund  
Revenue  
Detail Comparison of FY24 Adopted to FY25 Recommended**

	<b>Change</b>
<b>Taxes</b>	-
<b>Intergovernmental Revenue</b>	-
<b>Charges for Services</b>	<b>96,645</b>
Early Voting contract that was new in FY24. Contracted required local units to pay 80% of contract in Fiscal Year 2024 and 20% in Fiscal Year 2025.	
<b>Fines and Forfeits</b>	-
<b>Interest on Investments</b>	-
<b>Rent</b>	-
<b>License and Permits</b>	-
<b>Other Revenue</b>	-
<b>Transfers from Other Funds</b>	<b>87,602</b>
Early voting contract that was new in Fiscal Year 2024 has the County paying 75% of Election Logistics Specialist plus 50% of maintenance for equipment in Fiscal Year 2025.	
<b>Total Change in Revenue:</b>	<b><u><u>184,247</u></u></b>

**County of Ottawa  
Early Voting Fund  
Expenses  
Detail Comparison of FY24 Adopted to FY25 Recommended**

	Change
<b>Salaries and Wages</b>	<b>113,486</b>
<b>Position Changes in FY24</b>	
Logistics Specialist	
<b>Benefits</b>	<b>42,457</b>
<b>Position Changes in FY24</b>	
Logistics Specialist	
<b>Supplies</b>	<b>1,960</b>
<b>Contracted Service</b>	<b>5,540</b>
<b>Operating Expense</b>	<b>752</b>
<b>Maintenance and Repair</b>	<b>-</b>
<b>Utilities</b>	<b>2,313</b>
<b>Insurance</b>	<b>-</b>
<b>Indirect Expense</b>	<b>8,550</b>
<b>Capital Outlay</b>	<b>-</b>
<b>Total Change in Expense:</b>	<b><u>175,058</u></b>

**County of Ottawa**  
**234 - FARMLAND PRESERVATION FUND**

	ACTUALS	ADOPTED BUDGET	AMENDED BUDGET	RECOMMENDED BUDGET	
	FY2023	FY2024	FY2024	FY2025	Adopted Increase/ (Decrease)
<b>Revenues</b>					
Licenses & Permits	-	-	-	\$0	\$0
Intergovernmental	\$406,890	\$1,052,881	\$2,712,020	\$1,331,725	\$278,844
Charges for Services	-	-	-	\$0	\$0
Fines & Forfeits	-	-	-	\$0	\$0
Interest	\$1,944	\$223	\$223	\$2,067	\$1,844
Other Revenue	\$208,851	\$632,146	\$1,322,526	\$644,161	\$12,015
Rent	-	-	-	\$0	\$0
Other Financing Sources	-	-	-	\$0	\$0
Transfers from Other Funds	\$1,000,000	-	-	\$0	\$0
<b>REVENUES TOTAL</b>	<b>\$1,617,685</b>	<b>\$1,685,250</b>	<b>\$4,034,769</b>	<b>\$1,977,953</b>	<b>\$292,703</b>
<b>Expenses</b>					
Salaries	-	-	-	\$0	\$0
Benefits	-	-	-	\$0	\$0
Supplies	\$1,729	\$2,976	\$2,976	\$2,976	\$0
Contracted Services	\$7,578	\$20,241	\$20,241	\$27,910	\$7,669
Operating Expenses	-	-	-	\$0	\$0
Indirect Expenses	-	-	-	\$0	\$0
Utilities	-	-	-	\$0	\$0
Maintenance & Repair	-	-	-	\$0	\$0
Insurance	-	-	-	\$0	\$0
Capital Outlay	\$677,753	\$1,661,810	\$4,011,329	\$1,945,000	\$283,190
<b>EXPENSES TOTAL</b>	<b>\$687,060</b>	<b>\$1,685,027</b>	<b>\$4,034,546</b>	<b>\$1,975,886</b>	<b>\$290,859</b>
<b>Revenues Over (Under) Expenditures</b>	<b>\$930,625</b>	<b>\$223</b>	<b>\$223</b>	<b>\$2,067</b>	<b>-</b>
<b>Starting Fund Balance</b>	<b>\$97,081</b>	<b>\$1,027,706</b>	<b>\$1,027,706</b>	<b>\$1,027,929</b>	<b>\$223</b>
<b>Projected Ending Balance</b>	<b>\$1,027,706</b>	<b>\$1,027,929</b>	<b>\$1,027,929</b>	<b>\$1,029,996</b>	<b>-</b>

**County of Ottawa  
Farmland Preservation  
Revenue  
Detail Comparison of FY24 Adopted to FY25 Recommended**

	Change
<b>Intergovernmental Revenue</b>	<b>278,844</b>
State Grant Programs - Rasch and Molyneux Farm Grants from State of Michigan	318,150
Federal Grant reduction, lower cost farmland projects in FY25	(39,306)
<b>Charges for Services</b>	<b>-</b>
<b>Fines and Forfeits</b>	<b>-</b>
<b>Interest</b>	<b>1,844</b>
<b>Other Revenue</b>	<b>12,015</b>
<b>Transfers from Other Funds</b>	<b>-</b>
<b>Total Change in Revenue:</b>	<b><u>292,703</u></b>

**County of Ottawa  
Farmland Preservation  
Expenses  
Detail Comparison of FY24 Adopted to FY25 Recommended**

	<b>Change</b>
<b>Salaries and Wages</b>	-
<b>Benefits</b>	-
<b>Supplies</b>	-
<b>Contracted Services</b>	<b>7,669</b>
New farmland properties being appraised and grant application fees	
<b>Operating Expenses</b>	-
<b>Maintenance &amp; Repair</b>	-
<b>Utilities</b>	-
<b>Insurance</b>	-
<b>Indirect Expenses</b>	-
<b>Capital Outlay</b>	<b>283,190</b>
Increase in valuations of appraised properties	
<b>Total Change in Expenses:</b>	<b><u>290,859</u></b>



**County of Ottawa**  
**262 - FEDERAL FORFEITURE FUND**

	ACTUALS	ADOPTED BUDGET	AMENDED BUDGET	RECOMMENDED BUDGET	
	FY2023	FY2024	FY2024	FY2025	Adopted Increase/ (Decrease)
<b>Revenues</b>					
Intergovernmental	\$1,520	-	-	\$0	\$0
Interest	\$254	\$121	\$121	\$270	\$149
Transfers from Other Funds	-	-	-	\$0	\$0
<b>REVENUES TOTAL</b>	<b>\$1,774</b>	<b>\$121</b>	<b>\$121</b>	<b>\$270</b>	<b>\$149</b>
<b>Expenses</b>					
Supplies	-	-	-	\$0	\$0
Operating Expenses	-	-	-	\$0	\$0
Capital Outlay	-	-	-	\$0	\$0
<b>EXPENSES TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>\$0</b>	<b>\$0</b>
<b>Revenues Over (Under) Expenditures</b>	<b>\$1,774</b>	<b>\$121</b>	<b>\$121</b>	<b>\$270</b>	<b>-</b>
<b>Starting Fund Balance</b>	<b>\$9,634</b>	<b>\$11,408</b>	<b>\$11,408</b>	<b>\$11,529</b>	<b>\$121</b>
<b>Projected Ending Balance</b>	<b>\$11,408</b>	<b>\$11,529</b>	<b>\$11,529</b>	<b>\$11,799</b>	<b>-</b>

**County of Ottawa**  
**215 - FRIEND OF THE COURT FUND**

	ACTUALS	ADOPTED BUDGET	AMENDED BUDGET	RECOMMENDED BUDGET	
	FY2023	FY2024	FY2024	FY2025	Adopted Increase/ (Decrease)
<b>Revenues</b>					
Licenses & Permits	-	-	-	\$0	\$0
Intergovernmental	\$3,889,770	\$3,916,655	\$4,081,751	\$4,490,831	\$574,176
Charges for Services	\$319,650	\$342,369	\$350,897	\$302,409	-\$39,960
Fines & Forfeits	-	-	-	\$0	\$0
Interest	-	-	-	\$0	\$0
Other Revenue	-	-	-	\$0	\$0
Rent	-	-	-	\$0	\$0
Other Financing Sources	-	-	-	\$0	\$0
Transfers from Other Funds	\$1,509,481	\$1,552,986	\$2,092,693	\$2,322,284	\$769,298
<b>REVENUES TOTAL</b>	<b>\$5,718,902</b>	<b>\$5,812,010</b>	<b>\$6,525,341</b>	<b>\$7,115,524</b>	<b>\$1,303,514</b>
<b>Expenses</b>					
Salaries	\$3,119,511	\$3,084,749	\$3,527,168	\$3,778,910	\$694,161
Benefits	\$1,745,268	\$1,755,068	\$1,957,743	\$2,128,525	\$373,457
Supplies	\$44,233	\$96,890	\$115,104	\$104,825	\$7,935
Contracted Services	\$58,225	\$65,700	\$66,800	\$82,108	\$16,408
Operating Expenses	\$70,018	\$89,815	\$96,835	\$95,264	\$5,449
Indirect Expenses	\$584,464	\$587,051	\$613,212	\$788,201	\$201,150
Utilities	\$29,140	\$65,145	\$72,359	\$51,548	-\$13,597
Maintenance & Repair	\$6,387	\$5,000	\$5,000	\$5,000	\$0
Insurance	\$61,657	\$62,592	\$62,592	\$81,143	\$18,551
Capital Outlay	-	-	-	\$0	\$0
<b>EXPENSES TOTAL</b>	<b>\$5,718,902</b>	<b>\$5,812,010</b>	<b>\$6,516,813</b>	<b>\$7,115,524</b>	<b>\$1,303,514</b>
<b>Revenues Over (Under) Expenditures</b>	<b>\$0</b>	<b>\$0</b>	<b>\$8,528</b>	<b>\$0</b>	<b>-</b>
<b>Starting Fund Balance</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$8,528</b>	<b>\$8,528</b>
<b>Projected Ending Balance</b>	<b>\$0</b>	<b>\$0</b>	<b>\$8,528</b>	<b>\$8,528</b>	<b>-</b>

**County of Ottawa**  
**Friend of the Court Fund**  
**Revenue**  
**Detail Comparison of FY24 Adopted to FY25 Recommended**

		Change
<b>Intergovernmental Revenue</b>		<b>574,176</b>
Cooperative Reimbursement Program	Historically, there were positions in the General Fund that were funded by the Friend of the Court Title IV-D funding. In FY24 new positions were funded by Title IV-D funds. Increase in reimbursement due to increase in costs	
<b>Charges for Services</b>		<b>(39,960)</b>
	Charges Non-IV-D Judgment - Collections estimate down over prior year	(18,664)
	FOC Processing Fee - Collections estimate down over prior year	(19,217)
<b>Other Revenue</b>		<b>-</b>
<b>Transfers from Other Funds</b>		<b>769,298</b>
	General Fund transfer increase to the Friend of the Court Fund for FY25	
<b>Total Change in Revenue:</b>		<b><u>1,303,514</u></b>

**County of Ottawa  
Friend of the Court Fund  
Expenses  
Detail Comparison of FY24 Adopted to FY25 Recommended**

	<b>Change</b>
<b>Salaries and Wages</b>	<b>694,161</b>
<ul style="list-style-type: none"> <li>Cost of Living increase assumption - 4% on 1/1/25</li> <li>FY24 COLA assumption was 2%, actual COLA in FY24 was 6%</li> <li>Implementation of new longevity plan</li> <li>Implementation of Step 8 wage scale for second-in-command directors</li> <li>Legal Self Help Positions now in Friend of the Court Fund (Previously in General Fund)</li> <li>County Clerk IV-D Positions now in Friend of the Court Fund (Previously in General Fund)</li> </ul>	
<b>Benefits</b>	<b>373,457</b>
<ul style="list-style-type: none"> <li>Health Insurance increase assumption - 3% as on 1/1/25</li> <li>Convert MERS DC employer match to 6%</li> <li>Positions moved from General Fund</li> </ul>	
<b>Supplies</b>	<b>7,935</b>
<b>Contracted Services</b>	<b>16,408</b>
<b>Operating Expenses</b>	<b>5,449</b>
<b>Indirect Expenses</b>	<b>201,150</b>
<b>Utilities</b>	<b>(13,597)</b>
<b>Insurance</b>	<b>18,551</b>
<b>Total Change in Expense:</b>	<b><u><u>1,303,514</u></u></b>

**County of Ottawa**  
**221 - HEALTH FUND**

	ACTUALS	ADOPTED BUDGET	AMENDED BUDGET	RECOMMENDED BUDGET	
	FY2023	FY2024	FY2024	FY2025	Adopted Increase/ (Decrease)
<b>Revenues</b>					
Licenses & Permits	\$983,352	\$1,025,985	\$1,025,985	\$1,040,950	\$14,965
Intergovernmental	\$7,249,907	\$5,610,627	\$6,145,876	\$7,395,651	\$1,785,024
Charges for Services	\$699,578	\$743,960	\$651,360	\$644,196	-\$99,764
Fines & Forfeits	\$15,925	\$16,125	\$16,125	\$11,300	-\$4,825
Interest	-	-	-	\$0	\$0
Other Revenue	\$632,606	\$395,936	\$442,350	\$383,150	-\$12,786
Rent	-	-	-	\$0	\$0
Other Financing Sources	-	-	-	\$0	\$0
Transfers from Other Funds	\$6,898,154	\$4,873,790	\$4,870,900	\$6,955,976	\$2,082,186
<b>REVENUES TOTAL</b>	<b>\$16,479,523</b>	<b>\$12,666,423</b>	<b>\$13,152,596</b>	<b>\$16,431,223</b>	<b>\$3,764,800</b>
<b>Expenses</b>					
Salaries	\$6,757,196	\$6,709,557	\$6,925,045	\$7,225,383	\$515,826
Benefits	\$4,024,246	\$3,940,070	\$3,763,577	\$4,025,293	\$85,223
Supplies	\$1,182,890	\$911,489	\$1,104,611	\$1,086,164	\$174,675
Contracted Services	\$706,939	\$525,194	\$667,544	\$1,486,588	\$961,394
Operating Expenses	\$560,285	\$691,365	\$727,760	\$752,061	\$60,696
Indirect Expenses	\$1,868,017	\$1,083,216	\$1,090,272	\$1,665,995	\$582,779
Utilities	\$125,766	\$135,196	\$137,712	\$148,511	\$13,315
Maintenance & Repair	\$11,492	\$24,000	\$25,880	\$24,325	\$325
Insurance	\$343,729	\$377,628	\$377,628	\$348,757	-\$28,871
Capital Outlay	\$121,071	-	\$15,790	\$0	\$0
Transfers to Other Funds	-	-	\$1,839,314	\$0	\$0
<b>EXPENSES TOTAL</b>	<b>\$15,701,631</b>	<b>\$14,397,715</b>	<b>\$16,675,133</b>	<b>\$16,763,077</b>	<b>\$2,365,362</b>
<b>Revenues Over (Under) Expenditures</b>	\$777,892	-\$1,731,292	-\$3,522,537	-\$331,854	-
<b>Starting Fund Balance</b>	\$3,401,600	\$4,179,492	\$4,179,492	\$656,955	-\$3,522,537
<b>Projected Ending Balance</b>	\$4,179,492	\$2,448,200	\$656,955	\$325,101	-

**County of Ottawa  
Health Fund  
Revenue  
Detail Comparison of FY24 Adopted to FY25 Recommended**

	<b>Change</b>
<b>Intergovernmental Revenue</b>	<b>1,785,024</b>
Increase in Medicaid Cost Based Reimbursement revenue	405,969
Increase in Family Planning grant revenue	187,125
Increase in Essential Local Public Health Services (ELPHS) grant funding	184,970
Increase in Substance Abuse Prevention grant	64,897
New Infection Prevention grant	900,000
Miscellaneous Increases/Decreases	42,063
<b>Charges for Services</b>	<b>(99,764)</b>
Pathways to Better Health reduction in insurance billings	(90,000)
Miscellaneous Increases/Decreases	(9,764)
<b>Fines and Forfeits</b>	<b>(4,825)</b>
<b>Licenses &amp; Permits</b>	<b>14,965</b>
<b>Other Revenue</b>	<b>(12,786)</b>
<b>Transfers from Other Funds</b>	<b>2,082,186</b>
FY24 budgeted use of unrestricted fund balance	1,387,564
Increase in General Fund transfer for FY25	694,622
<b>Total Change in Revenue:</b>	<b><u>3,764,800</u></b>

**County of Ottawa  
Health Fund  
Expenses  
Detail Comparison of FY24 Adopted to FY25 Recommended**

	<b>Change</b>
<b>Salaries and Wages</b>	<b>515,826</b>
Cost of Living increase assumption - 4% on 1/1/25	
FY24 COLA assumption was 2%, actual COLA in FY24 was 6%	
Implementation of new longevity plan	
Implementation of Step 8 wage scale for second-in-command directors	
<b>Position Changes in FY24</b>	
Epidemiologist - 1.0 FTE (Correction)	
Nurse Practitioner - 0.6 FTE	
Administrative Assistant II	
<b>Benefits</b>	<b>85,223</b>
Health Insurance increase assumption - 3% as on 1/1/25	
Convert MERS DC employer match to 6%	
<b>Supplies</b>	<b>174,675</b>
<b>Increase in Immunization program's budget for vaccines:</b>	
Vaccine purchases	43,000
Federal vaccines provided by State (County records value, no cash outlay)	52,342
Increase in contraceptive supplies for the Family Planning program	15,250
Miscellaneous Increases/Decreases	64,083
<b>Contracted Service</b>	<b>961,394</b>
New Infection Prevention grant	900,000
Substance Abuse Prevention services increase	71,033
Miscellaneous Increases/Decreases	(9,639)
<b>Operating Expense</b>	<b>60,696</b>
Increase in facilities rent costs allocated to Public Health (Fund 221)	54,725
Miscellaneous Increases/Decreases	5,971
<b>Maintenance &amp; Repair</b>	<b>325</b>
<b>Utilities</b>	<b>13,315</b>
<b>Insurance</b>	<b>(28,871)</b>
<b>Indirect Expense</b>	<b>582,779</b>
FY24 was decreased \$500k to lower general fund transfer	
<b>Total Change in Expense:</b>	<b><u>2,365,362</u></b>

**County of Ottawa**  
**255 - HOMESTEAD PROPERTY TAX FUND**

	ACTUALS	ADOPTED BUDGET	AMENDED BUDGET	RECOMMENDED BUDGET	
	FY2023	FY2024	FY2024	FY2025	Adopted Increase/ (Decrease)
<b>Revenues</b>					
Taxes	\$8,495	\$8,607	\$8,607	\$8,720	\$113
Interest	\$1,496	\$625	\$625	\$1,000	\$375
Other Revenue	-	-	-	\$0	\$0
Other Financing Sources	-	-	-	\$0	\$0
Transfers from Other Funds	-	-	-	\$0	\$0
<b>REVENUES TOTAL</b>	<b>\$9,991</b>	<b>\$9,232</b>	<b>\$9,232</b>	<b>\$9,720</b>	<b>\$488</b>
<b>Expenses</b>					
Supplies	-	\$100	\$100	\$120	\$20
Contracted Services	\$734	\$1,715	\$1,715	\$3,000	\$1,285
Operating Expenses	-	-	-	\$0	\$0
Capital Outlay	-	-	-	\$0	\$0
Debt Service	-	-	-	\$0	\$0
Transfers to Other Funds	-	-	-	\$0	\$0
<b>EXPENSES TOTAL</b>	<b>\$734</b>	<b>\$1,815</b>	<b>\$1,815</b>	<b>\$3,120</b>	<b>\$1,305</b>
<b>Revenues Over (Under) Expenditures</b>	\$9,257	\$7,417	\$7,417	\$6,600	-
<b>Starting Fund Balance</b>	\$55,063	\$64,320	\$64,320	\$71,737	\$7,417
<b>Projected Ending Balance</b>	\$64,320	\$71,737	\$71,737	\$78,337	-



**County of Ottawa**  
**107 - INFRASTRUCTURE FUND**

	ACTUALS	ADOPTED BUDGET	AMENDED BUDGET	RECOMMENDED BUDGET	
	FY2023	FY2024	FY2024	FY2025	Adopted Increase/ (Decrease)
<b>Revenues</b>					
Charges for Services	-	-	-	\$0	\$0
Interest	\$20,481	\$7,522	\$7,522	\$21,769	\$14,247
Other Revenue	-	-	-	\$0	\$0
Transfers from Other Funds	-	-	-	\$0	\$0
<b>REVENUES TOTAL</b>	<b>\$20,481</b>	<b>\$7,522</b>	<b>\$7,522</b>	<b>\$21,769</b>	<b>\$14,247</b>
<b>Expenses</b>					
Operating Expenses	-	-	-	\$0	\$0
Transfers to Other Funds	\$125,000	\$125,000	\$125,000	\$125,000	\$0
<b>EXPENSES TOTAL</b>	<b>\$125,000</b>	<b>\$125,000</b>	<b>\$125,000</b>	<b>\$125,000</b>	<b>\$0</b>
<b>Revenues Over (Under) Expenditures</b>	-\$104,519	-\$117,478	-\$117,478	-\$103,231	-
<b>Starting Fund Balance</b>	\$892,942	\$788,423	\$788,423	\$670,945	-\$117,478
<b>Projected Ending Balance</b>	\$788,423	\$670,945	\$670,945	\$567,714	-

**County of Ottawa**  
**228 - LANDFILL TIPPING FEES FUND**

	ACTUALS	ADOPTED BUDGET	AMENDED BUDGET	RECOMMENDED BUDGET	
	FY2023	FY2024	FY2024	FY2025	Adopted Increase/ (Decrease)
<b>Revenues</b>					
Licenses & Permits	-	-	-	\$0	\$0
Intergovernmental	\$10,694	\$22,000	\$32,000	\$41,000	\$19,000
Charges for Services	\$613,566	\$539,380	\$539,380	\$561,163	\$21,783
Fines & Forfeits	-	-	-	\$0	\$0
Interest	\$13,392	\$9,811	\$9,811	\$14,234	\$4,423
Other Revenue	-	-	-	\$0	\$0
Rent	-	-	-	\$0	\$0
Other Financing Sources	-	-	-	\$0	\$0
Transfers from Other Funds	\$420,000	\$355,000	\$762,800	\$667,150	\$312,150
<b>REVENUES TOTAL</b>	<b>\$1,057,652</b>	<b>\$926,191</b>	<b>\$1,343,991</b>	<b>\$1,283,547</b>	<b>\$357,356</b>
<b>Expenses</b>					
Salaries	\$236,028	\$254,600	\$243,445	\$271,035	\$16,435
Benefits	\$130,139	\$138,219	\$143,847	\$139,328	\$1,109
Supplies	\$17,341	\$23,880	\$22,180	\$41,510	\$17,630
Contracted Services	\$482,019	\$539,440	\$577,440	\$568,150	\$28,710
Operating Expenses	\$21,873	\$18,238	\$18,238	\$18,235	-\$3
Indirect Expenses	\$63,744	\$50,977	\$50,977	\$58,436	\$7,459
Utilities	\$8,301	\$8,655	\$12,355	\$15,843	\$7,188
Maintenance & Repair	\$7,136	\$19,700	\$19,700	\$121,980	\$102,280
Insurance	\$462	\$456	\$456	\$585	\$129
Capital Outlay	-	\$355,000	\$355,000	\$280,000	-\$75,000
<b>EXPENSES TOTAL</b>	<b>\$967,042</b>	<b>\$1,409,165</b>	<b>\$1,443,638</b>	<b>\$1,515,102</b>	<b>\$105,937</b>
<b>Revenues Over (Under) Expenditures</b>	\$90,610	-\$482,974	-\$99,647	-\$231,555	-
<b>Starting Fund Balance</b>	\$599,820	\$690,430	\$690,430	\$590,783	-\$99,647
<b>Projected Ending Balance</b>	\$690,430	\$207,456	\$590,783	\$359,228	-

**County of Ottawa  
Landfill Tipping Fees Fund  
Revenue  
Detail Comparison of FY24 Adopted to FY25 Recommended**

	<b>Change</b>
<b>Intergovernmental Revenue</b>	<b>19,000</b>
Increase in the cost of running the Clean Sweep & Michigan Department of Environment, Great Lakes, and Energy (EGLE) Scrap Tire grant programs. These costs are reimbursed through the State via grant revenue.	
<b>Charges for Services</b>	<b>21,783</b>
Increase in recycling memberships and use of disposal services	
<b>Interest</b>	<b>4,423</b>
<b>Other Revenue</b>	<b>-</b>
<b>Transfers to Other Funds</b>	<b>312,150</b>
Increase in transfer to the Solid Waste Clean Up Landfill from the Solid Waste Fund	
<b>Total Change in Revenue:</b>	<b>357,356</b>

**County of Ottawa  
Landfill Tipping Fees Fund  
Expenses  
Detail Comparison of FY24 Adopted to FY25 Recommended**

	<b>Change</b>
<b>Salaries and Wages</b>	<b>16,435</b>
Cost of Living increase assumption - 4% on 1/1/25	
FY24 COLA assumption was 2%, actual COLA in FY24 was 6%	
Implementation of new longevity plan	
Implementation of Step 8 wage scale for second-in-command directors	
<b>Benefits</b>	<b>1,109</b>
Health Insurance increase assumption - 3% as on 1/1/25	
Convert MERS DC employer match to 6%	
<b>Supplies</b>	<b>17,630</b>
One-Time Operating Supplies for hardwire internet build-out connect to Grand Haven Environmental Sustainability Center (IT Required)	11,000
Miscellaneous Increases/Decreases	6,630
<b>Contracted Service</b>	<b>28,710</b>
Increase in the cost of running the Clean Sweep & Michigan Department of Environment, Great Lakes, and Energy (EGLE) Scrap Tire grant programs. These costs are reimbursed through the State via grant revenue.	19,000
Miscellaneous Increases/Decreases	9,710
<b>Operating Expense</b>	<b>(3)</b>
<b>Maintenance &amp; Repair</b>	<b>102,280</b>
New proposal for maintenance and repair of the Household Hazardous Waste Units	115,980
Miscellaneous Increases/Decreases	(13,700)
<b>Utilities</b>	<b>7,188</b>
<b>Insurance</b>	<b>129</b>
<b>Indirect Expense</b>	<b>7,459</b>
<b>Capital Outlay</b>	<b>(75,000)</b>
Decrease in Capital Expense related to one-time projects for the Solid Waste Landfill	
<b>Total Change in Expense:</b>	<b><u>105,937</u></b>

**County of Ottawa**  
**222 - MENTAL HEALTH FUND**

	ACTUALS	ADOPTED BUDGET	AMENDED BUDGET	RECOMMENDED BUDGET	
	FY2023	FY2024	FY2024	FY2025	Adopted Increase/ (Decrease)
<b>Revenues</b>					
Intergovernmental	\$60,057,598	\$61,351,445	\$63,712,039	\$66,491,398	\$5,139,953
Charges for Services	\$58,957	\$198,000	\$49,200	\$66,000	-\$132,000
Interest	\$165,293	\$72,320	\$72,320	\$175,691	\$103,371
Other Revenue	\$57,074	\$4,000	\$4,000	\$7,000	\$3,000
Rent	\$5,460	-	-	\$5,460	\$5,460
Transfers from Other Funds	\$501,360	\$588,823	\$588,823	\$533,581	-\$55,242
<b>REVENUES TOTAL</b>	<b>\$60,845,741</b>	<b>\$62,214,588</b>	<b>\$64,426,382</b>	<b>\$67,279,130</b>	<b>\$5,064,542</b>
<b>Expenses</b>					
Salaries	\$8,951,316	\$10,770,709	\$11,094,467	\$12,553,104	\$1,782,395
Benefits	\$5,122,907	\$5,912,238	\$6,343,547	\$6,812,258	\$900,020
Supplies	\$186,909	\$214,401	\$276,747	\$303,425	\$89,024
Contracted Services	\$43,918,950	\$42,238,916	\$43,488,246	\$44,072,724	\$1,833,808
Operating Expenses	\$735,487	\$697,559	\$823,109	\$763,841	\$66,282
Indirect Expenses	\$1,316,860	\$1,460,984	\$1,460,984	\$2,001,132	\$540,148
Utilities	\$133,045	\$167,041	\$174,442	\$176,662	\$9,621
Maintenance & Repair	\$31,780	\$38,550	\$37,550	\$39,250	\$700
Insurance	\$446,800	\$492,430	\$505,530	\$556,734	\$64,304
Capital Outlay	\$5,746	-	-	\$0	\$0
Transfers to Other Funds	-	-	-	\$0	\$0
<b>EXPENSES TOTAL</b>	<b>\$60,849,799</b>	<b>\$61,992,828</b>	<b>\$64,204,622</b>	<b>\$67,279,130</b>	<b>\$5,286,302</b>
<b>Revenues Over (Under) Expenditures</b>	<b>-\$4,059</b>	<b>\$221,760</b>	<b>\$221,760</b>	<b>\$0</b>	<b>-</b>
<b>Starting Fund Balance</b>	<b>\$270,535</b>	<b>\$266,476</b>	<b>\$266,476</b>	<b>\$488,236</b>	<b>\$221,760</b>
<b>Projected Ending Balance</b>	<b>\$266,476</b>	<b>\$488,236</b>	<b>\$488,236</b>	<b>\$488,236</b>	<b>-</b>

**County of Ottawa  
Mental Health Fund  
Revenue**

**Detail Comparison of FY24 Adopted to FY25 Recommended**

	<b>Change</b>
<b>Intergovernmental Revenue</b>	<b>5,139,953</b>
Medicaid increase 3.5%	2,053,704
Medicaid Certified Community Behavioral Health Clinics (CCBHC) increase	2,846,920
Federal Grants increases	239,329
<b>Charges for Services</b>	<b>(132,000)</b>
Developmentally Disabled Adults and Residential services now outsourced, charged to Client Care	
<b>Interest</b>	<b>103,371</b>
<b>Rent</b>	<b>5,460</b>
<b>Other Revenue</b>	<b>3,000</b>
<b>Transfers from Other Funds</b>	<b>(55,242)</b>
No longer receiving transfer in from Millage fund that covered CMH jail position. Position now covered by Medicaid dollars.	
<b>Total Change in Revenue:</b>	<b><u>5,064,542</u></b>

**County of Ottawa  
Mental Health Fund  
Expenses  
Detail Comparison of FY24 Adopted to FY25 Recommended**

	<b>Change</b>
<b>Salaries and Wages</b>	<b>1,782,395</b>
Cost of Living increase assumption - 4% on 1/1/25	
FY24 COLA assumption was 2%, actual COLA in FY24 was 6%	
Implementation of new longevity plan	
Implementation of Step 8 wage scale for second-in-command directors	
New FY25 Positions; see personnel recommendation list	
<b>Benefits</b>	<b>900,020</b>
Health Insurance increase assumption - 3% as on 1/1/25	
Convert MERS DC employer match to 6%	
<b>Supplies</b>	<b>89,024</b>
IT Operating supplies	34,730
<b>Increase grant operating supplies:</b>	
Comprehensive Opioid Stimulant and Substance Abuse Programs	21,673
58th District Mental Court Expansion (Recovery Games, gas cards for participants, peer group supplies)	8,843
Tobacco Cessation	21,200
Miscellaneous Increases/Decreases	2,578
<b>Contracted Service</b>	<b>1,833,808</b>
Client Care - stipulated rate increases to contracts	
<b>Operating Expense</b>	<b>66,282</b>
Increase in facilities rent costs	74,386
Miscellaneous Increases/Decreases	(8,104)
<b>Maintenance &amp; Repair</b>	<b>700</b>
<b>Utilities</b>	<b>9,621</b>
<b>Insurance</b>	<b>64,304</b>
<b>Indirect Expense</b>	<b>540,148</b>
<b>Total Change in Expense:</b>	<b><u>5,286,302</u></b>

**County of Ottawa**  
**223 - MH MILLAGE & GRANTS FUND**

	ACTUALS	ADOPTED BUDGET	AMENDED BUDGET	RECOMMENDED BUDGET	
	FY2023	FY2024	FY2024	FY2025	Adopted Increase/ (Decrease)
<b>Revenues</b>					
Taxes	\$3,875,953	\$4,210,623	\$4,210,623	\$4,511,852	\$301,229
Intergovernmental	\$3,663,670	\$3,469,925	\$3,672,630	\$3,594,645	\$124,720
Charges for Services	-	\$500,000	\$500,000	\$0	-\$500,000
Interest	\$92,105	\$51,398	\$51,398	\$97,610	\$46,212
Other Revenue	-	-	-	\$0	\$0
Transfers from Other Funds	\$1,000,000	-	-	\$0	\$0
<b>REVENUES TOTAL</b>	<b>\$8,631,727</b>	<b>\$8,231,946</b>	<b>\$8,434,651</b>	<b>\$8,204,107</b>	<b>-\$27,839</b>
<b>Expenses</b>					
Salaries	\$1,635,022	\$1,919,849	\$2,118,696	\$2,093,531	\$173,682
Benefits	\$975,244	\$1,137,759	\$1,305,081	\$1,219,149	\$81,390
Supplies	\$70,355	\$154,290	\$111,387	\$148,658	-\$5,632
Contracted Services	\$3,517,810	\$4,970,420	\$4,910,539	\$5,012,501	\$42,081
Operating Expenses	\$94,889	\$305,600	\$234,692	\$139,720	-\$165,880
Indirect Expenses	\$101,196	\$337,857	\$337,857	\$563,410	\$225,553
Utilities	\$18,884	\$31,405	\$33,432	\$33,463	\$2,058
Maintenance & Repair	\$2,894	\$3,850	\$5,242	\$4,100	\$250
Insurance	\$6,651	\$9,650	\$16,460	\$3,900	-\$5,750
Capital Outlay	\$25,848	-	-	\$0	\$0
Transfers to Other Funds	\$250,000	\$368,904	\$368,904	\$250,000	-\$118,904
<b>EXPENSES TOTAL</b>	<b>\$6,698,792</b>	<b>\$9,239,584</b>	<b>\$9,442,289</b>	<b>\$9,468,432</b>	<b>\$228,848</b>
<b>Revenues Over (Under) Expenditures</b>	\$1,932,935	-\$1,007,638	-\$1,007,638	-\$1,264,325	-
<b>Starting Fund Balance</b>	\$3,781,891	\$5,714,826	\$5,714,826	\$4,707,188	-\$1,007,638
<b>Projected Ending Balance</b>	\$5,714,826	\$4,707,188	\$4,707,188	\$3,442,863	-



**County of Ottawa**  
**Mental Health Millage and Grants**  
**Revenue**  
**Detail Comparison of FY24 Adopted to FY25 Recommended**

	<b>Change</b>
<b>Taxes</b>	<b>301,229</b>
<b>Intergovernmental Revenue</b>	<b>124,720</b>
Discontinued several grants (Mental Health Block Grant/Mental Health Juvenile Justice/Promoting Access and Continuity of Care)	(267,228)
Housing Urban Development (HUD) 1 Increase	121,452
Diversion Intervention from Boundary Spanners (DIBS) Increase	57,063
New Connect & Protect Grant	213,433
<b>Charges for Services</b>	<b>(500,000)</b>
Certified Community Behavioral Health Clinics Demonstration fee moved to Mental Health Fund per regulatory requirements	
<b>Interest</b>	<b>46,212</b>
<b>Other Revenue</b>	<b>-</b>
<b>Transfers from Other Funds</b>	<b>-</b>
<b>Total Change in Revenue:</b>	<b><u><u>(27,839)</u></u></b>

**County of Ottawa**  
**Mental Health Millage and Grants**  
**Expenses**  
**Detail Comparison of FY24 Adopted to FY25 Recommended**

	<b>Change</b>
<b>Salaries and Wages</b>	<b>173,682</b>
Cost of Living increase assumption - 4% on 1/1/25 FY24 COLA assumption was 2%, actual COLA in FY24 was 6% Implementation of new longevity plan Implementation of Step 8 wage scale for second-in-command directors	
<b>Benefits</b>	<b>81,390</b>
Health Insurance increase assumption - 3% as on 1/1/25 Convert MERS DC employer match to 6%	
<b>Supplies</b>	<b>(5,632)</b>
Reduction due to discontinuation of grants; see Intergovernmental Revenue	
<b>Contracted Service</b>	<b>42,081</b>
Increase to Millage Contracts	
<b>Operating Expense</b>	<b>(165,880)</b>
Reduction due to discontinuation of grants; see Intergovernmental Revenue	
<b>Maintenance &amp; Repair</b>	<b>250</b>
<b>Utilities</b>	<b>2,058</b>
<b>Insurance</b>	<b>(5,750)</b>
<b>Indirect Expense</b>	<b>225,553</b>
<b>Capital Outlay</b>	<b>-</b>
<b>Transfers to Other Funds</b>	<b>(118,904)</b>
No longer covering position with millage transfer	
<b>Total Change in Expense:</b>	<b><u>228,848</u></b>

**County of Ottawa**  
**284 - OPIOID SETTLEMENT FUND**

	ACTUALS	ADOPTED BUDGET	AMENDED BUDGET	RECOMMENDED BUDGET	
	FY2023	FY2024	FY2024	FY2025	Adopted Increase/ (Decrease)
<b>Revenues</b>					
Licenses & Permits	-	-	-	\$0	\$0
Intergovernmental	-	-	-	\$0	\$0
Charges for Services	-	-	-	\$0	\$0
Fines & Forfeits	-	-	-	\$0	\$0
Interest	\$9,138	-	-	\$0	\$0
Other Revenue	\$582,380	\$171,990	\$171,990	\$171,990	\$0
Rent	-	-	-	\$0	\$0
Other Financing Sources	-	-	-	\$0	\$0
<b>REVENUES TOTAL</b>	<b>\$591,518</b>	<b>\$171,990</b>	<b>\$171,990</b>	<b>\$171,990</b>	<b>\$0</b>
<b>Expenses</b>					
Salaries	-	-	-	\$0	\$0
Benefits	-	-	-	\$0	\$0
Supplies	-	-	-	\$0	\$0
Contracted Services	-	\$171,990	\$171,990	\$223,980	\$51,990
Operating Expenses	-	-	-	\$0	\$0
Indirect Expenses	-	-	-	\$0	\$0
Utilities	-	-	-	\$0	\$0
Maintenance & Repair	-	-	-	\$0	\$0
Insurance	-	-	-	\$0	\$0
Capital Outlay	-	-	-	\$0	\$0
<b>EXPENSES TOTAL</b>	<b>-</b>	<b>\$171,990</b>	<b>\$171,990</b>	<b>\$223,980</b>	<b>\$51,990</b>
<b>Revenues Over (Under) Expenditures</b>	\$591,518	\$0	\$0	-\$51,990	-
<b>Starting Fund Balance</b>	\$0	\$591,518	\$591,518	\$591,518	\$0
<b>Projected Ending Balance</b>	\$591,518	\$591,518	\$591,518	\$539,528	-

**County of Ottawa**  
**218 - OTHER GOVERNMENTAL GRANTS FUND**

	ACTUALS	ADOPTED BUDGET	AMENDED BUDGET	RECOMMENDED BUDGET	
	FY2023	FY2024	FY2024	FY2025	Adopted Increase/ (Decrease)
<b>Revenues</b>					
Licenses & Permits	-	-	-	\$0	\$0
Intergovernmental	\$3,297,319	\$4,975,382	\$6,049,599	\$5,411,865	\$436,483
Charges for Services	\$74,314	\$153,100	\$148,628	\$105,605	-\$47,495
Fines & Forfeits	-	-	-	\$0	\$0
Interest	-	-	-	\$0	\$0
Other Revenue	\$254,917	\$159,763	\$166,391	\$155,495	-\$4,268
Rent	-	-	-	\$0	\$0
Other Financing Sources	-	-	-	\$0	\$0
Transfers from Other Funds	\$69,225	\$56,393	\$68,818	\$75,426	\$19,033
<b>REVENUES TOTAL</b>	<b>\$3,695,775</b>	<b>\$5,344,638</b>	<b>\$6,433,436</b>	<b>\$5,748,391</b>	<b>\$403,753</b>
<b>Expenses</b>					
Salaries	\$960,548	\$1,023,438	\$1,165,980	\$1,245,902	\$222,464
Benefits	\$472,773	\$511,505	\$545,669	\$592,921	\$81,417
Supplies	\$601,325	\$1,099,290	\$1,364,565	\$1,098,630	-\$660
Contracted Services	\$1,331,120	\$2,021,161	\$2,556,056	\$2,261,107	\$239,946
Operating Expenses	\$185,359	\$438,899	\$548,792	\$277,571	-\$161,328
Indirect Expenses	\$115,755	\$170,133	\$168,213	\$184,434	\$14,301
Utilities	\$4,790	\$6,756	\$13,745	\$7,291	\$535
Maintenance & Repair	\$25,943	\$54,051	\$49,958	\$2,000	-\$52,051
Insurance	\$10,068	\$19,406	\$20,458	\$25,565	\$6,159
Capital Outlay	-	-	-	\$52,970	\$52,970
<b>EXPENSES TOTAL</b>	<b>\$3,707,683</b>	<b>\$5,344,638</b>	<b>\$6,433,436</b>	<b>\$5,748,391</b>	<b>\$403,753</b>
<b>Revenues Over (Under) Expenditures</b>	-\$11,908	\$0	\$0	\$0	-
<b>Starting Fund Balance</b>	\$233,842	\$221,934	\$221,934	\$221,934	\$0
<b>Projected Ending Balance</b>	\$221,934	\$221,934	\$221,934	\$221,934	-

**County of Ottawa  
Other Governmental Grants  
Revenue**

**Detail Comparison of FY24 Adopted to FY25 Recommended**

		Change
<b>Intergovernmental Revenue</b>		<b>436,483</b>
Community Action Agency	Anticipated net increase in federal and state grants	65,643
	New Grant - Solutions Delivered: Reducing Nutrition Barriers of Ages 60+	200,000
District Court	Anticipated net increase in state grants	33,107
Circuit Court	Anticipated net increase in federal and state grants	17,981
DSI	Senior Transportation grant increase	73,773
Sheriff	Recurring BJA grant - new FY24 money	52,970
	Anticipated net decrease in federal and state grants	(6,991)
<b>Charges for Services</b>		<b>(47,495)</b>
Community Action Agency	Anticipated decrease in program income collected from the Community Development Block grant program	(42,600)
District Court	Sobriety Treatment Program fees collection is anticipated to be lower in FY25	(5,000)
Various	Miscellaneous Increases/Decreases	105
<b>Other Revenue</b>		<b>(4,268)</b>
Community Action Agency	Anticipated decrease in Walk for Warmth donations for FY25	(10,000)
Various	Miscellaneous Increases/Decreases	5,732
<b>Transfers from Other Funds</b>		<b>19,033</b>
District Court	Increase in salaries and benefit costs due to cost of living and step increases with unchanged grant award amounts.	19,033
<b>Total Change in Revenue:</b>		<b><u><u>403,753</u></u></b>

**County of Ottawa**  
**Other Governmental Grants**  
**Expenses**  
**Detail Comparison of FY24 Adopted to FY25 Recommended**

	<b>Change</b>
<b>Salaries and Wages</b>	<b>222,464</b>
Cost of Living increase assumption - 4% on 1/1/25 FY24 COLA assumption was 2%, actual COLA in FY24 was 6% Implementation of new longevity plan Implementation of Step 8 wage scale for second-in-command directors <b>Position Changes in FY24</b> Director of Probation and Community Correction (.15 FTE) Recovery Court Case Manager (.28 FTE) Probation Officer (.6 FTE) Probation Specialist (.12 FTE)	
<b>Benefits</b>	<b>81,417</b>
Health Insurance increase assumption - 3% as on 1/1/25 Convert MERS DC employer match to 6%	
<b>Supplies</b>	<b>(660)</b>
<b>Contracted Service</b>	<b>239,946</b>
Community Action Agency	167,055
Expansion of the Deferral Reduction Program anticipated in FY25 with funds dedicated for repair of low-income residential buildings	
District Court	(50,053)
Services provided in prior years through a contract were replaced in FY25 with a County employee	
DSI	73,773
Senior Transportation grant increase	
Various	49,171
Miscellaneous Increases/Decreases	
<b>Operating Expense</b>	<b>(161,328)</b>
Community Action Agency	(128,826)
Low Income Household Water Assistance grant was not extended to FY25 causing a decrease in client assistance budget	
Various	(32,502)
Miscellaneous Increases/Decreases	
<b>Maintenance and Repair</b>	<b>(52,051)</b>
Community Action Agency	(53,051)
Fewer funds available in FY25 for the Community Development Block Grant repair projects	
District Court	1,000
Additional funds allocated for vehicle maintenance in FY25	
<b>Utilities</b>	<b>535</b>
<b>Insurance</b>	<b>6,159</b>
<b>Indirect Expense</b>	<b>14,301</b>
<b>Capital Outlay</b>	<b>52,970</b>
One-time expenses funded through recurring BJA grant, new FY24 money	
<b>Total Change in Expense:</b>	<b><u>403,753</u></b>

**County of Ottawa**  
**369 - OC BUILDING AUTH DEBT FUND**

	ACTUALS	ADOPTED BUDGET	AMENDED BUDGET	RECOMMENDED BUDGET	
	FY2023	FY2024	FY2024	FY2025	Adopted Increase/ (Decrease)
<b>Revenues</b>					
Rent	\$1,841,427	\$1,846,760	\$1,846,760	\$1,845,350	-\$1,410
<b>REVENUES TOTAL</b>	<b>\$1,841,427</b>	<b>\$1,846,760</b>	<b>\$1,846,760</b>	<b>\$1,845,350</b>	<b>-\$1,410</b>
<b>Expenses</b>					
Debt Service	\$1,841,427	\$1,846,760	\$1,846,760	\$1,845,350	-\$1,410
<b>EXPENSES TOTAL</b>	<b>\$1,841,427</b>	<b>\$1,846,760</b>	<b>\$1,846,760</b>	<b>\$1,845,350</b>	<b>-\$1,410</b>
<b>Revenues Over (Under)</b>	\$0	\$0	\$0	\$0	-
<b>Expenditures</b>					
<b>Starting Fund Balance</b>	\$0	\$0	\$0	\$0	\$0
<b>Projected Ending Balance</b>	\$0	\$0	\$0	\$0	-

**County of Ottawa**  
**208 - PARKS AND RECREATION FUND**

	ACTUALS	ADOPTED BUDGET	AMENDED BUDGET	RECOMMENDED BUDGET	
	FY2023	FY2024	FY2024	FY2025	Adopted Increase/ (Decrease)
<b>Revenues</b>					
Taxes	\$4,292,009	\$4,661,580	\$4,661,580	\$4,997,175	\$335,595
Licenses & Permits	-	-	-	\$0	\$0
Intergovernmental	\$278,216	\$270,713	\$270,713	\$205,000	-\$65,713
Charges for Services	\$1,116,583	\$994,606	\$994,606	\$1,709,404	\$714,798
Fines & Forfeits	-	-	-	\$0	\$0
Interest	\$217,173	\$54,903	\$54,903	\$230,514	\$175,611
Other Revenue	\$132,707	\$149,925	\$415,641	\$134,612	-\$15,313
Rent	\$5,800	\$5,800	\$5,800	\$5,800	\$0
Other Financing Sources	\$53,311	-	-	\$0	\$0
Transfers from Other Funds	\$388,165	\$288,422	\$288,422	\$320,343	\$31,921
<b>REVENUES TOTAL</b>	<b>\$6,483,965</b>	<b>\$6,425,949</b>	<b>\$6,691,665</b>	<b>\$7,602,848</b>	<b>\$1,176,899</b>
<b>Expenses</b>					
Salaries	\$2,069,114	\$2,704,512	\$2,790,304	\$3,117,314	\$412,802
Benefits	\$925,738	\$1,050,069	\$1,030,944	\$1,121,198	\$71,129
Supplies	\$265,537	\$375,460	\$354,002	\$494,683	\$119,223
Contracted Services	\$218,978	\$602,843	\$560,125	\$391,826	-\$211,017
Operating Expenses	\$231,776	\$314,002	\$314,867	\$287,120	-\$26,882
Indirect Expenses	\$355,829	\$342,683	\$342,683	\$439,290	\$96,607
Utilities	\$155,176	\$177,815	\$178,536	\$215,132	\$37,317
Maintenance & Repair	\$103,730	\$108,195	\$105,385	\$114,240	\$6,045
Insurance	\$78,691	\$87,636	\$87,636	\$98,961	\$11,325
Capital Outlay	\$139,372	-	\$331,116	\$20,750	\$20,750
Debt Service	-	-	-	\$0	\$0
Transfers to Other Funds	\$2,417,793	\$255,939	\$257,198	\$1,008,383	\$752,444
<b>EXPENSES TOTAL</b>	<b>\$6,961,733</b>	<b>\$6,019,154</b>	<b>\$6,352,796</b>	<b>\$7,308,897</b>	<b>\$1,289,743</b>
<b>Revenues Over (Under) Expenditures</b>	<b>-\$477,768</b>	<b>\$406,794</b>	<b>\$338,868</b>	<b>\$293,951</b>	<b>-</b>
<b>Starting Fund Balance</b>	<b>\$2,769,477</b>	<b>\$2,291,709</b>	<b>\$2,291,709</b>	<b>\$2,630,578</b>	<b>\$338,869</b>
<b>Projected Ending Balance</b>	<b>\$2,291,709</b>	<b>\$2,698,504</b>	<b>\$2,630,578</b>	<b>\$2,924,529</b>	<b>-</b>



**County of Ottawa**  
**Parks & Recreation FY25 Budget Review**  
**Revenue**  
**Detail Comparison of FY24 Adopted to FY25 Recommended**

		Change
<b>Taxes</b>		<b>335,595</b>
<b>Intergovernmental Revenue</b>		<b>(65,713)</b>
Parks Admin	Estimated Local Community Stabilization Share decrease	(65,713)
<b>Charges for Services</b>		<b>714,798</b>
Ottawa Sands	Yurt, Treehouse & Tent reservation income (12 mos operation)	480,371
Community Engagement	Program revenue increase - new spring break & summer camps	69,100
Pigeon Creek	Reduction in Concessions (based on FY23 actuals)	(13,100)
All Parks	Increase in Motor Vehicle Pass (MVP) Sales & Reservation revenue	178,427
<b>Fines and Forfeits</b>		<b>-</b>
<b>Interest</b>		<b>175,611</b>
Parks Admin	Treasury estimates on Funds 208 & 408, interest is combined in 208. <i>Most significant increase: Fund 408 (Capital) received Board Initiative funds totaling \$6.306M - not fully expended FY24.</i>	
<b>Rent</b>		<b>-</b>
<b>License and Permits</b>		<b>-</b>
<b>Other Revenue</b>		<b>(15,313)</b>
	Decrease in Step It Up & misc Health & Wellness funding	(7,500)
	Decrease contracted revenue from Port Sheldon Township, as MVP sales exceed maintenance needs.	(12,500)
	Miscellaneous other increases/decreases	4,687
<b>Transfers from Other Funds</b>		<b>31,921</b>
<b>Total Change in Revenue:</b>		<b><u>1,176,899</u></b>

**County of Ottawa**  
**Parks & Recreation FY25 Budget Review**  
**Expenses**  
**Detail Comparison of FY24 Adopted to FY25 Recommended**

	Change
<b>Salaries and Wages</b>	<b>412,802</b>
Cost of Living increase assumption - 4% on 1/1/25	
FY24 COLA assumption was 2%, actual COLA in FY24 was 6%	
Implementation of new longevity plan	
Implementation of Step 8 wage scale for second-in-command directors	
Ottawa Sands (full year staffing)	
Seasonal Wage adjustments	
<b>Benefits</b>	<b>71,129</b>
Health Insurance increase assumption - 3% as on 1/1/25	
Convert MERS DC employer match to 6%	
<b>Supplies</b>	<b>119,223</b>
Increase in scheduled technology replacements	25,200
Increase in programming, custodial & operational supplies (including Ottawa Sands)	65,362
One time projects, site amenities and small tools- budgeted by Park location	28,661
<b>Contracted Service</b>	<b>(211,017)</b>
Strategic Planning Contract completed in FY24	(130,000)
Greenway Study budgeted in FY24	(80,000)
Miscellaneous other increases/decreases	(1,017)
<b>Operating Expense</b>	<b>(26,882)</b>
Overall decrease of Equipment Pool Rent (off set by new equipment rent)	(22,478)
Miscellaneous other increases/decreases	(4,404)
<b>Maintenance and Repair</b>	<b>6,045</b>
<b>Utilities</b>	<b>37,317</b>
<b>Insurance</b>	<b>11,325</b>
<b>Indirect Expense</b>	<b>96,607</b>
<b>Contribution to Component Units</b>	<b>-</b>
<b>Capital Outlay</b>	<b>20,750</b>
Ottawa Sands Restroom building - large scale repairs/mechanical repairs	750
Ottawa Sands - New Electric Utility Cart	15,000
New Marina Dock Security Gate	5,000
<b>Contingency</b>	<b>-</b>
<b>Transfers to Other Funds</b>	<b>752,444</b>
Parks contributions to Capital increased FY25 - according to their 2021 Rec Plan. (see CIP/CPM projects for FY25)	752,850
Marina Bond payment (Contracted amount per bond schedule)	(405)
<b>Total Change in Expense:</b>	<b><u>1,289,743</u></b>

**County of Ottawa**  
**260 - PUBLIC DEFENDERS OFFICE FUND**

	ACTUALS	ADOPTED BUDGET	AMENDED BUDGET	RECOMMENDED BUDGET	
	FY2023	FY2024	FY2024	FY2025	Adopted Increase/ (Decrease)
<b>Revenues</b>					
Licenses & Permits	-	-	-	\$0	\$0
Intergovernmental	\$3,433,144	\$4,206,338	\$4,211,278	\$5,621,474	\$1,415,136
Charges for Services	-	-	-	\$0	\$0
Fines & Forfeits	-	-	-	\$0	\$0
Interest	-	-	-	\$0	\$0
Other Revenue	-	-	-	\$0	\$0
Rent	-	-	-	\$0	\$0
Other Financing Sources	-	-	-	\$0	\$0
Transfers from Other Funds	\$950,780	\$950,780	\$950,780	\$950,780	\$0
<b>REVENUES TOTAL</b>	<b>\$4,383,924</b>	<b>\$5,157,118</b>	<b>\$5,162,058</b>	<b>\$6,572,254</b>	<b>\$1,415,136</b>
<b>Expenses</b>					
Salaries	\$2,332,346	\$2,618,454	\$2,618,454	\$3,099,255	\$480,801
Benefits	\$1,190,535	\$1,301,039	\$1,301,039	\$1,923,024	\$621,985
Supplies	\$62,210	\$43,732	\$37,582	\$78,062	\$34,330
Contracted Services	\$390,003	\$664,258	\$669,498	\$788,658	\$124,400
Operating Expenses	\$142,688	\$184,834	\$190,684	\$208,852	\$24,018
Indirect Expenses	\$179,180	\$274,071	\$274,071	\$392,690	\$118,619
Utilities	\$15,335	\$23,379	\$23,379	\$24,009	\$630
Maintenance & Repair	-	-	-	\$0	\$0
Insurance	\$44,074	\$47,352	\$47,352	\$57,704	\$10,352
Capital Outlay	\$27,554	-	-	\$0	\$0
<b>EXPENSES TOTAL</b>	<b>\$4,383,924</b>	<b>\$5,157,118</b>	<b>\$5,162,058</b>	<b>\$6,572,254</b>	<b>\$1,415,136</b>
<b>Revenues Over (Under) Expenditures</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>-</b>
<b>Starting Fund Balance</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Projected Ending Balance</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>-</b>

**County of Ottawa  
Public Defender  
Revenue  
Detail Comparison of FY24 Adopted to FY25 Recommended**

	Change
<b>Intergovernmental Revenue</b>	<b>1,415,136</b>
State grant matched Public Defender Program increase in expenditures FY25. This represents the full increase in program expenses outlined below.	
<b>Charges for Services</b>	-
<b>Fines and Forfeits</b>	-
<b>Interest on Investments</b>	-
<b>Rent</b>	-
<b>License and Permits</b>	-
<b>Other Revenue</b>	-
<b>Transfers from Other Funds</b>	-
<b>Total Change in Revenue:</b>	<b><u>1,415,136</u></b>

**County of Ottawa  
Public Defender  
Expenses  
Detail Comparison of FY24 Adopted to FY25 Recommended**

	<b>Change</b>
<b>Salaries and Wages</b>	<b>480,801</b>
Cost of Living increase assumption - 4% on 1/1/25 FY24 COLA assumption was 2%, actual COLA in FY24 was 6% Implementation of new longevity plan Implementation of Step 8 wage scale for second-in-command directors New FY25 Positions; See personnel recommendation list	
<b>Benefits</b>	<b>621,985</b>
Health Insurance increase assumption - 3% as on 1/1/25 Convert MERS DC employer match to 6% Additional increase due to new benefitted positions	
<b>Supplies</b>	<b>34,330</b>
Furniture for new employees 10,837 Increase in office supplies, computers & new equipment for new employees 10,203 IT operating supplies 13,290	
<b>Contracted Service</b>	<b>124,400</b>
Contracts for experts to assist with resentencing cases - per State of Michigan 120,000 Miscellaneous other increases/decreases 4,400	
<b>Operating Expense</b>	<b>24,018</b>
<b>Maintenance and Repair</b>	<b>-</b>
<b>Utilities</b>	<b>630</b>
<b>Insurance</b>	<b>10,352</b>
<b>Indirect Expense</b>	<b>118,620</b>
<b>Total Change in Expense:</b>	
	<b><u>1,415,136</u></b>

**County of Ottawa**  
**256 - REG OF DEEDS AUTOMATION FUND**

	ACTUALS	ADOPTED BUDGET	AMENDED BUDGET	RECOMMENDED BUDGET	
	FY2023	FY2024	FY2024	FY2025	Adopted Increase/ (Decrease)
<b>Revenues</b>					
Licenses & Permits	-	-	-	\$0	\$0
Intergovernmental	-	-	-	\$0	\$0
Charges for Services	\$171,320	\$175,000	\$175,000	\$145,000	-\$30,000
Fines & Forfeits	-	-	-	\$0	\$0
Interest	\$26,262	\$13,782	\$13,782	\$27,915	\$14,133
Other Revenue	-	-	-	\$0	\$0
Rent	-	-	-	\$0	\$0
Other Financing Sources	-	-	-	\$0	\$0
Transfers from Other Funds	-	-	-	\$0	\$0
<b>REVENUES TOTAL</b>	<b>\$197,582</b>	<b>\$188,782</b>	<b>\$188,782</b>	<b>\$172,915</b>	<b>-\$15,867</b>
<b>Expenses</b>					
Salaries	\$17,682	\$18,861	\$19,423	\$19,121	\$260
Benefits	\$13,908	\$13,028	\$13,108	\$9,169	-\$3,859
Supplies	\$16,374	\$8,780	\$8,780	\$8,680	-\$100
Contracted Services	\$124,029	\$166,335	\$166,335	\$179,342	\$13,007
Operating Expenses	\$8,302	\$14,870	\$14,870	\$14,870	\$0
Indirect Expenses	\$30,478	\$34,620	\$34,620	\$35,290	\$670
Utilities	-	-	-	\$0	\$0
Maintenance & Repair	-	-	-	\$0	\$0
Insurance	-	-	-	\$0	\$0
Capital Outlay	\$55,288	\$20,000	\$20,000	\$20,000	\$0
Debt Service	-	-	-	\$0	\$0
<b>EXPENSES TOTAL</b>	<b>\$266,062</b>	<b>\$276,494</b>	<b>\$277,136</b>	<b>\$286,472</b>	<b>\$9,978</b>
<b>Revenues Over (Under) Expenditures</b>	<b>-\$68,479</b>	<b>-\$87,712</b>	<b>-\$88,354</b>	<b>-\$113,557</b>	<b>-</b>
<b>Starting Fund Balance</b>	<b>\$1,103,117</b>	<b>\$1,034,638</b>	<b>\$1,034,638</b>	<b>\$946,284</b>	<b>-\$88,354</b>
<b>Projected Ending Balance</b>	<b>\$1,034,638</b>	<b>\$946,926</b>	<b>\$946,284</b>	<b>\$832,727</b>	<b>-</b>

**County of Ottawa**  
**266 - SHERIFF CONTRACTS FUND**

	ACTUALS	ADOPTED BUDGET	AMENDED BUDGET	RECOMMENDED BUDGET	
	FY2023	FY2024	FY2024	FY2025	Adopted Increase/ (Decrease)
<b>Revenues</b>					
Licenses & Permits	-	-	-	\$0	\$0
Intergovernmental	\$9,328,433	\$10,814,516	\$10,864,911	\$11,270,743	\$456,227
Charges for Services	-	-	-	\$0	\$0
Fines & Forfeits	-	-	-	\$0	\$0
Interest	-\$5,403	-\$1,668	-\$1,668	\$0	\$1,668
Other Revenue	-	-	-	\$0	\$0
Rent	-	-	-	\$0	\$0
Other Financing Sources	-	-	-	\$0	\$0
Transfers from Other Funds	\$716,042	\$707,013	\$707,013	\$722,310	\$15,297
<b>REVENUES TOTAL</b>	<b>\$10,039,072</b>	<b>\$11,519,861</b>	<b>\$11,570,257</b>	<b>\$11,993,053</b>	<b>\$473,192</b>
<b>Expenses</b>					
Salaries	\$5,344,768	\$6,038,560	\$6,217,061	\$6,535,119	\$496,559
Benefits	\$3,149,180	\$3,387,665	\$3,374,273	\$3,517,510	\$129,845
Supplies	\$276,233	\$293,854	\$344,249	\$314,415	\$20,561
Contracted Services	\$59,255	\$62,516	\$62,516	\$109,316	\$46,800
Operating Expenses	\$494,015	\$624,861	\$594,861	\$611,840	-\$13,021
Indirect Expenses	-	-	-	\$0	\$0
Utilities	\$15,737	\$14,215	\$14,215	\$39,657	\$25,442
Maintenance & Repair	\$158,155	\$150,000	\$180,000	\$150,000	\$0
Insurance	\$317,389	\$334,392	\$334,392	\$341,582	\$7,190
Capital Outlay	-	-	-	\$0	\$0
Transfers to Other Funds	\$100,000	-	-	\$0	\$0
<b>EXPENSES TOTAL</b>	<b>\$9,914,732</b>	<b>\$10,906,063</b>	<b>\$11,121,567</b>	<b>\$11,619,439</b>	<b>\$713,376</b>
<b>Revenues Over (Under) Expenditures</b>	\$124,340	\$613,798	\$448,689	\$373,614	-
<b>Starting Fund Balance</b>	\$150,903	\$275,243	\$275,243	\$723,932	\$448,689
<b>Projected Ending Balance</b>	\$275,243	\$889,041	\$723,932	\$1,097,546	-

**County of Ottawa  
 Sheriff Contracts Fund  
 Revenue  
 Detail Comparison of FY24 Adopted to FY25 Recommended**

	<b>Change</b>
<b>Intergovernmental Revenue</b>	<b>456,227</b>
Contract rate increase to cover increased costs/preserve fund balance	
<b>Charges for Services</b>	<b>-</b>
<b>Fines and Forfeits</b>	<b>-</b>
<b>Interest</b>	<b>1,668</b>
<b>Rent</b>	<b>-</b>
<b>License and Permits</b>	<b>-</b>
<b>Other Revenue</b>	<b>-</b>
<b>Transfers from Other Funds</b>	<b>15,297</b>
Transfer from General Fund to cover County share for School Resource Officers	
<b>Total Change in Revenue:</b>	<b><u>473,192</u></b>



**County of Ottawa**  
**Sheriff Contracts Fund**  
**Expenses**  
**Detail Comparison of FY24 Adopted to FY25 Recommended**

	<b>Change</b>
<b>Salaries and Wages</b>	<b>496,559</b>
Cost of Living increase assumption - 4% on 1/1/25 FY24 COLA assumption was 2%, actual COLA in FY24 was 6% Implementation of new longevity plan Implementation of Step 8 wage scale for second-in-command directors	
<b>Benefits</b>	<b>129,845</b>
Health Insurance increase assumption - 3% as on 1/1/25 Convert MERS DC employer match to 6%	
<b>Supplies</b>	<b>20,561</b>
Vehicle Upfitting / Medical Supplies / Protective Gear / Breach & Entry Tools	
	33,800
IT Operating Supplies	
	(13,100)
Miscellaneous Increases/Decreases	
	(139)
<b>Contracted Services</b>	<b>46,800</b>
Flock Cameras - Holland Township \$37,100; Park Township \$7,300	
	44,400
Miscellaneous Increases/Decreases	
	2,400
<b>Operating Expenses</b>	<b>(13,021)</b>
Conference & Training	
	(7,180)
Miscellaneous Increases/Decreases	
	(5,841)
<b>Maintenance and Repair</b>	<b>-</b>
<b>Utilities</b>	<b>25,442</b>
Telephone	Implementation of cell phones provided to all deputies
<b>Insurance</b>	<b>7,190</b>
<b>Capital Outlay</b>	<b>-</b>
<b>Transfers to Other Funds</b>	<b>-</b>
<b>Total Change in Expense:</b>	<b><u>713,376</u></b>

**County of Ottawa**  
**104 - SOLID WASTE CLEAN UP FUND**

	ACTUALS	ADOPTED BUDGET	AMENDED BUDGET	RECOMMENDED BUDGET	
	FY2023	FY2024	FY2024	FY2025	Adopted Increase/ (Decrease)
<b>Revenues</b>					
Interest	\$66,167	\$22,929	\$22,929	\$70,329	\$47,400
Other Revenue	-	-	-	\$0	\$0
Transfers from Other Funds	-	-	-	\$0	\$0
<b>REVENUES TOTAL</b>	<b>\$66,167</b>	<b>\$22,929</b>	<b>\$22,929</b>	<b>\$70,329</b>	<b>\$47,400</b>
<b>Expenses</b>					
Supplies	-	-	-	\$0	\$0
Contracted Services	-	-	-	\$0	\$0
Operating Expenses	-	-	-	\$0	\$0
Capital Outlay	-	-	-	\$0	\$0
Transfers to Other Funds	\$420,000	\$355,000	\$762,800	\$667,150	\$312,150
<b>EXPENSES TOTAL</b>	<b>\$420,000</b>	<b>\$355,000</b>	<b>\$762,800</b>	<b>\$667,150</b>	<b>\$312,150</b>
<b>Revenues Over (Under) Expenditures</b>	<b>-\$353,833</b>	<b>-\$332,071</b>	<b>-\$739,871</b>	<b>-\$596,821</b>	<b>-</b>
<b>Starting Fund Balance</b>	<b>\$2,671,355</b>	<b>\$2,317,522</b>	<b>\$2,317,522</b>	<b>\$1,577,651</b>	<b>-\$739,871</b>
<b>Projected Ending Balance</b>	<b>\$2,317,522</b>	<b>\$1,985,451</b>	<b>\$1,577,651</b>	<b>\$980,830</b>	<b>-</b>

**County of Ottawa  
Solid Waste Cleanup Fund  
Revenue  
Detail Comparison of FY24 Adopted to FY25 Recommended**

	Change
Interest	47,400
Other Revenue	-
Transfers from Other Funds	-
<b>Total Change in Revenue:</b>	<b><u>47,400</u></b>

**County of Ottawa  
Solid Waste Cleanup Fund  
Expenses  
Detail Comparison of FY24 Adopted to FY25 Recommended**

	Change
Supplies	-
Contracted Services	-
Operating Expenses	-
Capital Outlay	-
Transfers to Other Funds	312,150
Increase in operating costs of Landfill Tipping Fees Fund	
<b>Total Change in Expenses</b>	<b><u>312,150</u></b>

**County of Ottawa**  
**102 - STABILIZATION FUND**

	ACTUALS	ADOPTED BUDGET	AMENDED BUDGET	RECOMMENDED BUDGET	
	FY2023	FY2024	FY2024	FY2025	Adopted Increase/ (Decrease)
<b>Revenues</b>					
Transfers from Other Funds	-	-	-	\$0	\$0
<b>REVENUES TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>\$0</b>	<b>\$0</b>
<b>Expenses</b>					
Transfers to Other Funds	-	-	-	\$0	\$0
<b>EXPENSES TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>\$0</b>	<b>\$0</b>
<b>Revenues Over (Under) Expenditures</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>-</b>
<b>Starting Fund Balance</b>	<b>\$9,255,217</b>	<b>\$9,255,217</b>	<b>\$9,255,217</b>	<b>\$9,255,217</b>	<b>\$0</b>
<b>Projected Ending Balance</b>	<b>\$9,255,217</b>	<b>\$9,255,217</b>	<b>\$9,255,217</b>	<b>\$9,255,217</b>	<b>-</b>

RECOMMENDATION Y-Yes N-No, WS - Wage Study	COMMENTS	DEPARTMENT NAME	POSITION TITLE	ELIMINATED POSITION	TYPE OF POSITION REQUESTED? NEW OR EXPANSION OF HOURS?	CHANGE IN BENEFITTED FTE COUNT	FINAL GRADE TO BE DETERMINED BY HR	
							REQUESTED GRADE	BUDGETED GRADE
N		Circuit Court	Court Innovation & Technology Specialist		ADD 1 FTE NEW POSITION	1	U09	-
N		Circuit Court	Legal Self-Help Center Specialist		GRANT FUNDED POSITION CONTINUATION REQUEST/INCREASE GF	0	U08	-
N		Circuit Court	Recovery Court Director	Adult Drug Court Coordinator	REMOVE ADULT DRUG COURT COORDINATOR, ADD RECOVERY COURT DIRECTOR AND CHANGE FUNDING TO GF	0	U13	-
N		Circuit Court	Recovery Court Probation Officer (Sr)	Recovery Court Case Manager	REMOVE RECOVER COURT CASE MANAGER, ADD SENIOR RECOVERY COURT PROBATION OFFICER, AND CHANGE FUNDING TO GF	0	T-11	-
N		Circuit Court - FOC	FOC Clerk II		ADD 1 FTE NEW POSITION	1	U04	-
N		Circuit Court - FOC	FOC Field Services/Operations Manager		ADD 1 FTE NEW POSITION	1	U13	-
N		Circuit Court - FOC	Legal Self-Help Center Specialist	Administrative Assistant	RECLASS ADMIN ASSISTANT POSITION TO LEGAL SELF-HELP CENTER SPECIALIST	0	U08	-
N		Circuit Court - FOC	Quality Assurance Manager	Treatment Services Supervisor	RECLASS POSITION FROM SUPERVISOR TO QA MANAGER (U13)	0	U13	-
N		Clerk - ROD	Case Records Technician		ADD 1 FTE NEW POSITION	1	U03	-
N		Clerk - ROD	Court Records Training Coordinator		ADD 1 FTE NEW POSITION	1	U07	-
N		Clerk - ROD	Election Logistics Assistant		INCREASE PART TIME NON-BENEFITTED TO FULL TIME BENEFITTED	1	U02	-
Y		CMH	SUD Mental Health Clinician		ADD 1 FTE NEW POSITION	1	U10	U10
Y		CMH	Commission Based Therapist		ADD 1 FTE NEW POSITION	1	N/A	N/A
Y		CMH	Compliance Manager		ADD 1 FTE NEW POSITION	1	U10	U10
Y		CMH	Grant Assistant		ADD 1 FTE NEW POSITION	1	U06	U06
Y		CMH	Mental Health Specialist		ADD 1 FTE NEW POSITION	1	U08	U08
Y		CMH	Navigator Clinician		ADD 1 FTE NEW POSITION	1	U10	U10
Y		CMH	Team Supervisor		ADD 1 FTE NEW POSITION	1	U12	U12
Y		CMH	Supports Coordinator		ADD 1 FTE NEW POSITION (1 of 2)	1	U08	U08
Y		CMH	Supports Coordinator		ADD 1 FTE NEW POSITION (2 of 2)	1	U08	U08
Y		CMH	Grants Team Supervisor	Grant Writer/Manager	RECLASS (1 FTE) GRANT MANAGER (U10) TO GRANT TEAM SUPERVISOR (U12)	0	U12	U12
Y		CMH	MH Access Program Supervisor	MH Access Program Coordinator	RECLASS (1FTE) COORDINATOR (U13) TO SUPERVISOR (U15)	0	U15	U15
Y		CMH	Parent Support Partner	Peer Specialist	RECLASS PEER SPECIALIST POSITION U02 TO PARENT SUPPORT POSITION AT U05	0	U05	U05
Y		CMH	Mental Health Clerk		ADD 1 FTE NEW POSITION	1	U02	U02

RECOMMENDATION Y-Yes N-No, WS - Wage Study	COMMENTS	DEPARTMENT NAME	POSITION TITLE	ELIMINATED POSITION	TYPE OF POSITION REQUESTED? NEW OR EXPANSION OF HOURS?	CHANGE IN BENEFITTED FTE COUNT	FINAL GRADE TO BE DETERMINED BY HR	
							REQUESTED GRADE	BUDGETED GRADE
Y		CMH	SUD Mental Health Specialist	Peer Recovery Coach - COSSAP	REMOVE SUPPORT (U02) AND UPGRADE TO MENTAL HEALTH SPECIALIST (U08)	0	U08	U08
Y		CMH	Supports Coordinator	Support Coordinator Aide	REPLACE SUPPORT COORDINATOR AIDES (8FTEs/U07) WITH SUPPORT COORDINATOR (U08)	0	U08	U08
Y		CMH	ACT Medical Assistant	Medical Assistant	RECLASS 1FTE MEDICAL ASSISTANT (U05) TO ACT MEDICAL ASSISTANT (U07)	0	U07	U07
WS		CMH	EMR Data Technician		UPGRADE (1FTE) POSITION FROM U07 TO U08	0	U08	Unchanged
Y		CMH	ACT Nurse	Nurse	RECLASS 1FTE NURSE (U10) TO ACT NURSE (U12)	0	U12	U12
WS		CMH	Peer Support		UPGRADE POSITION FROM U02 TO U05	0	U05	Unchanged
WS		CMH	Recovery Coach		UPGRADE POSITION FROM U02 TO U05	0	U05	Unchanged
WS		CMH	Youth Peer Support		UPGRADE POSITION FROM U02 TO U05	0	U05	Unchanged
WS		CMH	UM/EDI Technician		UPGRADE UM/EDI TECHN FROM GRADE U07 TO GRADE U08	0	U08	Unchanged
Y		CMH - Fiscal Services	Accountant I	CMH Account Clerk	RECLASS CLERK TO ACCOUNTNANT I, INCREASE GRADE (T-05 TO U08)	0	U08	U08
N		District Court	Administrative Assistant (District Court)		ADD NEW PT NON BENEFITTED POSITION AT 19.5/WEEK	0	TBD	-
N		District Court	DC Judges Compensatory Benefits		ADD LONGEVITY PAY & RETIREMENT BENEFITS TO ELECTED JUDGES	0	N/A	-
N		District Court	District Court IT Technician		ADD 1 FTE NEW POSITION	1	TBD	-
WS		District Court	District Court Magistrate On-Call Stipend		ATT/NON-ATTY MAGISTRATE ON-CALL WEEKEND STIPENDS (\$300/WEEKEND, OR \$42.86/DIEM)	0	N/A	Unchanged
N		Facilities Maintenance	Custodian		ADD 1 NEW FTE POSITION	1	U01	-
N		Facilities Maintenance	Maintenance Tech I		ADD 1 NEW FTE POSITION	1	U05	-
WS		Fiscal Services	Procurement Manager	Purchasing Manager	RECLASS PURCHASING MANAGER TO PROCURMENT MANAGER, INCREASE GRADE	0	TBD	Unchanged
WS		Fiscal Services	Procurement Specialist II	Procurement Specialist	RECLASS PROCUREMENT SPECIALISTS TO PROCUREMENT SPECIALISTS II, INCREASE WAGE GRADE	0	TBD	Unchanged
N		Probate Court	Probate Court Deputy Register		ADD 1 FTE NEW POSITION	1	U04	-
Y		Public Defender	Assistant Public Defender III	Assistant Public Defender II	REMOVE ASSISTANT PUBLIC DEFENDER II POSITION, ADD ASSISTANT PUBLIC DEFENDER III POSITION (1 of 2)	0	U16	U16
N		Public Defender	Assistant Public Defender III	Assistant Public Defender II	REMOVE ASSISTANT PUBLIC DEFENDER II POSITION, ADD ASSISTANT PUBLIC DEFENDER III POSITION (1 of 2)	0	U16	-

RECOMMENDATION								
Y-Yes N-No, WS - Wage Study	COMMENTS	DEPARTMENT NAME	POSITION TITLE	ELIMINATED POSITION	TYPE OF POSITION REQUESTED? NEW OR EXPANSION OF HOURS?	CHANGE IN BENEFITTED FTE COUNT	FINAL GRADE TO BE DETERMINED BY HR	
							REQUESTED GRADE	BUDGETED GRADE
N		Public Defender	Assistant Public Defender II	Assistant Public Defender I	REMOVE ASSISTANT PUBLIC DEFENDER I POSITION, ADD ASSISTANT PUBLIC DEFENDER II POSITION (2 of 2)	0	U15	-
N		Public Defender	Legal Investigator		UPGRADE POSITION FROM U10 TO U11	0	U11	-
Y		Public Defender	Research Attorney - Appellate		ADD 1 NEW FTE POSITION	1	U14	U14
Y		Public Defender	Legal Investigator - AV		ADD 1 NEW FTE POSITION (1 of 2)	1	U09	U09
Y		Public Defender	Legal Investigator - AV		ADD 1 NEW FTE POSITION (2 of 2)	1	U09	U09
N		Public Health	Assistant Public Health Communications Specialist		ADD 1 FTE NEW POSITION	1	U09	-
N		Public Health	Clinic Support Health Tech	Clinic Support	RECLASS CLINIC SUPPORT WITH CLINIC SUPPORT HEALTH TECH	0	U04	-
WS		Public Health	CSHCS Clerk/EBLL CHW		RECLASS CSHCS CLERK FROM GRADE U02 TO GRADE U03	0	U03	Unchanged
N		Public Health	Environmental Health Specialist		ADD 1 FTE NEW POSITION (REQUEST 1 OF 2)	1	U08	-
N		Public Health	Environmental Health Specialist		ADD 1 FTE NEW POSITION (REQUEST 2 OF 2)	1	U08	-
N		Public Health	Environmental Health Tech	EH Technical Support Clerk	REPLACE CURRENT TECH SUPPORT CLERK WITH ENVIRONMENTAL HEALTH TECH	0	U05	-
N	Bring forward with approved grant.	Public Health	Health Educator - SUD		ADD 0.6 FTE NEW POSITION	0.6	U09	-
N		Public Health	Licensed Clinical Health Services Manager - 1.0 FTE, Team Supervisor (Clinic) - 1.0 FTE	NP Supervisor - 1.0 FTE	ADD 1.0 FTE (LCHS MANAGER), ADD 1.0 FTE (TEAM SUP), REMOVE 1.0 FTE (NP SUP)	1	U17/U12	-
WS	Overall proposal was reduction; but core request is dependent on the WS and dept was unwilling to eliminate position without other change.	Public Health	MIHP Nutritionist and Community Health Clerk	Nurse	REDISTRIBUTE 0.4 FTE TO INCREASE NUTRITIONIST FROM 0.5FTE TO 0.6FTE AND RECLASS MIHP CLERK FROM U02/7 TO U03/6	(0.30)	U03	Unchanged
N		Public Health	Office Manager - Public Health	Admin Assistant	RECLASS ADMIN ASSISTANT (1.0 FTE) WITH OFFICE MANAGER POSITION (1.0 FTE)	0	U11	-
N		Public Health	Public Health Specialist/School Liaison		ADD 1 FTE NEW POSITION	1	U03	-
N		Public Health	Title X/STD Outreach Coordinator- .7FTE	0.1FTE Health Educator	ADD 0.7 STD OUTREACH COOR, REMOVE 0.1FTE HEALTH EDU	0.6	TBD	-
N		Sheriff	Detective		ADD 1 FTE NEW POSITION	1	2	-
N		Sheriff	Digital Forensics Analyst		ADD PT NON-BENEFITTED AT .5 FTE NO MORE THAN 1,000 HOURS	0	TBD	-
N		Sheriff	Homeland Security Regional Planner		CHANGE FUNDING SOURCE - GRANT DECREASING - PROPOSED 75% GF(UP FROM 50%) / 25% HLS GRANT	0	U10	-
N		Sheriff	Jail Sergeant		ADD 1 FTE NEW POSITION	1	1	-
N		Sheriff	Lieutenant - Road Patrol		ADD 1 FTE NEW POSITION (REQUEST 1 OF 2)	1	U15	-



RECOMMENDATION Y-Yes N-No, WS - Wage Study	COMMENTS	DEPARTMENT NAME	POSITION TITLE	ELIMINATED POSITION	TYPE OF POSITION REQUESTED? NEW OR EXPANSION OF HOURS?	CHANGE IN BENEFITTED FTE COUNT	FINAL GRADE TO BE DETERMINED BY HR	
							REQUESTED GRADE	BUDGETED GRADE
N		Sheriff	Lieutenant - Road Patrol		ADD 1 FTE NEW POSITION (REQUEST 2 OF 2)	1	U15	-
N		Sheriff	Property Room Specialist		ADD PT NON-BENE AT .5 FTE NO MORE THAN 1,000 HOURS	0	U08	-
N		Strategic Impact	Economic Development Specialist		ADD 1 FTE NEW POSITION	1	U09	-
WS		Treasurer	Chief Deputy Treasurer		UPGRADE POSITION FROM U14 TO U16	0	U16	Unchanged
WS		Treasurer	Delinquent Tax Accountant 1	Clerk & Warranty Deed Clerk	RECLASS CLERKS (FTE 2: U03) TO DELINQUENT TAX ACCOUNTANT	0	U07	Unchanged
N		Treasurer	Delinquent Tax Accountant 1		ADD 1 NEW FTE POSITION	1	U07	-
WS		Treasurer	Delinquent Tax Manager	Delinquent Tax Specialist	RECLASS DELINQUENT TAX SPECIALIST INTO DELINQUENT TAX MANAGER	0	U12	Unchanged
WS		Treasurer	Deputy Treasurer		UPGRADE DEPUTY TREASURER FROM U10 TO U14	0	U14	Unchanged
WS		Treasurer	Revenue Accounting Specialist		UPGRADE REVENUE ACCOUNTING SPECIALISTS (2FTE) FROM U06 TO U09	0	U09	Unchanged
WS		Treasurer	Revenue Accounting Specialist	Public Service Center Clerk	RECLASS CLERK INTO REVENUE ACCOUNTING SPECIALIST	0	U09	Unchanged
N	Bring forward with approved grant.	Veterans Affairs	Admin Clerk Temp		INCREASE POSITION FROM 19.5/HRS TO PT 20/HRS WITH BENEFITS	0.5	U02	-
N		Veterans Affairs	Veteran Resource Analyst		ADD 1 FTE NEW POSITION (REQUEST 1 OF 2)	1	U10	-
N		Veterans Affairs	Veteran Resource Analyst		ADD 1 FTE NEW POSITION (REQUEST 2 OF 2)	1	U10	-
WS		Water Resources	Deputy Finance Manager	Financial Analyst	RECLASS FINANCIAL ANALYST (1FTE) TO DEPUTY FINANCE MANAGER (1FTE)	0	TBD	Unchanged
N		Water Resources	Environmental Resource Manager		ADD 1 FTE NEW POSITION	1	TBD	-
N		Water Resources	Soil Erosion Inspector		INCREASE STEP (NOT GRADE) FOR EXISTING EMPLOYEE	0	U06	-

Recommendation			Proposal	Proposed Expense	Proposed Revenue	GF Expense
Yes	No	Recommendation Comments				
x			13 - Fiscal Services Procurement Software	34,800.00	-	34,800.00
x			20 - Human Resources - EDI File Set Up	12,000.00	-	12,000.00
x			20 - Human Resources - Wage Study	150,000.00	-	150,000.00
x			22 - Circuit Court - Building B Room J Furniture	2,000.00	2,000.00	2,000.00
	x		22 - Circuit Court - Embroidery Program	30,000.00	30,000.00	30,000.00
	x		22 - Circuit Court - Friend of the Court - Touch Screen Interactive Kiosk FOC Lobby	5,000.00	5,000.00	2,000.00
	x	Per discussion in Admin meeting on 6/21/24, will utilize new Communications Specialist	22 - Circuit Court - Friend of the Court - Video Educational Animation	3,000.00	3,000.00	1,200.00
	x		22 - Circuit Court - Juvenile Detention Center Control Room Remodel	5,000.00	5,000.00	5,000.00
x			22 - Circuit Court - Juvenile Detention Center Dayroom Chairs	5,000.00	5,000.00	5,000.00
	x		22 - Circuit Court - Music Therapy Program	15,200.00	15,200.00	3,800.00
x			22 - Circuit Court - Radios	26,000.00	26,000.00	13,000.00
x		Reduced per call with Susan Franklin. Total Strategic Plan budget of \$30,000	22 - Circuit Court - Strategic Plan Contract	22,500.00	7,500.00	18,000.00
	x		22 - Circuit Court - Trial Division - Digital Evidence System	20,000.00	-	20,000.00
	x		23 - District Court - Renovate Clerical Area	45,000.00	-	45,000.00
	x		23 - District Court - Paint HDLC	40,000.00	-	40,000.00
x			23 - District Court - Chair Replacement	10,450.00	-	10,450.00
x			23 - District Court - eProbation Workflow	45,000.00	-	45,000.00
x		Reduced per call with Susan Franklin. Total Strategic Plan budget of \$30,000	24 - Probate Court - Strategic Plan Contract	7,500.00	-	7,500.00
x			27 - Sheriff - 350 Drone	26,000.00	-	26,000.00
	x		27 - Sheriff - Power Software Package	66,850.00	-	66,850.00
x			27 - Sheriff - BJA 2024	52,970.00	52,970.00	-
	x		27 - Sheriff - Detective Bureau Rifles & Storage	89,300.00	-	89,300.00
	x	Removed per Sheriff Kempker	27 - Sheriff - Glock 45 9mm Red Dot Handguns & Holsters	158,360.00	-	122,348.00
x			29 - Public Health - Infection Prevention Grant	900,000.00	900,000.00	-
x			29 - Fund 228 Environmental Sustainability Safety Building Repairs	115,980.00	-	-
	x		29 - Public Health - Pathways	-	230,522.00	230,522.00
x			31 - CAA - Solutions Delivered: Reducing Nutrition Barriers of Ages 60+	200,000.00	200,000.00	-
	x		32 - DSI - Contribution to Economic Development Corporation	195,800.00	-	195,800.00
x			34 - Parks and Recreation - New Vehicle	7,169.00	-	-
x			30 - CMH - Connect and Protect	277,758.00	213,433.00	-
			<b>Grand Total</b>	<b>2,568,637.00</b>	<b>1,695,625.00</b>	<b>1,175,570.00</b>

**County of Ottawa  
Capital Improvement Plan  
Fiscal Years 2025-2030**

Project Name	Funding Source	Current Approved	Actuals Spent as of 06/20/24	Encumbrances as of 06/20/24	Unencumbered Balance as of 06/20/24	2025	2026	2027	2028	2029	2030 & Beyond
<b>Facilities</b>											
<b>Capital Maintenance of Buildings - Exterior</b>											
Building B Reclad	OCIA	1,600,000	1,597,933	-	2,067						
James St DHHS Exterior Paint	401	75,000	-	-	75,000						
Building A Façade	401	85,000	-	-	85,000						
Exterior Caulk - Grand Haven	401					250,000					
<b>Capital Maintenance of Buildings - Interior</b>											
Holland Courthouse Carpet	401					60,000					
Grand Haven Courthouse Carpet	401					80,000					
<b>Exterior Hardscape (Pavement, Sidewalks &amp; Outdoor Structures)</b>											
Pavement Upgrade - Grand Haven Courthouse	401	726,000	-	-	726,000						
Pavement Upgrade - Fillmore Jail Phase 2	401	200,000	-	-	200,000	100,000					
Pavement Upgrade - Fillmore C-wing	401	350,000	-	-	350,000	(100,000)					
Pavement Upgrade - James Street	401					703,000					
Countywide Parking Lot Maintenance	401					50,000	50,000	50,000	50,000	50,000	50,000
James Street Walking Surfaces	401					60,000					
Pavement Upgrade - Fillmore Admin & Jail	401								900,000		
<b>Roofs</b>											
Fillmore Admin Bldg. Roof	401	100,000	-	-	25,088					1,500,000	
James Street - DHHS Bldg. Roof	401	350,000	199,924	-	103,342		174,000				
Holland District Court Roof	401							1,400,000			
James Street - Bldg. C Roof Replacement	401								200,000		
<b>ADA Updates</b>											
James Street - Bldg A ADA Updates	401	175,000	-	11,667	163,333						
James Street - Bldg B ADA Updates	401	175,000	-	11,667	163,333						
James Street - Bldg C ADA Updates	401	496,143	-	11,667	484,476						
<b>Systems - Electrical</b>											
Jail Emergency Generator Replacement	401								69,000		
<b>Systems - Elevators</b>											
Grand Haven Court Elevator Replacement	401					198,020	-	225,100	465,600		
Holland Court Elevator Replacement	401						232,780	465,560			
Elevator Replacement Administration	401						244,650		232,800		
Elevator Replacment - James Bldg D	401							251,150			

**County of Ottawa  
Capital Improvement Plan  
Fiscal Years 2025-2030**

Project Name	Funding Source	Current Approved	Actuals Spent as of 06/20/24	Encumbrances as of 06/20/24	Unencumbered Balance as of 06/20/24	2025	2026	2027	2028	2029	2030 & Beyond
<b>Systems - HVAC</b>											
Sheriff Shooting Range HVAC	106	395,000	-	-	395,000						
Building Automation System Replacement	401	1,525,000	-	-	1,525,000	600,000	600,000	500,000	400,000		
Holland Air Handling Units	401	180,000	-	-	151,400	90,000					
Jail Air Handling Units	401	700,000	-	-	700,000	400,000	400,000	400,000	400,000		
Jail Makeup Air Units	401	80,000	-	-	80,000	27,000					
Cooling Tower Replacement James St. - Bldg. A	401	100,000	-	-	90,900	30,000					
Cooling Tower Replacement James St. - Bldg. B	401	80,000	-	-	70,900	50,000					
Jail Exhaust Hood Replacement	401	150,000	-	-	150,000						
Sheriff's Shooting Range	401							900,000			
DHHS Air Handling Units Replacement	401								76,950		
DHHS Supply Fan Replacement	401								54,000		
<b>Systems - Safety &amp; Security</b>											
Storage Barn Fire Suppression	401	375,000	-	-	375,000						
Jail Interior Door Scanners	401	300,000	-	-	300,000						
Fire Systems & Panels	401	255,000	4,578	78,689	171,733						
<b>Remodeling (Wall Coverings, Floor Coverings &amp; FFE)</b>											
Fillmore Carpet Replacement	401	150,000	147,896	823	1,281						
Sheriff's Record Area Remodel	401	190,000	-	-	190,000						
Hudsonville Restroom Renovations	401	79,000	-	8,250	70,750						
Building C Clinic Remodel	401	-	-	-	-						
Building A CMH Office Renovation	401	363,500	338,531	3,410	21,559						
Mental Health Pod	401	100,000	7,163	14,637	78,200					3,615,600	
Probate Court GHCH Relocation	401	72,520	-	-	72,520						
Countywide Remodeling Plan	401					600,000	600,000	600,000	600,000	600,000	
<b>Space Management (Building Construction &amp; Expansion)</b>											
Family Justice Center	Building Auth	32,000,000	27,120,449	3,964,763	914,788						
Storage Garage	401										
Exterior Signage Update	401					170,000					
Detective Bureau Building Expansion	401										
Facilities Workshop	401										
	Subtotal	41,427,163	29,416,473	4,105,572	7,736,672	3,368,020	2,301,430	4,791,810	3,448,350	5,765,600	50,000

The departments have submitted a number of projects for FY26 and onward. The funds for these requests is not shown individually until we do a review of the cost, feasibility and potential alternatives.

**County of Ottawa  
Capital Improvement Plan  
Fiscal Years 2025-2030**

Project Name	Funding Source	Current Approved	Actuals Spent as of 06/20/24	Encumbrances as of 06/20/24	Unencumbered Balance as of 06/20/24	2025	2026	2027	2028	2029	2030 & Beyond
<b>CPTED</b>											
Avigilon NVR Card Access System	OCIA	1,017,500	890,697	60,928	65,875						
Courthouse Security Stations	OCIA	240,000	-	-	240,000		603,000	414,000	805,000		
CPTED Committee Project Funding	OCIA	458,982	-	-	458,982						
Camera Project	OCIA	190,821	190,779	-	42						
Radio Project	OCIA	10,000	2,530	-	7,470						
Facilities Duress Buttons	OCIA	8,000	7,256	-	744						
Evidence Garage Cameras	OCIA	10,500	10,151	-	349						
PA System - Holland	OCIA	20,000	-	18,830	1,170						
Subtotal		1,955,803	1,101,412	79,758	774,633	-	603,000	414,000	805,000	-	-
<b>Information Technology</b>											
Public Safety Digital Media	OCIA	1,045,000	-	-	1,045,000						
Jail Tracker JMS (CMS)	401	464,835	328,362	-	136,473						
DC Probation AS400 Replacement (CMS)	401	545,750	75,125	470,625	-						
DC Probation Smartbench Integration (CMS)	401	50,000	-	-	50,000						
District Court Integration (CMS)	401	396,000	2,899	-	393,101						
Probate Court PSC to TCS integrations (CMS)	401	55,000	-	-	55,000						
Courtroom Presentation Software - Wolfvision (CMS)	401	100,322	82,838	-	17,485						
Prosecutor's Office Webtechs Scheduling Calendar	401	85,800	78,000	-	7,800						
Circuit Court AS400 replacement (CMS)	401	617,304	-	-	617,304						
Board Of Commissioners Electronic Roll Call	106	100,000	59,094	12,523	28,384						
AV - Fillmore Conference Rooms	Tech Reserves	75,000	56,230	18,743	26						
Prosecutor's office AS400 Replacement (CMS)	401	494,000	-	-	494,000						
GIS Oblique & Orthophoto Imagery/LIDAR Update	401	866,243	751,564	-	114,678	112,200	112,200	112,200	112,200	112,200	675,150
<b>Information Technology - Continued</b>											
Production Storage and Server	401	1,276,476	-	-	1,276,476						
Time & Attendance Software	401	150,000	98,334	-	103,256						
Network Switch Refresh	655					488,057					
Router & Voice Gateway Replacement	401					134,665					
Fillmore Main Conference Room AV Refresh	401					103,200					
DC Courtroom Technology	401						300,000	200,000	200,000		
Circuit Court: Ottawa County Courthouse Recording System Update	401								400,000		
Disaster Recovery & Offsite Storage Refresh	401						62,170				
Internet Edge Refresh	401							155,300			
Wireless Controller Refresh	401							30,000			
Network Edge Switch Refresh	401								703,700		
Election Equipment	401								1,550,000		
Subtotal		6,321,730	1,532,445	501,891	4,338,984	838,122	474,370	497,500	2,965,900	112,200	675,150

**County of Ottawa  
Capital Improvement Plan  
Fiscal Years 2025-2030**

Project Name	Funding Source	Current Approved	Actuals Spent as of 06/20/24	Encumbrances as of 06/20/24	Unencumbered Balance as of 06/20/24	2025	2026	2027	2028	2029	2030 & Beyond
<b>Department of Strategic Impact</b>											
Spoonville Trail - Phase II	Multiple	3,380,534	1,090,911	185,207	2,104,415						
Sustainable Water Landscaping & Education	401	95,000	95,000	-	-						
Cell Tower Construction	401	200,000	-	-	200,000	(200,000)					
Sustainable Landscaping (James & Hudsonville)	401							335,404	15,250	15,250	
<b>Subtotal</b>		<b>3,675,534</b>	<b>1,185,911</b>	<b>185,207</b>	<b>2,304,415</b>	<b>(200,000)</b>	<b>-</b>	<b>335,404</b>	<b>15,250</b>	<b>15,250</b>	<b>-</b>

**Parks & Recreation**

Paw Paw Park Renovations	408	29,501	535	-	28,966						
Bend Expansion Phase 3 Acquisition (GR Gravel)	Multiple	1,030,000	45,734	373,532	610,734						
Grand River Paving Reconstruction	408	110,000	-	25,000	85,000						
Idema Explorers Trail - Jenison Mill Segment	Multiple	1,489,188	1,323,734	-	165,454						
Pigeon Creek Lodge Renovations	408	38,023	15,986	-	12,637						
Kirk Park Reconstruction	Multiple	722,811	389,667	303,779	29,365						
Tunnel Deck & Stairway Reconstruction	Multiple	112,000	-	-	112,000						
Riverside Renovations	408	64,000	16,391	-	47,609						
Idema Explorers Trail - GH Segment	Multiple	200,000	-	-	200,000						
Idema Explorers Trail - Ravines Connector	Multiple	1,454,600	1,290,175	-	164,425						
Idema Explorers Trail - Stearns Connector	Multiple	5,717,251	238,893	1,304,258	4,174,099						
Grant Ravines Treehouse	Donations	341,834	341,763	-	71						
Grose Park Maintenance Building Rebuild	Insurance	110,000	101,889	-	8,111						
Ottawa Sands Phase 1 Improvements	Donations	6,645,656	4,707,251	1,494,376	444,029						
Ottawa Sands Restroom	Multiple	585,000	270,722	274,446	39,832						
Ottawa Sands Lake Loop	Multiple	891,844	634,236	154,690	102,918						
Rosy Mound Expansion	Multiple	4,702,700	28,914	5,996	4,667,790						
Adams Street Landing Linkage (40 Acres)	408	100,000	-	-	100,000						
Ottawa Sands Wetland Restoration	Multiple	589,621	450,534	39,838	99,248						
Middle Macatawa Improvements	106	906,000	1,448	78,997	825,555						
Avigilon NVR Card Access System	OCIA	326,200	289,495	3,765	32,940						
Idema Explorers Trail - Bass River West Ph 2	Multiple	2,760,814	87,018	4,498	2,659,298						
Repair/Rplc RM & KP Stairs/Boardwk	408	187,000	40,600	-	146,400						
GrandRiver Grnwy-Coastal Resilience	408	275,000	-	275,000	-						
Grose Park Playground Renovation	408					107,000					
Kirk Park Dune Stairs and Overlook	Multiple					140,000					
Paw Paw Macatawa Greenway Trail	Multiple						1,000,000				
Idema Explorers Trail - Bass River Central	Multiple						2,202,092				
Idema Explorers Trail - Eastmanville Connector	Multiple	50,000	19,933	12,947	13,431	1,453,198					
Idema Explorers Trail - Allendale Segment	Multiple	50,000	108	142	750		1,887,052				
Bend Area Phase 4 Acquisition (Huizenga)	Multiple							578,800			

**County of Ottawa  
Capital Improvement Plan  
Fiscal Years 2025-2030**

Project Name	Funding Source	Current Approved	Actuals Spent as of 06/20/24	Encumbrances as of 06/20/24	Unencumbered Balance as of 06/20/24	2025	2026	2027	2028	2029	2030 & Beyond
<b>Parks &amp; Recreation - Continued</b>											
Idema Explorers Trail - Bend Phase 1	Multiple							484,932			
Idema Explorers Trail - Bend Phase 2	Multiple								822,188		
HOB Cottage Area Improvements	408						339,000				
Kirk Park Pavement Reconstruction	408						310,000				
Idema Explorers Trail - Amenities (Wayfinding)	Multiple							310,000			
Idema Explorers Trail - Bend Phase 3	Multiple							596,730			
Idema Explorers Trail - Bass River East	Multiple							1,193,942			
Eastmanville Bayou Paving	408						5,200				
Connor Bayour Renovations	408							70,821			
Paw Paw Park Renovations	408							103,785			
North Beach Park Renovations Runnel Park Renovations	Multiple							495,886			
Tunnel Park Renovations	408							434,499			
HOB - Holland Harbor Renovations	408							55,982			
Rosy Mound Renovations	Multiple								947,503		
Grand River Park Renovations	408								117,308		
Pine Bend Renovations	408								33,016		
Grose Park Renovations	408								341,276		
Riley Trails Paving	408								3,199		
Hemlock Crossing Renovations	Multiple									1,125,974	
HOB Renovations	408									328,725	
Hager Park Renovations	408									220,053	
Parks Maintenance Projects	408	659,953	172,999	13,682	473,271	358,350	55,500	55,500			
Subtotal		30,148,995	10,468,027	4,364,946	15,243,932	2,058,548	5,798,844	4,380,877	2,264,490	1,674,752	-
<b>Grand Total</b>		<b>83,529,224</b>	<b>43,704,269</b>	<b>9,237,373</b>	<b>30,398,636</b>	<b>6,064,690</b>	<b>9,177,644</b>	<b>10,419,591</b>	<b>9,498,990</b>	<b>7,567,802</b>	<b>725,150</b>

**Project Funding Sources**

Tech Reserve						-	-	-	-	-	-
(655) Telecommunications Fund						488,057	-	-	-	-	-
Parks Millage						960,350	1,023,096	1,371,057	1,048,802	1,274,752	-
Parks Capital Project Donations						728,198	1,420,000	1,270,578	815,688	-	-
Parks Capital Project Federal Grants						-	1,153,656	-	-	-	-
Parks Capital Project State Grants						370,000	2,202,092	1,739,242	400,000	400,000	-
(401) Capital Project Fund						3,518,085	2,775,800	5,624,714	6,429,500	5,893,050	725,150
(OCIA) Insurance Authority						-	603,000	414,000	805,000	-	-
<b>Total Funding</b>						<b>6,064,690</b>	<b>9,177,644</b>	<b>10,419,591</b>	<b>9,498,990</b>	<b>7,567,802</b>	<b>725,150</b>

# Action Request

Electronic Submission – Contract # 2386



**Committee: BOARD OF COMMISSIONERS**

**Meeting Date: 8/13/2024**

**Vendor/3<sup>rd</sup> Party: EGLE MI DEPT OF ENVIRONMENT, GREAT LAKES AND ENERGY**

**Requesting Department: PUBLIC HEALTH**

**Submitted By: KRIS CONRAD**

**Agenda Item: EGLE RECYCLING GRANT AMENDMENT**

## Suggested Motion:

To approve a contract with EGLE (MI Dept of Environment, Great Lakes and Energy)

## Summary of Request:

This amendment will extend the EGLE Infrastructure Grant agreement end date from September 30th, 2024 to September 30th, 2025. Original contract number #1809. Approved and signed by the board on 6/14/23. Please see Kim Wolters with any questions.

## Financial Information:

Total Cost: \$1,000,000.00

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.

## Administration:

Recommended by County Administrator:

8/5/2024 9:39:58 AM

Committee/Governing/Advisory Board Approval Date: 8/8/2024





EGLE Tracking Code/Project Number: 23\*3031  
Division/Office: MMD  
Amendment Request Number: 1

**AMENDMENT TO THE RECYCLING & ORGANICS INFRASTRUCTURE GRANT AGREEMENT  
BETWEEN THE  
MICHIGAN DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY  
AND  
OTTAWA COUNTY**

This Amendment modifies the Grant Agreement between the Michigan Department of Environment, Great Lakes, and Energy (hereafter "State"), and the Ottawa County (hereafter "Grantee") signed by the State on July 6, 2023. This Amendment does not take effect until signed by both parties.

The revisions to the Grant Agreement are limited to those specified below. All other provisions of the Agreement remain in effect.

**PROJECT SCOPE (WORK PLAN)**

There is no Project Specific Requirements change.

**AGREEMENT PERIOD (END DATE)**

The State and Grantee agree to extend the End Date of this Grant Agreement from September 30, 2024, to September 30, 2025. The Grantee will complete all obligations under this Agreement no later than the End Date, as amended. Costs incurred after the amended End Date are not eligible for reimbursement under the Grant Agreement.

**COMPENSATION (BUDGET)**

There are no compensation changes.

Signature Page Follows

**AUTHORIZED SIGNATURES**

The individuals signing below certify by their signatures that they are authorized to sign this Agreement on behalf of their agencies and that the parties will fulfill the terms of this Agreement, including any attached appendices, as set forth herein.

FOR THE GRANTEE:

Adeline Hambley 7/11/24  
Signature Date  
Adeline Hambley, Health Officer  
~~Kim Wolters, Environmental Health Supervisor~~  
Name/Title

FOR THE STATE:

Elizabeth M. Browne July 15, 2024  
Signature Date  
Elizabeth M. Browne, Division Director, MMD  
Name/Title *July 07/15/24*

**SIGNATURE PAGE:**

**COUNTY OF OTTAWA**

By: \_\_\_\_\_  
Joe Moss, Chairperson  
Board of Commissioners

\_\_\_\_\_ Date

By: \_\_\_\_\_  
Justin F. Roebuck, County Clerk/Register

\_\_\_\_\_ Date



**RECYCLING & ORGANICS INFRASTRUCTURE GRANT AGREEMENT**

**BETWEEN THE**

**MICHIGAN DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY  
AND OTTAWA COUNTY**

This Grant Agreement (“Agreement”) is made between the Michigan Department of Environment, Great Lakes, and Energy (EGLE), Materials Management Division (“State”), and Ottawa County (“Grantee”).

The purpose of this Agreement is to provide funding in exchange for work to be performed for the project named below. Legislative appropriation of Funds for grant assistance is set forth in **Public Act No. 0087 of 2021**. This Agreement is subject to the terms and conditions specified herein.

**PROJECT INFORMATION:**

Project Name: CHARM Project.	Project #:
Amount of grant: \$1,000,000.00	% of grant state 100 / % of grant federal
Amount of match: \$250,000.00 = 20%	PROJECT TOTAL: \$1,250,000.00 (grant plus match)
Start Date (executed by EGLE): <u>July 6, 2023</u>	End Date: 9/30/2024

**GRANTEE CONTACT INFORMATION:**

Name/Title: Kim Wolters/Environmental Health Supervisor  
Organization: Ottawa County  
Address: 12251 James St.  
City, State, ZIP: Holland, MI. 49424  
Phone Number: 616-494-5569  
E-Mail Address: kwolters@miottawa.org  
Grantee DUNs/UEI Number (Required for Federal Funding):  
SIGMA Vendor Number: CV0048100

**STATE'S CONTACT INFORMATION:**

Name/Title: Jeff Krcmarik / Recycling Specialist  
Division/Bureau/Office: Materials Management Division  
Address: 7953 Adobe Road  
City, State, ZIP: Kalamazoo, MI. 49009  
Phone Number: 269-615-2912  
E-Mail Address: krcmarik@michigan.gov

The individuals signing below certify by their signatures that they are authorized to sign this Agreement on behalf of their agencies and that the parties will fulfill the terms of this Agreement, including any attached appendices, as set forth herein.

**FOR THE GRANTEE:**



Kimberly Wolters, Environmental Health Supervisor

01/19/2023

---

Signature

Name/Title

Date

**FOR THE STATE:**



Elizabeth M. Browne, Director, MMD

July 6, 2023

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Signature

Name/Title *ELB* 01/19/23

Date

Service Agreement between EGLE  
And The Ottawa County Department of Public Health  
January 2023

**SIGNATURE PAGE:**

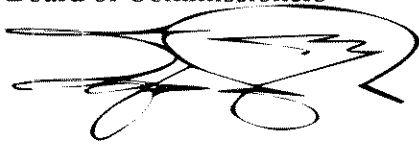
**COUNTY OF OTTAWA**



By: \_\_\_\_\_  
Joe Moss, Chairperson  
Board of Commissioners

06/14/2023

\_\_\_\_\_  
Date



By: \_\_\_\_\_  
Justin F. Roebuck, County Clerk/Register

06/13/2023

\_\_\_\_\_  
Date

## **I. PROJECT SCOPE**

This Agreement and its appendices constitute the entire Agreement between the State and the Grantee and may be modified only by written agreement between the State and the Grantee.

(A) The scope of this project is limited to the activities specified in Appendix A and such activities as are authorized by the State under this Agreement. Any change in project scope requires prior written approval in accordance with Section III, Changes, in this Agreement.

(B) By acceptance of this Agreement, the Grantee commits to complete the project identified in Appendix A within the time period allowed for in this Agreement and in accordance with the terms and conditions of this Agreement.

## **II. AGREEMENT PERIOD**

Upon signature by the State, the Agreement shall be effective from the Start Date until the End Date on page 1. The State shall have no responsibility to provide funding to the Grantee for project work performed except between the Start Date and the End Date specified on page 1. Expenditures made by the Grantee prior to the Start Date or after the End Date of this Agreement are not eligible for payment under this Agreement.

## **III. CHANGES**

Any changes to this Agreement other than budget line-item revisions less than 15 percent of the budget line item shall be requested by the Grantee or the State in writing and implemented only upon approval in writing by the State. The State reserves the right to deny requests for changes to the Agreement or to the appendices. No changes can be implemented without approval by the State.

## **IV. GRANTEE DELIVERABLES AND REPORTING REQUIREMENTS**

The Grantee shall submit deliverables and follow reporting requirements specified in Appendix A of this Agreement.

(A) The Grantee must complete and submit quarterly financial and/or progress reports according to a form and format prescribed by the State and must include supporting documentation of eligible project expenses. These reports shall be due according to the following:

<b>Reporting Period</b>	<b>Due Date</b>
January 1 – March 31	April 30
April 1 – June 30	July 31
July 1 – September 30	Before October 15*
October 1 – December 31	January 31

\*Due to the State's year-end closing procedures, there will be an accelerated due date for the report covering July 1 – September 30. Advance notification regarding the due date for the quarter ending September 30 will be sent to the Grantee.

If the Grantee is unable to submit a report in early October for the quarter ending September 30, an estimate of expenditures through September 30 must be submitted to allow the State to complete its accounting for that fiscal year.

The forms provided by the State shall be submitted to the State's contact at the address on page 1. All required supporting documentation (invoices, proof of payment, etc.) for expenses must be included with the report.

(B) The Grantee shall provide a final project report in a format prescribed by the State. The Grantee shall submit the final status report, including all supporting documentation for expenses, along with the final project report and any other outstanding products within 30 days from the End Date of the Agreement.

(C) All products shall acknowledge that the project was supported in whole or in part by the EGLE Recycling Program, per the guidelines provided by the program.

(D) If 15 percent (15%) or more of the grant amount is expended in a single quarter, payment requests may be submitted before the quarterly reporting deadline.

## **V. GRANTEE RESPONSIBILITIES**

(A) The Grantee agrees to abide by all applicable local, state, and federal laws, rules, ordinances, and regulations in the performance of this grant.

(B) All local, state, and federal permits, if required, are the responsibility of the Grantee. Award of this grant is not a guarantee of permit approval by the State.

(C) The Grantee shall be solely responsible to pay all applicable taxes and fees, if any, that arise from the Grantee's receipt or execution of this grant.

(D) The Grantee is responsible for the professional quality, technical accuracy, timely completion, and coordination of all designs, drawings, specifications, reports, and other services submitted to the State under this Agreement. The Grantee shall, without additional compensation, correct or revise any errors, omissions, or other deficiencies in drawings, designs, specifications, reports, or other services.

(E) The State's approval of drawings, designs, specifications, reports, and incidental work or materials furnished hereunder shall not in any way relieve the Grantee of responsibility for the technical adequacy of the work. The State's review, approval, acceptance, or payment for any of the services shall not be construed as a waiver of any rights under this Agreement or of any cause of action arising out of the performance of this Agreement.

(F) The Grantee acknowledges that it is a crime to knowingly and willingly file false information with the State for the purpose of obtaining this Agreement or any payment under the Agreement, and that any such filing may subject the Grantee, its agents, and/or employees to criminal and civil prosecution and/or termination of the grant.



## **VI. USE OF MATERIAL**

Unless otherwise specified in this Agreement, the Grantee may release information or material developed under this Agreement, provided it is acknowledged that the State funded all or a portion of its development.

The State, and federal awarding agency, if applicable, retains a royalty-free, nonexclusive and irrevocable right to reproduce, publish, and use in whole or in part, and authorize others to do so, any copyrightable material or research data submitted under this grant whether or not the material is copyrighted by the Grantee or another person. The Grantee will only submit materials that the State can use in accordance with this paragraph.

## **VII. ASSIGNABILITY**

The Grantee shall not assign this Agreement or assign or delegate any of its duties or obligations under this Agreement to any other party without the prior written consent of the State. The State does not assume responsibility regarding the contractual relationships between the Grantee and any subcontractor.

## **VIII. SUBCONTRACTS**

The State reserves the right to deny the use of any consultant, contractor, associate, or other personnel to perform any portion of the project. The Grantee is solely responsible for all contractual activities performed under this Agreement. Further, the State will consider the Grantee to be the sole point of contact with regard to contractual matters, including payment of any and all charges resulting from the anticipated Grant. All subcontractors used by the Grantee in performing the project shall be subject to the provisions of this Agreement and shall be qualified to perform the duties required.

## **IX. NON-DISCRIMINATION**

The Grantee shall comply with the Elliott Larsen Civil Rights Act, 1976 PA 453, as amended, MCL 37.2101 *et seq.*, the Persons with Disabilities Civil Rights Act, 1976 PA 220, as amended, MCL 37.1101 *et seq.*, and all other federal, state, and local fair employment practices and equal opportunity laws and covenants that it shall not discriminate against any employee or applicant for employment, to be employed in the performance of this Agreement, with respect to his or her hire, tenure, terms, conditions, or privileges of employment, or any matter directly or indirectly related to employment, because of his or her race, religion, color, national origin, age, sex, height, weight, marital status, or physical or mental disability that is unrelated to the individual's ability to perform the duties of a particular job or position. The Grantee agrees to include in every subcontract entered into for the performance of this Agreement this covenant not to discriminate in employment. A breach of this covenant is a material breach of this Agreement.

## **X. UNFAIR LABOR PRACTICES**

The Grantee shall comply with the Employers Engaging in Unfair Labor Practices Act, 1980 PA 278, as amended, MCL 423.321 *et seq.*

## **XI. LIABILITY**

(A) The Grantee, not the State, is responsible for all liabilities as a result of claims, judgments, or costs arising out of activities to be carried out by the Grantee under this Agreement, if the liability is caused by the Grantee, or any employee or agent of the Grantee acting within the scope of their employment or agency.

(B) Nothing in this Agreement should be construed as a waiver of any governmental immunity by the Grantee, the State, its agencies, or their employees as provided by statute or court decisions.

## **XII. CONFLICT OF INTEREST**

No government employee, or member of the legislative, judicial, or executive branches, or member of the Grantee's Board of Directors, its employees, partner agencies, or their families shall benefit financially from any part of this Agreement.

## **XIII. ANTI-LOBBYING**

If all or a portion of this Agreement is funded with federal funds, then in accordance with 2 CFR 200, as appropriate, the Grantee shall comply with the Anti-Lobbying Act, which prohibits the use of all project funds regardless of source, to engage in lobbying the state or federal government or in litigation against the State. Further, the Grantee shall require that the language of this assurance be included in the award documents of all subawards at all tiers.

If all or a portion of this Agreement is funded with state funds, then the Grantee shall not use any of the grant funds awarded in this Agreement for the purpose of lobbying as defined in the State of Michigan's lobbying statute, MCL 4.415(2). "Lobbying" means communicating directly with an official of the executive branch of state government or an official in the legislative branch of state government for the purpose of influencing legislative or administrative action." The Grantee shall not use any of the grant funds awarded in this Agreement for the purpose of litigation against the State. Further, the Grantee shall require that language of this assurance be included in the award documents of all subawards at all tiers.

## **XIV. DEBARMENT AND SUSPENSION**

By signing this Agreement, the Grantee certifies that it has checked the federal debarment/suspension list at [www.SAM.gov](http://www.SAM.gov) to verify that its agents, and its subcontractors:

- (1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or the state.
- (2) Have not within a three-year period preceding this Agreement 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, as defined in 45 CFR 1185; 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 or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses enumerated in subsection (2).

- (4) Have not within a three-year period preceding this Agreement had one or more public transactions (federal, state, or local) terminated for cause or default.
- (5) Will comply with all applicable requirements of all other state or federal laws, executive orders, regulations, and policies governing this program.

#### **XV. AUDIT AND ACCESS TO RECORDS**

The State reserves the right to conduct a programmatic and financial audit of the project, and the State may withhold payment until the audit is satisfactorily completed. The Grantee will be required to maintain all pertinent records and evidence pertaining to this Agreement, including grant and any required matching funds, in accordance with generally accepted accounting principles and other procedures specified by the State. The State or any of its duly authorized representatives must have access, upon reasonable notice, to such books, records, documents, and other evidence for the purpose of inspection, audit, and copying. The Grantee will provide proper facilities for such access and inspection. All records must be maintained for a minimum of [five] years after the final payment has been issued to the Grantee by the State.

#### **XVI. INSURANCE**

- (A) The Grantee must maintain insurance or self-insurance that will protect it from claims that may arise from the Grantee's actions under this Agreement.
- (B) The Grantee must comply with applicable workers' compensation laws while engaging in activities authorized under this Agreement.

#### **XVII. OTHER SOURCES OF FUNDING**

The Grantee guarantees that any claims for reimbursement made to the State under this Agreement must not be financed by any source other than the State under the terms of this Agreement. If funding is received through any other source, the Grantee agrees to delete from Grantee's billings, or to immediately refund to the State, the total amount representing such duplication of funding.

#### **XVIII. COMPENSATION**

- (A) A breakdown of costs allowed under this Agreement is identified in Appendix A. The State will pay the Grantee a total amount not to exceed the amount on page 1 of this Agreement, in accordance with Appendix A, and only for expenses incurred and paid. All other costs necessary to complete the project are the sole responsibility of the Grantee.
- (B) Expenses incurred by the Grantee prior to the Start Date or after the End Date of this Agreement are not allowed under the Agreement, unless otherwise specified in Appendix A.
- (C) The State will approve payment requests after approval of reports and related documentation as required under this Agreement.
- (D) The State reserves the right to request additional information necessary to substantiate payment requests.

(E) Payments under this Agreement may be processed by Electronic Funds Transfer (EFT). The Grantee may register to receive payments by EFT at the SIGMA Vendor Self Service web site (<https://sigma.michigan.gov/webapp/PRDVSS2X1/AltSelfService>).

(F) An amount equal to 5 percent of the grant award will be withheld by the State until the project is completed in accordance with Section XIX, Closeout, and Appendix A.

(G) The Grantee is committed to the match percentage on page 1 of the Agreement, in accordance with Appendix A. The Grantee shall expend all local match committed to the project by the End Date on page 1 of the Agreement.

## **XIX. CLOSEOUT**

(A) A determination of project completion, which may include a site inspection and an audit, shall be made by the State after the Grantee has met any match obligations, satisfactorily completed the activities, and provided products and deliverables described in Appendix A.

(B) Upon issuance of final payment from the State, the Grantee releases the State of all claims against the State arising under this Agreement. Unless otherwise provided in this Agreement or by State law, final payment under this Agreement shall not constitute a waiver of the State's claims against the Grantee.

(C) The Grantee shall immediately refund to the State any payments in excess of the costs allowed by this Agreement.

## **XX. CANCELLATION**

This Agreement may be canceled by the State, upon 30 days written notice, due to Executive Order, budgetary reduction, other lack of funding, upon request by the Grantee, or upon mutual agreement by the State and Grantee. The State may honor requests for just and equitable compensation to the Grantee for all satisfactory and eligible work completed under this Agreement up until 30 days after written notice, upon which time all outstanding reports and documents are due to the State and the State will no longer be liable to pay the grantee for any further charges to the grant.

## **XXI. TERMINATION**

(A) This Agreement may be terminated by the State as follows.

(1) Upon 30 days written notice to the Grantee:

- a. If the Grantee fails to comply with the terms and conditions of the Agreement, or with the requirements of the authorizing legislation cited on page 1, or the rules promulgated thereunder, or other applicable law or rules.
- b. If the Grantee knowingly and willingly presents false information to the State for the purpose of obtaining this Agreement or any payment under this Agreement.
- c. If the State finds that the Grantee, or any of the Grantee's agents or representatives, offered or gave gratuities, favors, or gifts of monetary value to any official, employee, or agent of the State in an attempt to secure a subcontract or favorable treatment in awarding, amending, or making any determinations related to the performance of this Agreement.

- d. If the Grantee or any subcontractor, manufacturer, or supplier of the Grantee appears in the register of persons engaging in unfair labor practices that is compiled by the Michigan Department of Licensing and Regulatory Affairs or its successor.
- e. During the 30-day written notice period, the State shall withhold payment for any findings under subparagraphs a through d, above and the Grantee will immediately cease charging to the grant and stop earning match for the project (if applicable).

(2) Immediately and without further liability to the State if the Grantee, or any agent of the Grantee, or any agent of any subcontract is:

- a. Convicted of a criminal offense incident to the application for or performance of a State, public, or private contract or subcontract;
- b. Convicted of a criminal offense, including but not limited to any of the following: embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, or attempting to influence a public employee to breach the ethical conduct standards for State of Michigan employees;
- c. Convicted under State or federal antitrust statutes; or
- d. Convicted of any other criminal offense that, in the sole discretion of the State, reflects on the Grantee's business integrity.
- e. Added to the federal or state Suspension and Debarment list.

(B) If a grant is terminated, the State reserves the right to require the Grantee to repay all or a portion of funds received under this Agreement.

## **XXII. IRAN SANCTIONS ACT**

By signing this Agreement, the Grantee is certifying that it is not an Iran linked business, and that its contractors are not Iran linked businesses, as defined in MCL 129.312.

## PROJECT-SPECIFIC REQUIREMENTS – APPENDIX A

### GRANT APPLICATION; PROJECT SCOPE

The scope of this project is outlined in the Grantee's approved Fiscal Year 2022 Recycling and Organics Infrastructure Grant Program Proposal, which is included in this Agreement in Appendix B, as well as any subsequent modifications to the original grant proposal as approved by the State. The grantee shall adhere to the budget, tasks, deliverables, and timeline identified in Appendix B.

### GRANT REIMBURSEMENT PROCESS

The Grantee is responsible for the payment of all eligible costs necessary to complete the project. The Grantee shall submit reimbursement requests to the State which specify the time period covered by the reimbursement request and the payments made by the Grantee during the time period. Grant reimbursements will be for up to 80 percent of the documented purchase expenditures, not to exceed the awarded grant amount, less a 5 percent retention amount that will be released upon approval of the final report. The final report is due six months after the infrastructure item(s) have been purchased, installed, and/or constructed, but no later than September 29, 2024. Grantees must agree to supply data related to the project for up to five years from the project end date as requested by EGLE.

All grants are paid through a reimbursement process. All grantees will submit proof of payment (i.e., canceled checks, ACH, wire transfer confirmations, bank statements, etc.) and proof of receipt of goods to EGLE proving that the vendor has been paid prior to receiving reimbursement from the grant program. Reimbursement must be requested in conjunction with required, quarterly progress reports. Total payment made to the Grantee by the State shall not exceed the amount identified in this grant agreement. Any costs associated with the project that exceed the awarded grant amount shall be the responsibility of the Grantee. Reimbursement forms will be available on the EGLE's Recycling Program website located at [Michigan.gov/MiRecycles](https://Michigan.gov/MiRecycles).

The Grantee is responsible for ensuring that all partner entities fulfill their commitments under the grant proposal.

The Grantee is responsible for ensuring that all products requiring reimbursement acknowledge that the project was supported in whole or in part by the EGLE Recycling Grant Program.

### RECAPTURE

The Grantee is hereby notified and hereby acknowledges that the Grant is subject to recapture and that the Grantee will incur an obligation to repay the Grant (the "Recapture Obligation") immediately, in full, if:

- a. it fails to comply with the entirety of the grantee's grant application attached, including all budget, tasks and timeline;
- b. it sells, exchanges, or disposes of any equipment described in this Agreement without the Grantor's written approval; or
- c. the State of Michigan determines that there has been a default under the Agreement and seeks reimbursement.

In the event that the Grantee becomes liable for a Recapture Obligation, it shall satisfy the Recapture Obligation within the time specified in the written notice thereof to the Grantee by the Grantor. The Grantee's obligation under this sub-section shall survive five years beyond the term of this Agreement.

## **REPORTING REQUIREMENTS**

The Grantee shall comply with all reporting requirements of the State during the Agreement Period. A reporting calendar can be found in Section IV of the boilerplate agreement language.

### ***QUARTERLY REPORTS***

The Grantee shall submit the final quarterly status and financial report, including all supporting documentation for expenses, by September 30, 2024.

**Quarterly progress and financial reports must be submitted at least every three months during the Agreement Period, even if no funds were expended.** Provide the following narrative using the numbers and headings listed below:

#### **I. SUMMARY OF ACTIONS TAKEN DURING THE CURRENT PERIOD**

- A. Describe the tasks completed and how project funds were expended during the time period covered by the report. If no funds were expended during the current period, include a statement to that effect, along with an explanation and a description of tasks completed during the period.
- B. If any products were developed during the time period covered by the report, include a copy of the products with the report.

#### **II. SUMMARY OF ACCOMPLISHMENTS DURING THIS PERIOD**

- A. Goals and objectives as set forth in the grant application and grant contract. List the project's stated goals and objectives and describe how the project is meeting them.
- B. Additional project accomplishments not included in original project goals and objectives.
- C. Project data: Provide any data collected during the current period, as described in the grant application incorporated with this contract. Attach available documentation which supports the data. If the data provided covers a previous reporting period, specify the dates which the data is from.

#### **III. SUMMARY OF REMAINING ACTIONS TO BE TAKEN**

- A. Describe the remaining tasks to be completed and indicate whether or not these tasks will be completed within the approved project schedule. For tasks which will not be completed within the approved project schedule, discuss the reasons for the delay and provide the revised task completion date.

#### **IV. PROBLEMS ENCOUNTERED DURING THIS PERIOD**

A. Identify any problems encountered during the current reporting period and explain how they were resolved. Describe the impact these problems have had or will have on project design, completion, and operations.

If at any time the Grantee becomes aware that any materials collected or processed in association with grant purchases are being disposed, the Grantee must immediately notify EGLE and must document the issue in the next quarterly report. The Grantee must also submit for EGLE review the steps that will be taken to address the issue and the expected timeframe for resolution.

#### **V. ADDITIONAL COMMENTS**

A. Provide any additional comments relevant to the status of the project and its operations.

#### **VI. FINANCIAL DOCUMENTATION**

A. Provide required documentation for funds expended during the reporting period, including proof of payment and proof of receipt of goods.

#### ***FINAL PROJECT REPORT***

The purpose of the final project report is to provide the State with data on your project and a narrative discussion about your project, including an evaluation of the project to date. The final report is due six months after the infrastructure item(s) have been purchased and/or constructed, but no later than September 29, 2024. Retained funds will be forfeited by the Grantee if the final report is not accepted.

Identify the time period covered by the final project report. Provide the following narrative information using the numbers and headings listed below:

#### **I. PROJECT DESCRIPTION**

A. Provide a description of the project funded.

- i. Provide a 4-5 sentence summary of the project.
- ii. Include any news articles and/or photographs as appropriate.
- iii. Include the date project operations began and a discussion of the current status of project operations.

B. List and explain the steps involved in completing the project, from planning through implementation to ongoing operations. Include the dates of major project activities and events.

C. List and discuss other entities (e.g., companies, nonprofit groups, local units of government) that played a role in planning and implementing the project and briefly describe their role. Describe any formal agreements that were entered into as a part of project implementation.



## II. PROJECT DATA

### A. Diversion rate, participation rate, and geographical area.

- i. For the time period covered by this report, provide the quantity of recyclable or organic materials diverted, in tons or cubic yards /time period. Specify which recyclable or organic materials are included in this reported volume. Describe the methods for measuring these quantities.
- ii. Provide diversion rates prior to the grant project, if known.
- iii. For the time period covered by this report, provide information on the number of people and/or number of households/units served by the project. Describe the methods for measuring these numbers.
- iv. Provide information on the number of people and/or number of households/units served prior to the grant project, if known.
- v. For the time period covered by this report, provide information on the geographical area served by the project.
- vi. Provide previous information on the geographical area served by the program prior to the current grant project.

### B. Provide the following information for all education and outreach activities related to the grant project, as applicable:

- i. Types of groups (audience) targeted.
- ii. Types of promotional materials developed.
- iii. Methods used to distribute information or materials.
- iv. Planned/future educational efforts.

## III. PROJECT COSTS: Provide the following information regarding costs required to implement the project:

- A. Provide the dollar amounts and a description of all program related capital costs which have been incurred during the time period covered by this report. Identify the specific dates these costs were incurred.
- B. For the time period covered by this report, provide the dollar amounts and a description of all additional costs (beyond match) required to complete the project. Identify the specific dates these costs were incurred.
- C. For the time period covered by this report, provide the dollar amount and a description of the costs needed to operate the project.

D. Describe the funding mechanisms utilized to operate and maintain the project activities.

#### **IV. PROJECT EVALUATION**

- A. **Goals and Objectives.** Summarize each of the project's goals and objectives as stated in your original proposal. Discuss (in both narrative and numerical terms) how well you are meeting each goal and objective. For each goal or objective that is not being met, discuss why.
- i. If the project goals and objectives have changed from those that were originally established, discuss how and why. Also, discuss how these changes have impacted the final project.
  - ii. **Recovery/Access/Participation Goals:** As a part of the above discussion of project goals and objectives, identify the increase in either volume collected (in tons or cubic yards per year) by material type, or geographical access/population served that the project is currently achieving. If the project is not meeting its goals, provide a discussion on why these goals are not being met. Also, indicate what steps you are taking in order to meet the stated goals in the future, and provide a timeframe for meeting these goals.
- B. Discuss any project accomplishments not included in the project's original goals and objectives.
- C. Discuss the economic impact the project has had on the local economy. Include information on new jobs created and sustained and any other relevant economic information.
- D. List and describe all significant problems encountered during project implementation, including any cost overruns, institutional barriers, local issues, etc. Describe how the problems were addressed and resolved. Describe any impact these problems had in project design, implementation and/or ongoing operations.
- E. Describe the most successful components of the project and explain why you think they are successful.
- F. Describe the least successful components of the project and explain why you think they are not successful.
- G. **Lessons Learned.** Discuss any conclusions you have made about the technical and economic feasibility of carrying out a similar project. Identify what you would do differently if you were to carry out a similar project, and why.
- H. Provide a description of the motivation for pursuing this grant opportunity and how the need for the project was identified.

#### **V. ADDITIONAL COMMENTS**

- A. Provide any additional information relevant to the status of the project and its operations.
- B. Provide a description of opportunities that you may have identified after implementing this grant.

The quarterly and final project report must be signed by the authorized contact person for the project. Indicate any name, address or telephone number changes for the contact person and/or the project.

Submit the quarterly and final project reports to the attention of the State's contact at the following email address:

**[EGLE-RecyclingGrant@michigan.gov](mailto:EGLE-RecyclingGrant@michigan.gov)**

If you need this information in an alternate format, contact [EGLE-Accessibility@Michigan.gov](mailto:EGLE-Accessibility@Michigan.gov) or call 800-662-9278.

EGLE does not discriminate on the basis of race, sex, religion, age, national origin, color, marital status, disability, political beliefs, height, weight, genetic information, or sexual orientation in the administration of any of its programs or activities, and prohibits intimidation and retaliation, as required by applicable laws and regulations. Questions or concerns should be directed to the Nondiscrimination Compliance Coordinator at [EGLE-NondiscriminationCC@Michigan.gov](mailto:EGLE-NondiscriminationCC@Michigan.gov) or 517-249-0906.

This form and its contents are subject to the Freedom of Information Act and may be released to the public.

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**APPENDIX B**

**WORKPLAN, TIMELINE, BUDGET, APPLICATION**

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## EGLE Full Proposal: New Environmental Sustainability Center in Allendale Charter Township

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### **Profile**

Kimberly Wolters

#### **First Name**

Kimberly

#### **Last Name**

Wolters

#### **City**

Holland

#### **Title**

Environmental Health Supervisor (Environmental Sustainability)

#### **Email**

kwolters@miottawa.org

#### **Phone Number**

6164945569

#### **Address Line 1**

12251 James St

#### **Zip Code**

49424

#### **State**

US-MI

#### **Organization Name:**

Ottawa County

### **Grant Category:**

#### **Select which Grant you are applying to:**

Recycling Infrastructure

### **Grant Recipient and Fiduciary Information:**

## **Primary Contact**

**Return to the main portal page to double check your profile information.**

Same as Profile

## **Is the fiduciary a separate entity than the grant applicant?**

No, the primary contact information provided is for the entity applying for the grant and having the fiduciary role.

## **Please self-identify your organization type:**

Non-Profit

## **Project Information:**

### **Project Title**

New Environmental Sustainability Center in Allendale Charter Township

### **Brief Project Description**

**NOTE: This concise description will be used in reports and other documentation.**

Ottawa County's Environmental Sustainability Program is developing a new Environmental Sustainability Center that will be more accessible to the under-served population located in the center of Ottawa County. The new center would be located in Allendale Charter Township, one of the county's largest growing populations. This location would be a drop-off location for recycling and hard to recycle items for residents, local college, and apartment populations located in this area. This Environmental Sustainability Center would also be the hub of the other 4 centers located throughout the county. This center would also be able to start larger-sized projects.

### **What is the primary focus of your Recycling Infrastructure project?**

Drop off site construction, improvement or equipment, Organics, Public space collection, Multi-Family collection, Other

### **Other:**

To create a "one stop" drop off center and a "hub" to serve larger projects and assist smaller centers that already exist

### **Concisely explain how your project achieves the selected focus?**

**If new materials are collected ensure that is described. Please be concise.**

The primary focus of the project is to provide a location to recycle, recycle hard to recycle items, and be a food waste compost drop-off location for a population that currently doesn't have a facility available to them. This area due to growth and college campus has a large multi-family infrastructure/apartment population that does not have readily available recycling and food compost services. This project's goal is to assist with residents' sustainable needs as well as serve as a centralized location for all of our Environmental Sustainability Program efforts. The Environmental Sustainability Program hopes to have this center be a location that may allow for the program to do some more creative recycling efforts like film plastic recycling, mattress, and other projects that future partnerships allow.

## **Funding Needs and budget**

**What items will be purchased with grant funds and what is the intended use?**

The grant funds will be used to construct a new Environmental Sustainability Center and all items need to set up this center like pavement, gate/fence, lighting, and equipment. The building and land preparation will be constructed in a sustainable matter and in a way to best collect materials from the residents. Some of the items that will assist in this goal are a bailer, lift jack, and others that will make operations move smoothly. These funds will increase recycling efforts by assisting us with constructing a new center.

Please provide an itemized list of project expenses and specify in "amount requested" how much grant funding will be used for each budget item. Note, the amount requested for each budget item may be less than the total cost of that budget item or some budget items may not be covered by any grant dollars.

<b>Budget Line Item</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Amount Requested</b>
Building	1	\$1,000,000	\$800,000

<b>Budget Line Item</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Amount Requested</b>
Gate/Fence	1	\$60,000	\$48,000

<b>Budget Line Item</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Amount Requested</b>
Asphalt/Cement	1	\$150,000	\$120,000

<b>Budget Line Item</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Amount Requested</b>
Exterior lights/cameras	1	\$3,000	\$2,400

<b>Budget Line Item</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Amount Requested</b>
Equipment	1	\$23,000	\$18,400

<b>Budget Line Item</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Amount Requested</b>
Well/Septic material Install	1	\$14,000	\$11,200

<b>Total Grant Request:</b>	<b>Total Project Budget:</b>	<b>Match Percent</b>
\$1,000,000.00	\$1,250,000.00	20.0

**(+) Add additional Budget items (select the number of additional rows needed):**

Add 3 additional rows

**For larger projects, please upload a full project budget (any format)**

EGLE Budget Form 2022.xlsm

**Current Activities and Program Impact**

Fill in any applicable fields regarding your current program:

**Collection Method:**

(curbside, drop-off, single stream, dual stream, source separated, etc.)

**Collection Frequency:**

(weekly, bi-weekly, etc.)  
twice weekly

**Volume of Containers:**

variety

Drop-off, single stream

**Current Material List:**

Residential Recycling (glass, paper, plastic, cardboard)  
Used Oil/Antifreeze  
Electronic Waste  
Scrap Tires  
Household Hazardous Waste  
Food Compost

**Describe your service area including geographical reach (counties, municipalities, institutions) and those serviced (number of households, population served, units, serviced or others).**

The primary purpose of this project is to address a geographical need. Our current Environmental Sustainability Centers are located in the four corners of Ottawa County. The new center will be located in the center of the county to better serve this population that may not be able to easily have access to one of the other centers. There is a large population of multiple-family resident housing and a college population that are not often seen at our other centers. This new center in Allendale Charter Township will aid us in reaching this region of Ottawa County better. In 2019, there were almost 22,000 Allendale residents and Grand Valley State University has about 25,000 enrolled of which a portion lives on campus. This center will be able to assist in providing not only services to these residents and students but also educating them about recycling and other sustainability efforts to further assist in the growth of these efforts.

**Where does your material go? Please include the name and location of your processor, broker and/or end market.**

- Residential Recycling is collected by Republic Services (Muskegon, MI, and Jenison, MI) that takes it to one of two MRFs (Grand Rapids or their own in Holland, MI).
- Electronic Waste is collected by Valley City out of Grand Rapids, MI.
- Used oil and antifreeze are collected by GFL Environmental out of Comstock Park, MI to be turned into fuel.
- Food Waste is collected by Organicycle out of Grand Rapids, MI.
- Scrap Metal is collected by Padnos out of Holland, MI.
- Scrap Tires are collected by Environmental Rubber Recycling out of Flint, MI

**Describe your operation funding sources such as user fees, millage, special assessments, general funds, etc.**

The Environmental Sustainability Program is funded primarily through a portion of tipping fees collected at our two local landfills. Other funding at times are grants that have been applied for such as the scrap tire collection grant. These grants allow us to participate in more programs that we may not be able to otherwise. Due to the increased cost of recycling, we do charge a small fee on some items dropped off at our centers such as tube TVs, compost, and memberships for residential recycling.



**Describe your existing program partners and/or collaborators:**

The Ottawa County Environmental Sustainability Program has been working on growing its partners and collaborators that have an interest in the environment and sustainability practices. Not only do we see our vendors as partners on how best to grow and develop the program but other community groups. These groups not only have an interest in Ottawa County as a community but Michigan as a community. Some community groups that Ottawa County has been collaborating with are the West Michigan Sustainability Form, City of Holland, Michigan Recycling Coalition, Grand Haven Township, Allendale Charter Township, Grand Valley State University, and other local community members that have an interest in the environmental impacts of the program. Ottawa County also collaborates with other groups/municipalities that offer recycling and other environmental programs to help not only to better serve Ottawa County but Michigan as a whole as well.

**Check all that apply to your existing recycling education / outreach program:**

Website, Traditional media (print, television, radio, outdoor, etc.), Social or digital media ( Facebook, Instagram, paid search, etc.), Public-facing database (ReCollect, Waste Wizard, Recycle Coach, etc.)

**Describe how this project will show improvement from your current program:**

This project will show improvement to the Ottawa County Environmental Sustainability Program by bridging a gap that exists in our community. This project will aid the Environmental Sustainability Program in creating a hub and spoke system for our centers. This new center hub will increase the storage capacity and services that will be able to be provided throughout the county. The smaller centers that may not have the capacity for some projects or storage volume for new projects will be able to still participate and/or allow for the Environmental Sustainability Program to offer a large-scale project at a centralized location in the county reducing the inconvenience to residents. This project will also improve the Environmental Sustainability Program because it will increase the span of our program to a new area and increases the amount of material taken in.

**Select which project metrics apply:**

Collection Volume, Service Population, Type of Materials

**Describe your current program including (if applicable) collection method (curbside, drop-off, single stream, dual stream, source separated, etc.); volume of containers; collection frequency; list of materials collected; geographic area served including population and/or number of household/units serviced (if known); name and location of processor, broker, and/or end market (if known); description of operational funding sources (user fees, millage, special assessments, general funds, etc.); description of existing program partners/collaborators; description of existing recycling education/outreach program**

**As relevant, please provide metrics for your current collection or processing and expected change with the implementation of this project. Feel free to describe how collection / Processing volume was calculated. (optional)**

<b>Current Annual Collection Volume:</b>	<b>Expected Annual Collection Volume:</b>	<b>Unit used:</b>	<b>Annual Increase:</b>
2,393	25,000	Tons	22,607
<b>Current Service Population:</b>	<b>Expected Service Population:</b>	<b>Unit used:</b>	<b>Annual Increase:</b>
75,000	101,000	Service Area Population	26,000

**Expected Material List:**

Existing programs that will also be offered at the new center: Residential/Campus resident Recycling, scrap metal, used oil/antifreeze, Household Hazardous Waste, residential food waste, scrap tires, and electronic waste

Possible new programs at the new center (or centralized at the new center): Used mattresses, film plastics, and used fabrics

**If a drop-off, what is the current geographic area served:****Supporting Data (optional):****Describe how your project will benefit Environmental Justice or underserved and/or vulnerable populations:**

The programs offered at current centers and will be offered at the Allendale Environmental Sustainability Center (ESC) are to provide a valuable resource to all Ottawa County residents. The project of adding a new center is to do this better. They will be a resource to be able to recycle items and/or dispose of items properly so that they can be turned into something else or disposed of safely. No individual that wants to use the program will be turned away. The new ESC project goal is to provide services to more residents, apartment populations, and centralized Ottawa County residents. It is known that this area has many multi-resident and apartment populations that do not have recycling available or a convenient way to recycle hard to recycle items. In a population that is currently believed to be underserved by existing Environmental Sustainability Centers, we intend to better serve them with a new center expanding our resources to this population and all Ottawa County residents.

**Briefly Describe any new education efforts that will be undertaken as a result of the grant project.**

Type N/A if there are no new education efforts.

The Environmental Sustainability Program will use this new center as an educational location about Ottawa County Environmental Sustainability Program and show what efforts can be done. It is important to incorporate as many sustainable practices in this new center so that when using this center for education they can be seen and taught with visual references and not just in theory or discussion. It will have multiple educational points available that can be taught so that recycling, environmental, and sustainable practices can be taught as a whole. Having a location where not only we can better serve by providing valuable services but as well as education is an objective of the Environmental Sustainability Program, to better serve Ottawa County residents. The partnership with Grand Valley State University will also increase the reach that this center will have to increase education on important topics relating to recycling and sustainable practices with their students.

**Describe how your project addresses Greenhouse Gas emissions:**

It is unknown at this time, how much Greenhouse Gas emissions this project will reduce. It is believed that encouraging food composting versus landfilling this material will reduce greenhouse gasses. Having residents drive less or have fewer vehicles on the road will also reduce greenhouse gasses with our centers and new center as a "one stop" drop off center would also assist to reduce greenhouse Gases emissions. The Environmental Sustainability Program will try to do as much as possible to reduce its Greenhouse Gas Emmissions by providing recycling, using energy-efficient items in the new facility, and possibly installing items that aid in the reduction of greenhouse gases at the new center.

**Please upload any supporting data for environmental and climate metrics:**

(Optional)

Guidance on measuring environmental outcomes is included in "Measuring Environmental and Economic Impact".

**What County or Counties will your project impact?**

To select multiple counties hold "Ctrl" and click each county name. To unselect, continue holding "Ctrl" and re-click a highlighted county name

Ottawa County

**How would you categorize your geographical impact?**

Regional impact refers to if your project impacts multiple counties or areas. County-wide projects should impact the whole county including in large cities and rural areas. Rural would consider any communities not in an urban area.

County-wide

**Briefly describe the geographical impact of your project (How will a specific area, region, city, or county be impacted?):**

Ottawa County has a population of about 262,000 people. Our current centers had about 17,000 of those residents visit our sites in 2021. We believe that this project will assist in serving far more residents as well as allow us to increase the impact area, program awareness, new programs, and further growth with partners which is believed to increase the impact on our county. The current centers have grown since they have opened and are believed to continue to do so but this project and the impact it will have will expedite that.

**Upload any additional supporting data or information regarding this project:**

(Optional)

***Partnerships and Collaborations***

**Describe community support and/or partners for the grant project. Describe how/if the funding provided in this grant is leveraging additional investment from partners.**

This project has sparked support from Allendale Charter Township and Grand Valley State University as well as our current partners. Both new and existing partners/communities see a need for this program to reach their students and community members. Grand Valley State University has offered its support by providing land for a new center as well as possible other means of support if the grant and project move forward. This project can create new vendor/partner relationships with new possible materials collected, opportunities for public education, and overall community support and growth. We are always looking for ways to bring our programs together with new needed partners and to bridging partner to partner relationships that may not have existed but could have a great impact on the community.

**Please upload a letter of support from each of the project partners. Select the number of letters you plan to attach.**

You can save this draft to add letters at a later time or once you submit your application edit before the Grant Cycle closing date to attach Letters. If you have more than 10 letters please combine pdfs.

## Letter of Support

GVSU letter of suport.pdf

## Work Plan and Timeline

### Long Term Viability: Describe how the project will be sustained beyond the grant timeline.

The Environmental Sustainability Program will sustain the project beyond the grant through regular funding through a portion of our two landfills and a small fee charged to have a recycling membership at the centers. The county has looked into long term budget need to sustain this site and has decided the funding will be viable. Other possible methods for the future sustainability of this new center and new programs would be to create additional partnerships that may assist in reducing our cost to provide beneficial services or methods to do our programs better to save in cost. Cost evaluation and yearly evaluation of the budget will also aid in sustaining this project beyond the grant.

### Provide a brief narrative describing the work plan and timeline:

If the grant is awarded to the Environmental Sustainability Program, this project will get underway as soon as possible. The grant and total project cost will go to the Board of Commissioners for grant, funding, and project approval. During the Board approval, the final contract with EGLE and Grand Valley State University will be completed and at the same time, the project plans will be developed. The building company chosen will work to design a center with sustainability in mind. Public Health, Environmental Sustainability, Allendale, and Grand Valley State University will work closely to create a center that will benefit not only Allendale and Grand Valley State University community but all of Ottawa County. The overall goal is to have this center completed by Spring of 2024 pending construction requirements and grant awarded dated.

### Work Plan and Timeline Upload:

EGLE IG timeline.docx

Please attach a descriptive work plan and timeline which includes:

- Identification of the tasks and responsible party for implementation of the project.
- Identification of the tasks and party responsible for preparing quarterly progress reports and the final project report.
- A timeline of activities, showing when each task described will be started and completed.
- Identification of when quarterly milestones will be achieved.

### What grant amount is being requested?

### Match Percentage

0

### Grant Request:

\$0

## Closing:

### DUNS Number of fiduciary entity

If known, use [www.sam.gov](http://www.sam.gov) to find your DUNS number if you have one. This process is free, but may take 2 business days.

085899011

### Federal ID Number of fiduciary entity

Will be required if selected for final review

38-6004883

## State Senator

Find your Senator:

<https://www.senate.michigan.gov/fysbyaddress.html>

## State Representative

Find your State Representative:

<https://www.house.mi.gov/MHRPublic/frnFindARep.asp>

*(Right click the links to open in new tab, otherwise you may be directed away from this page with changes not saved)*

### **Has the fiduciary entity applied to previous grant cycles with the State of Michigan?**

Yes

### **Select what Grants you have applied to:**

NextCycle Michigan MICROS Grant, EGLE E-waste grant

### **Briefly describe this experience including year of grant cycle and if a grant was received:**

**What is the status of your project(s)? Have required reports been submitted? Were your needs met by receiving funding?**

Ottawa County has applied for the Scrap Tire Clean-up, Electronic Waste Grant, and NextCycle Michigan MICROS Grant. All experiences have been beneficial and aided us in providing a service to our residents. We have been a pilot program with the Scrap Tire Clean-up grant and are learning how to improve this program to continuously provide a tire drop-off location in the best manner possible for our residents. Electronic Waste Grant has assisted us with being able to provide a structure and equipment to be able to continuously collect electronics including CRTs which in the past had not been collected. The NextCycle Market Development Grant has assisted us in growing the Food Compost program by supporting us with outreach material about not just Ottawa's food compost program but also to businesses and those who want to compost at home educational resources.

### **E-Signature of authorized individual**

**By typing your name you are signing this application and confirming that all information is accurate to the best of your knowledge.**

Kimberly Wolters

### **Signed Date**

04/19/2022

## EGLE Full Proposal: Attachments

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**For larger projects, please upload a full project budget (any format)**

EGLE Budget Form 2022.xlsm

**Letter of Support**

GVSU letter of suport.pdf

**Work Plan and Timeline Upload:**

EGLE IG timeline.docx

### Timeline for New ESC in Allendale

1. Environmental Health Supervisor (Environmental Sustainability) (EHS) to apply for the grant by April 20<sup>th</sup>, 2022
2. Upon receiving the grant from EGLE, EHS to send Grant and Budget Adjustment to the Board of Commissioners for approval/signatures
3. EHS will send back EGLE Grant Contact by the deadline
4. Ottawa County to start the construction process as soon as possible once the signed contract from EGLE is received
  - a. Work with Ottawa County's purchasing department to find a contractor
  - b. Once a contractor is hired create a construction project timeline created (with this a quarterly milestone timeline clearly outline to be submitted to EGLE)
5. Before construction starts, Ottawa County and Grand Vally State University to have the land agreement legalized and completed
6. Start land preparation once the agreement and contractor are finalized and authorized
7. During the entire Grant Period and construction, EHS/Ottawa County's Purchasing Department to submit quarterly process reports and submittals as outlined in the RFP for the grant
8. Ottawa County's goal is to start construction end of 2022 if possible
9. End major construction aspects by end of the summer of 2023
10. Fall of 2023 will be to complete internal and incomplete construction items
11. Ottawa County's goal is to open a new center by the Spring of 2024
12. EHS to complete final project report and grant submittal to EGLE

## Profiles

---

### **First Name**

Kimberly

### **Last Name**

Wolters

### **Organization Name:**

Ottawa County

### **Title**

Environmental Health Supervisor (Environmental Sustainability)

### **Email**

kwolters@miottawa.org

### **Phone Number**

6164945569

### **Address Line 1**

12251 James St

### **Address Line 2**

Suite 200

### **City**

Holland

### **State**

US-MI

### **Zip Code**

49424

### **Are you building this profile as a partner?**

No



**MICHIGAN DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY**  
 MATERIALS MANAGEMENT DIVISION  
 Recycling Infrastructure  
 BUDGET FORM



<b>Grantee Name:</b> Ottawa County						
<b>Project Name:</b> Allendale Sustainability Center						
<b>Project Number (assigned by EGLE):</b>					<b>Holdback Percentage:</b>	5%
<b>CONTRACTUAL SERVICES</b>	<b>HOURS or UNITS</b>	<b>RATE or TOTAL</b>	<b>% of FUNDING</b>	<b>GRANT AMOUNT</b>	<b>MATCH AMOUNT</b>	<b>TOTAL</b>
		\$ -		\$ -	\$ -	\$ -
		\$ -		\$ -	\$ -	\$ -
		\$ -		\$ -	\$ -	\$ -
		\$ -		\$ -	\$ -	\$ -
		\$ -		\$ -	\$ -	\$ -
		\$ -		\$ -	\$ -	\$ -
<b>Contractual Services Subtotal:</b>				\$ -	\$ -	\$ -
<b>SUPPLIES &amp; MATERIALS (itemize)</b>	<b>QUANTITY</b>	<b>COST</b>	<b>% of FUNDING</b>	<b>GRANT AMOUNT</b>	<b>MATCH AMOUNT</b>	<b>TOTAL</b>
Building	1	\$ 1,000,000.00	80.0%	\$ 800,000.00	\$ 200,000.00	\$ 1,000,000.00
Gate/Fence	1	\$ 60,000.00	80.0%	\$ 48,000.00	\$ 12,000.00	\$ 60,000.00
Asphalt Cement	1	\$ 150,000.00	80.0%	\$ 120,000.00	\$ 30,000.00	\$ 150,000.00
Exterior Lights/Camera	1	\$ 3,000.00	80.0%	\$ 2,400.00	\$ 600.00	\$ 3,000.00
Equipment	1	\$ 23,000.00	80.0%	\$ 18,400.00	\$ 4,600.00	\$ 23,000.00
Well and Septic installations	1	\$ 14,000.00	80.0%	\$ 11,200.00	\$ 2,800.00	\$ 14,000.00
		\$ -		\$ -	\$ -	\$ -
		\$ -		\$ -	\$ -	\$ -
<b>Supplies &amp; Materials Subtotal:</b>				\$ 1,000,000.00	\$ 250,000.00	\$ 1,250,000.00
<b>VEHICLE(S) &amp; EQUIPMENT</b>	<b>QUANTITY</b>	<b>COST</b>	<b>% of FUNDING</b>	<b>GRANT AMOUNT</b>	<b>MATCH AMOUNT</b>	<b>TOTAL</b>
		\$ -		\$ -	\$ -	\$ -
		\$ -		\$ -	\$ -	\$ -
		\$ -		\$ -	\$ -	\$ -
		\$ -		\$ -	\$ -	\$ -
		\$ -		\$ -	\$ -	\$ -
		\$ -		\$ -	\$ -	\$ -
		\$ -		\$ -	\$ -	\$ -
		\$ -		\$ -	\$ -	\$ -
		\$ -		\$ -	\$ -	\$ -
		\$ -		\$ -	\$ -	\$ -
		\$ -		\$ -	\$ -	\$ -
		\$ -		\$ -	\$ -	\$ -
		\$ -		\$ -	\$ -	\$ -
<b>Vehicle(s) &amp; Equipment Subtotal</b>				\$ -	\$ -	\$ -
<b>TOTAL PROJECT</b>						
<b>Total All Costs</b>				\$ 1,000,000.00	\$ 250,000.00	\$ 1,250,000.00
<b>IN-KIND / LEVERAGED FUNDS (Match that is not included in any category above):</b>				<b>DOLLAR VALUE PROJECTED:</b>		
				<b>In Kind</b>	<b>Cash</b>	<b>Total</b>
				\$ -		\$ -
				\$ -		\$ -
				\$ -		\$ -
				\$ -		\$ -
				\$ -		\$ -
				\$ -		\$ -
				\$ -		\$ -
				\$ -		\$ -
				\$ -		\$ -
				\$ -		\$ -
				\$ -		\$ -
<b>Total Other Match:</b>				\$ -	\$ -	\$ -

# Action Request

Electronic Submission – Contract # 2366



**Committee: BOARD OF COMMISSIONERS**

**Meeting Date: 8/13/2024**

**Vendor/3<sup>rd</sup> Party: ON DUTY GEAR LLC**

**Requesting Department: SHERIFFS DEPARTMENT**

**Submitted By: KRISTI HANSON**

**Agenda Item: CONTRACT FOR THE PROVISION OF SHERIFF UNIFORMS, APPAREL, ACC**

## Suggested Motion:

To approve a five-year contract with On Duty Gear for the Sheriff's Office uniforms, apparel, accessories, and equipment. Approximate first year cost is \$110,000.

## Summary of Request:

From a competitive solicitation process, On Duty Gear was selected to provide on an as needed basis, Sheriff's Office uniforms, apparel, accessories, and equipment. Additional services provided by On Duty Gear as part of a contracted agreement are on-site measurement services, alterations and the attachment of name tags, shoulder patches and insignias.

## Financial Information:

Total Cost: \$110,000.00

General Fund Cost: \$82,000.00

Included in Budget: Yes

If not included in Budget, recommended funding source:

**Action is Related to an Activity Which Is: Mandated**

**Action is Related to Strategic Plan:**

## Administration:

Recommended by County Administrator:

7/12/2024 11:08:01 AM

Committee/Governing/Advisory Board Approval Date: 8/6/2024



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## CONTRACT FOR SHERIFFS UNIFORMS, APPAREL, ACCESSORIES AND EQUIPMENT

This CONTRACT is made and by 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 On Duty Gear, LLC (hereinafter, "Contractor"), with a principal place of business at 44315 N Groesbeck Hwy. Clinton Township, MI 48036.

IT IS HEREBY AGREED AS FOLLOWS:

It is agreed that County retains Contractor to provide the services set forth in this Contract, including the Scope of Work and Amended Scope of Work, if applicable (Exhibits A and A-1). It is further agreed that the Contractor accepts such engagement on the General Terms and Conditions specified in this Contract, and the following Exhibits and References, as well as all Addenda properly executed pursuant to paragraph 11, all of which constitute the entire Contract between the County and Contractor and are incorporated into this Contract by this reference:

### Exhibits:

- Exhibit A Scope of Work – RFP 24-043 Section 2
- Exhibit A-1 Scope of Work – RFP 24-043 Addendum No. 1
- Exhibit B Compensation – Contractors Response to RFP 24-043
- Exhibit C Insurance Requirements

### References (as needed):

- Reference A RFP 24-24-043 Sheriffs Uniforms, Apparel, Accessories and Equipment (As Published)

The parties further agree that this Contract includes all provisions required by law to be inserted in this Contract whether actually inserted or not.

### General Terms and Conditions

1. **Scope of Work:** Contractor agrees to provide the "Goods and Services" which are detailed in Exhibit A and Exhibit A-1 (if applicable). 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.
2. **Compensation:** In consideration for the services to be performed by the Contractor, the County agrees to pay Contractor the compensation set forth on Exhibit B. Payment to the Contractor for services will be under the County's term of Net 30.

3. **Term of Contract:** Unless otherwise expressly provided herein, the Contract shall commence and become effective when signed by both parties. If the parties sign on different dates, the Contract commences and becomes effective on the latest date signed. However, the Contractor understands and agrees that if the Board refuses to ratify this Contract after it is signed by both parties, this Contract shall be null and void, and all obligations to provide services and otherwise perform under this Contract shall cease except the County agrees to compensate the Contractor for the services and/or work actually performed and provided to the County, which conform to the terms of this Contract, before the Board's refusal to ratify this Contract. The Contract will cover a period one (1) year with the right to renew for up to four (4) additional one-year renewal options under the same terms and conditions.
4. **Termination:** This Contract may be terminated prior to completion of the Services at the option of either party, provided that such party gives at least thirty (30) days written notice to the other party. If termination of this Contract is necessitated by the unavailability of government funds as described in the Availability of Funds clause (Paragraph 31), the party seeking termination shall provide written notice to the other party as soon as practicable upon becoming aware of such unavailability. Notwithstanding the thirty (30) days written notice requirement stated elsewhere in this Contract, termination due to unavailability of funds may occur with a written notice period of less than thirty (30) days. Upon termination of this Contract, the Contractor shall deliver to the County all work, whether complete or incomplete, that the Contractor has performed under the terms of this Contract and that conforms with the terms of this Contract. County shall compensate Contractor for all work, conforming to the terms of this Contract, performed by Contractor up to the date of termination of this Contract.
5. **Performance and Breach of Contract:**
  - a) Contractor shall perform the work as required by and in accordance with the schedule of time requirements set forth in Exhibit A.
  - b) The Contractor's failure to complete services as required shall constitute breach of this Contract.
  - c) Contractor shall have five (5) calendar days 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.
6. **Expenses and Materials:** 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.

Contractor will furnish all materials, equipment and supplies used to provide the services required by 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 employees. Restricted areas will be designated by the authorized County representative.

8. **Background Checks:** 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.

9. **Compliance with Laws, Ordinances, and Regulations and Procurement of Permits:**

- a) This Contract is governed by and shall be construed in accordance with 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.

10. **Exclusive Contract and Merger:** This Contract, including Exhibits, Addenda, References, provisions required by law, whether or not actually inserted or not, and a County Purchase Order issued after this Contract becomes effective, if applicable, is the entire Contract between Contractor and the County for the services set forth in Exhibit A and Exhibit A1, if applicable. This Contract supersedes all prior and/or contemporaneous agreements and understandings, oral, written and/or implied between the parties with respect to the subject matter and/or Scope of Work covered in this Contract. All such prior and/or contemporaneous agreements and understandings are hereby terminated and deemed of no further force or effect. To the extent that the terms and conditions of any of the Exhibits, Addenda, References and/or Purchase Orders issued in connection with this Contract are different, contradict and/or are inconsistent with the General Terms and Conditions of this Contract, this Contract and its General Terms and Conditions control and prevail.

11. **Modifying the Contract:** This Contract may be modified only by a writing signed by both parties.

12. **Record Keeping and Ownership of Documents:** The Contractor shall keep all records related to this Contract for the term of the Contract and 3 years thereafter.

The Contractor further agrees that all documents, reports, data, and any other materials prepared, created, or used by the Contractor in the performance of services under this

Contract shall be and remain the property of the County of Ottawa. The Contractor agrees that upon termination of this Contract, for any reason, it shall retain custody of all materials and documents related to the services provided and shall not reproduce, distribute, or disclose such materials to any third party without prior written consent from the County. The Contractor agrees to store these materials in a secure manner and shall make them available to the County upon request.

13. **Confidentiality:** The Contractor agrees that any information, whether proprietary or not, made known to or discovered by it during the performance of or in connection with this Contract will be kept confidential and not be disclosed to any other person without the express written consent of the County. Contractor will notify the County promptly if compelled to disclose any such information. These confidentiality provisions shall remain effective for five (5) years after termination of services under this Contract.
14. **Conflict(s) of Interest:** Contractor agrees that he/she/it: (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 the Contractor's services, or (2) benefit from an award resulting in a "Conflict of Interest," including holding or retaining membership or employment on a board, elected office, department, division or bureau, or committee sanctioned by and/or governed by the County.
15. **Disputes:** In the event of any conflicts or discrepancies in the wording of any terms, provisions and conditions contained in this Contract, describing Contractor's obligations and responsibilities hereunder, said conflicts and discrepancies shall be resolved by first applying the interpretation of this Contract and its Exhibits, Addenda, References and Amendments, if any, then the mutually agreed Contractor's planning documents that affirm the details of the Services to be provided.

Should any disputes arise with respect to this Contract, Contractor and County agree to act as soon as reasonably practicable to resolve any such disputes. Pending resolution of such dispute or difference and without prejudice to their rights, both the Contractor and the County shall continue to respect all their obligations and to perform all their duties under this Contract.

16. **Jurisdiction and Venue:** The Parties consent to the exercise of general personal jurisdiction over it by the Ottawa County Circuit Court. Any action on a controversy that arises under or in association with this Contract 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.
17. **Debarment and Suspension:** Contractor certifies to the best of his/her/its knowledge and belief, that neither it nor any of its principals, owners, officers, shareholders, key employees, directors and member partners: (1) are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency; (2) have, within a three-year period preceding this proposal, 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; (3) are presently indicted for or otherwise criminally charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated above; and, (4) have, within a three-year period preceding this proposal, had one or more public transactions (Federal, State or local) terminated for cause or default.

- 18. Indemnification:** Contractor agrees to indemnify, defend, and hold harmless the County and its officials, officers, employees, volunteers, and agents from and against any and all liability, claims, judgments, losses, damages, payments, costs and expenses, including attorney's fees, arising out of or in any way related to Contractor's performance of services under this Contract, including, but not limited to, any and all liability resulting from or arising out of intentional, reckless, or negligent acts or omissions of the Contractor, its employees, agents or subcontractors.
- 19. Insurance:** Contractor agrees to provide proof of the following insurance coverages, where applicable, including certificate(s) of insurance, endorsements and provisions, as more fully set forth in Exhibit C, entitled Contractor Insurance Requirements: Commercial General Liability; Workers' Compensation; Employers' Liability; Automobile, Umbrella/Excess Liability, Professional Liability, and Privacy and Security Liability (Cyber Security). Coverage limits are to be statutory and, if no statute applies, are to be at least \$1,000,000 per occurrence or claim and \$2,000,000 aggregate except Umbrella/Excess Liability coverage limits shall be at least \$5,000,000 for each occurrence of accident, products-completed operations aggregate, and general aggregate. The Contractor further agrees to comply with all other requirements set forth in Exhibit C.
- 20. 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 kind. The provisions of this Contract are for the benefit of the parties hereto, and not for the benefit of any other person or legal entity.
- 21. Subcontracts:** Contractor may not assign or subcontract any rights or obligations under this contract without the County's prior written approval.
- 22. Governmental Immunity:** The County does not waive its governmental immunity by entering into this Contract, and fully retains all immunities and defenses provided by law with respect to any action based upon or occurring as a result of this Contract.
- 23. 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 indemnify and hold the County harmless against any claim or liability arising from the violation of any such provisions.

**24. Absence of Waiver:** The failure of either party to insist on the performance of and/or enforce any of the terms and conditions of this Contract, shall not constitute a waiver of the right of either party to insist on the performance of and/or enforce any of the terms and conditions of this Contract in the future.

**25. Notices:**

a) All notices and other communications for the parties may be served, mailed, or delivered at the following addresses:

If to the Contractor: On Duty Gear, LLC  
Paul Riddell, President  
44315 N. Groesbeck Hwy., Clinton TWP., MI 48036  
Email: paul@ondutygear.com  
Phone #: 586-463-0099

If to Ottawa County: Ottawa County Sheriff's Office  
12220 Fillmore St., Rm 200, West Olive, MI 49460  
Email: [sheriffs.office@miottawa.org](mailto:sheriffs.office@miottawa.org)

**26. Survival:** The obligations of this Contract, which by their nature would continue beyond the termination or expiration of the Contract, including without limitation, the obligations regarding Record Keeping and Ownership of Documents (Paragraph 12), Confidentiality (Paragraph 13), Indemnification (Paragraph 18), shall survive termination or expiration.

**27. Severability:** If any term or provision of this Contract, or the application thereof to any person or circumstances, are held to be invalid, the parties agree that the remaining terms and provisions, and the application of those terms and provisions, shall be deemed valid, and enforceable to the fullest extent permitted by law.

**28. Attorney Review:** The parties represent that they have carefully read this Contract and have had the opportunity to review it with an attorney. The parties affirmatively state that they understand the contents of this Contract and sign it as their free act and deed.

**29. No Third-Party Benefit:** The provisions of this Contract are for the benefit of the parties hereto, and not for the benefit of any other person or legal entity.

**30. Michigan Economic Sanctions Act, 2012 (“Iran-Linked Business”):** 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 defined in the Michigan Economic Sanctions Act, 2012 P.A. 517, MCL 129.311, et. seq.

**31. 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 Contract 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.



- 32. Freedom of Information Act:** The Contractor acknowledges that the County may be required from time to time to release records in its possession by law. The Contractor hereby gives permission to the County to release any records or materials received by the County as it may be requested to do so as permitted by the Freedom of Information Act, MCL 15.231 *et seq.*
- 33. Force Majeure:** Either party shall be excused from performance under this Contract 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.
- 34. Title and Headings:** Titles and headings to articles, sections or paragraphs in this Contract are inserted for convenience of reference only and are not intended to affect the interpretation or construction of the Contract.
- 35. Anticipatory Breach:** If the Contractor, at any time before delivery of services, declares its intent not to perform in accordance with this Contract, the County shall have an immediate cause of action for breach of this Contract, and shall be entitled to all remedies available to it at law or in equity.
- 36. Warranty:** Contractor warrants that the goods and/or services supplied will be good workmanship and material, free from defects, and if the intended use thereof is known to the Contractor, that they are suitable for the intended use. Awarded Contractor will transfer all applicable manufacturer warranties to the County and agrees to coordinate all claims on the County's behalf.
- 37. Equal Employment and Opportunity:**

The Parties shall adhere to all applicable federal, state, and local laws, ordinances, rules, and regulations prohibiting discrimination, and all other federal, state and local fair employment practices and equal opportunity laws and covenants, including, but not limited to, the following:

- a) The Elliott-Larson Civil Rights Act, 1976 PA 453, as amended.
- b) The Persons with Disabilities Civil Rights Act, 1976 PA 220, as amended.
- c) The Americans with Disabilities Act of 1990, 42 USCA Section 12101 *et seq.*, as amended, and the regulation promulgated thereunder.
- d) Section 504 of the Rehabilitation Act of 1973, P.L. 93-112, 87 Stat. 355, 29 USCA Section 794, and regulations promulgated thereunder.
- e) The Age Discrimination in Employment Act of 1967, 29 USCA Section 621, *et seq.*, as amended, and regulations promulgated thereunder.

[Signatures on next page]

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

**COUNTY OF OTTAWA**

By: \_\_\_\_\_  
Joe Moss, Chairperson  
Board of Commissioners


\_\_\_\_\_  
Date

By: \_\_\_\_\_  
Justin F. Roebuck,  
County Clerk/Register

\_\_\_\_\_  
Date

The undersigned certifies, under penalty of perjury, that I have the legal authorization to bind the firm hereunder:

**ON DUTY GEAR, LLC**

By:   
Signature

06/24/2024  
\_\_\_\_\_  
Date

Paul S. Riddell  
\_\_\_\_\_  
Printed Name

CEO  
\_\_\_\_\_  
Title

## Section 2: Scope of Work

The County of Ottawa, on behalf of Ottawa County Sheriff's Office, is requesting proposals for public safety uniforms, apparel, accessories, and equipment. The successful vendor shall provide all personnel uniforms, apparel, accessories, and equipment as listed. Orders will be placed on an as needed basis as new personnel are added to the force or as new uniforms and equipment are issued. The County is not bound by the quantities stated on the proposal pricing form, all quantities provided are approximate for annual purchases only and are for the purpose of proposal evaluations. The County reserves the right to increase or decrease quantities based upon Sheriff's Office requirements and budgetary limitations.

### A. Project and General Product Information

- 1) Approximate number of employees: 200
  - Command Staff
  - Road Patrol
  - Corrections
  - K9 and Animal Control
  - Marine Deputy
- 2) Approximate number of annual purchases: (using available information and for reference only)
  - 300 – 400 Shirts (various types / styles)
  - 300 – 400 Pants
  - 30 Jackets
  - 30 – 50 Training Polos and Pants
  - 15 Garrison Style Hats
- 3) All uniforms, apparel, accessories, and equipment shall be new and first quality.
- 4) No "seconds" or "irregulars" fabric and/or other uniform components will be accepted. Items not meeting these requirements shall be replaced at no cost to the County upon notice of deficiency.
- 5) The name of any manufacturer, trade name, or vendor catalog number mentioned in the specifications is for the purpose of designating a standard of quality and type. Unless otherwise stated, where a particular brand is provided as part of specifications, the Vendor's proposal shall be for that specified item / brand.
- 6) When the specifications indicate that an item of equal is allowed, the vendor may offer an item which is certified to be equal in quality, performance, and in other essential characteristics to the specification standard. Vendors must furnish any information, such as specifications, test results, etc., which will help in determining whether an item is equal or superior to the County specification standard. If a Vendor fails to name a substitute, the specified item must be furnished.

- 7) The Sheriff's Office shall have the final approval of whether an equal item offered is equal to the item specified. Items of equal type, quality and size are to conform substantially to the standard of excellence established. Vendors are encouraged to request approval on items offered as equals prior to submission of proposal pricing form.
- 8) In the event the product and/or model is discontinued, the County, at its sole discretion may allow the awarded Vendor to provide substitute for the discontinued item upon receiving written documentation that provides clear and convincing evidence that the replacement meets or exceed all specifications required by the original request.
- 9) After the contract has been awarded, if there are any item(s) that are unavailable or out of stock with the awarded vendor, the County reserves the right to purchase these same items on the Open Market.
- 10) Items will be ordered on an as needed basis at a quantity to be determined upon need.
- 11) On a case-by-case basis, vendors may be required to provide pricing for additional stock uniform items, apparel, accessories, and equipment. The value of these one-off items is minimal and final pricing will be negotiated with the awarded vendor based on manufacturers discounted catalog pricing.

#### B. Uniform and Apparel Specifications:

For the purpose of standardization for this RFP, uniform types are either a Road Patrol or Corrections staff classification. Awarded vendor to work with the Sheriff's Office to standardize uniforms for all divisions in department. Vendors to submit pricing for all items in this category in order to be considered responsive.

- 1) UNIFORM - JACKET – ROAD PATROL: Blauer Tacshell Jacket, Style #9820, Unisex Sizes Available: XS to 3XL, Lengths Available: Short, Regular, and Tall
  - a) Color: Brown (in order to achieve a consistent look, it is critical that the color "brown" be as close to previously ordered colors / same dye lots as possible).
  - b) Material: Shell: 100% Nylon with B.DRY® waterproof breathable membrane, Lining: 100% Tricot. Liner: 88% Nylon/12% Spandex, Interior: 50% Polyester, 44% Nylon, 6% Spandex Fleece.
  - c) Fit: Zippered side openings. Elasticized sleeve cuffs and waistband (rear). Removable waterproof hood stores in collar.
  - d) Waterproof: Breathable Waterproof B.DRY® Membrane.
  - e) Warmth: Liner Jacket added as part of purchase price to bring jacket warmth to Level III - Ultimate Cold Weather Protection.
  - f) Moisture Management: Breathable B.DRY® Membrane for advanced moisture and heat release.

- g) Pockets: 2 Angled Front Pockets with dual entry, 1 Hidden Chest Napoleon Pocket.
  - h) Emblems: County Sheriff Patch(s) to be furnished by Ottawa County and sent directly to the successful Vendor to be sewn on both Outerwear Jacket and Liner Jacket shoulders, 1" from the shoulder seam and centered. Nametags will be ordered / furnished by successful vendor and sewn on jackets. Material to match jackets and is embroidered, in gold, with deputy's first initial and last name. Ottawa County Sheriff's Office will provide the successful vendor with diagrams and layout information.
  - i) Enhancement Options: Pull-Down ID Panels: 2 Front, 1 Rear; Added badge and microphone tabs to both Outerwear Jacket and Liner Jacket.
  - j) Warranty: Three (3) year warranty.
  - k) Size Tag and Care Instructions: Each jacket shall have a sewn in woven size tab. There shall also be a printed label with care instructions and each coat will be marked with lot number, size, fiber content, and WPL number.
  - l) Finishing Pressing: All loose threads shall be removed. Each jacket shall be pressed and shaped properly.
- 2) UNIFORM - JACKET – CORRECTIONS: Blauer Softshell Fleece Jacket, Style #4660, Unisex Sizes Available: XS to 3XL, Lengths: Short, Regular, and Tall
- a) Color: Brown (in order to achieve a consistent look, it is critical that the color "brown" be as close to previously ordered colors / same dye lots as possible).
  - b) Material: Shell: 88% Nylon/12% Spandex, Interior: 50% Polyester, 44% Nylon, 6% Spandex Fleece.
  - c) Fit: Drop shoulder for unrestricted movement. Elasticized cuffs and waistband.
  - d) Waterproof: Water Resistant DWR Coating.
  - e) Warmth: Level II.
  - f) Moisture Management: Breathable.
  - g) Pockets: 2 Welt Pockets with zippers and fleece lined, 1 Chest Napoleon Pocket.
  - h) Emblems: County Sheriff Patch(s) to be furnished by Ottawa County and sent directly to the successful Vendor to be sewn on both Outerwear Jacket and Liner Jacket shoulders, 1" from the shoulder seam and centered. Nametags will be ordered / furnished by successful vendor and sewn on jackets. Material to match jackets and is embroidered, in gold, with deputy's first initial and last name. Ottawa County Sheriff's Office will provide the successful vendor with diagrams and layout information.
  - i) Enhancement Options: Pull-Down ID Panels: 2 Front, 1 Rear; Added badge and microphone tabs.
  - j) Warranty: One (1) year warranty.

- k) Size Tag and Care Instructions: Each jacket shall have a sewn in woven size tab. There shall also be a printed label with care instructions and each coat will be marked with lot number, size, fiber content, and WPL number.
  - l) Finishing Pressing: All loose threads shall be removed. Each jacket shall be pressed and shaped properly.
- 3) UNIFORM – LONG SLEEVE SHIRT – ROAD PATROL AND CORRECTIONS: Blauer Flexrs Long Sleeve Supershirt, Style #8671 and #8671W, Mens and Womens Size Ranges: 14 to 22.5, Sleeve Lengths: 31, 33, 35, 37, and 39
- a) Color: Brown (in order to achieve a consistent look, it is critical that the color “brown” be as close to previously ordered colors / same dye lots as possible).
  - b) Material: Shell: 100% Polyester Ripstop (6.6 oz) with mechanical stretch. Mesh: 92% Nylon, 8% Spandex. Satin: 100% Polyester.
  - c) Fit: Available fits for Men and Women. Stretch side mesh panels. Comfort cut for freedom of movement. Zippered front with mock buttons.
  - d) Waterproof: Durable Water Repellent Coating.
  - e) Moisture Management: Highly breathable performance to release moisture and heat.
  - f) Odor Protection: Odor control stops growth of odor causing bacteria.
  - g) Pockets: 2 Hidden Napoleon Pockets under (2) Chest Pockets.
  - h) Emblems: Two (2) Ottawa County Sheriff Patches to be furnished by Ottawa County and sent directly to the successful Vendor to be sewn on both shoulders, 1" from the shoulder seam and centered. Nametags will be furnished by successful vendor and sewn on to shirts. Material to match shirts and is embroidered, in gold, with deputy’s first initial and last name. Ottawa County Sheriff’s Office will provide the successful vendor with diagrams and layout information.
  - i) Enhancement Options: Center Mounted Mic Tab.
  - j) Warranty: One (1) year warranty.
  - k) Size Tag and Care Instructions: Each shirt shall have a sewn in woven size tab. There shall also be a printed label with care instructions and each shirt will be marked with lot number, size, fiber content, and WPL number.
  - l) Finishing Pressing: All loose threads shall be removed. Each shirt shall be pressed and shaped properly.
- 4) UNIFORM – SHORT SLEEVE SHIRT – ROAD PATROL, CORRECTIONS AND MARINE DEPUTY: Blauer Flexrs Short Sleeve Supershirt, Style #8676 and #8676W, , Mens and Womens Size Ranges: XS to 3XL, Lengths: Regular and Tall

- a) Color: Brown for Road Patrol and Corrections (in order to achieve a consistent look, it is critical that the color “brown” be as close to previously ordered colors / same dye lots as possible). Color: Khaki for Marine Deputy.
  - b) Material: Shell: 100% Polyester Ripstop (6.6 oz) with mechanical stretch. Mesh: 92% Nylon, 8% Spandex. Satin: 100% Polyester.
  - c) Fit: Available fits for Men and Women. Stretch side mesh panels. Comfort cut for freedom of movement. Zippered front with mock buttons.
  - d) Waterproof: Durable Water Repellent Coating.
  - e) Moisture Management: Highly breathable performance to release moisture and heat.
  - f) Odor Protection: Odor control stops growth of odor causing bacteria.
  - g) Pockets: 2 Hidden Napoleon Pockets under (2) Chest Pockets
  - h) Emblems: Two (2) Ottawa County Sheriff Patches to be furnished by Ottawa County and sent directly to the successful Vendor to be sewn on both shoulders, 1" from the shoulder seam and centered. Nametags will be furnished by successful vendor and sewn on to shirts. Material to match shirts and is embroidered, in gold, with deputy’s first initial and last name. Ottawa County Sheriff’s Office will provide the successful vendor with diagrams and layout information.
  - i) Enhancement Options: Center Mounted Mic Tab.
  - j) Warranty: One (1) year warranty
  - k) Size Tag and Care Instructions: Each shirt shall have a sewn in woven size tab. There shall also be a printed label with care instructions and each shirt will be marked with lot number, size, fiber content, and WPL number.
  - l) Finishing Pressing: All loose threads shall be removed. Each shirt shall be pressed and shaped properly.
- 5) UNIFORM – TROUSERS – ROAD PATROL AND CORRECTIONS: HoraceSmall, Heritage Trouser, Style #2118 / #2410, , Sizes: Men’s Regular 28, 30, 32-38, 40-54 Even; Women’s Regular 4-24, Lengths: Regular and Tall
- a) Color: Pink Tan
  - b) Material: Blend 55% Polyester / 45% Worsted Wool. 10 oz. per square yard, 16.7 oz per linear yard, elastique weave.
  - c) Fit and Features: Available fits for Men and Women. Features silicone permanent creases. Bartacks at all stress points. Men’s styles feature crotch lining.
  - d) Closure: Brass ratcheting zipper and crush-proof hook and eye closure. French-Fly on men’s styles.

- e) Belt Loops and Waistband: Loops are keystone and sewn into the waistband. Men's style waistband: Comfort Cool-Flex; Women's style waistband: Function Fit with Comfort Cool-Flex.
  - f) Pockets: Quarter-top front pockets; Double-welt topstitched hip pockets with triangle bartacks and button-tab, left-pocket closure.
  - g) Stripe: Each pant shall have a 1" wide brown stripe sewn to the outside of each leg. Ottawa County Sheriff's Office will provide the successful vendor with additional layout information.
  - h) Enhancement Options: None
  - i) Warranty: One (1) year coverage on any defective product.
  - j) Size Tag and Care Instructions: Each trouser shall have a sewn in woven size tab. There shall also be a printed label with care instructions and each trouser will be marked with lot number, size, fiber content, and WPL number.
  - k) Finishing Pressing: All loose threads shall be removed. Each trouser shall be pressed and shaped properly.
- 6) APPAREL – TRAINING POLOS – ROAD PATROL AND CORRECTIONS: 5.11 Tactical, Performance Short Sleeve Polo, Style #71049 / # 61165, Sizes: Men's - XS to 3XL, Lengths: Regular, and Tall; Women's – S to XL, Length: Regular
- a) Color: Black.
  - b) Material: 100% Polyester, 6.7 oz Jersey Knit Polyester, snag and wrinkle resistant fabric, moisture wicking, quick drying.
  - c) Fit and Features: Available fits for Men and Women. Fully gusseted sleeves, no roll collar. Dual pen pockets at left sleeve. Bartacking at major stress points. Integrated mic looks at the shoulders and chest.
  - d) Closure: Traditional three button placket with melamine buttons.
  - e) Enhancement Options / Emblems: Embroidered Ottawa County Sheriff's logo on left breast of polo. See Exhibit 1 for additional information on emblem examples.
  - f) Size Tag and Care Instructions: Each shirt shall have a sewn in woven size tab. There shall also be a printed label with care instructions and each shirt will be marked with lot number, size, fiber content, and WPL number.
  - g) Finishing Pressing: All loose threads shall be removed. Each shirt shall be pressed and shaped properly.
- 7) APPAREL – TRAINING PANTS – ROAD PATROL AND CORRECTIONS: 5.11 Stryke Pant, Style #74369 / #64386, , Sizes: Men's Regular Waist 28 – 48, Length 30-36 Even; Women's Regular 0-20 Even, Lengths: Regular and Long
- a) Color: Khaki (055)



- b) Material: Blend 65% Polyester / 35% Cotton. Flex-Tac mechanical stretch ripstop, 6.8 oz., Teflon finish.
- c) Fit and Features: Available fits for Men and Women. Features articulated knees with knee pad pocket. Bartacking at major seams and stress points. Reinforced knife clip area.
- d) Closure: YKK zippers and Prym snaps.
- e) Waistband: Self-adjusting tunnel waistband.
- f) Pockets: Twelve (12) pockets. Cargo pockets are double deep with oblique pleats, rounded corners, and an asymmetrical pocket flap. Front pockets are sized for everyday carry items.
- g) Enhancement Options: None.
- h) Size Tag and Care Instructions: Each pant shall have a sewn in woven size tab. There shall also be a printed label with care instructions and each pant will be marked with lot number, size, fiber content, and WPL number.
- i) Finishing Pressing: All loose threads shall be removed. Each pant shall be pressed and shaped properly.

### C. Accessory and Equipment Specifications:

- 1) CLIP ON TIE – ROAD PATROL: Samuel Broome, Style # 45015, Length: 18” or 20”, Width: 3”
  - a) Color: Taupe #4
  - b) Material: Polyester/Wool blend
  - c) Pre-tied on a black metal clip. With shirt buttonholes to attach to uniform.
  
- 2) GARRISON STYLE HAT – ROAD PATROL: Keystone, Style R-5 Pershing Style, modified to Ottawa County standards.
  - a) Color: Brown with Gold “S” buttons.
  - b) Material: Polyester serge fabric and other materials.
  - c) Sizes: Manufacturers Standards
  - d) Additional Notes: The Sherrif’s Office has worked with this manufacturer to develop a style of hat not shown on their website.
  
- 3) HAT COVER – ROAD PATROL: Blauer Reversible Hat Cover, Style # 107
  - a) Color: Black reverses to Hi-Vis Yellow
  - b) Material: Waterproof Tech-lite urethane-coated 200-denier nylon oxford fabric.
  - c) Features: Elasticized edge holds cover in place.

- 4) DUTY BELT – ROAD PATROL: Hero’s Pride, Airtek Sam Browne Hook-Lined Deluxe 4 stitch Duty Belt, Style # 1230, Size Range: (even increments) 26” to 56”
  - a) Color: Black.
  - b) Material: Primarily leather with 33E HP Finish.
  - c) Features: Basket Weave style finish, Gold colored (brass) buckle, Multiple attachment points, 2.25” wide with an adjustable fit.
  
- 5) DUTY PANT BELT – ROAD PATROL AND CORRECTIONS: Hero’s Pride, Airtek Garrison Deluxe 4 stitch Duty Pant Belt, Style # 1255, Size Range: (even increments) 26” to 56”
  - a) Color: Black.
  - b) Material: Primarily leather with 33E HP Finish and added inner lining.
  - c) Features: Basket Weave style finish, Gold colored (brass) buckle, Multiple attachment points, 1.75” wide with an adjustable fit.
  
- 6) HANDCUFF CASE – ROAD PATROL: Hero’s Pride, Airtek Single Handcuff Case, Style # 1450
  - a) Color: Black
  - b) Features: Basket Weave style finish, Gold colored (brass) snap option, easy to install to a duty belt.
  
- 7) HANDCUFF CASE – CORRECTIONS: Gould & Goodrich, Single Handcuff Case, Style # B470WBR \*\* No alternates accepted for this item.
  - a) Color: Black.
  - b) Material: Leather.
  - c) Features: Basket Weave style finish, Hiatt hinged, brass snap option, easy to install to a duty belt.
  
- 8) DOUBLE MAG CASE – ROAD PATROL: Hero’s Pride, AirTek, Double Magazine Case, Style # 1432 (Medium Size: 1-5/16” wide x 15/16” deep)
  - a) Color: Black
  - b) Features: Basket Weave style finish, Brass snap option with two snap heights, will fit standard belt specifications.
  
- 9) CLOSED OC PEPPER SPRAY HOLDER – ROAD PATROL: Hero’s Pride, AirTek, Closed OC Pepper Spray Holder, Style # 1458, Sized to fit MK3
  - a) Color: Black.
  - b) Features: Basket Weave style finish, Brass snap option, easy to install to a duty belt.

- 10) CLOSED OC PEPPER SPRAY HOLDER – CORRECTIONS: Hero’s Pride, AirTek, Closed OC Pepper Spray Holder, Style # 1460, Sized to fit MK4
- a) Color: Black.
  - b) Features: Basket Weave style finish, Brass snap option, easy to install to a duty belt.
- 11) CLOSED GLOVE POUCH – ROAD PATROL AND CORRECTIONS: Hero’s Pride, AirTek, Closed, Double Glove Pouch, 2 Sections. Style # 1482. Ordered empty.
- a) Color: Black.
  - b) Features: Basket Weave style finish, Brass snap option, easy to install to a duty belt.
- 12) FLASHLIGHT HOLDER – ROAD PATROL: Hero’s Pride, AirTek, Combo Light Holder, Style # 1492.
- a) Color: Black
  - b) Features: Basket Weave style finish, Brass snap option, easy to install to a duty belt. Designed to securely hold either C-Cell or D-Cell power flashlight through a durable ring.
- 13) BELT KEEPERS – ROAD PATROL: Hero’s Pride, AirTek, Standard, 4-pack, Belt Keepers, Style # 1499, Size: 15/16”
- a) Color: Black
  - b) Features: Basket Weave style finish, Brass snap option, easy to install to a duty belt. Designed to securely keep gear in position on standard duty belts.
- 14) HOLSTER – ROAD PATROL: Safariland, Mid-Ride, Duty Rated, Level III Retention, Style # 7360-7TS, ALS/SLS
- a) Color: Black
  - b) Material: Non-abrasive nylon blend
  - c) Features: Basket Weave style finish, two retention systems, compatible with various mounting options.
  - d) Firearm Make/Model: Glock 17/19 TLR-7.
  - e) Draw hand to be specified at time of order.
- 15) HANDCUFFS – ROAD PATROL: Peerless Handcuff, Style # 700C
- a) Color: Nickel Finish
  - b) Material: Carbon Steel
  - c) Features: Chain link, internal lock mechanism, smooth ratcheting action, spun rivet construction, push pin double lock capability. Supplied with two (2) keys. Lifetime warranty for manufacturer defect.

#### D. Additional Miscellaneous Items – Specifications:

- 1) BODY ARMOR – ROAD PATROL: Armor Express, Razor, Level II, Style # 45015, Length: 18” or 20”, Width: 3”
  - a) Color: Black
  - b) Material: Ballistic material and ripstop nylon
  - c) Features: Generation 2 body armor, thin and lightweight with exceptional ballistic performance. Quad compliant, NIJ 0101.06 Certified. Available Male and Structured Female.
  - d) Armor Required Complete as follows: Razor Level II Ballistic Armor Panels w/(2) revolution carriers with Dual (5x8 & 7x10 Plate pockets front & back of carriers and 7x10 Ara-Shock FE ICW plate)
  - e) Fittings: Strapping (top and sides), adjustable buckles. Price to include custom fittings by Factory Certified Armor Fitter.
  
- 2) NAME BAR – ROAD PATROL AND CORRECTIONS: Blackinton, J-series name bar, Style # J-1
  - a) Color: Polished Gold Plate
  - b) Size: 2-1/2” x 1/2”
  - c) Features: One line of engraving with black enamel lettering. Block style letters. Attachment to be clutch back or one-piece safety catch.
  
- 3) HAT BADGE: Manufacturer Blackinton , Style # B846 and B303
  - a) Color: Hi-Glo finish with Blue Block Lettering
  - b) Features: Applied 6-point star with pin back.
  - c) Text: Dependent on need, to “SERGEANT” “SHERIFF” “OTTAWA” “State of Michigan Seal” “COUNTY” “MI”
  
- 4) BREAST BADGE: Manufacturer Blackinton , Style # B956
  - a) Color: Hi-Glo finish with Blue Block Lettering
  - b) Features: 6-point star with pin back.
  - c) Text: Dependent on need, to “SERGEANT” “SHERIFF” “OTTAWA” “State of Michigan Seal” “COUNTY” “MI”
  
- 5) ADDITIONAL ACCESSORIES NOT SPECIFIED
  - a) On a case-by-case basis, vendors may be required to provide pricing for additional stock uniform accessory items. The value of these items is minimal and final pricing will be negotiated with the awarded vendor based on manufacturers discounted catalog pricing.

## E. Emblem Specifications:

It will be the responsibility of the vendor to adhere all specified emblems to the uniforms. Emblems and patches are ordered by the County and shipped directly to the vendor. The attachment of patches and emblems shall be part of the uniform price and shall not be billed separately to the County. Reference Exhibit 1 for additional information on emblem and patch examples.

## F. Additional Mandatory Requirements and Project Information

### 1) Measurements:

- a) On-site measurement of each personnel shall be conducted by the successful vendor for uniform fitting.
- b) Vendors must be able to travel to provide measuring services on site at the Ottawa County Sheriff's Office for all new employees at the time of hire and for all uniformed personnel on every work shift, as needed.
- c) As part of the measuring service, Vendor may be required to bring sample trousers and blouse coats in a variety of sizes to the Sheriff's Office for officers to try on.
- d) The successful Vendor shall respond within 48-72 hours from the time the Sheriff's Office submits a request for fittings and alterations.
- e) The successful Vendor shall coordinate with the Sheriff's Office to ensure proper scheduling of each employee; Most employees work on various schedules and may not be available at any one specified time.
- f) The successful Vendor shall make all uniform alterations at no additional charge and to the satisfaction of the employee for whom the uniform is being provided. Each garment must be fitted for each individual. Minor alterations to ensure good uniform fit will be the responsibility of the successful Vendor.
- g) The successful vendor shall maintain a current log of measurements for future orders

### 2) Embroidery and Emblems

- a) The successful Vendor shall be able to provide sewing, embroidery and alterations and the cost of sewing on cloth name tags, shoulder patches, and insignias shall be part of the unit price.
- b) There should be no tape used when attaching the patches
- c) The successful Vendor shall ensure proper placement of emblems on each garment.
- d) Each Department shall provide embroidery requirements and information regarding placement for the various uniforms. No work shall be performed until placement layouts are confirmed.

### 3) Delivery

- a) The successful Vendor shall indicate the number of calendar days needed to supply the required uniforms and/or equipment after receipt of an order on its Proposal Form. At a minimum, it is required that all items are delivered within thirty (30) days of a Vendors receipt of an order.
- b) All items are to be delivered to a destination within West Michigan and delivery costs and charges included in item pricing or indicated on pricing form. It is critical that any and all delivery costs be identified on the pricing form. Vendors may suggest flat rates or condense orders to avoid unnecessary or additional shipping charges. This should be balanced with the need to have orders in a timely manner and be identified on proposal form.
- c) The successful Vendor shall bag each order and provide a tag with the employee's name and packing slip detailing items shipped.
- d) If multiple orders are delivered to the same location, this will only be accepted if each order has its own "internal" packaging and tagged with the employees name and packing detailing / package contents.

### 4) Returns:

- a) Should improper size or material be received, it shall be the responsibility of the vendor to replace the incorrect material immediately upon notification. All costs for the return of incorrect merchandise shall be the vendor's responsibility.
- b) The Sheriff's Office may return non-conforming or defective products to the Vendor at no charge.
- c) No restocking fee is authorized for items returned to the Vendor under non-conforming or defective product conditions.
- d) The Vendor shall replace, at its expense, any products, accessories, equipment, accessories or supplies found to be non-compliant with the specifications, including all handling or transportation charges.
- e) If returns need to be made via UPS or FedEx, the vendor should issue return merchandise authorizations and call tags to the Sheriff's Office.

### 5) Invoicing:

On a monthly basis, vendor shall submit a statement or summary of all open invoices. Attached to the statement will be individual open invoices. At a minimum, each invoice to have employee name and location where the products were delivered to. In addition, if available, each invoice to note date of order and date of delivery. Each invoice to have unit costs clearly broken out to be verified by Sheriff's Office against contracted amount. The Sheriff's Office will pay a total monthly amount of approved, open invoices.

#### 6) Price Escalation:

Quoted prices must remain firm for the first year of the contract. Each year the contractor may request a price adjustment. The County will entertain a request for escalation in accordance with the current Consumer Price Index at the time of the request or up to a maximum 5% increase on the current pricing, whichever is lower. For the purpose of this section, "Consumer Price Index" shall mean the Consumer Price Index-All Urban Consumers – United States Average-All items (CPI-U), as published by the United States Department of Labor, Bureau of Labor Statistics. In the event of a general price schedule decrease, the County shall be guaranteed full benefit of the price reduction. Prior to commencement of subsequent renewal terms, a request for price adjustment may be submitted, in writing, to the identified contract point of contact. Ottawa County reserves the right to accept or reject within thirty (30) days after the request for a price increase. If the price increase is rejected, the specific item in question will be canceled. If the price increase is approved, the price will remain firm for one (1) year from the date of the increase.

### Section 3: Proposal Selection and 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 the Evaluation Committee except at the RFP Administrator's direction. Purchasing will notify vendors of relevant steps and status throughout the evaluation process.

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

- Vendor Overall Price for Services
- Vendor Experience Providing Required Services (Vendor References)
- Demonstrated Vendor Ability to Provide Required Services
- Vendor Past Experience with the County

As part of the proposal evaluation process, the finalist vendor(s) may be invited to attend an in-person or virtual interview. The County reserves the right to interview any number of qualifying vendor(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 County of Ottawa reserves the right to select and subsequently recommend for award the proposal that best meets its required needs, quality levels, and budget constraints. The lowest priced response does not guarantee recommendation for



**ADDENDUM 1 - RFP 24-043 SHERIFF UNIFORMS, APPAREL, ACCESSORIES  
AND EQUIPMENT**

**APRIL 16, 2024**

**All Vendors:**

The purpose of this addendum is to modify and/or clarify the above project. Information published here becomes part of the solicitation and is official and final. Vendors are to acknowledge the receipt of all addenda in their submission.

**ITEM 1: VENDOR QUESTIONS RECEIVED AND ANSWERED:**

Q1. Would Ottawa County consider waiving the requirement for on-site measurement for uniform fitting?

A1. No, this a service currently provided that the Sheriff's Office would like to continue.

Q2. Can a clarification to Item 1) Uniform – Jacket – Road Patrol be provided? The model number 4660 does not have an option for pull down flaps on the front or back?

A2. The specified model number for Item 1) Uniform – Jacket – Road Patrol is #9820. According to the Manufacturers website, this model is available with pull-down ID panels..

Q3. Can you verify the warranty period from Blauer? Is it three (3) years or one (1) year?

A3. According to the Manufacturers website, the warranty time period on garments is as follows: 3 Year Warranty: Outerwear and Rainwear; 1 Year Warranty: Shirts, Pants, Sweaters, Job Shirts and Safety Vests.

Q4. Can a clarification to Item 2) Uniform – Jacket – Corrections be provided? The model number 4660 does not have an option for pull down flaps on the front or back?

A4. Correction to section 2) i) to read as follows:

Enhancement Options: 2 Epaulets, added badge and microphone tabs. Note: Final enhancement options to be approved by Sheriff's Office and awarded vendor.



## CONTINUED

Q5. Can a clarification to Item 3) Uniform – Long Sleeve Shirt – Road Patrol and Corrections and Item 4) Uniform – Short Sleeve Shirt – Road Patrol, Corrections and Marine Deputy be provided? What is meant by nametags? Are these the same as a metal name bar?

A5. This clarification shall be for all conditions in RFP section 3) h) and section 4) h) where the term “nametag” is used. This was an error, and the following shall be struck from the RFP specifications:

~~Nametags will be furnished by successful vendor and sewn on to shirts. Material to match shirts and is embroidered, in gold, with deputy's first initial and last name~~

Q6. Can a clarification to Item 1) Clip On Tie – Road Patrol in Section C be provided? The item number is for an 18” tie, however other sizes are available.

A6. On the Attachment C – Pricing Form; Section C Accessories and Equipment, Item 1) Accessory – Clip On Tie, vendors may note the model numbers for other available sizes/lengths. If pricing is not the same for all model numbers, this shall also be noted.

Q7. Can a clarification to Item 1) Body Armor – Road Patrol in Section D be provided? The description and item number seem to be incorrect.

A7. This was an error, correction to Section D; Item 1) Body Armor – Road Patrol is as follows:

1) BODY ARMOR – ROAD PATROL: Armor Express, Razor, Level II, RZRG2 is the basic product model number, exact model number for specified features not available. Vendors may clarify as part of their proposal response, additional notes on body armor pricing.

Q8. Can a clarification to Item 3) Hat Badge in Section D be provided? The style number looks to be incorrect.

A8. This was an error, correction to Section D; Item 3) Hat Badge is as follows:

3) HAT BADGE: Manufacturer Blackinton, Style # B546 and 303 Applied Star

Q9. In Section F. Additional Mandatory Requirements, Letter f), Regarding alterations - minor "alterations", patching and hemming are a courtesy, however, custom tailoring will be at an additional charge. Where would we explain this on the quote?

A9. As part of their proposal response, Vendors may provide a supplemental pricing page listing available additional services that may be provided and the cost for each service.



## EXHIBIT B (Nineteen (19) pages)

### RFP 24-043 Sheriffs Uniforms, Apparel, Accessories and Equipment

#### ATTACHMENT A – COVER SHEET FOR PROPOSAL

*Proposals must include this cover sheet (or this sheet reproduced on company letterhead) as PAGE 1 of the response. Vendors may complete this and any other required attachments as a stand-alone responses (fillable form .pdf document, written or typed).*

an individual,  a corporation (please mark appropriate box), duly organized under the laws of the State of Michigan.

The undersigned, having carefully read and considered the services as described within the RFP, does hereby offer to perform such services on behalf of the County in the manner described and subject to the terms and conditions set forth in the attached proposal, including, by reference here, the County's RFP document.

**NO CONFLICT(S) OF INTEREST:** By submission of a proposal, vendor 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 the vendor's services, or (2) benefit from an award resulting in a "Conflict of Interest," including holding or retaining membership or employment on a board, elected office, department, division or bureau, or committee sanctioned by and/or governed by the County.

**MICHIGAN ECONOMIC SANCTIONS ACT, 2012 ("IRAN-LINKED BUSINESS"):** By submission of a proposal, vendor 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 defined in the Michigan Economic Sanctions Act, 2012 P.A. 517.

**DEBARMENT AND SUSPENSION:** By submission of a proposal, the undersigned certifies to the best of his/her 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 proposal 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; (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 above; 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.

**CERTIFICATION OF INSURANCE AND INDEMNITY REQUIREMENTS:** By submission of a proposal, the undersigned certifies and represents an understanding of the County's Insurance and Indemnification requirements as defined within Ottawa County Terms and Conditions. Potential vendors must understand and agree that fiscal responsibility for claims or damages to any person or to companies and agents shall rest with the vendor.



**ATTACHMENT A – (CONTINUED)**

The vendor must affect and maintain any and all insurance coverage, including, but not limited to, Workers' Compensation, Employers' Liability and General, Contractual and Professional Liability to support such financial obligations. A certificate of insurance detailing insurance coverages may be requested. The certificate must indicate that insurers will provide to the County written notice thirty (30) days prior to terminating any insurance policy.

The undersigned affirms that he/she is duly authorized to execute this proposal, that this company, corporation, firm, partnership or individual has not prepared this proposal in collusion with any other vendor and that the contents of this proposal as to prices, terms or conditions have not been communicated by the undersigned, nor by any employee or agent, to any competitor, and will not be, prior to the award and the vendor has full authority to execute any resulting contract awarded as the result of, or on the basis of the proposal.

Proposals must be signed by an official authorized to bind the provider to its provisions for at least a period of 90 days.

Company Name: On Duty Gear, LLC

Contact Name and Title: Paul Riddell, President

Mailing Address: PO Box 611258

Phone Number: 586-463-0099 Email Address: paul@ondutygear.com

Website: www.ondutygear.com

Federal Employer Identification Number: 81-0620560

The submission of a proposal hereunder shall be considered evidence that the vendor is satisfied with respect to the conditions to be encountered and the character, quantity, and quality of the work to be performed.

BY: Paul S. Riddell  
(Signature of Authorized Representative)

04/20/2024  
Date

Paul S. Riddell/CEO  
(Printed Name and Title of Authorized Representative)



**ATTACHMENT B – VENDOR REFERENCES**

Provide (3) three references from projects or services provided that are similar in size and/or scope, preferably from other governmental/municipal, and/or other community-based organizations. By providing the references below, Vendor authorizes any person contacted to give the County any and all information concerning work experience or performance and releases all parties from all liability for any damage that may result from furnishing the same to the County. Please do NOT include Ottawa County as a reference.

Vendor Reference 1			
Customer Name:	Macomb County Sheriff's Office	Contact Person:	Undersheriff Elizabeth Darga
Contact Number:	586-307-9341	Contact Email:	Elizabeth.Darga@macombcounty mi.gov
Project Description:	All uniforms, body armor, duty gear, boots, duty accessories for both Road and Corrections and specialty units.		

Vendor Reference 2			
Customer Name:	Kentwood Police Dept.	Contact Person:	Capt. Vanderveen
Contact Number:	(616) 698-6580	Contact Email:	vanderveenR@kentwood.us
Project Description:	All uniforms, body armor, duty gear, duty accessories for the department.		

Vendor Reference 3			
Customer Name:	Wexford County Sheriff's Office	Contact Person:	Lt. Mike McDaniel
Contact Number:	231-724-7113	Contact Email:	mmcdaniel@wexfordcounty.org
Project Description:	All uniforms, body armor, duty gear, boots, duty accessories for both the Road and Corrections.		



**ATTACHMENT C - PROPOSAL RESPONSE / PRICING FORM**

*To be submitted as a stand-alone document, the proposal response / pricing form should be clear and concise, providing detailed information and responses to all sections below.*

**Proposal Response**

As a requirement of submission, confirming that all RFP documents have been read and will comply with all specifications, requirements, and terms and conditions therein.

Yes       No      \*\* Response required

Any Addenda, if issued, have been received and reviewed. Failure to receive any such addendum or review issued documents will not relieve Vendor from any obligation under their proposal as submitted. All addenda so issued shall become part of the contract documents.

Please Confirm      \*\* Response required

**Vendor Ability to Provide Services:**

In the space below or under separate cover, provide information that would demonstrate your ability to meet our specific needs and requirements (location, number of staff, years in business etc.). Include details on your relationships with the specified manufacturers and any relevant experience in delivering similar services.

On Duty Gear, LLC has been in business since 1999 and is headquartered in Clinton Township, MI. On Duty Gear services customers statewide through the use of outside sales representatives, whom perform on-site uniform and armor sizing for our expanding customer base.

On Duty Gear, LLC is a factory direct distributor for each manufacturer listed in this RFP and has grown to be a top distributor (number one distributor for Armor Express and Blauer) for each of them. We have gotten to this status by providing unsurpassed customer service to our customers. Our growth comes organically as we do not advertise; instead, we rely on our customer service to speak for us and prefer to have our customers spread word of our abilities. Customer referrals have become our number one lead generation vehicle.

Additional notes about our abilities have been highlighted in the cover letter for this RFP.



ATTACHMENT C - PROPOSAL RESPONSE / PRICING FORM – continued

Pricing Form – Section B: Uniforms and Apparel

Quantities noted are approximate based on historic annual purchases and are only for the purpose of proposal evaluation. Vendors to submit pricing for all items in this category in order to be considered responsive.

1) UNIFORM - JACKET - ROAD PATROL:

(Response required)

Color: Brown Material: Shell-Nylon; Lining-Tricot To be complete with emblems

Manufacturer: Blauer (Required)

Manufacturer # 9820-60-09 (Required)

Notes:

This is for the full jacket 9820 outer & 4660 liner currently being purchased.

- Product as Specified
Alternate Specification (Attach separate sheet)
Additional notes (Attach separate sheet)

Unisex Sizes: XS to XLarge, Length: Regular

Quantity: 20 UOM: Each Price: \$420.00 Total: \$8400.00

Sizes: 2XLarge, Length: Regular

Quantity: 20 UOM: Each Price: \$420.00 Total: \$8400.00

Sizes: 3XLarge, Length: Regular

Quantity: 20 UOM: Each Price: \$430.00 Total: \$8600.00

2) UNIFORM - JACKET - CORRECTIONS:

(Response required)

Color: Brown Material: Nylon, Spandex & Polyester Fleece To be complete with emblems

Manufacturer: Blauer (Required)

Manufacturer # 4660-09 (Required)

Notes:

- Product as Specified
Alternate Specification (Attach separate sheet)
Additional notes (Attach separate sheet)

Unisex Sizes: XS to XLarge, Length: Regular

Quantity: 20 UOM: Each Price: \$135.00 Total: \$2700.00

Sizes: 2XLarge, Length: Regular

Quantity: 20 UOM: Each Price: \$135.00 Total: \$2700.00

Sizes: 3XLarge, Length: Regular

Quantity: 20 UOM: Each Price: \$145.00 Total: \$2900.00



ATTACHMENT C - PROPOSAL RESPONSE / PRICING FORM – continued

3) UNIFORM - LONG SLEEVE SHIRT - ROAD PATROL AND CORRECTIONS:

(Response required)

Color: Brown Material: 100% Polyester. To be complete with emblems

Manufacturer: Blauer (Required)

Manufacturer # Mens 8671-09 Womens 8671W-09 (Required)

Product as Specified

Alternate Specification (Attach separate sheet)

Additional notes (Attach separate sheet)

Notes:

Includes sewing shoulder patces onto shirt sleeves

Sizes: Mens 14.5" to 18", Sleeve 32"-37"; Womens Sm to XL

Quantity: 20 UOM: Each Price: \$77.00 Total: \$1540.00

Sizes: Mens 18.5" - 19.5", Sleeve, 37/39", Womens XXLarge, Length: Regular

Quantity: 20 UOM: Each Price: \$98.00 Total: \$1960.00

Sizes: Mens 20"-22.5", 37/39" Length: Regular

Quantity: 20 UOM: Each Price: \$118.00 Total: \$2360.00

4) UNIFORM – SHORT SLEEVE SHIRT - ROAD PATROL, CORRECTIONS AND MARINE DEPUTY:

(Response required)

Color: TBD Material: 100% Polyester To be complete with emblems

Manufacturer: Blauer (Required)

Manufacturer # 8676-09 & 8676W-09 Road & Corrections only (Required)

Product as Specified

Alternate Specification (Attach separate sheet)

Additional notes (Attach separate sheet)

Notes:

Includes sewing shoulder patches onto Shirt Sleeves

Sizes: Mens and Womens XS to XLarge, Length: Regular

Quantity: 20 UOM: Each Price: \$70.00 Total: \$1400.00

Sizes: 2XLarge, Length: Regular

Quantity: 20 UOM: Each Price: \$70.00 Total: \$1400.00

Sizes: 3XLarge, Length: Regular

Quantity: 20 UOM: Each Price: \$80.00 Total: \$1600.00



ATTACHMENT C - PROPOSAL RESPONSE / PRICING FORM – continued

5) UNIFORM - TROUSERS - ROAD PATROL AND CORRECTIONS:

(Response required)

Color: Pink Tan Material: Blend 55% Polyester / 45% Worsted Wool

Manufacturer: Horace Small (Required)

Manufacturer # Men's 2118 & Womens 2410 (Required)

Product as Specified

Alternate Specification (Attach separate sheet)

Additional notes (Attach separate sheet)

Notes:

Includes Custom 1x hem. Pant total hem length can be 36".

Sizes: Mens 28" to 38", Length: Regular; Womens 4 to 12, Length: Regular

Quantity: 20 UOM: Each Price: \$119.00 Total: \$2380.00

Sizes: Mens 40" to 44", Length: Regular, Womens 14 to 18, Length: Regular

Quantity: 20 UOM: Each Price: \$119.00 Total: \$2380.00

Sizes: Mens 46"-50" Length: Regular

Quantity: 20 UOM: Each Price: \$119.00 Total: \$2380.00

6.1 APPAREL – TRAINING POLOS - ROAD PATROL AND CORRECTIONS: MENS

(Response required)

Color: Brown Material: 100% Polyester

Manufacturer: 5.11 Tactical (Required)

Manufacturer # Mens 71049-019 (Required)

Product as Specified

Alternate Specification (Attach separate sheet)

Additional notes (Attach separate sheet)

Notes:

Includes left chest embroidery

Sizes: Mens XS to XLarge, Length: Regular

Quantity: 20 UOM: Each Price: \$65.00 Total: \$1300.00

Sizes: 2XLarge, Length: Regular

Quantity: 20 UOM: Each Price: \$65.00 Total: \$1300.00

Sizes: 3XLarge, Length: Regular

Quantity: 20 UOM: Each Price: \$70.00 Total: \$1400.00





ATTACHMENT C - PROPOSAL RESPONSE / PRICING FORM – continued

6.2 APPAREL – TRAINING POLOS - ROAD PATROL AND CORRECTIONS: WOMENS

(Response required)

Color: Brown Material: 100% Polyester

Manufacturer: 5.11 Tactical (Required)

Manufacturer # 61165-019 (Required)

Notes: Includes left chest embroidery

Product as Specified

Alternate Specification (Attach separate sheet)

Additional notes (Attach separate sheet)

Sizes: Womens XS to XLarge, Length: Regular

Quantity: 20 UOM: Each Price: \$65.00

Total: \$1300.00

Sizes: 2XLarge, Length: Regular

Quantity: 20 UOM: Each Price: \$70.00

Total: \$1400.00

7.1 APPAREL – TRAINING PANTS - ROAD PATROL AND CORRECTIONS: MENS

(Response required)

Color: Khaki Material: Blend 65% Polyester / 35% Cotton

Manufacturer: 5.11 Tactical (Required)

Manufacturer # 74369-055 (Required)

Notes: Includes standard hem from manufacturer

Product as Specified

Alternate Specification (Attach separate sheet)

Additional notes (Attach separate sheet)

Sizes: Mens 28" to 38", Length: Regular

Quantity: 20 UOM: Each Price: \$82.00

Total: \$1640.00

Sizes: Mens 40" to 44", Length: Regular

Quantity: 20 UOM: Each Price: \$82.00

Total: \$1640.00

Sizes: Mens 46"-50" Length: Regular

Quantity: 20 UOM: Each Price: \$85.00

Total: \$1700.00



ATTACHMENT C - PROPOSAL RESPONSE / PRICING FORM – continued

7.2 APPAREL – TRAINING PANTS - ROAD PATROL AND CORRECTIONS WOMENS:

(Response required)

Color: Khaki Material: Blend 65% Polyester / 35% Cotton

Manufacturer: Blauer (Required)

Manufacturer # 64386-055 (Required)

Notes: Includes standard Hem from Manufacturer

- Product as Specified
Alternate Specification (Attach separate sheet)
Additional notes (Attach separate sheet)

Sizes: Womens 4 to 12, Length: Regular
Quantity: 20 UOM: Each Price: \$82.00 Total: \$1640.00

Sizes: Womens 14 to 18, Length: Regular
Quantity: 20 UOM: Each Price: \$82.00 Total: \$1640.00

Vendor may provide additional comments on specified uniforms and apparel:

Quoting all products as specified. Additional comments included on separate attachment.

Pricing Form – Section C: Accessories and Equipment

1) ACCESSORY - CLIP ON TIE - ROAD PATROL:

(Response required)

Color: Taupe Material: Polyester/Wool

Manufacturer: Samuel Broome (Required)

Manufacturer # 18", 20" 22" (Required)

Notes:

- Product as Specified
Alternate Specification (Attach separate sheet)
Additional notes (Attach separate sheet)

Lengths: 18" and 20": NOTE: Ties come 6 per package, quantity is number of packages.
Quantity: 5 pkg UOM: 1/2 Dz Price: \$54.00 Total: \$270.00



ATTACHMENT C - PROPOSAL RESPONSE / PRICING FORM – continued

2) ACCESSORY – GARRISON STYLE HAT - ROAD PATROL:

(Response required)

Color: Material:

Manufacturer: Keystone Caps (Required)

Manufacturer # R5 Pershing Style (Required)

Notes:

- Product as Specified
Alternate Specification (Attach separate sheet)
Additional notes (Attach separate sheet)

Sizes: Manufacturers Standards

Quantity: 15 UOM: Each Price: \$95.00

Total: \$1425.00

3) ACCESSORY - HAT COVER - ROAD PATROL:

(Response required)

Color: Black Material: Nylon

Manufacturer: Blauer (Required)

Manufacturer # 107-53 (Required)

Notes:

- Product as Specified
Alternate Specification (Attach separate sheet)
Additional notes (Attach separate sheet)

Quantity: 15 UOM: Each Price: \$12.00

Total: \$180.00

4) ACCESSORY – DUTY BELT - ROAD PATROL:

(Response required)

Color: Black Material: Leather

Manufacturer: Hero's Pride (Required)

Manufacturer # HP-1230WX-3 (Required)

Notes:

- Product as Specified
Alternate Specification (Attach separate sheet)
Additional notes (Attach separate sheet)

Sizes: 28" to 52", Width: 2.25"

Quantity: 15 UOM: Each Price: \$59.00

Total: \$885.00



ATTACHMENT C - PROPOSAL RESPONSE / PRICING FORM - continued

5) ACCESSORY – DUTY PANT BELT - ROAD PATROL AND CORRECTIONS:

(Response required)

Color: Black Material: Leather

Manufacturer: Hero's Pride (Required)

Manufacturer # HP-1255W-3 (Required)

Notes:

- Product as Specified
Alternate Specification (Attach separate sheet)
Additional notes (Attach separate sheet)

Sizes: 28" to 52", Width: 2.25"

Quantity: 15 UOM: Each Price: \$31.00

Total: \$465.00

6) ACCESSORY – HAND CUFF CASE - ROAD PATROL:

(Response required)

Color: Black

Manufacturer: Hero's Pride (Required)

Manufacturer # HP-1450WA (Required)

Notes:

- Product as Specified
Alternate Specification (Attach separate sheet)
Additional notes (Attach separate sheet)

Quantity: 15 UOM: Each Price: \$33.00

Total: \$495.00

7) ACCESSORY – HAND CUFF CASE – CORRECTIONS:

(Response required)

Color: Black Material: Leather

Manufacturer: Gould & Goodrich (Required)

Manufacturer # B470WBR (Required)

Notes:

- Product as Specified
Alternate Specification (Attach separate sheet)
Additional notes (Attach separate sheet)

Quantity: 15 UOM: Each Price: \$43.00

Total: \$645.00



ATTACHMENT C - PROPOSAL RESPONSE / PRICING FORM - continued

8) ACCESSORY – DOUBLE MAG CASE – ROAD PATROL:

(Response required)

Color: Black Size: Medium

Manufacturer: Hero's Pride (Required)

Manufacturer # HP-1432WA (Required)

Notes:

- Product as Specified
Alternate Specification (Attach separate sheet)
Additional notes (Attach separate sheet)

Quantity: 15 UOM: Each Price: \$36.00

Total: \$540.00

9) ACCESSORY – CLOSED OC PEPPER SPRAY HOLDER – ROAD PATROL:

(Response required)

Color: Black Sized to fit MK3

Manufacturer: Hero's Pride (Required)

Manufacturer # HP-1458WA (Required)

Notes:

- Product as Specified
Alternate Specification (Attach separate sheet)
Additional notes (Attach separate sheet)

Quantity: 15 UOM: Each Price: \$30.00

Total: \$450.00

10) ACCESSORY – CLOSED OC PEPPER SPRAY HOLDER - CORRECTIONS:

(Response required)

Color: Black Sized to fit MK4

Manufacturer: Hero's Pride (Required)

Manufacturer # HP-1460WA (Required)

Notes:

- Product as Specified
Alternate Specification (Attach separate sheet)
Additional notes (Attach separate sheet)

Quantity: 15 UOM: Each Price: \$28.00

Total: \$420.00



ATTACHMENT C - PROPOSAL RESPONSE / PRICING FORM - continued

11) ACCESSORY – CLOSED GLOVE POUCH – ROAD PATROL AND CORRECTIONS:

(Response required)

Color: Black

Manufacturer: Hero's Pride (Required)

Manufacturer #: HP-1482W (Required)

Notes:

Product as Specified

Alternate Specification (Attach separate sheet)

Additional notes (Attach separate sheet)

Quantity: 15 UOM: Each Price: \$17.00

Total: \$255.00

12) ACCESSORY – FLASHLIGHT HOLDER – ROAD PATROL:

(Response required)

Color: Black

Manufacturer: Hero's Pride (Required)

Manufacturer #: HP-1492BWA (Required)

Notes:

Product as Specified

Alternate Specification (Attach separate sheet)

Additional notes (Attach separate sheet)

Quantity: 15 UOM: Each Price: \$10.00

Total: \$150.00

13) ACCESSORY – BELT KEEPERS – ROAD PATROL:

(Response required)

Color: Black Note: Sold by 4-pack

Manufacturer: Hero's Pride (Required)

Manufacturer #: HP-1499WA (Required)

Notes:

Product as Specified

Alternate Specification (Attach separate sheet)

Additional notes (Attach separate sheet)

Quantity: 15 pks UOM: 4/pk Price: \$13.00

Total: \$195.00



ATTACHMENT C - PROPOSAL RESPONSE / PRICING FORM - continued

14) ACCESSORY – HOLSTER – ROAD PATROL:

(Response required)

Color: Black

Manufacturer:   
(Required)

Manufacturer #   
(Required)

Notes:  
\_\_\_\_\_  
\_\_\_\_\_

Product as Specified

Alternate Specification  
(Attach separate sheet)

Additional notes  
(Attach separate sheet)

Quantity: 15      UOM: Each      Price:

Total:

15) EQUIPMENT – HANDCUFFS – ROAD PATROL:

(Response required)

Color: Nickel Finish

Manufacturer:   
(Required)

Manufacturer #   
(Required)

Notes:  
\_\_\_\_\_  
\_\_\_\_\_

Product as Specified

Alternate Specification  
(Attach separate sheet)

Additional notes  
(Attach separate sheet)

Quantity:      UOM: Each      Price:

Total:

Vendor may provide additional comments on specified accessories and equipment:

Quoting all products as specified.

\_\_\_\_\_  
\_\_\_\_\_



ATTACHMENT C - PROPOSAL RESPONSE / PRICING FORM - continued

**Pricing Form – Section D: Miscellaneous Items**

**1) EQUIPMENT – BODY ARMOR – ROAD PATROL:**

Color: Black      Note: To be complete as specified.

Manufacturer:   
(Required)

Manufacturer #   
(Required)

Notes: \_\_\_\_\_

Price is from MIDEAL/Michigan State Police Contract Pricing

Product as Specified

Alternate Specification  
(Attach separate sheet)

Additional notes  
(Attach separate sheet)

Quantity: 15      UOM: Each      Price:

Total:

**2) ACCESSORY – NAME BAR – ROAD PATROL AND CORRECTIONS:**

Color: Polished Gold Plate, Black Enamel Lettering

Manufacturer:   
(Required)

Manufacturer #   
(Required)

Notes: \_\_\_\_\_

Product as Specified

Alternate Specification  
(Attach separate sheet)

Additional notes  
(Attach separate sheet)

Quantity: 15      UOM: Each      Price:

Total:

**3) ACCESSORY – HAT BADGE:**

Color: Hi-Glo

Manufacturer:   
(Required)

Manufacturer #   
(Required)

Notes: \_\_\_\_\_

Product as Specified

Alternate Specification  
(Attach separate sheet)

Additional notes  
(Attach separate sheet)

Quantity: 15      UOM: Each      Price:

Total:





ATTACHMENT C - PROPOSAL RESPONSE / PRICING FORM – continued

4) ACCESSORY – BREAST BADGE:

Color: Hil-Glo

Manufacturer:  (Required)

Manufacturer #  (Required)

Notes: \_\_\_\_\_

Product as Specified

Alternate Specification (Attach separate sheet)

Additional notes (Attach separate sheet)

Quantity: UOM: Each Price:

Total:

**Delivery:**

Number of Calendar Days needed to supply the required uniforms and equipment after receipt of an order: 14-20 days if not in stock

If not included in item pricing, describe how delivery costs are determined and suggest options to avoid unnecessary or additional shipping charges.

All item pricing includes shipping and handling. No additional shipping costs necessary.

PROPOSAL RESPONSE / PRICING CONFIRMATION:

The undersigned affirms that he/she is duly authorized to execute this proposal for goods and services and having carefully read and considered the request in the manner described and subject to the terms and conditions set forth in submitted proposal.

*Paul S. Riddell 04/20/2024*

Authorized Representatives Signature

Date

Paul S. Riddell/CEO

Authorized Representative's Printed Name and Title

On Duty Gear, LLC

Company Name (and Legal Name) for Business



On Duty Gear, LLC  
44315 N. Groesbeck Hwy.  
Clinton Twp., MI 48036  
[www.ondutygear.com](http://www.ondutygear.com)

April 20, 2024

Re: Proposal for Uniforms, Body Armor & Duty Gear, Ottawa County RFP #24-043

Ottawa County Purchasing, Sheriff Kempker, and Administrative Team:

I am writing to submit our proposal for the Ottawa County Sheriff's Office Uniforms, Body Armor, Apparel, Accessories and Equipment as outlined in the Request for Proposal (RFP) #24-043. On Duty Gear specializes in providing high quality law enforcement body armor, apparel, accessories, and equipment to agencies across Michigan.

Proposal Overview: We understand the critical role that uniforms, body armor and duty gear play in ensuring the safety and effectiveness of law enforcement officers. Our proposal includes the following key components:

**1. Uniforms:**

- Onsite uniform fitting is a standard service provided by On Duty Gear; that service would continue to be provided to the Ottawa County Sheriff's Office at no additional charge. The On Duty Gear Representative would work directly with the Sheriff's Office to schedule each fitting and bring all uniform, armor and/or accessory items needed for said fitting.
- Sizes obtained by On Duty Gear for each person will be logged in to our secure online database to ensure ease of future ordering for each individual.
- On Duty Gear offers a comprehensive range of uniforms, including patrol uniforms, tactical gear, and specialized attire for various units within the sheriff's office.
- We also handle projects of similar scope for agencies of various sizes statewide, as is indicated in the small sampling of our references listed on said References attachment but we will happily provide additional references upon request.
- In addition, we carry a large inventory of the items listed in this RFP and can offer a fast turnaround on submitted orders.

**2. Duty Gear/Equipment and Accessories:**

- Our duty gear & accessories selection includes duty belts, holsters, handcuff cases, flashlights, and other essential accessories from all the most well-known names in the law enforcement industry.
- We prioritize quality, ensuring that your gear withstands the demands of daily use in the field.

**3. Body Armor:**

- Onsite body armor fitting is a standard service we provide; that service would continue to be provided to the Ottawa County Sheriff's Office at no additional charge. The On Duty Gear Representative would work directly with the Sheriff's Office to schedule each fitting.
- On Duty Gear is the number one distributor nationwide for Armor Express Body Armor, offering the full line of armor and armor solutions.
- On Duty Gear currently holds the contract for the Michigan State Police and Michigan Dept. of Corrections, covering the State of Michigan through our territory representatives. As the contract holder, we are proud to be able to provide contract armor pricing through MIDEAL to the Ottawa County Sheriffs Office as well as other county and municipal agencies throughout the state.

**4. Pricing and Terms:**

- o Our pricing is competitive, and we are committed to providing excellent customer service and maximum value for Ottawa County.
- o We offer Net 30 terms and can accept both check and ACH payments.

**5. Delivery Timeline:**

- o Upon acceptance of our proposal, we will work closely with your team to ensure timely delivery of all items.
- o Our effective supply chain and inventory management allows us to meet most deadlines without compromising quality.

**6. Shipping and Shipping Costs:**

- o All orders shipped will be separated, bagged, and clearly marked with each members' name on the outside of the packaging. If multiple orders are packaged together, each order will be separated inside of that package clearly identifying each person's name for ease of order receipt and distribution.
- o There are no additional costs incurred for shipping as shipping costs have been included in the cost of each item.

**7. Customer Support:**

- o Our dedicated customer support team will be available to address any concerns or issues promptly.
- o We stand behind our products and offer hassle-free returns and exchanges.

**Next Steps:** We appreciate the opportunity to participate in this bid process. If you require any additional information or would like to discuss our proposal further, please feel free to contact me by phone at either 586-463-5130 (Desk) or 810-650-5004 (Cell) or email at paul@ondutygear.com.

Thank you for considering On Duty Gear as your partner for uniforms, body armor, apparel, accessories, and equipment. We look forward to the possibility of continuing to work with the Ottawa County Sheriff's Office.

Thank You,



---

Paul S. Riddell  
CEO  
On Duty Gear, LLC



44315 N. Groesbeck Hwy.  
Clinton Township, MI 48036  
Phone: 586-463-0099  
Email: paul@ondutygear.com

Date: 04/20/2024

Additional Notes for Bid #RFP 24-043

1) For Road; Blauer 9820 jacket currently has a Badge tab, metal name bar tab, microphone tab, and shoulder patches only. For the 4660 jackets, we currently do metal name bar tab, badge tab and shoulder patches only. Per your spec you want brown name tape with gold letters on both 9820 and 4660 jacket so that is how we are quoting them.

2) For Corrections Blauer 4660 Jacket we currently do metal name tab, badge tab and shoulder patches only. Per your spec you want brown name tape with gold letters on both 9820 and 4660 jacket so that is how we are quoting them.

4) Uniform Short Sleeve -Marine Division Only. Part #8675-45 Blauer S/S uniform Shirt with Marine Division Star breast patch with black name tab with I. LAST NAME in golden rod thread. Pricing is: Small – 2XL Reg is \$70.00 and 3XL is \$79.00. Department standard is employee pays for shirt and department pays for name tape.

Section D-1) Body Armor - On Duty Gear, LLC holds the current body armor contract for the Michigan State Police and the Michigan Dept. of Corrections servicing/sizing thousands of employees statewide. State Contract pricing is available to county and municipal agencies through the MIDeal program. Ottawa County is a member of MIDeal and therefore gets the State Contract pricing. Prices negotiated and/or extended with the State of Michigan annually; armor will be invoiced at that current State Contract price (\$735 for April 1, 2024 through March 31, 2025).

Delivery Time) As your current vendor we have most of your items in stock and ready to ship within 7 business days.

- 1 If any item is not in stock, an order would be sent to that specific manufacturer and that item would be subject to manufacturer lead times. For example:
  - A. Badges are not in stock as they are a custom order and can take up to 45 days to ship.
  - B. Garrison hats are an item commonly stocked at On Duty Gear in most sizes. However, if there is a special size or if customizations are needed, that would become a custom order and subject to manufacturer lead time for that specific item.

Alterations) Standard custom alterations included; tailoring services are available for an additional charge.

Thank you,

A handwritten signature in black ink, appearing to read 'Paul S. Riddell', with a stylized flourish at the end.

Paul S. Riddell  
Chief Executive Officer



12220 Fillmore Street | Room 331 | West Olive, MI, 49460

Phone (616) 738-4844

Fax (616) 738-4897

**CONTRACTOR INSURANCE REQUIREMENTS**

Contractor shall provide (as applicable) proof of the following insurances and endorsements/policy provision copies before the work described in the contract begins or a purchase order can be issued.

**COMMERCIAL GENERAL LIABILITY:**

Each Occurrence	\$1,000,000
Personal & Advertising Injury	\$1,000,000
General Aggregate:	\$2,000,000
Products-Complete Operations Aggregate:	\$2,000,000

**AUTOMOBILE:**

Liability:	\$1,000,000 Each Accident
Personal Injury Protection:	Michigan Statutorily Required Limit
Property Protection:	Michigan Statutorily Required Limit

**WORKERS' COMPENSATION AND EMPLOYERS' LIABILITY:**

Workers' Compensation:	Michigan Statutory
Employers' Liability:	\$1,000,000 Each Accident \$1,000,000 Aggregate Injury by Disease or limits adequate to satisfy <b>Umbrella</b> or <b>Excess Liability</b> insurance underlying requirements.

**UMBRELLA or EXCESS LIABILITY, AS APPLICABLE:**

General Aggregate (not applicable to Automobile Liability):	\$5,000,000*
Products-Completed Operations Aggregate:	\$5,000,000*
Each Occurrence or Accident:	\$5,000,000*

There are to be no gaps between scheduled underlying insurance and Umbrella/Excess Liability underlying required limits.

\*Limits shown are minimums but is to be adjusted to higher amounts depending upon how much injury or damage the contractor can cause.

**PROFESSIONAL LIABILITY, AS APPLICABLE:**

Limit of Liability:	\$2,000,000 Policy-Year Aggregate (if contract is for professional services).
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**PRIVACY AND SECURITY LIABILITY (CYBER SECURITY), AS APPLICABLE:**

Limit of Liability:	\$2,000,000 Aggregate Limit
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The County of Ottawa is to be an Additional Insured on **Commercial General Liability, Umbrella/Excess Liability, and Privacy and Security Liability (Cyber Security)** insurance, on a primary and non-contributory basis.

**Commercial General Liability** insurance is to be endorsed to provide that the General Aggregate Limit applies separately per location or per project. All required policy aggregate limits shall be unimpaired at inception of the work described in this contract.

**Commercial General Liability** and, if applicable, Umbrella/Excess Liability, **Professional Liability** and/or **Privacy and Security Liability (Cyber Security)** insurance shall remain in effect for two years after completion of the work described in the contract.

Contractor shall furnish (a) certificate(s) of insurance showing the above-specified coverages and shall provide copies of **Commercial General Liability, Umbrella/Excess Liability** and Additional Insured and Primary and Non-Contributory endorsements, or copies of policy blanket Additional Insured and Primary and Non-Contributory provisions with the certificate(s).

All policies shall be endorsed to provide a minimum 30-day notice requirement to the named insured in the event of policy termination.

The contractor is responsible for providing to the County renewal or replacement certificates in the event that one or more policies are terminated before the completion of the work and the two-year additional period for Commercial General Liability, Professional Liability and/or Cyber Security Liability policies.

**Modification of the Insurance Requirements:** Depending on the subject matter of the contract and/or Purchase Order, the County reserves the right to require higher limits of insurance coverage and/or other insurance coverage in addition to the coverages herein.

**If a prospective Contractor is a sole proprietor or an entity that believes that it cannot meet the above insurance requirements, please contact Ottawa County Purchasing Division at [purchasing@miottawa.org](mailto:purchasing@miottawa.org) to check whether any waivers or modifications will be permitted.**

**Please forward your evidence of insurance to: Ottawa County Purchasing, 12220 Fillmore St Rm 331, West Olive, MI 49460, [purchasing@miottawa.org](mailto:purchasing@miottawa.org), Fax Number 616-738-4897**

**CERTIFICATE OF INSURANCE**

This certifies that

- STATE FARM FIRE AND CASUALTY COMPANY, Bloomington, Illinois
- STATE FARM GENERAL INSURANCE COMPANY, Bloomington, Illinois
- STATE FARM FIRE AND CASUALTY COMPANY, Scarborough, Ontario
- STATE FARM FLORIDA INSURANCE COMPANY, Winter Haven, Florida
- STATE FARM LLOYDS, Dallas, Texas

06/28/2024

insures the following policyholder for the coverages indicated below:

Name of policyholder ON DUTY GEAR, LLC

Address of policyholder 44315 N Groesbeck Hwy, Charter Twp of Clinton, MI 48036

Location of operations \_\_\_\_\_

Description of operations \_\_\_\_\_

The policies listed below have been issued to the policyholder for the policy periods shown. The insurance described in these policies is subject to all the terms exclusions, and conditions of those policies. The limits of liability shown may have been reduced by any paid claims.

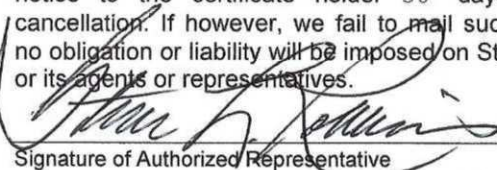
POLICY NUMBER	TYPE OF INSURANCE	POLICY PERIOD		LIMITS OF LIABILITY (at beginning of policy period)
		Effective Date	Expiration Date	
92-PE-5556-2 F	Comprehensive Business Liability	01/10/2024	01/10/2025	BODILY INJURY AND PROPERTY DAMAGE
This insurance includes:		<input checked="" type="checkbox"/> Products - Completed Operations <input checked="" type="checkbox"/> Contractual Liability <input checked="" type="checkbox"/> Underground Hazard Coverage <input checked="" type="checkbox"/> Personal Injury <input checked="" type="checkbox"/> Advertising Injury <input checked="" type="checkbox"/> Explosion Hazard Coverage <input checked="" type="checkbox"/> Collapse Hazard Coverage <input type="checkbox"/> <input type="checkbox"/>		Each Occurrence \$ 1,000,000  General Aggregate \$ 2,000,000  Products - Completed Operations Aggregate \$ 2,000,000
92-E0-R035-8 F	EXCESS LIABILITY <input checked="" type="checkbox"/> Umbrella <input type="checkbox"/> Other	03/01/2024	03/01/2025	BODILY INJURY AND PROPERTY DAMAGE (Combined Single Limit) Each Occurrence \$ 5,000,000 Aggregate \$ 5,000,000
92-E7-J718-4 F	Workers' Compensation and Employers Liability	02/18/2024	02/18/2025	Part 1 STATUTORY Part 2 BODILY INJURY Each Accident \$ 500,000 Disease Each Employee \$ 500,000 Disease - Policy Limit \$ 500,000
POLICY NUMBER	TYPE OF INSURANCE	POLICY PERIOD		LIMITS OF LIABILITY (at beginning of policy period)
839 6465-C03-22	ENOL (employers' non-owned car liability)	09/03/2024	03/03/2025	1,000,000

**THE CERTIFICATE OF INSURANCE IS NOT A CONTRACT OF INSURANCE AND NEITHER AFFIRMATIVELY NOR NEGATIVELY AMENDS, EXTENDS OR ALTERS THE COVERAGE APPROVED BY ANY POLICY DESCRIBED HEREIN.**

If any of the described policies are canceled before its expiration date, State Farm will try to mail a written notice to the certificate holder 30 days before cancellation. If however, we fail to mail such notice, no obligation or liability will be imposed on State Farm or its agents or representatives.

Name and Address of Certificate Holder

OTTAWA COUNTY FISCAL SERVICES  
12220 FILMORE STREET  
WEST OLIVE, MI 49460

  
Signature of Authorized Representative  
AGENT 06/28/2024

Title \_\_\_\_\_ Date \_\_\_\_\_

Agent's Code Stamp

AFO Code FBOB

# Action Request

Electronic Submission – Contract # 2384



**Committee: BOARD OF COMMISSIONERS**

**Meeting Date: 8/13/2024**

**Vendor/3<sup>rd</sup> Party: AXON ENTERPRISE, INC**

**Requesting Department: SHERIFFS DEPARTMENT**

**Submitted By: KRISTI HANSON**

**Agenda Item: AXON BODY CAMERAS, IN-CAR VIDEO, TASERS CONTRACT**

## **Suggested Motion:**

TO REVIEW AND APPROVE THE CONTRACT WITH AXON

## **Summary of Request:**

TO REVIEW AND APPROVE THE ATTACHED CONTRACT WITH AXON TO REPLACE ALL CURRENT TASERS AND PURCHASE BODY CAMERAS FOR EACH DEPUTY AND IN-CAR VIDEO FOR EACH CRUISER.

## **Financial Information:**

Total Cost: \$4,651,472.07

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: New Activity**

## **Action is Related to Strategic Plan:**

Goal 3: To Maintain and Enhance Communication with Citizens, Employees, and Other Stakeholders.

## **Administration:**

Recommended by County Administrator:

7/31/2024 8:46:45 AM

Committee/Governing/Advisory Board Approval Date: 8/8/2024





## Master Services and Purchasing Agreement for Customer

This Master Services and Purchasing Agreement ("**Agreement**") is between Axon Enterprise, Inc. ("**Axon**"), and the customer listed below or, if no customer is listed below, the customer on the Quote attached hereto ("**Customer**"). This Agreement is effective as of the later of the (a) last signature date on this Agreement or (b) date of acceptance of the Quote ("**Effective Date**"). Axon and Customer are each a "**Party**" and collectively "**Parties**". This Agreement governs Customer's purchase and use of the Axon Devices and Services detailed in the Quote Appendix ("**Quote**"). It is the intent of the Parties that this Agreement will govern all subsequent purchases by Customer for the same Axon Devices and Services in the Quote, and all such subsequent quotes accepted by Customer shall be also incorporated into this Agreement by reference as a Quote. The Parties agree as follows:

### 1. **Definitions.**

- 1.1. "**Axon Cloud Services**" means Axon's web services, including but not limited to, Axon Evidence, Axon Records, Axon Dispatch, FUSUS services and interactions between Axon Evidence and Axon Devices or Axon client software. Axon Cloud Service excludes third-party applications, hardware warranties, and my.evidence.com.
- 1.2. "**Axon Device**" means all hardware provided by Axon under this Agreement. Axon-manufactured Devices are a subset of Axon Devices.
- 1.3. "**Quote**" means an offer to sell and is only valid for devices and services on the offer at the specified prices. Any inconsistent or supplemental terms within Customer's purchase order in response to a Quote will be void. Orders are subject to prior credit approval. Changes in the deployment estimated ship date may change charges in the Quote. Shipping dates are estimates only. Axon is not responsible for typographical errors in any Quote by Axon, and Axon reserves the right to cancel any orders resulting from such errors.
- 1.4. "**Services**" means all services provided by Axon under this Agreement, including software, Axon Cloud Services, and professional services.

### 2. **Term.** This Agreement begins on the Effective Date and continues until all subscriptions hereunder have expired or have been terminated ("**Term**").

- 2.1. All subscriptions including Axon Evidence, Axon Fleet, Officer Safety Plans, Technology Assurance Plans, and TASER 7 or TASER 10 plans begin on the date stated in the Quote. Each subscription term ends upon completion of the subscription stated in the Quote ("**Subscription Term**").
- 2.2. Upon completion of the Subscription Term, the Subscription Term may be renewed for an additional 5 years, subject to the mutual written agreement of both Parties ("**Renewal Term**"). For purchase of TASER 7 or TASER 10 as a standalone, Axon may increase pricing to its then-current list pricing for any Renewal Term. For all other purchases, Axon may increase pricing on all line items in the Quote by up to 3% at the beginning of each year of the Renewal Term. New devices and services may require additional terms. Axon will not authorize services until Axon receives a signed Quote or accepts a purchase order, whichever is first.

### 3. **Payment.** Axon invoices for Axon Devices upon shipment, or on the date specified within the invoicing plan in the Quote. Payment is due net 30 days from the invoice date. Axon invoices for Axon Cloud Services on an upfront yearly basis prior to the beginning of the Subscription Term and upon the anniversary of the Subscription Term. Payment obligations are non-cancelable. Customer will pay invoices without setoff, deduction, or withholding. If Axon sends a past due account to collections, Customer is responsible for collection and attorneys' fees.

### 4. **Taxes.** Customer is responsible for sales and other taxes associated with the order unless Customer provides Axon a valid tax exemption certificate.

### 5. **Shipping.** Axon may make partial shipments and ship Axon Devices from multiple locations. All shipments are EXW (Incoterms 2020) via common carrier. Title and risk of loss pass to Customer upon Axon's delivery to the common carrier. Customer is responsible for any shipping charges in the Quote.

### 6. **Returns.** All sales are final. Axon does not allow refunds or exchanges, except warranty returns or as provided by state or federal law.

### 7. **Warranty.**

- 7.1. **Limited Warranty.** Axon warrants that Axon-manufactured Devices are free from defects in workmanship and materials for one (1) year from the date of Customer's receipt, except Signal Sidearm and Axon-manufactured accessories, which Axon warrants for thirty (30) months and ninety (90) days, respectively, from the date of Customer's receipt. Used conducted energy weapon ("**CEW**") cartridges are deemed to have operated properly. Extended warranties run from the expiration of the one (1) year hardware warranty through the extended warranty term purchased.

### 7.2. **Disclaimer.** All software and Axon Cloud Services are provided "**AS IS**," without any warranty of any

Title: Master Services and Purchasing Agreement between Axon and Customer

Department: Legal

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Release Date: 4/1/2024



## Master Services and Purchasing Agreement for Customer

kind, either express or implied, including without limitation the implied warranties of merchantability, fitness for a particular purpose and non-infringement. Axon Devices and Services that are not manufactured, published or performed by Axon ("Third-Party Products") are not covered by Axon's warranty and are only subject to the warranties of the third-party provider or manufacturer.

- 7.3. **Claims.** If Axon receives a valid warranty claim for an Axon-manufactured Device during the warranty term, Axon's sole responsibility is to repair or replace the Axon-manufactured Device with the same or like Axon-manufactured Device, at Axon's option. A replacement Axon-manufactured Device will be new or like new. Axon will warrant the replacement Axon-manufactured Device for the longer of (a) the remaining warranty of the original Axon-manufactured Device or (b) ninety (90) days from the date of repair or replacement.
- 7.3.1. If Customer exchanges an Axon Device or part, the replacement item becomes Customer's property, and the replaced item becomes Axon's property. Before delivering an Axon-manufactured Device for service, Customer must upload Axon-manufactured Device data to Axon Evidence or download it and retain a copy. Axon is not responsible for any loss of software, data, or other information contained in storage media or any part of the Axon-manufactured Device sent to Axon for service.
- 7.4. **Spare Axon Devices.** At Axon's reasonable discretion, Axon may provide Customer a predetermined number of spare Axon Devices as detailed in the Quote ("**Spare Axon Devices**"). Spare Axon Devices are intended to replace broken or non-functioning units while Customer submits the broken or non-functioning units, through Axon's warranty return process. Axon will repair or replace the unit with a replacement Axon Device. Title and risk of loss for all Spare Axon Devices shall pass to Customer in accordance with shipping terms under Section 5. Axon assumes no liability or obligation in the event Customer does not utilize Spare Axon Devices for the intended purpose.
- 7.5. **Limitations.** Axon's warranty excludes damage related to: (a) failure to follow Axon Device use instructions; (b) Axon Devices used with equipment not manufactured or recommended by Axon; (c) abuse, misuse, or intentional damage to Axon Device; (d) force majeure; (e) Axon Devices repaired or modified by persons other than Axon without Axon's written permission; or (f) Axon Devices with a defaced or removed serial number. Axon's warranty will be void if Customer resells Axon Devices.
- 7.5.1. **To the extent permitted by law, the above warranties and remedies are exclusive. Axon disclaims all other warranties, remedies, and conditions, whether oral, written, statutory, or implied. If statutory or implied warranties cannot be lawfully disclaimed, then such warranties are limited to the duration of the warranty described above and by the provisions in this Agreement. Customer confirms and agrees that, in deciding whether to sign this Agreement, it has not relied on any statement or representation by Axon or anyone acting on behalf of Axon related to the subject matter of this Agreement that is not in this Agreement.**
- 7.5.2. **The Parties agree that Axon's cumulative liability to the Customer for all third party claims arising out of or in any way connected to Axon's negligent acts, omissions and/or errors in the performance of services under this Agreement is limited to the sum of one million dollars (\$1,000,000). Neither Party will be liable for special, indirect, incidental, punitive or consequential damages, however caused, whether allegedly caused by a breach of warranty or contract, negligence, strict liability, tort or any other legal theory.**
- 7.6. **Online Support Platforms.** Use of Axon's online support platforms (e.g., Axon Academy and MyAxon) is governed by the Axon Online Support Platforms Terms of Use Appendix available at [www.axon.com/sales-terms-and-conditions](http://www.axon.com/sales-terms-and-conditions).
- 7.7. **Third-Party Software and Services.** Use of software or services other than those provided by Axon is governed by the terms, if any, entered into between Customer and the respective third-party provider, including, without limitation, the terms applicable to such software or services located at [www.axon.com/sales-terms-and-conditions](http://www.axon.com/sales-terms-and-conditions), if any.
- 7.8. **Axon Aid.** Upon mutual agreement between Axon and Customer, Axon may provide certain products and services to Customer, as a charitable donation under the Axon Aid program. In such event, Customer expressly waives and releases any and all claims, now known or hereafter known, against Axon and its officers, directors, employees, agents, contractors, affiliates, successors, and assigns (collectively, "**Releasees**"), including but not limited to, on account of injury, death, property damage, or loss of data, arising out of or attributable to the Axon Aid program whether arising out of the negligence of any Releasees or otherwise. Customer agrees not to make or bring any such claim against any Releasee, and forever release and discharge all Releasees from liability under such claims. Customer expressly allows Axon to publicly announce its participation in Axon Aid and use its name in marketing materials. Axon may terminate the Axon Aid program without cause immediately upon notice to the Customer.



## Master Services and Purchasing Agreement for Customer

8. **Statement of Work.** Certain Axon Devices and Services, including Axon Interview Room, Axon Channel Services, and Axon Fleet, may require a Statement of Work that details Axon's Service deliverables ("**SOW**"). In the event Axon provides an SOW to Customer, Axon is only responsible for the performance of Services described in the SOW. Additional services are out of scope. The Parties must document scope changes in a written and signed change order. Changes may require an equitable adjustment in fees or schedule. The SOW is incorporated into this Agreement by reference.
9. **Axon Device Warnings.** See [www.axon.com/legal](http://www.axon.com/legal) for the most current Axon Device warnings.
10. **Design Changes.** Axon may make design changes to any Axon Device or Service without notifying Customer or making the same change to Axon Devices and Services previously purchased by Customer.
11. **Bundled Offerings.** Some offerings in bundled offerings may not be generally available at the time of Customer's purchase. Axon will not provide a refund, credit, or additional discount beyond what is in the Quote due to a delay of availability or Customer's election not to utilize any portion of an Axon bundle.
12. **Insurance.** Axon agrees to maintain and will provide proof of the following insurance coverages, where applicable, including certificate(s) of insurance, endorsements and provisions: Commercial General Liability; Workers' Compensation; Employers' Liability; Automobile, Umbrella/Excess Liability, and Technology Errors and Omissions Liability (Cyber Security). Coverage limits are to be statutory and, if no statute applies, are to be at least \$1,000,000 per occurrence or claim and \$2,000,000 aggregate except Umbrella/Excess Liability coverage limits shall be at least \$5,000,000 for each occurrence of accident, products-completed operations aggregate, and general aggregate, and Automobile and Workers Compensation, which shall be \$1,000,000 per each accident. Axon is required to add The Customer as an Additional Insured on its Commercial General Liability, Umbrella/Excess Liability and Technology Errors and Omissions Liability (Cyber Security) on a primary and non-contributory basis.
13. **IP Rights.** Axon owns and reserves all right, title, and interest in Axon-manufactured Devices and Services and suggestions to Axon, including all related intellectual property rights. Customer will not cause any Axon proprietary rights to be violated.
14. **IP Indemnification.** Axon will indemnify Customer against all claims, losses, and reasonable expenses from any third-party claim alleging that the use of Axon-manufactured Devices or Services infringes or misappropriates the third-party's intellectual property rights. Customer must promptly provide Axon with written notice of such claim, tender to Axon the defense or settlement of such claim at Axon's expense and cooperate fully with Axon in the defense or settlement of such claim. Axon's IP indemnification obligations do not apply to claims based on (a) modification of Axon-manufactured Devices or Services by Customer or a third-party not approved by Axon; (b) use of Axon-manufactured Devices and Services in combination with hardware or services not approved by Axon; (c) use of Axon Devices and Services other than as permitted in this Agreement; or (d) use of Axon software that is not the most current release provided by Axon.
15. **Indemnification.** Axon also agrees to indemnify Customer against all claims, losses and expenses from any third party claim against the Customer arising out of or in any way related to any negligent act, error or omission, or willful misconduct of Axon relating to Axon's performance of services under this contract, except in the case of grossly negligent acts, and/or willful or intentional misconduct of the Customer or claims that fall under Workers Compensation coverage.
16. **Customer Responsibilities.** Customer is responsible for (a) Customer's use of Axon Devices; (b) breach of this Agreement or violation of applicable law by Customer or an Customer end user; (c) disputes between Customer and a third-party over Customer's use of Axon Devices; (d) ensuring Axon Devices are destroyed and disposed of securely and sustainably at Customer's cost; and (e) any regulatory violations or fines, as a result of improper destruction or disposal of Axon Devices.
17. **Termination.**
  - 17.1. **For Breach.** A Party may terminate this Agreement for cause if it provides thirty (30) days written notice of the breach to the other Party, and the breach remains uncured at the end of thirty (30) days. If Customer terminates this Agreement due to Axon's uncured breach, Axon will refund prepaid amounts on a prorated basis based on the effective date of termination.
  - 17.2. **By Customer.** If sufficient funds are not appropriated or otherwise legally available to pay the fees, Customer may terminate this Agreement. Customer will deliver notice of termination under this section as soon as reasonably practicable.
  - 17.3. **Effect of Termination.** Upon termination of this Agreement, Customer rights immediately terminate. Customer remains responsible for all fees incurred before the effective date of termination. If Customer purchases Axon Devices for less than the manufacturer's suggested retail price ("**MSRP**") and this Agreement terminates before the end of the Term, Axon will invoice Customer the difference between the MSRP for Axon Devices received,

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## Master Services and Purchasing Agreement for Customer

including any Spare Axon Devices, and amounts paid towards those Axon Devices. Only if terminating for non-appropriation, Customer may return Axon Devices to Axon within thirty (30) days of termination. MSRP is the standalone price of the individual Axon Device at the time of sale. For bundled Axon Devices, MSRP is the standalone price of all individual components.

18. **Confidentiality. "Confidential Information"** means nonpublic information designated as confidential or, given the nature of the information or circumstances surrounding disclosure, should reasonably be understood to be confidential. Each Party will take reasonable measures to avoid disclosure, dissemination, or unauthorized use of the other Party's Confidential Information. Unless required by law, neither Party will disclose the other Party's Confidential Information during the Term and for five (5) years thereafter. To the extent permissible by law, Axon pricing is Confidential Information and competition sensitive. If Customer receives a public records request to disclose Axon Confidential Information, to the extent allowed by law, Customer will provide notice to Axon before disclosure. Axon may publicly announce information related to this Agreement.
19. **General.**
- 19.1. **Force Majeure.** Neither Party will be liable for any delay or failure to perform due to a cause beyond a Party's reasonable control.
- 19.2. **Independent Contractors.** The Parties are independent contractors. Neither Party has the authority to bind the other. This Agreement does not create a partnership, franchise, joint venture, Customer, fiduciary, or employment relationship between the Parties.
- 19.3. **Third-Party Beneficiaries.** There are no third-party beneficiaries under this Agreement.
- 19.4. **Non-Discrimination.** Neither Party nor its employees will discriminate against any person based on race; religion; creed; color; sex; gender identity and expression; pregnancy; childbirth; breastfeeding; medical conditions related to pregnancy, childbirth, or breastfeeding; sexual orientation; marital status; age; national origin; ancestry; genetic information; disability; veteran status; or any class protected by local, state, or federal law.
- 19.5. **Export Compliance.** Each Party will comply with all import and export control laws and regulations.
- 19.6. **Assignment.** Neither Party may assign this Agreement without the other Party's prior written consent. Axon may assign this Agreement, its rights, or obligations without consent: (a) to an affiliate or subsidiary; or (b) for purposes of financing, merger, acquisition, corporate reorganization, or sale of all or substantially all its assets. This Agreement is binding upon the Parties respective successors and assigns.
- 19.7. **Waiver.** No waiver or delay by either Party in exercising any right under this Agreement constitutes a waiver of that right.
- 19.8. **Severability.** If a court of competent jurisdiction holds any portion of this Agreement invalid or unenforceable, the remaining portions of this Agreement will remain in effect.
- 19.9. **Survival.** The following sections will survive termination: Payment, Warranty, Axon Device Warnings, Indemnification, IP Rights, Customer Responsibilities and any other Sections detailed in the survival sections of the Appendices.
- 19.10. **Governing Law.** The laws of the country, state, province, or municipality where Customer is physically located, without reference to conflict of law rules, govern this Agreement and any dispute arising from it. The United Nations Convention for the International Sale of Goods does not apply to this Agreement.
- 19.11. **Notices.** All notices must be in English. Notices posted on Customer's Axon Evidence site are effective upon posting. Notices by email are effective on the sent date of the email. Notices by personal delivery are effective immediately. Notices to Customer shall be provided to the address on file with Axon. Notices to Axon shall be provided to Axon Enterprise, Inc., Attn: Legal, 17800 North 85th Street, Scottsdale, Arizona 85255 with a copy to [legal@axon.com](mailto:legal@axon.com).
- 19.12 **Entire Agreement.** This Agreement, the Appendices, Quote and any SOW(s), represents the entire agreement between the Parties. This Agreement supersedes all prior agreements or understandings, whether written or verbal, regarding the subject matter of this Agreement. This Agreement may only be modified or amended in a writing signed by the Parties.



# Master Services and Purchasing Agreement for Customer

Each Party, by and through its respective representative authorized to execute this Agreement, has duly executed and delivered this Agreement as of the date of signature.

**AXON:**

Axon Enterprise, Inc.

DocuSigned by:

Signature: Robert E. Driscoll, Jr.  
55DAEBB131A4424...

Name: Robert E. Driscoll, Jr.

Title: Deputy General Counsel

Date: 7/30/2024 | 11:56 AM MST

**CUSTOMER:**

**Ottawa County**

Signature: \_\_\_\_\_

Name: Joe Moss

Title: Chairperson, Board of Commissioners

Date: \_\_\_\_\_

**Ottawa County**

Signature: \_\_\_\_\_

Name: Justin F. Roebuck

Title: County Clerk/Register

Date: \_\_\_\_\_

**Ottawa County Sheriff's Office**

Signature: *Steven Kempker*

Name: Steven Kempker

Title: Sheriff

Date: 07.24.2024



## Master Services and Purchasing Agreement for Customer

### Axon Cloud Services Terms of Use Appendix

#### 1. Definitions.

- a. "**Customer Content**" is data uploaded into, ingested by, or created in Axon Cloud Services within Customer's tenant, including media or multimedia uploaded into Axon Cloud Services by Customer. Customer Content includes Evidence but excludes Non-Content Data.
  - b. "**Evidence**" is media or multimedia uploaded into Axon Evidence as 'evidence' by an Customer. Evidence is a subset of Customer Content.
  - c. "**Non-Content Data**" is data, configuration, and usage information about Customer's Axon Cloud Services tenant, Axon Devices and client software, and users that is transmitted or generated when using Axon Devices. Non-Content Data includes data about users captured during account management and customer support activities. Non-Content Data does not include Customer Content.
  - d. "**Personal Data**" means any information relating to an identified or identifiable natural person. An identifiable natural person is one who can be identified, directly or indirectly, in particular by reference to an identifier such as a name, an identification number, location data, an online identifier or to one or more factors specific to the physical, physiological, genetic, mental, economic, cultural or social identity of that natural person.
  - e. "**Provided Data**" means de-identified, de-personalized, data derived from Customer's TASER energy weapon deployment reports, related TASER energy weapon logs, body-worn camera footage, and incident reports.
  - f. "**Transformed Data**" means the Provided Data used for the purpose of quantitative evaluation of the performance and effectiveness of TASER energy weapons in the field across a variety of circumstances.
2. **Access.** Upon Axon granting Customer a subscription to Axon Cloud Services, Customer may access and use Axon Cloud Services to store and manage Customer Content. Customer may not exceed more end users than the Quote specifies. Axon Air requires an Axon Evidence subscription for each drone operator. For Axon Evidence Lite, Customer may access and use Axon Evidence only to store and manage TASER CEW and TASER CAM data ("**TASER Data**"). Customer may not upload non-TASER Data to Axon Evidence Lite.
  3. **Customer Owns Customer Content.** Customer controls and owns all right, title, and interest in Customer Content. Except as outlined herein, Axon obtains no interest in Customer Content, and Customer Content is not Axon's business records. Customer is solely responsible for uploading, sharing, managing, and deleting Customer Content. Axon will only have access to Customer Content for the limited purposes set forth herein. Customer agrees to allow Axon access to Customer Content to (a) perform troubleshooting, maintenance, or diagnostic screenings; and (b) enforce this Agreement or policies governing use of the Axon products.
  4. **Security.** Axon will implement commercially reasonable and appropriate measures to secure Customer Content against accidental or unlawful loss, access or disclosure. Axon will maintain a comprehensive information security program to protect Axon Cloud Services and Customer Content including logical, physical access, vulnerability, risk, and configuration management; incident monitoring and response; encryption of uploaded digital evidence; security education; and data protection. Axon agrees to the Federal Bureau of Investigation Criminal Justice Information Services Security Addendum for its digital evidence management systems or records.
  5. **Customer Responsibilities.** Customer is responsible for (a) ensuring Customer owns Customer Content; (b) ensuring no Customer Content or Customer end user's use of Customer Content or Axon Cloud Services violates this Agreement or applicable laws; and (c) maintaining necessary computer equipment and Internet connections for use of Axon Cloud Services. If Customer becomes aware of any violation of this Agreement by an end user, Customer will immediately terminate that end user's access to Axon Cloud Services.
    - a. Customer will also maintain the security of end usernames and passwords and security and access by end users to Customer Content. Customer is responsible for ensuring the configuration and utilization of Axon Cloud Services meet applicable Customer regulation and standards. Customer may not sell, transfer, or sublicense access to any other entity or person. Customer shall contact Axon immediately if an unauthorized party may be using Customer's account or Customer Content, or if account information is lost or stolen.



## Master Services and Purchasing Agreement for Customer

6. **Privacy.** Customer's use of Axon Cloud Services is subject to the Axon Cloud Services Privacy Policy, a current version of which is available at <https://www.axon.com/legal/cloud-services-privacy-policy>. Customer agrees to allow Axon access to Non-Content Data from Customer to (a) perform troubleshooting, maintenance, or diagnostic screenings; (b) provide, develop, improve, and support current and future Axon products and related services; and (c) enforce this Agreement or policies governing the use of Axon products.
7. **Axon Body Wi-Fi Positioning.** Axon Body cameras may offer a feature to enhance location services where GPS/GNSS signals may not be available, for instance, within buildings or underground. Customer administrators can manage their choice to use this service within the administrative features of Axon Cloud Services. If Customer chooses to use this service, Axon must also enable the usage of the feature for Customer's Axon Cloud Services tenant. Customer will not see this option with Axon Cloud Services unless Axon has enabled Wi-Fi Positioning for Customer's Axon Cloud Services tenant. When Wi-Fi Positioning is enabled by both Axon and Customer, Non-Content and Personal Data will be sent to Skyhook Holdings, Inc. ("**Skyhook**") to facilitate the Wi-Fi Positioning functionality. Data controlled by Skyhook is outside the scope of the Axon Cloud Services Privacy Policy and is subject to the Skyhook Services Privacy Policy.
8. **Storage.** For Axon Unlimited Device Storage subscriptions, Customer may store unlimited data in Customer's Axon Evidence account only if data originates from Axon Capture or the applicable Axon Device. Axon may charge Customer additional fees for exceeding purchased storage amounts. Axon may place Customer Content that Customer has not viewed or accessed for six (6) months into archival storage. Customer Content in archival storage will not have immediate availability and may take up to twenty-four (24) hours to access.

For Third-Party Unlimited Storage the following restrictions apply: (i) it may only be used in conjunction with a valid Axon's Evidence.com user license; (ii) is limited to data of the law enforcement Customer that purchased the Third-Party Unlimited Storage and the Axon's Evidence.com end user or Customer is prohibited from storing data for other law enforcement agencies; and (iii) Customer may only upload and store data that is directly related to: (1) the investigation of, or the prosecution of a crime; (2) common law enforcement activities; or (3) any Customer Content created by Axon Devices or Evidence.com.

9. **Location of Storage.** Axon may transfer Customer Content to third-party subcontractors for storage. Axon will determine the locations of data centers for storage of Customer Content. For United States agencies, Axon will ensure all Agency Content stored in Axon Cloud Services remains within the United States. Ownership of Customer Content remains with Customer.
10. **Suspension.** Axon may temporarily suspend Customer's or any end user's right to access or use any portion or all of Axon Cloud Services immediately upon notice, if Customer or end user's use of or registration for Axon Cloud Services may (a) pose a security risk to Axon Cloud Services or any third-party; (b) adversely impact Axon Cloud Services, the systems, or content of any other customer; (c) subject Axon, Axon's affiliates, or any third-party to liability; or (d) be fraudulent. Customer remains responsible for all fees incurred through suspension. Axon will not delete Customer Content because of suspension, except as specified in this Agreement.
11. **Axon Cloud Services Warranty.** Axon disclaims any warranties or responsibility for data corruption or errors before Customer uploads data to Axon Cloud Services.
12. **TASER Data Science Program.** Axon will provide a quantitative evaluation on the performance and effectiveness of TASER energy weapons in the field across a variety of circumstances.

If Customer purchases the TASER Data Science Program, Customer grants Axon, its affiliates, and assignees an irrevocable, perpetual, fully paid, royalty-free, and worldwide right and license to use Provided Data solely for the purposes of this Agreement and to create Transformed Data. Customer shall own all rights and title to Provided Data. Axon shall own all rights and title to Transformed Data and any derivatives of Transformed Data.

Axon grants to Customer an irrevocable, perpetual, fully paid, royalty-free, license to use to TASER Data Science report provided to Customer for its own internal purposes. **The Data Science report is provided "as is" and without any warranty of any kind.**

In the event Customer seeks Axon's deletion of Provided Data, it may submit a request to [privacy@axon.com](mailto:privacy@axon.com). Where reasonably capable of doing so, Axon will implement the request but at a minimum will not continue to collect Provided Data from Customer.

13. **Axon Records.** Axon Records is the software-as-a-service product that is generally available at the time Customer purchases an OSP 7 or OSP 10 bundle. During Customer's Axon Records Subscription Term, if any, Customer will be entitled to receive Axon's Update and Upgrade releases on an if-and-when available basis.

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- a. The Axon Records Subscription Term will end upon the completion of the Axon Records Subscription as documented in the Quote, or if purchased as part of an OSP 7 or OSP 10 bundle, upon completion of the OSP 7 or OSP 10 Term ("**Axon Records Subscription**")
  - b. An "**Update**" is a generally available release of Axon Records that Axon makes available from time to time. An "**Upgrade**" includes (i) new versions of Axon Records that enhance features and functionality, as solely determined by Axon; and/or (ii) new versions of Axon Records that provide additional features or perform additional functions. Upgrades exclude new products that Axon introduces and markets as distinct products or applications.
  - c. New or additional Axon products and applications, as well as any Axon professional services needed to configure Axon Records, are not included. If Customer purchases Axon Records as part of a bundled offering, the Axon Record subscription begins on the later of the (1) start date of that bundled offering, or (2) date Axon provisions Axon Records to Customer.
  - d. Users of Axon Records at the Customer may upload files to entities (incidents, reports, cases, etc) in Axon Records with no limit to the number of files and amount of storage. Notwithstanding the foregoing, Axon may limit usage should the Customer exceed an average rate of one-hundred (100) GB per user per year of uploaded files. Axon will not bill for overages.
14. **Axon Cloud Services Restrictions.** Customer and Customer end users (including employees, contractors, agents, officers, volunteers, and directors), may not, or may not attempt to:
- a. reverse engineer, disassemble, or decompile Axon Cloud Services or apply any process to derive any source code included in Axon Cloud Services, or allow others to do the same;
  - b. copy, modify, tamper with, repair, or create derivative works of any part of Axon Cloud Services;
  - c. access or use Axon Cloud Services with the intent to gain unauthorized access, avoid incurring fees or exceeding usage limits or quotas;
  - d. use Axon Cloud Services as a service bureau, or as part of an Customer infrastructure as a service;
  - e. use trade secret information contained in Axon Cloud Services, except as expressly permitted in this Agreement;
  - f. access Axon Cloud Services to build a competitive device or service or copy any features, functions, or graphics of Axon Cloud Services;
  - g. remove, alter, or obscure any confidentiality or proprietary rights notices (including copyright and trademark notices) of Axon's or Axon's licensors on or within Axon Cloud Services; or
  - h. use Axon Cloud Services to store or transmit infringing, libelous, or other unlawful or tortious material; material in violation of third-party privacy rights; or malicious code.
15. **Axon Narrative.** AI-Assisted Report Writing feature. Axon may impose usage restrictions if a single user generates more than one hundred (100) reports per month for two or more consecutive months.
16. **After Termination.** Axon will not delete Customer Content for ninety (90) days following termination. There will be no functionality of Axon Cloud Services during these ninety (90) days other than the ability to retrieve Customer Content. Customer will not incur additional fees if Customer downloads Customer Content from Axon Cloud Services during this time. Axon has no obligation to maintain or provide Customer Content after these ninety (90) days and will thereafter, unless legally prohibited, delete all Customer Content. Upon request, Axon will provide written proof that Axon successfully deleted and fully removed all Customer Content from Axon Cloud Services.
17. **Post-Termination Assistance.** Axon will provide Customer with the same post-termination data retrieval assistance that Axon generally makes available to all customers. Requests for Axon to provide additional assistance in downloading or transferring Customer Content, including requests for Axon's data egress service, will result in additional fees and Axon will not warrant or guarantee data integrity or readability in the external system.
18. **U.S. Government Rights.** If Customer is a U.S. Federal department or using Axon Cloud Services on behalf of a U.S. Federal department, Axon Cloud Services is provided as a "commercial item," "commercial computer software," "commercial computer software documentation," and "technical data", as defined in the Federal Acquisition Regulation and Defense Federal Acquisition Regulation Supplement. If Customer is using Axon Cloud
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Services on behalf of the U.S. Government and these terms fail to meet the U.S. Government's needs or are inconsistent in any respect with federal law, Customer will immediately discontinue use of Axon Cloud Services.

19. **Survival.** Upon any termination of this Agreement, the following sections in this Appendix will survive: Customer Owns Customer Content, Privacy, Storage, Axon Cloud Services Warranty, Customer Responsibilities and Axon Cloud Services Restrictions.



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### Axon Customer Experience Improvement Program Appendix

1. **Axon Customer Experience Improvement Program (ACEIP).** The ACEIP is designed to accelerate Axon's development of technology, such as building and supporting automated features, to ultimately increase safety within communities and drive efficiency in public safety. To this end, subject to the limitations on Axon as described below, Axon, where allowed by law, may make limited use of Customer Content from all of its customers to provide, develop, improve, and support current and future Axon products (collectively, "ACEIP Purposes"). However, at all times, Axon will comply with its obligations pursuant to the Axon Cloud Services Terms of Use Appendix to maintain a comprehensive data security program (including compliance with the CJIS Security Policy for Criminal Justice Information), privacy program, and data governance policy, including high industry standards of de-identifying Personal Data, to enforce its security and privacy obligations for the ACEIP. ACEIP has 2 tiers of participation, Tier 1 and Tier 2. By default, Customer will be a participant in ACEIP Tier 1. If Customer does not want to participate in ACEIP Tier 1, Customer can revoke its consent at any time. If Customer wants to participate in Tier 2, as detailed below, Customer can check the ACEIP Tier 2 box below. If Customer does not want to participate in ACEIP Tier 2, Customer should leave box unchecked. At any time, Customer may revoke its consent to ACEIP Tier 1, Tier 2, or both Tiers.
2. **ACEIP Tier 1.**
  - 2.1. When Axon uses Customer Content for the ACEIP Purposes, Axon will extract from Customer Content and may store separately copies of certain segments or elements of the Customer Content (collectively, "**ACEIP Content**"). When extracting ACEIP Content, Axon will use commercially reasonable efforts to aggregate, transform or de-identify Customer Content so that the extracted ACEIP Content is no longer reasonably capable of being associated with, or could reasonably be linked directly or indirectly to a particular individual ("**Privacy Preserving Technique(s)**"). For illustrative purposes, some examples are described in footnote 1<sup>1</sup>. For clarity, ACEIP Content will still be linked indirectly, with an attribution, to the Customer from which it was extracted. This attribution will be stored separately from the data itself, but is necessary for and will be solely used to enable Axon to identify and delete all ACEIP Content upon Customer request. Once de-identified, ACEIP Content may then be further modified, analyzed, and used to create derivative works. At any time, Customer may revoke the consent granted herein to Axon to access and use Customer Content for ACEIP Purposes. Within 30 days of receiving the Customer's request, Axon will no longer access or use Customer Content for ACEIP Purposes and will delete any and all ACEIP Content. Axon will also delete any derivative works which may reasonably be capable of being associated with, or could reasonably be linked directly or indirectly to Customer. In addition, if Axon uses Customer Content for the ACEIP Purposes, upon request, Axon will make available to Customer a list of the specific type of Customer Content being used to generate ACEIP Content, the purpose of such use, and the retention, privacy preserving extraction technique, and relevant data protection practices applicable to the Customer Content or ACEIP Content ("**Use Case**"). From time to time, Axon may develop and deploy new Use Cases. At least 30 days prior to authorizing the deployment of any new Use Case, Axon will provide Customer notice (by updating the list of Use Case at <https://www.axon.com/aceip> and providing Customer with a mechanism to obtain notice of that update or another commercially reasonable method to Customer designated contact) ("**New Use Case**").
  - 2.2. **Expiration of ACEIP Tier 1.** Customer consent granted herein will expire upon termination of the Agreement. In accordance with section 1.1.1, within 30 days of receiving the Customer's request, Axon will no longer access or use Customer Content for ACEIP Purposes and will delete ACEIP Content. Axon will also delete any derivative works which may reasonably be capable of being associated with, or could reasonably be linked directly or indirectly to, Customer.
3. **ACEIP Tier 2.** In addition to ACEIP Tier 1, if Customer wants to help further improve Axon's services, Customer may choose to participate in Tier 2 of the ACEIP. ACEIP Tier 2 grants Axon certain additional rights to use Customer

<sup>1</sup> For example; (a) when extracting specific text to improve automated transcription capabilities, text that could be used to directly identify a particular individual would not be extracted, and extracted text would be disassociated from identifying metadata of any speakers, and the extracted text would be split into individual words and aggregated with other data sources (including publicly available data) to remove any reasonable ability to link any specific text directly or indirectly back to a particular individual; (b) when extracting license plate data to improve Automated License Plate Recognition (ALPR) capabilities, individual license plate characters would be extracted and disassociated from each other so a complete plate could not be reconstituted, and all association to other elements of the source video, such as the vehicle, location, time, and the surrounding environment would also be removed; (c) when extracting audio of potential acoustic events (such as glass breaking or gun shots), very short segments (<1 second) of audio that only contains the likely acoustic events would be extracted and all human utterances would be removed.



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Content, in addition to those set forth in Tier 1 above, without the guaranteed deployment of a Privacy Preserving Technique to enable product development, improvement, and support that cannot be accomplished with aggregated, transformed, or de-identified data.

Check this box if Customer wants to help further improve Axon's services by participating in ACEIP Tier 2 in addition to Tier 1. Axon will not enroll Customer into ACEIP Tier 2 until Axon and Customer agree to terms in writing providing for such participation in ACEIP Tier 2.



**Professional Services Appendix**

If any of the Professional Services specified below are included on the Quote, this Appendix applies.

- Utilization of Services.** Customer must use professional services as outlined in the Quote and this Appendix within six (6) months of the Effective Date.
- Axon Full Service (Axon Full Service).** Axon Full Service includes advance remote project planning and configuration support and up to four (4) consecutive days of on-site service and a professional services manager to work with Customer to assess Customer's deployment and determine which on-site services are appropriate. If Customer requires more than four (4) consecutive on-site days, Customer must purchase additional days. Axon Full Service options include:

<p><b>System set up and configuration</b></p> <ul style="list-style-type: none"> <li>Instructor-led setup of Axon View on smartphones (if applicable)</li> <li>Configure categories and custom roles based on Customer need</li> <li>Register cameras to Customer domain</li> <li>Troubleshoot IT issues with Axon Evidence and Axon Dock ("Dock") access</li> <li>One on-site session included</li> </ul>
<p><b>Dock configuration</b></p> <ul style="list-style-type: none"> <li>Work with Customer to decide the ideal location of Docks and set configurations on Dock</li> <li>Authenticate Dock with Axon Evidence using admin credentials from Customer</li> <li>On-site assistance, not to include physical mounting of docks</li> </ul>
<p><b>Best practice implementation planning session</b></p> <ul style="list-style-type: none"> <li>Provide considerations for the establishment of video policy and system operations best practices based on Axon's observations with other agencies</li> <li>Discuss the importance of entering metadata in the field for organization purposes and other best practices for digital data management</li> <li>Provide referrals of other agencies using the Axon camera devices and Axon Evidence</li> <li>Recommend rollout plan based on review of shift schedules</li> </ul>
<p><b>System Admin and troubleshooting training sessions</b>                      Step-by-step explanation and assistance for Customer's configuration of security, roles &amp; permissions, categories &amp; retention, and other specific settings for Axon Evidence</p>
<p><b>Axon instructor training (Train the Trainer)</b>                      Training for Customer's in-house instructors who can support Customer's Axon camera and Axon Evidence training needs after Axon has fulfilled its contractual on-site obligations</p>
<p><b>Evidence sharing training</b>                      Tailored workflow instruction for Investigative Units on sharing Cases and Evidence with local prosecuting agencies</p>
<p><b>End user go-live training and support sessions</b></p> <ul style="list-style-type: none"> <li>Assistance with device set up and configuration</li> <li>Training on device use, Axon Evidence, and Evidence Sync</li> </ul>
<p><a href="#">Implementation document packet</a>                      Axon Evidence administrator guides, camera implementation guides, network setup guide, sample policies, and categories &amp; roles guide</p>
<p><b>Post go-live review</b></p>

- Body-Worn Camera Starter Service (Axon Starter).** Axon Starter includes advance remote project planning and configuration support and one (1) day of on-site Services and a professional services manager to work closely with Customer to assess Customer's deployment and determine which Services are appropriate. If Customer requires more than one (1) day of on-site Services, Customer must purchase additional on-site Services. The Axon Starter options include:

<p><b>System set up and configuration (Remote Support)</b></p>



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<ul style="list-style-type: none"> <li>• Instructor-led setup of Axon View on smartphones (if applicable)</li> <li>• Configure categories &amp; custom roles based on Customer need</li> <li>• Troubleshoot IT issues with Axon Evidence and Dock access</li> </ul>
<p><b>Dock configuration</b></p> <ul style="list-style-type: none"> <li>• Work with Customer to decide the ideal location of Dock setup and set configurations on Dock</li> <li>• Authenticate Dock with Axon Evidence using "Administrator" credentials from Customer</li> <li>• Does not include physical mounting of docks</li> </ul>
<p><b>Axon instructor training (Train the Trainer)</b>                  Training for Customer's in-house instructors who can support Customer's Axon camera and Axon Evidence training needs after Axon's has fulfilled its contracted on-site obligations</p>
<p><b>End user go-live training and support sessions</b></p> <ul style="list-style-type: none"> <li>• Assistance with device set up and configuration</li> <li>• Training on device use, Axon Evidence, and Evidence Sync</li> </ul>
<p><b><a href="#">Implementation document packet</a></b>                  Axon Evidence administrator guides, camera implementation guides, network setup guide, sample policies, and categories &amp; roles guide</p>

4. **Body-Worn Camera Virtual 1-Day Service (Axon Virtual).** Axon Virtual includes all items in the BWC Starter Service Package, except one (1) day of on-site services.

5. **CEW Services Packages.** CEW Services Packages are detailed below:

<p><b>System set up and configuration</b></p> <ul style="list-style-type: none"> <li>• Configure Axon Evidence categories &amp; custom roles based on Customer need.</li> <li>• Troubleshoot IT issues with Axon Evidence.</li> <li>• Register users and assign roles in Axon Evidence.</li> <li>• <b>For the CEW Full Service Package:</b> On-site assistance included</li> <li>• <b>For the CEW Starter Package:</b> Virtual assistance included</li> </ul>
<p><b>Dedicated Project Manager</b>                  Assignment of specific Axon representative for all aspects of planning the rollout (Project Manager). Ideally, Project Manager will be assigned to Customer 4–6 weeks before rollout</p>
<p><b>Best practice implementation planning session to include:</b></p> <ul style="list-style-type: none"> <li>• Provide considerations for the establishment of CEW policy and system operations best practices based on Axon's observations with other agencies</li> <li>• Discuss the importance of entering metadata and best practices for digital data management</li> <li>• Provide referrals to other agencies using TASER CEWs and Axon Evidence</li> <li>• <b>For the CEW Full Service Package:</b> On-site assistance included</li> <li>• <b>For the CEW Starter Package:</b> Virtual assistance included</li> </ul>
<p><b>System Admin and troubleshooting training sessions</b>                  On-site sessions providing a step-by-step explanation and assistance for Customer's configuration of security, roles &amp; permissions, categories &amp; retention, and other specific settings for Axon Evidence</p>
<p><b>Axon Evidence Instructor training</b></p> <ul style="list-style-type: none"> <li>• Provide training on the Axon Evidence to educate instructors who can support Customer's subsequent Axon Evidence training needs.</li> <li>• <b>For the CEW Full Service Package:</b> Training for up to 3 individuals at Customer</li> <li>• <b>For the CEW Starter Package:</b> Training for up to 1 individual at Customer</li> </ul>
<p><b>TASER CEW inspection and device assignment</b>                  Axon's on-site professional services team will perform functions check on all new TASER CEW Smart weapons and assign them to a user on Axon Evidence.</p>
<p><b>Post go-live review</b>  <b>For the CEW Full Service Package:</b> On-site assistance included.  <b>For the CEW Starter Package:</b> Virtual assistance included.</p>

6. **Smart Weapon Transition Service.** The Smart Weapon Transition Service includes:

<p><b>Archival of CEW Firing Logs</b>                  Axon's on-site professional services team will upload CEW firing logs to Axon Evidence from all TASER CEW</p>
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Smart Weapons that Customer is replacing with newer Smart Weapon models.

**Return of Old Weapons**

Axon's on-site professional service team will ship all old weapons back to Axon's headquarters.  
Axon will provide Customer with a Certificate of Destruction

\*Note: CEW Full Service packages for TASER 7 or TASER 10 include Smart Weapon Transition Service instead of 1-Day Device Specific Instructor Course.

7. **VR Services Package.** VR Service includes advance remote project planning and configuration support and one (1) day of on-site service and a professional services manager to work with Customer to assess Customer's deployment and determine which Services are appropriate. The VR Service training options include:

**System set up and configuration (Remote Support)**

- Instructor-led setup of Axon VR headset content
- Configure Customer settings based on Customer need
- Troubleshoot IT issues with Axon VR headset

**Axon instructor training (Train the Trainer)**

Training for up to five (5) Customer's in-house instructors who can support Customer's Axon VR CET and SIM training needs after Axon's has fulfilled its contracted on-site obligations

**Classroom and practical training sessions**

Step-by-step explanation and assistance for Customer's configuration of Axon VR CET and SIM functionality, basic operation, and best practices

8. **Axon Air, On-Site Training.** Axon Air, On-Site training includes advance remote project planning and configuration support and one (1) day of on-site Services and a professional services manager to work closely with Customer to assess Customer's deployment and determine which Services are appropriate. If Customer's requires more than one (1) day of on-site Services, Customer must purchase additional on-site Services. The Axon Air, On-Site training options include:

**System set up and configuration (Remote Support)**

- Instructor-led setup of Axon Air App (ASDS)
- Configure Customer settings based on Customer need
- Configure drone controller
- Troubleshoot IT issues with Axon Evidence

**Axon instructor training (Train the Trainer)**

Training for Customer's in-house instructors who can support Customer's Axon Air and Axon Evidence training needs after Axon's has fulfilled its contracted on-site obligations

**Classroom and practical training sessions**

Step-by-step explanation and assistance for Customer's configuration of Axon Respond+ livestreaming functionality, basic operation, and best practices

9. **Axon Air, Virtual Training.** Axon Air, Virtual training includes all items in the Axon Air, On-Site Training Package, except the practical training session, with the Axon Instructor training for up to four hours virtually.

10. **Signal Sidearm Installation Service.**

- a. **Purchases of 50 SSA units or more:** Axon will provide one (1) day of on-site service and one professional services manager and will provide train the trainer instruction, with direct assistance on the first of each unique holster/mounting type. Customer is responsible for providing a suitable work/training area.
- b. **Purchases of less than 50 SSA units:** Axon will provide a 1-hour virtual instruction session on the basics of installation and device calibration.

11. **Out of Scope Services.** Axon is only responsible to perform the professional services described in the Quote and this Appendix. Any additional professional services are out of scope. The Parties must document scope changes in a written and signed change order. Changes may require an equitable adjustment in the charges or schedule.

12. **Delivery of Services.** Axon personnel will work Monday through Friday, 8:30 a.m. to 5:30 p.m., except holidays. Axon will perform all on-site tasks over a consecutive timeframe. Axon will not charge Customer travel time by Axon



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personnel to Customer premises as work hours.

13. **Access Computer Systems to Perform Services.** Customer authorizes Axon to access relevant Customer computers and networks, solely for performing the Services. Axon will work to identify as soon as reasonably practicable resources and information Axon expects to use and will provide an initial itemized list to Customer. Customer is responsible for and assumes the risk of any problems, delays, losses, claims, or expenses resulting from the content, accuracy, completeness, and consistency of all data, materials, and information supplied by Customer.
14. **Site Preparation.** Axon will provide a hardcopy or digital copy of current user documentation for the Axon Devices ("**User Documentation**"). User Documentation will include all required environmental specifications for the professional services and Axon Devices to operate per the Axon Device User Documentation. Before installation of Axon Devices (whether performed by Customer or Axon), Customer must prepare the location(s) where Axon Devices are to be installed ("**Installation Site**") per the environmental specifications in the Axon Device User Documentation. Following installation, Customer must maintain the Installation Site per the environmental specifications. If Axon modifies Axon Device User Documentation for any Axon Devices under this Agreement, Axon will provide the update to Customer when Axon generally releases it
15. **Acceptance.** When Axon completes professional services, Axon will present an acceptance form ("**Acceptance Form**") to Customer. Customer will sign the Acceptance Form acknowledging completion. If Customer reasonably believes Axon did not complete the professional services in substantial conformance with this Agreement, Customer must notify Axon in writing of the specific reasons for rejection within seven (7) calendar days from delivery of the Acceptance Form. Axon will address the issues and re-present the Acceptance Form for signature. If Axon does not receive the signed Acceptance Form or written notification of reasons for rejection within seven (7) calendar days of delivery of the Acceptance Form, Axon will deem Customer to have accepted the professional services.
16. **Customer Network.** For work performed by Axon transiting or making use of Customer's network, Customer is solely responsible for maintenance and functionality of the network. In no event will Axon be liable for loss, damage, or corruption of Customer's network from any cause.



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### Technology Assurance Plan Appendix

If Technology Assurance Plan ("TAP") or a bundle including TAP is on the Quote, this appendix applies.

1. **TAP Warranty.** The TAP warranty is an extended warranty that starts at the end of the one- (1-) year hardware limited warranty.
2. **Officer Safety Plan.** If Customer purchases an Officer Safety Plan ("OSP"), Customer will receive the deliverables detailed in the Quote. Customer must accept delivery of the TASER CEW and accessories as soon as available from Axon.
3. **OSP 7 or OSP 10 Term.** OSP 7 or OSP 10 begins on the date specified in the Quote ("OSP Term").
4. **TAP BWC Upgrade.** If Customer has no outstanding payment obligations and purchased TAP, Axon will provide Customer a new Axon body-worn camera ("BWC Upgrade") as scheduled in the Quote. If Customer purchased TAP, Axon will provide a BWC Upgrade that is the same or like Axon Device, at Axon's option. Axon makes no guarantee the BWC Upgrade will utilize the same accessories or Axon dock.
5. **TAP Dock Upgrade.** If Customer has no outstanding payment obligations and purchased TAP, Axon will provide Customer a new Axon Dock as scheduled in the Quote ("Dock Upgrade"). Accessories associated with any Dock Upgrades are subject to change at Axon discretion. Dock Upgrades will only include a new Axon dock bay configuration unless a new Axon dock core is required for BWC compatibility. If Customer originally purchased a single-bay Axon dock, the Dock Upgrade will be a single-bay Axon dock model that is the same or like Axon Device, at Axon's option. If Customer originally purchased a multi-bay Axon dock, the Dock Upgrade will be a multi-bay Axon dock that is the same or like Axon Device, at Axon's option.
6. **Upgrade Delay.** Axon may ship the BWC and Dock Upgrades as scheduled in the Quote without prior confirmation from Customer unless the Parties agree in writing otherwise at least ninety (90) days in advance. Axon may ship the final BWC and Dock Upgrade as scheduled in the Quote sixty (60) days before the end of the Subscription Term without prior confirmation from Customer.
7. **Upgrade Change.** If Customer wants to upgrade Axon Device models from the current Axon Device to an upgraded Axon Device, Customer must pay the price difference between the MSRP for the current Axon Device and the MSRP for the upgraded Axon Device. If the model Customer desires has an MSRP less than the MSRP of the offered BWC Upgrade or Dock Upgrade, Axon will not provide a refund. The MSRP is the MSRP in effect at the time of the upgrade.
8. **Return of Original Axon Device.** Within thirty (30) days of receiving a BWC or Dock Upgrade, Customer must return the original Axon Devices to Axon or destroy the Axon Devices and provide a certificate of destruction to Axon including serial numbers for the destroyed Axon Devices. If Customer does not return or destroy the Axon Devices, Axon will deactivate the serial numbers for the Axon Devices received by Customer.
9. **Termination.** If Customer's payment for TAP, OSP, or Axon Evidence is more than thirty (30) days past due, Axon may terminate TAP or OSP. Once TAP or OSP terminates for any reason:
  - 9.1. TAP and OSP coverage terminate as of the date of termination and no refunds will be given.
  - 9.2. Axon will not and has no obligation to provide the Upgrade Models.
  - 9.3. Customer must make any missed payments due to the termination before Customer may purchase any future TAP or OSP.





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**TASER Device Appendix**

This TASER Device Appendix applies to Customer’s TASER 7/10, OSP 7/10, OSP Plus, or OSP 7/10 Plus Premium purchase from Axon, if applicable.

1. **Duty Cartridge Replenishment Plan.** If the Quote includes "Duty Cartridge Replenishment Plan", Customer must purchase the plan for each CEW user. A CEW user includes officers that use a CEW in the line of duty and those that only use a CEW for training. Customer may not resell cartridges received. Axon will only replace cartridges used in the line of duty.
2. **Training.** If the Quote includes a TASER On Demand Certification subscription, Customer will have on-demand access to TASER Instructor and TASER Master Instructor courses only for the duration of the TASER Subscription Term. Axon will issue a maximum of ten (10) TASER Instructor vouchers and ten (10) TASER Master Instructor vouchers for every thousand TASER Subscriptions purchased. Customer shall utilize vouchers to register for TASER courses at their discretion however Customer may incur a fee for cancellations less than 10 business days prior to a course date or failure to appear to a registered course. The voucher has no cash value. Customer cannot exchange voucher for any other device or service. Any unused vouchers at the end of the Term will be forfeited. A voucher does not include any travel or other expenses that might be incurred related to attending a course.
3. **Extended Warranty.** If the Quote includes an extended warranty, the extended warranty coverage period warranty will be for a five- (5-) year term, which includes the hardware manufacturer’s warranty plus the four- (4-) year extended term.
4. **Trade-in.** If the Quote contains a discount on CEW-related line items and that discount is contingent upon the trade-in of hardware, Customer must return used hardware and accessories associated with the discount ("**Trade-In Units**") to Axon within the below prescribed timeline. Customer must ship batteries via ground shipping. Axon will pay shipping costs of the return. If Axon does not receive Trade-In Units within the timeframe below, Axon will invoice Customer the value of the trade-in credit. Customer may not destroy Trade-In Units and receive a trade-in credit.

<b>Customer Size</b>	<b>Days to Return from Start Date of TASER 10 Subscription</b>
Less than 100 officers	60 days
100 to 499 officers	90 days
500+ officers	180 days

5. **TASER Device Subscription Term.** The TASER Device Subscription Term for a standalone TASER Device purchase begins on shipment of the TASER Device. The TASER Device Subscription Term for OSP 7/10 begins on the OSP 7/10 start date.
6. **Access Rights.** Upon Axon granting Customer a TASER Device Axon Evidence subscription, Customer may access and use Axon Evidence for the storage and management of data from TASER Devices devices during the TASER Device Subscription Term. Customer may not exceed the number of end users the Quote specifies.
7. **Customer Warranty.** If Customer is located in the US, Customer warrants and acknowledges that TASER 10 is classified as a firearm and is being acquired for official Customer use pursuant to a law enforcement Customer transfer under the Gun Control Act of 1968.
8. **Purchase Order.** To comply with applicable laws and regulations, Customer must provide a purchase order to Axon prior to shipment of TASER 10.
9. **Apollo Grant (US only).** If Customer has received an Apollo Grant from Axon, Customer must pay all fees in the Quote prior to upgrading to any new TASER Device offered by Axon.
10. **Termination.** If payment for TASER Device is more than thirty (30) days past due, Axon may terminate Customer's TASER Device plan by notifying Customer. Upon termination for any reason, then as of the date of termination:
  - 10.1. TASER Device extended warranties and access to Training Content will terminate. No refunds will be given.
  - 10.2. Axon will invoice Customer the remaining MSRP for TASER Devices received before termination. If terminating for non-appropriations, Axon will not invoice Customer if Customer returns the TASER Device, rechargeable battery, holster, dock, core, training suits, and unused cartridges to Axon within thirty (30) days of the date of



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termination.

10.3. Customer will be responsible for payment of any missed payments due to the termination before being allowed to purchase any future TASER Device plan.



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### Axon Auto-Tagging Appendix

If Auto-Tagging is included on the Quote, this Appendix applies.

1. **Scope.** Axon Auto-Tagging consists of the development of a module to allow Axon Evidence to interact with Customer's Computer-Aided Dispatch ("**CAD**") or Records Management Systems ("**RMS**"). This allows end users to auto-populate Axon video meta-data with a case ID, category, and location-based on data maintained in Customer's CAD or RMS.
2. **Support.** For thirty (30) days after completing Auto-Tagging Services, Axon will provide up to five (5) hours of remote support at no additional charge. Axon will provide free support due to a change in Axon Evidence, if Customer maintains an Axon Evidence and Auto-Tagging subscription. Axon will not provide support if a change is required because Customer changes its CAD or RMS.
3. **Changes.** Axon is only responsible to perform the Services in this Appendix. Any additional Services are out of scope. The Parties must document scope changes in a written and signed change order. Changes may require an equitable adjustment in fees or schedule.
4. **Customer Responsibilities.** Axon's performance of Auto-Tagging Services requires Customer to:
  - 4.1. Make available relevant systems, including Customer's current CAD or RMS, for assessment by Axon (including remote access if possible);
  - 4.2. Make required modifications, upgrades or alterations to Customer's hardware, facilities, systems and networks related to Axon's performance of Auto-Tagging Services;
  - 4.3. Provide access to the premises where Axon is performing Auto-Tagging Services, subject to Customer safety and security restrictions, and allow Axon to enter and exit the premises with laptops and materials needed to perform Auto-Tagging Services;
  - 4.4. Provide all infrastructure and software information (TCP/IP addresses, node names, network configuration) necessary for Axon to provide Auto-Tagging Services;
  - 4.5. Promptly install and implement any software updates provided by Axon;
  - 4.6. Ensure that all appropriate data backups are performed;
  - 4.7. Provide assistance, participation, and approvals in testing Auto-Tagging Services;
  - 4.8. Provide Axon with remote access to Customer's Axon Evidence account when required;
  - 4.9. Notify Axon of any network or machine maintenance that may impact the performance of the module at Customer; and
  - 4.10. Ensure reasonable availability of knowledgeable staff and personnel to provide timely, accurate, complete, and up-to-date documentation and information to Axon.
5. **Access to Systems.** Customer authorizes Axon to access Customer's relevant computers, network systems, and CAD or RMS solely for performing Auto-Tagging Services. Axon will work diligently to identify the resources and information Axon expects to use and will provide an initial list to Customer. Customer is responsible for and assumes the risk of any problems, delays, losses, claims, or expenses resulting from the content, accuracy, completeness, and consistency of all data, materials, and information supplied by Customer.



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### Axon Fleet Appendix

If Axon Fleet is included on the Quote, this Appendix applies.

1. **Customer Responsibilities.**
  - 1.1. Customer must ensure its infrastructure and vehicles adhere to the minimum requirements to operate Axon Fleet 2 Axon Fleet 3 or a future Fleet iteration (collectively, "**Axon Fleet**") as established by Axon during the qualifier call and on-site assessment at Customer and in any technical qualifying questions. If Customer's representations are inaccurate, the Quote is subject to change.
  - 1.2. Customer is responsible for providing a suitable work area for Axon or Axon third-party providers to install Axon Fleet systems into Customer vehicles. Customer is responsible for making available all vehicles for which installation services were purchased, during the agreed upon onsite installation dates, Failure to make vehicles available may require an equitable adjustment in fees or schedule.
2. **Cradlepoint.** If Customer purchases Cradlepoint Enterprise Cloud Manager, Customer will comply with Cradlepoint's end user license agreement. The term of the Cradlepoint license may differ from the Axon Evidence Subscription. If Customer requires Cradlepoint support, Customer will contact Cradlepoint directly.
3. **Third-party Installer.** Axon will not be liable for the failure of Axon Fleet hardware to operate per specifications if such failure results from installation not performed by, or as directed by Axon.
4. **Wireless Offload Server.**
  - 4.1. **License Grant.** Axon grants Customer a non-exclusive, royalty-free, worldwide, perpetual license to use Wireless Offload Server ("**WOS**"). "Use" means storing, loading, installing, or executing WOS solely for data communication with Axon Devices for the number of licenses purchased. The WOS term begins upon the start of the Axon Evidence Subscription.
  - 4.2. **Restrictions.** Customer may not: (a) modify, alter, tamper with, repair, or create derivative works of WOS; (b) reverse engineer, disassemble, or decompile WOS, apply any process to derive the source code of WOS, or allow others to do so; (c) access or use WOS to avoid incurring fees or exceeding usage limits; (d) copy WOS in whole or part; (e) use trade secret information contained in WOS; (f) resell, rent, loan or sublicense WOS; (g) access WOS to build a competitive device or service or copy any features, functions or graphics of WOS; or (h) remove, alter or obscure any confidentiality or proprietary rights notices (including copyright and trademark notices) of Axon or Axon's licensors on or within WOS.
  - 4.3. **Updates.** If Customer purchases WOS maintenance, Axon will make updates and error corrections to WOS ("**WOS Updates**") available electronically via the Internet or media as determined by Axon. Customer is responsible for establishing and maintaining adequate Internet access to receive WOS Updates and maintaining computer equipment necessary for use of WOS. The Quote will detail the maintenance term.
  - 4.4. **WOS Support.** Upon request by Axon, Customer will provide Axon with access to Customer's store and forward servers solely for troubleshooting and maintenance.
5. **Axon Vehicle Software.**
  - 5.1. **License Grant.** Axon grants Customer a non-exclusive, royalty-free, worldwide, perpetual license to use ViewXL or Dashboard (collectively, "**Axon Vehicle Software**"). "Use" means storing, loading, installing, or executing Axon Vehicle Software solely for data communication with Axon Devices. The Axon Vehicle Software term begins upon the start of the Axon Evidence Subscription.
  - 5.2. **Restrictions.** Customer may not: (a) modify, alter, tamper with, repair, or create derivative works of Axon Vehicle Software; (b) reverse engineer, disassemble, or decompile Axon Vehicle Software, apply any process to derive the source code of Axon Vehicle Software, or allow others to do so; (c) access or use Axon Vehicle Software to avoid incurring fees or exceeding usage limits; (d) copy Axon Vehicle Software in whole or part; (e) use trade secret information contained in Axon Vehicle Software; (f) resell, rent, loan or sublicense Axon Vehicle Software; (g) access Axon Vehicle Software to build a competitive device or service or copy any features, functions or graphics of Axon Vehicle Software; or (h) remove, alter or obscure any confidentiality or proprietary rights notices (including copyright and trademark notices) of Axon or Axon's licensors on or within Axon Vehicle Software.



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6. **Acceptance Checklist.** If Axon provides services to Customer pursuant to any statement of work in connection with Axon Fleet, within seven (7) days of the date on which Customer retrieves Customer's vehicle(s) from the Axon installer, said vehicle having been installed and configured with tested and fully and properly operational in-car hardware and software identified above, Customer will receive a Professional Services Acceptance Checklist to submit to Axon indicating acceptance or denial of said deliverables.
7. **Axon Fleet Upgrade.** If Customer has no outstanding payment obligations and has purchased the "Fleet Technology Assurance Plan" (Fleet TAP), Axon will provide Customer with the same or like model of Fleet hardware ("**Axon Fleet Upgrade**") as scheduled on the Quote.
  - 7.1. If Customer would like to change models for the Axon Fleet Upgrade, Customer must pay the difference between the MSRP for the offered Axon Fleet Upgrade and the MSRP for the model desired. The MSRP is the MSRP in effect at the time of the upgrade. Customer is responsible for the removal of previously installed hardware and installation of the Axon Fleet Upgrade.
  - 7.2. Within thirty (30) days of receiving the Axon Fleet Upgrade, Customer must return the original Axon Devices to Axon or destroy the Axon Devices and provide a certificate of destruction to Axon, including serial numbers of the destroyed Axon Devices. If Customer does not destroy or return the Axon Devices to Axon, Axon will deactivate the serial numbers for the Axon Devices received by Customer.
8. **Axon Fleet Termination.** Axon may terminate Customer's Fleet subscription for non-payment. Upon any termination:
  - 8.1. Axon Fleet subscription coverage terminates, and no refunds will be given.
  - 8.2. Axon will not and has no obligation to provide the Axon Fleet Upgrade.
  - 8.3. Customer will be responsible for payment of any missed payments due to the termination before being allowed to purchase any future Fleet TAP.



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### Axon Respond Appendix

This Axon Respond Appendix applies to both Axon Respond and Axon Respond Plus, if either is included on the Quote.

1. **Axon Respond Subscription Term.** If Customer purchases Axon Respond as part of a bundled offering, the Axon Respond subscription begins on the later of the (1) start date of that bundled offering, or (2) date Axon provisions Axon Respond to Customer. If Customer purchases Axon Respond as a standalone, the Axon Respond subscription begins the later of the (1) date Axon provisions Axon Respond to Customer, or (2) first day of the month following the Effective Date. The Axon Respond subscription term will end upon the completion of the Axon Evidence Subscription associated with Axon Respond.
2. **Scope of Axon Respond.** The scope of Axon Respond is to assist Customer with real-time situational awareness during critical incidents to improve officer safety, effectiveness, and awareness. In the event Customer uses Axon Respond outside this scope, Axon may initiate good-faith discussions with Customer on upgrading Customer's Axon Respond to better meet Customer's needs.
3. **Axon Body LTE Requirements.** Axon Respond is only available and usable with an LTE enabled body-worn camera. Axon is not liable if Customer utilizes the LTE device outside of the coverage area or if the LTE carrier is unavailable. LTE coverage is only available in the United States, including any U.S. territories. Axon may utilize a carrier of Axon's choice to provide LTE service. Axon may change LTE carriers during the Term without Customer's consent.
4. **Axon Fleet LTE Requirements.** Axon Respond is only available and usable with a Fleet system configured with LTE modem and service. Customer is responsible for providing LTE service for the modem. Coverage and availability of LTE service is subject to Customer's LTE carrier.
5. **Axon Respond Service Limitations.** Customer acknowledges that LTE service is made available only within the operating range of the networks. Service may be temporarily refused, interrupted, or limited because of: (a) facilities limitations; (b) transmission limitations caused by atmospheric, terrain, other natural or artificial conditions adversely affecting transmission, weak batteries, system overcapacity, movement outside a service area or gaps in coverage in a service area, and other causes reasonably outside of the carrier's control such as intentional or negligent acts of third parties that damage or impair the network or disrupt service; or (c) equipment modifications, upgrades, relocations, repairs, and other similar activities necessary for the proper or improved operation of service.
  - 5.1. **With regard to Axon Body, Partner networks are made available as-is and the carrier makes no warranties or representations as to the availability or quality of roaming service provided by carrier partners, and the carrier will not be liable in any capacity for any errors, outages, or failures of carrier partner networks. Customer expressly understands and agrees that it has no contractual relationship whatsoever with the underlying wireless service provider or its affiliates or contractors and Customer is not a third-party beneficiary of any agreement between Axon and the underlying carrier.**
6. **Termination.** Upon termination of this Agreement, or if Customer stops paying for Axon Respond or bundles that include Axon Respond, Axon will end Axon Respond services, including any Axon-provided LTE service.



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### Add-on Services Appendix

This Appendix applies if Axon Community Request, Axon Redaction Assistant, and/or Axon Performance are included on the Quote.

1. **Subscription Term.** If Customer purchases Axon Community Request, Axon Redaction Assistant, or Axon Performance as part of OSP 7 or OSP 10, the subscription begins on the later of the (1) start date of the OSP 7 or OSP 10 Term, or (2) date Axon provisions Axon Community Request Axon Redaction Assistant, or Axon Performance to Customer.
  - 1.1. If Customer purchases Axon Community Request, Axon Redaction Assistant, or Axon Performance as a standalone, the subscription begins the later of the (1) date Axon provisions Axon Community Request, Axon Redaction Assistant, or Axon Performance to Customer, or (2) first day of the month following the Effective Date.
  - 1.2. The subscription term will end upon the completion of the Axon Evidence Subscription associated with the add-on.
2. **Axon Community Request Storage.** For Axon Community Request, Customer may store an unlimited amount of data submitted through the public portal ("**Portal Content**"), within Customer's Axon Evidence instance. The post-termination provisions outlined in the Axon Cloud Services Terms of Use Appendix also apply to Portal Content.
3. **Performance Auto-Tagging Data.** In order to provide some features of Axon Performance to Customer, Axon will need to store call for service data from Customer's CAD or RMS.



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### Axon Auto-Transcribe Appendix

This Appendix applies if Axon Auto-Transcribe is included on the Quote.

1. **Subscription Term.** If Customer purchases Axon Auto-Transcribe as part of a bundle or Axon Cloud Services subscription, the subscription begins on the later of the (1) start date of the bundle or Axon Cloud Services license term, or (2) date Axon provisions Axon Auto-Transcribe to Customer. If Customer purchases Axon Auto-Transcribe minutes as a standalone, the subscription begins on the date Axon provisions Axon Auto-Transcribe to Customer.
  - 1.1. If Customer cancels Auto-Transcribe services, any amounts owed by the Parties will be based on the amount of time passed under the annual subscription, rather than on the number of minutes used, regardless of usage.
2. **Auto-Transcribe A-La-Carte Minutes.** Upon Axon granting Customer a set number of minutes, Customer may utilize Axon Auto-Transcribe, subject to the number of minutes allowed on the Quote. Customer will not have the ability to roll over unused minutes to future Auto-Transcribe terms. Axon may charge Customer additional fees for exceeding the number of purchased minutes. Axon Auto-Transcribe minutes expire one year after being provisioned to Customer by Axon.
3. **Axon Unlimited Transcribe.** Upon Axon granting Customer an Unlimited Transcribe subscription to Axon Auto-Transcribe, Customer may utilize Axon Auto-Transcribe with no limit on the number of minutes. Unlimited Transcribe includes automatic transcription of all Axon BWC and Axon Capture footage. With regard to Axon Interview Room, Axon Fleet, Axon Citizen, or third-party transcription, transcription must be requested on demand. Notwithstanding the foregoing, Axon may limit usage after 5,000 minutes per user per month for multiple months in a row. Axon will not bill for overages.
4. **Warranty.** Axon disclaims all warranties, express or implied, for Axon Auto-Transcribe.





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## Axon Virtual Reality Content Terms of Use Appendix

If Virtual Reality is included on the Quote, this Appendix applies.

1. **Term.** The Quote will detail the products and license duration, as applicable, of the goods, services, and software, and contents thereof, provided by Axon to Customer related to virtual reality (collectively, "**Virtual Reality Media**").
2. **Headsets.** Customer may purchase additional virtual reality headsets from Axon. In the event Customer decides to purchase additional virtual reality headsets for use with Virtual Reality Media, Customer must purchase those headsets from Axon.
3. **License Restrictions.** All licenses will immediately terminate if Customer does not comply with any term of this Agreement. If Customer utilizes more users than stated in this Agreement, Customer must purchase additional Virtual Reality Media licenses from Axon. Customer may not use Virtual Reality Media for any purpose other than as expressly permitted by this Agreement. Customer may not:
  - 3.1. modify, tamper with, repair, or otherwise create derivative works of Virtual Reality Media;
  - 3.2. reverse engineer, disassemble, or decompile Virtual Reality Media or apply any process to derive the source code of Virtual Reality Media, or allow others to do the same;
  - 3.3. copy Virtual Reality Media in whole or part, except as expressly permitted in this Agreement;
  - 3.4. use trade secret information contained in Virtual Reality Media;
  - 3.5. resell, rent, loan or sublicense Virtual Reality Media;
  - 3.6. access Virtual Reality Media to build a competitive device or service or copy any features, functions, or graphics of Virtual Reality Media; or
  - 3.7. remove, alter, or obscure any confidentiality or proprietary rights notices (including copyright and trademark notices) of Axon or Axon's licensors on or within Virtual Reality Media or any copies of Virtual Reality Media.
4. **Privacy.** Customer's use of the Virtual Reality Media is subject to the Axon Virtual Reality Privacy Policy, a current version of which is available at <https://www.axon.com/axonvrprivacypolicy>.
5. **Termination.** Axon may terminate Customer's license immediately for Customer's failure to comply with any of the terms in this Agreement.



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### Axon Application Programming Interface Appendix

This Appendix applies if Axon's API Services or a subscription to Axon Cloud Services is included on the Quote.

#### 1. **Definitions.**

- 1.1. **"API Client"** means the software that acts as the interface between Customer's computer and the server, which is already developed or to be developed by Customer.
- 1.2. **"API Interface"** means software implemented by Customer to configure Customer's independent API Client Software to operate in conjunction with the API Service for Customer's authorized Use.
- 1.3. **"Axon Evidence Partner API, API or Axon API"** (collectively **"API Service"**) means Axon's API which provides a programmatic means to access data in Customer's Axon Evidence account or integrate Customer's Axon Evidence account with other systems.
- 1.4. **"Use"** means any operation on Customer's data enabled by the supported API functionality.

#### 2. **Purpose and License.**

- 2.1. Customer may use API Service and data made available through API Service, in connection with an API Client developed by Customer. Axon may monitor Customer's use of API Service to ensure quality, improve Axon devices and services, and verify compliance with this Agreement. Customer agrees to not interfere with such monitoring or obscure from Axon Customer's use of API Service. Customer will not use API Service for commercial use.
- 2.2. Axon grants Customer a non-exclusive, non-transferable, non-sublicensable, worldwide, revocable right and license during the Term to use API Service, solely for Customer's Use in connection with Customer's API Client.
- 2.3. Axon reserves the right to set limitations on Customer's use of the API Service, such as a quota on operations, to ensure stability and availability of Axon's API. Axon will use reasonable efforts to accommodate use beyond the designated limits.

#### 3. **Configuration.** Customer will work independently to configure Customer's API Client with API Service for Customer's applicable Use. Customer will be required to provide certain information (such as identification or contact details) as part of the registration. Registration information provided to Axon must be accurate. Customer will inform Axon promptly of any updates. Upon Customer's registration, Axon will provide documentation outlining API Service information.

#### 4. **Customer Responsibilities.** When using API Service, Customer and its end users may not:

- 4.1. use API Service in any way other than as expressly permitted under this Agreement;
- 4.2. use in any way that results in, or could result in, any security breach to Axon;
- 4.3. perform an action with the intent of introducing any viruses, worms, defect, Trojan horses, malware, or any items of a destructive nature to Axon Devices and Services;
- 4.4. interfere with, modify, disrupt or disable features or functionality of API Service or the servers or networks providing API Service;
- 4.5. reverse engineer, decompile, disassemble, or translate or attempt to extract the source code from API Service or any related software;
- 4.6. create an API Interface that functions substantially the same as API Service and offer it for use by third parties;
- 4.7. provide use of API Service on a service bureau, rental or managed services basis or permit other individuals or entities to create links to API Service;
- 4.8. frame or mirror API Service on any other server, or wireless or Internet-based device;
- 4.9. make available to a third-party, any token, key, password or other login credentials to API Service;
- 4.10. take any action or inaction resulting in illegal, unauthorized or improper purposes; or
- 4.11. disclose Axon's API manual.

#### 5. **API Content.** All content related to API Service, other than Customer Content or Customer's API Client content, is considered Axon's API Content, including:

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- 5.1. the design, structure and naming of API Service fields in all responses and requests;
  - 5.2. the resources available within API Service for which Customer takes actions on, such as evidence, cases, users, or reports;
  - 5.3. the structure of and relationship of API Service resources; and
  - 5.4. the design of API Service, in any part or as a whole.
6. **Prohibitions on API Content**. Neither Customer nor its end users will use API content returned from the API Interface to:
- 6.1. scrape, build databases, or otherwise create permanent copies of such content, or keep cached copies longer than permitted by the cache header;
  - 6.2. copy, translate, modify, create a derivative work of, sell, lease, lend, convey, distribute, publicly display, or sublicense to any third-party;
  - 6.3. misrepresent the source or ownership; or
  - 6.4. remove, alter, or obscure any confidentiality or proprietary rights notices (including copyright and trademark notices).
7. **API Updates**. Axon may update or modify the API Service from time to time ("**API Update**"). Customer is required to implement and use the most current version of API Service and to make any applicable changes to Customer's API Client required as a result of such API Update. API Updates may adversely affect how Customer's API Client access or communicate with API Service or the API Interface. Each API Client must contain means for Customer to update API Client to the most current version of API Service. Axon will provide support for one (1) year following the release of an API Update for all depreciated API Service versions.



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### Axon Channel Services Appendix

This Appendix applies if Customer purchases Axon Channel Service, as set forth on the Quote.

1. **Definitions.**
  - 1.1. **"Axon Digital Evidence Management System"** means Axon Evidence or Axon Evidence Local, as specified in the attached Channel Services Statement of Work.
  - 1.2. **"Active Channel"** means a third-party system that is continuously communicating with an Axon Digital Evidence Management System.
  - 1.3. **"Inactive Channel"** means a third-party system that will have a one-time communication to an Axon Digital Evidence Management System.
2. **Scope.** Customer currently has a third-party system or data repository from which Customer desires to share data with Axon Digital Evidence Management. Axon will facilitate the transfer of Customer's third-party data into an Axon Digital Evidence Management System or the transfer of Customer data out of an Axon Digital Evidence Management System as defined in the Channel Services Statement of Work ("**Channel Services SOW**"). Channel Services will not delete any Customer Content. Customer is responsible for verifying all necessary data is migrated correctly and retained per Customer policy.
3. **Changes.** Axon is only responsible to perform the Services described in this Appendix and Channel Services SOW. Any additional services are out of scope. The Parties must document scope changes in a written and signed change order. Changes may require an equitable adjustment in the charges or schedule.
4. **Purpose and Use.** Customer is responsible for verifying Customer has the right to share data from and provide access to third-party system as it relates to the Services described in this Appendix and the Channel Services SOW. For Active Channels, Customer is responsible for any changes to a third-party system that may affect the functionality of the channel service. Any additional work required for the continuation of the Service may require additional fees. An Axon Field Engineer may require access to Customer's network and systems to perform the Services described in the Channel Services SOW. Customer is responsible for facilitating this access per all laws and policies applicable to Customer.
5. **Project Management.** Axon will assign a Project Manager to work closely with Customer's project manager and project team members and will be responsible for completing the tasks required to meet all contract deliverables on time and budget.
6. **Warranty.** Axon warrants that it will perform the Channel Services in a good and workmanlike manner.
7. **Monitoring.** Axon may monitor Customer's use of Channel Services to ensure quality, improve Axon devices and services, prepare invoices based on the total amount of data migrated, and verify compliance with this Agreement. Customer agrees not to interfere with such monitoring or obscure from Axon Customer's use of channel services.
8. **Customer's Responsibilities.** Axon's successful performance of the Channel Services requires Customer:
  - 8.1. Make available its relevant systems for assessment by Axon (including making these systems available to Axon via remote access);
  - 8.2. Provide access to the building facilities and where Axon is to perform the Channel Services, subject to safety and security restrictions imposed by the Customer (including providing security passes or other necessary documentation to Axon representatives performing the Channel Services permitting them to enter and exit Customer premises with laptop personal computers and any other materials needed to perform the Channel Services);
  - 8.3. Provide all necessary infrastructure and software information (TCP/IP addresses, node names, and network configuration) for Axon to provide the Channel Services;
  - 8.4. Ensure all appropriate data backups are performed;
  - 8.5. Provide Axon with remote access to the Customer's network and third-party systems when required for Axon to perform the Channel Services;
  - 8.6. Notify Axon of any network or machine maintenance that may impact the performance of the Channel Services; and
  - 8.7. Ensure the reasonable availability by phone or email of knowledgeable staff, personnel, system administrators,

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and operators to provide timely, accurate, complete, and up-to-date documentation and information to Axon (these contacts are to provide background information and clarification of information required to perform the Channel Services).



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### Axon Investigate Appendix

If the Quote includes Axon's On Prem Video Suite known as Axon Investigate or Third Party Video Support License, the following appendix shall apply.

1. **License Grant.** Subject to the terms and conditions specified below and upon payment of the applicable fees set forth in the Quote, Axon grants to Customer a nonexclusive, nontransferable license to install, use, and display the Axon Investigate software ("**Software**") solely for its own internal use only and for no other purpose, for the duration of subscription term set forth in the Quote. This Agreement does not grant Customer any right to enhancements or updates, but if such are made available to Customer and obtained by Customer they shall become part of the Software and governed by the terms of this Agreement.
2. **Third-Party Licenses.** Axon licenses several third-party codecs and applications that are integrated into the Software. Users with an active support contract with Axon are granted access to these additional features. By accepting this agreement, Customer agrees to and understands that an active support contract is required for all of the following features: DNxHD output formats, decoding files via the "fast indexing" method, proprietary file metadata, telephone and email support, and all future updates to the software. If Customer terminates the annual support contract with Axon, the features listed above will be disabled within the Software. It is recommended that users remain on an active support contract to maintain the full functionality of the Software.
3. **Restrictions on Use.** Customer may not permit any other person to use the Software unless such use is in accordance with the terms of this Agreement. Customer may not modify, translate, reverse engineer, reverse compile, decompile, disassemble or create derivative works with respect to the Software, except to the extent applicable laws specifically prohibit such restrictions. Customer may not rent, lease, sublicense, grant a security interest in or otherwise transfer Customer's rights to or to use the Software. Any rights not granted are reserved to Axon.
4. **Term.** For purchased perpetual Licenses only—excluding Licenses leased for a pre-determined period, evaluation licenses, companion licenses, as well as temporary licenses--the license shall be perpetual unless Customer fails to observe any of its terms, in which case it shall terminate immediately, and without additional prior notice. The terms of Paragraphs 1, 2, 3, 5, 6, 8 and 9 shall survive termination of this Agreement. For licenses leased for a pre-determined period, for evaluation licenses, companion licenses, as well as temporary licenses, the license is granted for a period beginning at the installation date and for the duration of the evaluation period or temporary period as agreed between Axon and Customer.
5. **Title.** Axon and its licensors shall have sole and exclusive ownership of all right, title, and interest in and to the Software and all changes, modifications, and enhancements thereof (including ownership of all trade secrets and copyrights pertaining thereto), regardless of the form or media in which the original or copies may exist, subject only to the rights and privileges expressly granted by Axon. This Agreement does not provide Customer with title or ownership of the Software, but only a right of limited use.
6. **Copies.** The Software is copyrighted under the laws of the United States and international treaty provisions. Customer may not copy the Software except for backup or archival purposes, and all such copies shall contain all Axon's notices regarding proprietary rights as contained in the Software as originally provided to Customer. If Customer receives one copy electronically and another copy on media, the copy on media may be used only for archival purposes and this license does not authorize Customer to use the copy of media on an additional server.
7. **Actions Required Upon Termination.** Upon termination of the license associated with this Agreement, Customer agrees to destroy all copies of the Software and other text and/or graphical documentation, whether in electronic or printed format, that describe the features, functions and operation of the Software that are provided by Axon to Customer ("**Software Documentation**") or return such copies to Axon. Regarding any copies of media containing regular backups of Customer's computer or computer system, Customer agrees not to access such media for the purpose of recovering the Software or online Software Documentation.
8. **Export Controls.** None of the Software, Software Documentation or underlying information may be downloaded or otherwise exported, directly or indirectly, without the prior written consent, if required, of the office of Export Administration of the United States, Department of Commerce, nor to any country to which the U.S. has embargoed goods, to any person on the U.S. Treasury Department's list of Specially Designated Nations, or the U.S. Department of Commerce's Table of Denials.
9. **U.S. Government Restricted Rights.** The Software and Software Documentation are Commercial Computer Software provided with Restricted Rights under Federal Acquisition Regulations and Customer supplements to them. Use, duplication or disclosure by the U.S. Government is subject to restrictions as set forth in subparagraph (c)(1)(ii) of the Rights in Technical Data and Computer Software clause at DFAR 255.227-7013 et. Seq. or 252.211-7015, or

Title: Master Services and Purchasing Agreement between Axon and Customer

Department: Legal

Version: 21

Release Date: 4/1/2024

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## Master Services and Purchasing Agreement for Customer

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subparagraphs (a) through (d) of the Commercial Computer Software Restricted Rights at FAR 52.227-19, as applicable, or similar clauses in the NASA FAR Supplement. Contractor/manufacturer is Axon Enterprise, Inc., 17800 North 85th Street, Scottsdale, Arizona 85255.



## Master Services and Purchasing Agreement for Customer

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### Axon Event Offer Appendix

If the Agreement includes the provision of, or Axon otherwise offers, ticket(s), travel and/or accommodation for select events hosted by Axon ("Axon Event"), the following shall apply:

10. **General.** Subject to the terms and conditions specified below and those in the Agreement, Axon may provide Customer with one or more offers to fund Axon Event ticket(s), travel and/or accommodation for Customer-selected employee(s) to attend one or more Axon Events. By entering into the Agreement, Customer warrants that it is appropriate and permissible for Customer to receive the referenced Axon Event offer(s) based on Customer's understanding of the terms and conditions outlined in this Axon Event Offer Appendix.
11. **Attendee/Employee Selection.** Customer shall have sole and absolute discretion to select the Customer employee(s) eligible to receive the ticket(s), travel and/or accommodation that is the subject of any Axon Event offer(s).
12. **Compliance.** It is the intent of Axon that any and all Axon Event offers comply with all applicable laws, regulations and ethics rules regarding contributions, including gifts and donations. Axon's provision of ticket(s), travel and/or accommodation for the applicable Axon Event to Customer is intended for the use and benefit of Customer in furtherance of its goals, and not the personal use or benefit of any official or employee of Customer. Axon makes this offer without seeking promises or favoritism for Axon in any bidding arrangements. Further, no exclusivity will be expected by either party in consideration for the offer. Axon makes the offer with the understanding that it will not, as a result of such offer, be prohibited from any procurement opportunities or be subject to any reporting requirements. If Customer's local jurisdiction requires Customer to report or disclose the fair market value of the benefits provided by Axon, Customer shall promptly contact Axon to obtain such information, and Axon shall provide the information necessary to facilitate Customer's compliance with such reporting requirements.
13. **Assignability.** Customer may not sell, transfer, or assign Axon Event ticket(s), travel and/or accommodation provided under the Agreement.
14. **Availability.** The provision of all offers of Axon Event ticket(s), travel and/or accommodation is subject to availability of funds and resources. Axon has no obligation to provide Axon Event ticket(s), travel and/or accommodation.
15. **Revocation of Offer.** Axon reserves the right at any time to rescind the offer of Axon Event ticket(s), travel and/or accommodation to Customer if Customer or its selected employees fail to meet the prescribed conditions or if changes in circumstances render the provision of such benefits impractical, inadvisable, or in violation of any applicable laws, regulations, and ethics rules regarding contributions, including gifts and donations.





**Axon Enterprise, Inc.**  
 17800 N 85th St.  
 Scottsdale, Arizona 85255  
 United States  
 VAT: 86-0741227  
 Domestic: (800) 978-2737  
 International: +1.800.978.2737

**Q-588175-45496.848GM**

Issued: 07/23/2024

➔ Quote Expiration:

Estimated Contract Start Date: 12/01/2024

Account Number: 131116

Payment Terms: N30

Delivery Method:

SHIP TO	BILL TO	SALES REPRESENTATIVE	PRIMARY CONTACT
Ottawa County Sheriff's Office - MI 12220 Fillmore St West Olive, MI 49460-8986 USA	Ottawa County Sheriff's Office - MI 12220 Fillmore St West Olive MI 49460-8986 USA Email:	Geoff Matthews Phone: +1 5132399452 Email: gmatthews@axon.com Fax:	James Douglas Phone: 616-738-4629 Email: jdouglas@miottawa.org Fax: 616-738-4062

**Payment Summary**

Date	Subtotal	Tax	Total
Nov 2024	\$1,022,386.21	\$0.00	\$1,022,386.21
Nov 2025	\$907,271.47	\$0.00	\$907,271.47
Nov 2026	\$907,271.47	\$0.00	\$907,271.47
Nov 2027	\$907,271.46	\$0.00	\$907,271.46
Nov 2028	\$907,271.46	\$0.00	\$907,271.46
<b>Total</b>	<b>\$4,651,472.07</b>	<b>\$0.00</b>	<b>\$4,651,472.07</b>

Quote List Price:  
Quote Subtotal:

\$6,635,089.94  
\$4,651,472.07

### Pricing

All deliverables are detailed in Delivery Schedules section lower in proposal

Item	Description	Term	Qty	List Price	Net Price	Subtotal	Tax	Total
<b>AXON AIR, CLASS 2 UAS BUNDLE</b>								
100580	AXON AIR - UAS LICENSE - CLASS 2	60m	1	\$13,000.20	\$13,000.20	\$13,000.20	\$0.00	\$13,000.20
100586	AXON AIR - API INTEGRATIONS ADD-ON	60m	1	\$2,500.20	\$2,500.20	\$2,500.20	\$0.00	\$2,500.20
100584	AXON AIR - ADVANCED STREAMING ADD-ON	60m	1	\$1,500.00	\$1,500.00	\$1,500.00	\$0.00	\$1,500.00
<b>AB4 Camera Bundle</b>								
100147	AXON BODY 4 - CAMERA - NA US FIRST RESPONDER BLK RAPIDLOCK		222	\$849.00	\$424.80	\$94,305.60	\$0.00	\$94,305.60
100466	AXON BODY 4 - CABLE - USB-C TO USB-C		245	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
74020	AXON BODY - MOUNT - MAGNET FLEXIBLE RAPIDLOCK		245	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100147	AXON BODY 4 - CAMERA - NA US FIRST RESPONDER BLK RAPIDLOCK		7	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>AB4 Multi Bay Dock Bundle</b>								
100206	AXON BODY 4 - 8 BAY DOCK		10	\$1,595.00	\$797.50	\$7,975.00	\$0.00	\$7,975.00
70033	AXON - DOCK WALL MOUNT - BRACKET ASSY		10	\$43.90	\$43.90	\$439.00	\$0.00	\$439.00
71019	AXON BODY - DOCK POWERCORD - NORTH AMERICA		10	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>AB4 1-Bay Dock Bundle</b>								
100201	AXON BODY 4 - DOCK - SINGLE BAY		222	\$229.00	\$114.50	\$25,419.00	\$0.00	\$25,419.00
71104	AXON - DOCK/DATAPORT POWERCORD - NORTH AMERICA		222	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Fleet 3 Basic</b>								
80495	AXON FLEET 3 - EXT WARRANTY - 2 CAMERA KIT	49m	120	\$487.55	\$524.29	\$62,914.80	\$0.00	\$62,914.80
80379	AXON SIGNAL - EXT WARRANTY - SIGNAL UNIT	49m	120	\$65.17	\$70.08	\$8,409.60	\$0.00	\$8,409.60
80495	AXON FLEET 3 - EXT WARRANTY - 2 CAMERA KIT	49m	4	\$487.55	\$524.29	\$2,097.16	\$0.00	\$2,097.16
72036	AXON FLEET 3 - STANDARD 2 CAMERA KIT		120	\$2,695.00	\$2,898.07	\$347,768.40	\$0.00	\$347,768.40
73391	AXON FLEET 3 - DEPLOYMENT PER VEHICLE - NOT OVERSIZED		120	\$1,700.00	\$1,828.09	\$219,370.80	\$0.00	\$219,370.80
80400	AXON EVIDENCE - FLEET VEHICLE LICENSE	60m	120	\$1,354.20	\$1,456.24	\$174,748.80	\$0.00	\$174,748.80
80410	AXON EVIDENCE - STORAGE - FLEET 1 CAMERA UNLIMITED	60m	240	\$1,152.00	\$525.31	\$126,074.40	\$0.00	\$126,074.40
70112	AXON SIGNAL - SIGNAL UNIT		120	\$279.00	\$300.02	\$36,002.40	\$0.00	\$36,002.40
72036	AXON FLEET 3 - STANDARD 2 CAMERA KIT		4	\$2,695.00	\$2,898.07	\$11,592.28	\$0.00	\$11,592.28
100469	AXON FLEET 3 - SIM INSERTION - ATT FIRSTNET		120	\$15.00	\$16.13	\$1,935.60	\$0.00	\$1,935.60
<b>AB4 FLEX POV HARDWARE BUNDLE</b>								
100200	AXON BODY 4 - FLEX POV MODULE		20	\$249.00	\$249.00	\$4,980.00	\$0.00	\$4,980.00
100853	AXON BODY 4 - MOUNT - POV COLLAR		22	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100852	AXON BODY 4 - C-CLIP - POV		20	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100958	AXON BODY 4 - FLEX POV MODULE CABLE 48 IN		20	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>BUNDLE - UNLIMITED</b>								

Item	Description	Term	Qty	List Price	Net Price	Subtotal	Tax	Total
73746	AXON EVIDENCE - ECOM LICENSE - PRO	60m	32	\$2,604.00	\$2,187.03	\$69,984.96	\$0.00	\$69,984.96
73680	AXON RESPOND PLUS - LICENSE	60m	32	\$1,288.80	\$1,082.43	\$34,637.76	\$0.00	\$34,637.76
73310	AXON BODY - TAP REFRESH 2 - CAMERA		33	\$963.00	\$808.80	\$26,690.40	\$0.00	\$26,690.40
73309	AXON BODY - TAP REFRESH 1 - CAMERA		33	\$918.00	\$771.00	\$25,443.00	\$0.00	\$25,443.00
73638	AXON STANDARDS - LICENSE	60m	32	\$651.00	\$546.76	\$17,496.32	\$0.00	\$17,496.32
80464	AXON BODY - TAP WARRANTY - CAMERA	49m	32	\$539.98	\$453.52	\$14,512.64	\$0.00	\$14,512.64
73686	AXON EVIDENCE - STORAGE - UNLIMITED (AXON DEVICE)	60m	32	\$1,627.20	\$429.14	\$13,732.48	\$0.00	\$13,732.48
73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	60m	320	\$39.00	\$32.76	\$10,483.20	\$0.00	\$10,483.20
100681	AXON SIGNAL - SIDEARM SENSOR ONLY		32	\$269.00	\$225.93	\$7,229.76	\$0.00	\$7,229.76
73314	AXON BODY - TAP REFRESH 2 - DOCK SINGLE BAY		32	\$260.00	\$218.37	\$6,987.84	\$0.00	\$6,987.84
73313	AXON BODY - TAP REFRESH 1 - DOCK SINGLE BAY		32	\$248.00	\$208.29	\$6,665.28	\$0.00	\$6,665.28
80466	AXON BODY - TAP WARRANTY - SINGLE BAY DOCK	49m	32	\$223.44	\$187.66	\$6,005.12	\$0.00	\$6,005.12
80464	AXON BODY - TAP WARRANTY - CAMERA	49m	1	\$539.98	\$453.52	\$453.52	\$0.00	\$453.52
71044	AXON SIGNAL - BATTERY - CR2430 SINGLE PACK		64	\$1.00	\$0.84	\$53.76	\$0.00	\$53.76
<b>BUNDLE - OFFICER SAFETY PLAN 10</b>								
73746	AXON EVIDENCE - ECOM LICENSE - PRO	60m	190	\$2,604.00	\$2,154.87	\$409,425.30	\$0.00	\$409,425.30
73686	AXON EVIDENCE - STORAGE - UNLIMITED (AXON DEVICE)	60m	190	\$1,627.20	\$1,346.55	\$255,844.50	\$0.00	\$255,844.50
73680	AXON RESPOND PLUS - LICENSE	60m	190	\$1,288.80	\$1,066.51	\$202,636.90	\$0.00	\$202,636.90
73638	AXON STANDARDS - LICENSE	60m	190	\$651.00	\$538.72	\$102,356.80	\$0.00	\$102,356.80
80464	AXON BODY - TAP WARRANTY - CAMERA	49m	190	\$539.98	\$446.85	\$84,901.50	\$0.00	\$84,901.50
73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	60m	1900	\$39.00	\$32.27	\$61,313.00	\$0.00	\$61,313.00
100681	AXON SIGNAL - SIDEARM SENSOR ONLY		190	\$269.00	\$222.60	\$42,294.00	\$0.00	\$42,294.00
73314	AXON BODY - TAP REFRESH 2 - DOCK SINGLE BAY		190	\$260.00	\$215.16	\$40,880.40	\$0.00	\$40,880.40
73313	AXON BODY - TAP REFRESH 1 - DOCK SINGLE BAY		190	\$248.00	\$205.23	\$38,993.70	\$0.00	\$38,993.70
80466	AXON BODY - TAP WARRANTY - SINGLE BAY DOCK	49m	190	\$223.44	\$184.90	\$35,131.00	\$0.00	\$35,131.00
73310	AXON BODY - TAP REFRESH 2 - CAMERA		196	\$963.00	\$59.87	\$11,734.52	\$0.00	\$11,734.52
80464	AXON BODY - TAP WARRANTY - CAMERA	49m	6	\$539.98	\$446.85	\$2,681.10	\$0.00	\$2,681.10
73746	AXON EVIDENCE - ECOM LICENSE - PRO	60m	1	\$2,604.00	\$2,154.87	\$2,154.87	\$0.00	\$2,154.87
71044	AXON SIGNAL - BATTERY - CR2430 SINGLE PACK		380	\$1.00	\$0.83	\$315.40	\$0.00	\$315.40
73309	AXON BODY - TAP REFRESH 1 - CAMERA		196	\$918.00	\$0.00	\$0.00	\$0.00	\$0.00
100704	AXON TASER 10 - EXT WARRANTY - HANDLE	49m	190	\$416.99	\$345.07	\$65,563.30	\$0.00	\$65,563.30
80374	AXON TASER - EXT WARRANTY - BATTERY PACK T7/T10	49m	190	\$25.97	\$21.49	\$4,083.10	\$0.00	\$4,083.10
100704	AXON TASER 10 - EXT WARRANTY - HANDLE	49m	6	\$416.99	\$345.07	\$2,070.42	\$0.00	\$2,070.42
80374	AXON TASER - EXT WARRANTY - BATTERY PACK T7/T10	49m	33	\$25.97	\$21.49	\$709.17	\$0.00	\$709.17
80396	AXON TASER - EXT WARRANTY - DOCK SIX BAY T7/T10	49m	2	\$388.57	\$321.55	\$643.10	\$0.00	\$643.10
80374	AXON TASER - EXT WARRANTY - BATTERY PACK T7/T10	49m	6	\$25.97	\$21.49	\$128.94	\$0.00	\$128.94
100390	AXON TASER 10 - HANDLE - YELLOW CLASS 3R		190	\$2,300.00	\$1,903.31	\$361,628.90	\$0.00	\$361,628.90
100399	AXON TASER 10 - CARTRIDGE - LIVE		3800	\$22.00	\$18.21	\$69,198.00	\$0.00	\$69,198.00
100751	AXON TASER 10 - REPLACEMENT ACCESS PROGRAM - DUTY CARTRIDGE	60m	190	\$381.00	\$315.29	\$59,905.10	\$0.00	\$59,905.10
20248	AXON TASER - EVIDENCE.COM LICENSE	60m	190	\$338.40	\$280.03	\$53,205.70	\$0.00	\$53,205.70
100400	AXON TASER 10 - CARTRIDGE - HALT		1520	\$22.00	\$18.21	\$27,679.20	\$0.00	\$27,679.20
100400	AXON TASER 10 - CARTRIDGE - HALT		1520	\$22.00	\$18.21	\$27,679.20	\$0.00	\$27,679.20
100400	AXON TASER 10 - CARTRIDGE - HALT		1520	\$22.00	\$18.21	\$27,679.20	\$0.00	\$27,679.20
100400	AXON TASER 10 - CARTRIDGE - HALT		1520	\$22.00	\$18.21	\$27,679.20	\$0.00	\$27,679.20
100393	AXON TASER 10 - MAGAZINE - LIVE DUTY BLACK		190	\$160.00	\$132.40	\$25,156.00	\$0.00	\$25,156.00
100400	AXON TASER 10 - CARTRIDGE - HALT		1140	\$22.00	\$18.21	\$20,759.40	\$0.00	\$20,759.40

Item	Description	Term	Qty	List Price	Net Price	Subtotal	Tax	Total
20018	AXON TASER - BATTERY PACK - TACTICAL		190	\$110.00	\$91.03	\$17,295.70	\$0.00	\$17,295.70
100611	AXON TASER 10 - SAFARILAND HOLSTER - RH		190	\$83.20	\$68.85	\$13,081.50	\$0.00	\$13,081.50
100390	AXON TASER 10 - HANDLE - YELLOW CLASS 3R		6	\$2,300.00	\$1,903.31	\$11,419.86	\$0.00	\$11,419.86
100399	AXON TASER 10 - CARTRIDGE - LIVE		570	\$22.00	\$18.21	\$10,379.70	\$0.00	\$10,379.70
100399	AXON TASER 10 - CARTRIDGE - LIVE		570	\$22.00	\$18.21	\$10,379.70	\$0.00	\$10,379.70
100399	AXON TASER 10 - CARTRIDGE - LIVE		570	\$22.00	\$18.21	\$10,379.70	\$0.00	\$10,379.70
100399	AXON TASER 10 - CARTRIDGE - LIVE		570	\$22.00	\$18.21	\$10,379.70	\$0.00	\$10,379.70
101180	AXON TASER - DATA SCIENCE PROGRAM	60m	190	\$64.80	\$53.62	\$10,187.80	\$0.00	\$10,187.80
100396	AXON TASER 10 - MAGAZINE - INERT RED		30	\$160.00	\$132.40	\$3,972.00	\$0.00	\$3,972.00
20018	AXON TASER - BATTERY PACK - TACTICAL		33	\$110.00	\$91.03	\$3,003.99	\$0.00	\$3,003.99
74200	AXON TASER - DOCK - SIX BAY PLUS CORE		2	\$1,689.32	\$1,397.95	\$2,795.90	\$0.00	\$2,795.90
100623	AXON TASER - TRAINING - ENHANCED HALT SUIT V2		4	\$750.00	\$632.94	\$2,531.76	\$0.00	\$2,531.76
100394	AXON TASER 10 - MAGAZINE - HALT TRAINING BLUE		16	\$160.00	\$132.40	\$2,118.40	\$0.00	\$2,118.40
100395	AXON TASER 10 - MAGAZINE - LIVE TRAINING PURPLE		9	\$160.00	\$132.40	\$1,191.60	\$0.00	\$1,191.60
100393	AXON TASER 10 - MAGAZINE - LIVE DUTY BLACK		6	\$160.00	\$132.40	\$794.40	\$0.00	\$794.40
20248	AXON TASER - EVIDENCE.COM LICENSE	60m	2	\$338.40	\$280.03	\$560.06	\$0.00	\$560.06
20018	AXON TASER - BATTERY PACK - TACTICAL		6	\$110.00	\$91.03	\$546.18	\$0.00	\$546.18
80087	AXON TASER - TARGET - CONDUCTIVE PROFESSIONAL RUGGEDIZED		3	\$177.89	\$147.21	\$441.63	\$0.00	\$441.63
100401	AXON TASER 10 - CARTRIDGE - INERT		300	\$1.00	\$0.83	\$249.00	\$0.00	\$249.00
80090	AXON TASER - TARGET FRAME - PROFESSIONAL 27.5 IN X 75 IN		3	\$88.97	\$73.62	\$220.86	\$0.00	\$220.86
101193	AXON TASER - ON DEMAND CERTIFICATION	60m	1	\$130.20	\$107.74	\$107.74	\$0.00	\$107.74
70033	AXON - DOCK WALL MOUNT - BRACKET ASSY		2	\$43.90	\$36.33	\$72.66	\$0.00	\$72.66
71019	AXON BODY - DOCK POWERCORD - NORTH AMERICA		2	\$11.77	\$9.74	\$19.48	\$0.00	\$19.48
<b>CRADLEPOINT R1900 SINGLE MODEM KIT</b>								
100146	AXON FLEET - CRADLEPOINT R1900-5GB-GA+5YR NETCLOUD		123	\$2,999.00	\$1,618.60	\$199,087.80	\$0.00	\$199,087.80
71203	AXON FLEET - AIRGAIN ANT - 7-IN-1 4LTE/5G 2WIFI 1GNSS BL		123	\$349.00	\$349.00	\$42,927.00	\$0.00	\$42,927.00
<b>Pro License Bundle</b>								
73746	AXON EVIDENCE - ECOM LICENSE - PRO	60m	10	\$2,604.00	\$2,599.80	\$25,998.00	\$0.00	\$25,998.00
73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	60m	30	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>AXON AIR, CLASS 1 UAS BUNDLE</b>								
100579	AXON AIR - UAS LICENSE - CLASS 1	60m	1	\$7,000.20	\$7,000.20	\$7,000.20	\$0.00	\$7,000.20
100586	AXON AIR - API INTEGRATIONS ADD-ON	60m	1	\$2,500.20	\$2,500.20	\$2,500.20	\$0.00	\$2,500.20
100584	AXON AIR - ADVANCED STREAMING ADD-ON	60m	1	\$1,500.00	\$1,500.00	\$1,500.00	\$0.00	\$1,500.00
<b>Individual Items</b>								
100553	TRANSFER CREDIT - SOFTWARE AND SERVICES		1	\$1.00	(\$233,578.80)	(\$233,578.80)	\$0.00	(\$233,578.80)
100775	AXON BODY 4 - MAGNETIC DISCONNECT CABLE		222	\$39.00	\$0.00	\$0.00	\$0.00	\$0.00
72002	AXON FLEET 3 - INTERIOR CAMERA INTERIOR MOUNT		15	\$20.00	\$20.00	\$300.00	\$0.00	\$300.00
11509	AXON BODY - BELT CLIP - RAPIDLOCK		25	\$31.30	\$26.72	\$668.00	\$0.00	\$668.00
101078	AXON AIR - RTC VIRTUAL ONBOARDING		1	\$1,666.67	\$1,666.67	\$1,666.67	\$0.00	\$1,666.67
100945	AXON BODY 4 - EXT WARRANTY - FLEX POV MODULE	49m	20	\$109.27	\$109.27	\$2,185.40	\$0.00	\$2,185.40
101208	AXON TASER 10 - 2 DAY INSTRUCTOR COURSE - INSIDE SALES		1	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00	\$2,500.00

Item	Description	Term	Qty	List Price	Net Price	Subtotal	Tax	Total
101189	AXON FLEET - RUGGED HOUSING - FLEET 3		3	\$995.00	\$995.00	\$2,985.00	\$0.00	\$2,985.00
79999	AXON EVIDENCE - IMPLEMENTATION FOR AUTO TAGGING/PERFORMANCE		1	\$3,000.00	\$3,000.00	\$3,000.00	\$0.00	\$3,000.00
11704	AXON BODY - MOUNT - RAPIDLOCK JACKET		222	\$31.30	\$31.30	\$6,948.60	\$0.00	\$6,948.60
80385	AXON FLEET 3 - EXT WARRANTY - INTERIOR CAMERA	49m	15	\$114.66	\$114.66	\$1,719.90	\$0.00	\$1,719.90
72037	AXON FLEET 3 - INTERIOR CAMERA		15	\$500.00	\$500.00	\$7,500.00	\$0.00	\$7,500.00
100943	AXON BODY 4 - EXT WARRANTY - EIGHT BAY DOCK	49m	10	\$1,131.41	\$1,131.41	\$11,314.10	\$0.00	\$11,314.10
100112	AXON AIR - EVIDENCE.COM LICENSE - PILOT DATA	60m	6	\$2,031.00	\$2,031.00	\$12,186.00	\$0.00	\$12,186.00
73896	AXON STANDARDS - IMPLEMENTATION SERVICE		1	\$30,000.00	\$30,000.00	\$30,000.00	\$0.00	\$30,000.00
85055	AXON BODY - PSO - FULL SERVICE		1	\$40,000.00	\$40,000.00	\$40,000.00	\$0.00	\$40,000.00
80190	AXON EVIDENCE - CHANNEL SERVICES		1	\$50,000.00	\$50,000.00	\$50,000.00	\$0.00	\$50,000.00
73478	AXON EVIDENCE - REDACTION ASSISTANT USER LICENSE	60m	222	\$651.00	\$456.00	\$101,232.00	\$0.00	\$101,232.00
73618	AXON COMMUNITY REQUEST	60m	222	\$651.00	\$581.04	\$128,990.88	\$0.00	\$128,990.88
73682	AXON EVIDENCE - AUTO TAGGING LICENSE	60m	222	\$651.00	\$586.20	\$130,136.40	\$0.00	\$130,136.40
73739	AXON PERFORMANCE - LICENSE	60m	222	\$651.00	\$586.20	\$130,136.40	\$0.00	\$130,136.40
85760	AXON AUTO-TRANSCRIBE - UNLIMITED SERVICE	60m	222	\$1,354.20	\$677.40	\$150,382.80	\$0.00	\$150,382.80
80401	AXON FLEET 3 - ALPR LICENSE - 1 CAMERA	60m	120	\$3,840.60	\$1,951.80	\$234,216.00	\$0.00	\$234,216.00
<b>Total</b>						<b>\$4,651,472.07</b>	<b>\$0.00</b>	<b>\$4,651,472.07</b>

# Delivery Schedule

## Hardware

Bundle	Item	Description	QTY	Shipping Location	Estimated Delivery Date
AB4 1-Bay Dock Bundle	100201	AXON BODY 4 - DOCK - SINGLE BAY	222	1	11/01/2024
AB4 1-Bay Dock Bundle	71104	AXON - DOCK/DATAPORT POWERCORD - NORTH AMERICA	222	1	11/01/2024
AB4 Camera Bundle	100147	AXON BODY 4 - CAMERA - NA US FIRST RESPONDER BLK RAPIDLOCK	7	1	11/01/2024
AB4 Camera Bundle	100147	AXON BODY 4 - CAMERA - NA US FIRST RESPONDER BLK RAPIDLOCK	222	1	11/01/2024
AB4 Camera Bundle	100466	AXON BODY 4 - CABLE - USB-C TO USB-C	245	1	11/01/2024
AB4 Camera Bundle	74020	AXON BODY - MOUNT - MAGNET FLEXIBLE RAPIDLOCK	245	1	11/01/2024
AB4 FLEX POV HARDWARE BUNDLE	100200	AXON BODY 4 - FLEX POV MODULE	20	1	11/01/2024
AB4 FLEX POV HARDWARE BUNDLE	100852	AXON BODY 4 - C-CLIP - POV	20	1	11/01/2024
AB4 FLEX POV HARDWARE BUNDLE	100853	AXON BODY 4 - MOUNT - POV COLLAR	22	1	11/01/2024
AB4 FLEX POV HARDWARE BUNDLE	100958	AXON BODY 4 - FLEX POV MODULE CABLE 48 IN	20	1	11/01/2024
AB4 Multi Bay Dock Bundle	100206	AXON BODY 4 - 8 BAY DOCK	10	1	11/01/2024
AB4 Multi Bay Dock Bundle	70033	AXON - DOCK WALL MOUNT - BRACKET ASSY	10	1	11/01/2024
AB4 Multi Bay Dock Bundle	71019	AXON BODY - DOCK POWERCORD - NORTH AMERICA	10	1	11/01/2024
BUNDLE - OFFICER SAFETY PLAN 10	100390	AXON TASER 10 - HANDLE - YELLOW CLASS 3R	6	2	11/01/2024
BUNDLE - OFFICER SAFETY PLAN 10	100390	AXON TASER 10 - HANDLE - YELLOW CLASS 3R	190	2	11/01/2024
BUNDLE - OFFICER SAFETY PLAN 10	100393	AXON TASER 10 - MAGAZINE - LIVE DUTY BLACK	190	1	11/01/2024
BUNDLE - OFFICER SAFETY PLAN 10	100393	AXON TASER 10 - MAGAZINE - LIVE DUTY BLACK	6	1	11/01/2024
BUNDLE - OFFICER SAFETY PLAN 10	100394	AXON TASER 10 - MAGAZINE - HALT TRAINING BLUE	16	1	11/01/2024
BUNDLE - OFFICER SAFETY PLAN 10	100395	AXON TASER 10 - MAGAZINE - LIVE TRAINING PURPLE	9	1	11/01/2024
BUNDLE - OFFICER SAFETY PLAN 10	100396	AXON TASER 10 - MAGAZINE - INERT RED	30	1	11/01/2024
BUNDLE - OFFICER SAFETY PLAN 10	100399	AXON TASER 10 - CARTRIDGE - LIVE	380 0	1	11/01/2024
BUNDLE - OFFICER SAFETY PLAN 10	100400	AXON TASER 10 - CARTRIDGE - HALT	114 0	1	11/01/2024
BUNDLE - OFFICER SAFETY PLAN 10	100401	AXON TASER 10 - CARTRIDGE - INERT	300	1	11/01/2024
BUNDLE - OFFICER SAFETY PLAN 10	100611	AXON TASER 10 - SAFARILAND HOLSTER - RH	190	1	11/01/2024
BUNDLE - OFFICER SAFETY PLAN 10	100623	AXON TASER - TRAINING - ENHANCED HALT SUIT V2	4	1	11/01/2024
BUNDLE - OFFICER SAFETY PLAN 10	100681	AXON SIGNAL - SIDEARM SENSOR ONLY	190	1	11/01/2024
BUNDLE - OFFICER SAFETY PLAN 10	20018	AXON TASER - BATTERY PACK - TACTICAL	33	1	11/01/2024
BUNDLE - OFFICER SAFETY PLAN 10	20018	AXON TASER - BATTERY PACK - TACTICAL	6	1	11/01/2024
BUNDLE - OFFICER SAFETY PLAN 10	20018	AXON TASER - BATTERY PACK - TACTICAL	190	1	11/01/2024
BUNDLE - OFFICER SAFETY PLAN 10	70033	AXON - DOCK WALL MOUNT - BRACKET ASSY	2	1	11/01/2024
BUNDLE - OFFICER SAFETY PLAN 10	71019	AXON BODY - DOCK POWERCORD - NORTH AMERICA	2	1	11/01/2024
BUNDLE - OFFICER SAFETY PLAN 10	71044	AXON SIGNAL - BATTERY - CR2430 SINGLE PACK	380	1	11/01/2024
BUNDLE - OFFICER SAFETY PLAN 10	74200	AXON TASER - DOCK - SIX BAY PLUS CORE	2	1	11/01/2024
BUNDLE - OFFICER SAFETY PLAN 10	80087	AXON TASER - TARGET - CONDUCTIVE PROFESSIONAL RUGGEDIZED	3	1	11/01/2024
BUNDLE - OFFICER SAFETY PLAN 10	80090	AXON TASER - TARGET FRAME - PROFESSIONAL 27.5 IN X 75 IN	3	1	11/01/2024
BUNDLE - UNLIMITED	100681	AXON SIGNAL - SIDEARM SENSOR ONLY	32	1	11/01/2024
BUNDLE - UNLIMITED	71044	AXON SIGNAL - BATTERY - CR2430 SINGLE PACK	64	1	11/01/2024
CRADLEPOINT R1900 SINGLE MODEM KIT	100146	AXON FLEET - CRADLEPOINT R1900-5GB-GA+5YR NETCLOUD	123	1	11/01/2024
CRADLEPOINT R1900 SINGLE MODEM KIT	71203	AXON FLEET - AIRGAIN ANT - 7-IN-1 4LTE/5G 2WIFI 1GNSS BL	123	1	11/01/2024
Fleet 3 Basic	100469	AXON FLEET 3 - SIM INSERTION - ATT FIRSTNET	120	1	11/01/2024

**Hardware**

Bundle	Item	Description	QTY	Shipping Location	Estimated Delivery Date
Fleet 3 Basic	70112	AXON SIGNAL - SIGNAL UNIT	120	1	11/01/2024
Fleet 3 Basic	72036	AXON FLEET 3 - STANDARD 2 CAMERA KIT	4	1	11/01/2024
Fleet 3 Basic	72036	AXON FLEET 3 - STANDARD 2 CAMERA KIT	120	1	11/01/2024
A la Carte	100775	AXON BODY 4 - MAGNETIC DISCONNECT CABLE	222	1	11/01/2024
A la Carte	101189	AXON FLEET - RUGGED HOUSING - FLEET 3	3	1	11/01/2024
A la Carte	11509	AXON BODY - BELT CLIP - RAPIDLOCK	25	1	11/01/2024
A la Carte	11704	AXON BODY - MOUNT - RAPIDLOCK JACKET	222	1	11/01/2024
A la Carte	72002	AXON FLEET 3 - INTERIOR CAMERA INTERIOR MOUNT	15	1	11/01/2024
A la Carte	72037	AXON FLEET 3 - INTERIOR CAMERA	15	1	11/01/2024
BUNDLE - OFFICER SAFETY PLAN 10	100399	AXON TASER 10 - CARTRIDGE - LIVE	570	1	11/01/2025
BUNDLE - OFFICER SAFETY PLAN 10	100400	AXON TASER 10 - CARTRIDGE - HALT	152 0	1	11/01/2025
BUNDLE - OFFICER SAFETY PLAN 10	100399	AXON TASER 10 - CARTRIDGE - LIVE	570	1	11/01/2026
BUNDLE - OFFICER SAFETY PLAN 10	100400	AXON TASER 10 - CARTRIDGE - HALT	152 0	1	11/01/2026
BUNDLE - OFFICER SAFETY PLAN 10	73309	AXON BODY - TAP REFRESH 1 - CAMERA	196	1	05/01/2027
BUNDLE - OFFICER SAFETY PLAN 10	73313	AXON BODY - TAP REFRESH 1 - DOCK SINGLE BAY	190	1	05/01/2027
BUNDLE - UNLIMITED	73309	AXON BODY - TAP REFRESH 1 - CAMERA	33	1	05/01/2027
BUNDLE - UNLIMITED	73313	AXON BODY - TAP REFRESH 1 - DOCK SINGLE BAY	32	1	05/01/2027
BUNDLE - OFFICER SAFETY PLAN 10	100399	AXON TASER 10 - CARTRIDGE - LIVE	570	1	11/01/2027
BUNDLE - OFFICER SAFETY PLAN 10	100400	AXON TASER 10 - CARTRIDGE - HALT	152 0	1	11/01/2027
BUNDLE - OFFICER SAFETY PLAN 10	100399	AXON TASER 10 - CARTRIDGE - LIVE	570	1	11/01/2028
BUNDLE - OFFICER SAFETY PLAN 10	100400	AXON TASER 10 - CARTRIDGE - HALT	152 0	1	11/01/2028
BUNDLE - OFFICER SAFETY PLAN 10	73310	AXON BODY - TAP REFRESH 2 - CAMERA	196	1	11/01/2029
BUNDLE - OFFICER SAFETY PLAN 10	73314	AXON BODY - TAP REFRESH 2 - DOCK SINGLE BAY	190	1	11/01/2029
BUNDLE - UNLIMITED	73310	AXON BODY - TAP REFRESH 2 - CAMERA	33	1	11/01/2029
BUNDLE - UNLIMITED	73314	AXON BODY - TAP REFRESH 2 - DOCK SINGLE BAY	32	1	11/01/2029

**Software**

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
AXON AIR, CLASS 1 UAS BUNDLE	100579	AXON AIR - UAS LICENSE - CLASS 1	1	12/01/2024	11/30/2029
AXON AIR, CLASS 1 UAS BUNDLE	100584	AXON AIR - ADVANCED STREAMING ADD-ON	1	12/01/2024	11/30/2029
AXON AIR, CLASS 1 UAS BUNDLE	100586	AXON AIR - API INTEGRATIONS ADD-ON	1	12/01/2024	11/30/2029
AXON AIR, CLASS 2 UAS BUNDLE	100580	AXON AIR - UAS LICENSE - CLASS 2	1	12/01/2024	11/30/2029
AXON AIR, CLASS 2 UAS BUNDLE	100584	AXON AIR - ADVANCED STREAMING ADD-ON	1	12/01/2024	11/30/2029
AXON AIR, CLASS 2 UAS BUNDLE	100586	AXON AIR - API INTEGRATIONS ADD-ON	1	12/01/2024	11/30/2029
BUNDLE - OFFICER SAFETY PLAN 10	101180	AXON TASER - DATA SCIENCE PROGRAM	190	12/01/2024	11/30/2029
BUNDLE - OFFICER SAFETY PLAN 10	20248	AXON TASER - EVIDENCE.COM LICENSE	2	12/01/2024	11/30/2029
BUNDLE - OFFICER SAFETY PLAN 10	20248	AXON TASER - EVIDENCE.COM LICENSE	190	12/01/2024	11/30/2029
BUNDLE - OFFICER SAFETY PLAN 10	73638	AXON STANDARDS - LICENSE	190	12/01/2024	11/30/2029
BUNDLE - OFFICER SAFETY PLAN 10	73680	AXON RESPOND PLUS - LICENSE	190	12/01/2024	11/30/2029
BUNDLE - OFFICER SAFETY PLAN 10	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	1900	12/01/2024	11/30/2029
BUNDLE - OFFICER SAFETY PLAN 10	73686	AXON EVIDENCE - STORAGE - UNLIMITED (AXON DEVICE)	190	12/01/2024	11/30/2029

**Software**

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
BUNDLE - OFFICER SAFETY PLAN 10	73746	AXON EVIDENCE - ECOM LICENSE - PRO	1	12/01/2024	11/30/2029
BUNDLE - OFFICER SAFETY PLAN 10	73746	AXON EVIDENCE - ECOM LICENSE - PRO	190	12/01/2024	11/30/2029
BUNDLE - UNLIMITED	73638	AXON STANDARDS - LICENSE	32	12/01/2024	11/30/2029
BUNDLE - UNLIMITED	73680	AXON RESPOND PLUS - LICENSE	32	12/01/2024	11/30/2029
BUNDLE - UNLIMITED	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	320	12/01/2024	11/30/2029
BUNDLE - UNLIMITED	73686	AXON EVIDENCE - STORAGE - UNLIMITED (AXON DEVICE)	32	12/01/2024	11/30/2029
BUNDLE - UNLIMITED	73746	AXON EVIDENCE - ECOM LICENSE - PRO	32	12/01/2024	11/30/2029
Fleet 3 Basic	80400	AXON EVIDENCE - FLEET VEHICLE LICENSE	120	12/01/2024	11/30/2029
Fleet 3 Basic	80410	AXON EVIDENCE - STORAGE - FLEET 1 CAMERA UNLIMITED	240	12/01/2024	11/30/2029
Pro License Bundle	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	30	12/01/2024	11/30/2029
Pro License Bundle	73746	AXON EVIDENCE - ECOM LICENSE - PRO	10	12/01/2024	11/30/2029
A la Carte	100112	AXON AIR - EVIDENCE.COM LICENSE - PILOT DATA	6	12/01/2024	11/30/2029
A la Carte	73478	AXON EVIDENCE - REDACTION ASSISTANT USER LICENSE	222	12/01/2024	11/30/2029
A la Carte	73618	AXON COMMUNITY REQUEST	222	12/01/2024	11/30/2029
A la Carte	73682	AXON EVIDENCE - AUTO TAGGING LICENSE	222	12/01/2024	11/30/2029
A la Carte	73739	AXON PERFORMANCE - LICENSE	222	12/01/2024	11/30/2029
A la Carte	80401	AXON FLEET 3 - ALPR LICENSE - 1 CAMERA	120	12/01/2024	11/30/2029
A la Carte	85760	AXON AUTO-TRANSCRIBE - UNLIMITED SERVICE	222	12/01/2024	11/30/2029

**Services**

Bundle	Item	Description	QTY
BUNDLE - OFFICER SAFETY PLAN 10	100751	AXON TASER 10 - REPLACEMENT ACCESS PROGRAM - DUTY CARTRIDGE	190
BUNDLE - OFFICER SAFETY PLAN 10	101193	AXON TASER - ON DEMAND CERTIFICATION	1
Fleet 3 Basic	73391	AXON FLEET 3 - DEPLOYMENT PER VEHICLE - NOT OVERSIZED	120
A la Carte	101078	AXON AIR - RTC VIRTUAL ONBOARDING	1
A la Carte	101208	AXON TASER 10 - 2 DAY INSTRUCTOR COURSE - INSIDE SALES	1
A la Carte	73896	AXON STANDARDS - IMPLEMENTATION SERVICE	1
A la Carte	79999	AXON EVIDENCE - IMPLEMENTATION FOR AUTO TAGGING/PERFORMANCE	1
A la Carte	80190	AXON EVIDENCE - CHANNEL SERVICES	1
A la Carte	85055	AXON BODY - PSO - FULL SERVICE	1

**Warranties**

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
BUNDLE - OFFICER SAFETY PLAN 10	100704	AXON TASER 10 - EXT WARRANTY - HANDLE	6	11/01/2025	11/30/2029
BUNDLE - OFFICER SAFETY PLAN 10	100704	AXON TASER 10 - EXT WARRANTY - HANDLE	190	11/01/2025	11/30/2029
BUNDLE - OFFICER SAFETY PLAN 10	80374	AXON TASER - EXT WARRANTY - BATTERY PACK T7/T10	6	11/01/2025	11/30/2029
BUNDLE - OFFICER SAFETY PLAN 10	80374	AXON TASER - EXT WARRANTY - BATTERY PACK T7/T10	190	11/01/2025	11/30/2029
BUNDLE - OFFICER SAFETY PLAN 10	80374	AXON TASER - EXT WARRANTY - BATTERY PACK T7/T10	33	11/01/2025	11/30/2029
BUNDLE - OFFICER SAFETY PLAN 10	80396	AXON TASER - EXT WARRANTY - DOCK SIX BAY T7/T10	2	11/01/2025	11/30/2029



**Warranties**

<b>Bundle</b>	<b>Item</b>	<b>Description</b>	<b>QTY</b>	<b>Estimated Start Date</b>	<b>Estimated End Date</b>
BUNDLE - OFFICER SAFETY PLAN 10	80464	AXON BODY - TAP WARRANTY - CAMERA	190	11/01/2025	11/30/2029
BUNDLE - OFFICER SAFETY PLAN 10	80464	AXON BODY - TAP WARRANTY - CAMERA	6	11/01/2025	11/30/2029
BUNDLE - OFFICER SAFETY PLAN 10	80466	AXON BODY - TAP WARRANTY - SINGLE BAY DOCK	190	11/01/2025	11/30/2029
BUNDLE - UNLIMITED	80464	AXON BODY - TAP WARRANTY - CAMERA	1	11/01/2025	11/30/2029
BUNDLE - UNLIMITED	80464	AXON BODY - TAP WARRANTY - CAMERA	32	11/01/2025	11/30/2029
BUNDLE - UNLIMITED	80466	AXON BODY - TAP WARRANTY - SINGLE BAY DOCK	32	11/01/2025	11/30/2029
Fleet 3 Basic	80379	AXON SIGNAL - EXT WARRANTY - SIGNAL UNIT	120	11/01/2025	11/30/2029
Fleet 3 Basic	80495	AXON FLEET 3 - EXT WARRANTY - 2 CAMERA KIT	4	11/01/2025	11/30/2029
Fleet 3 Basic	80495	AXON FLEET 3 - EXT WARRANTY - 2 CAMERA KIT	120	11/01/2025	11/30/2029
A la Carte	100943	AXON BODY 4 - EXT WARRANTY - EIGHT BAY DOCK	10	11/01/2025	11/30/2029
A la Carte	100945	AXON BODY 4 - EXT WARRANTY - FLEX POV MODULE	20	11/01/2025	11/30/2029
A la Carte	80385	AXON FLEET 3 - EXT WARRANTY - INTERIOR CAMERA	15	11/01/2025	11/30/2029

### Shipping Locations

Location Number	Street	City	State	Zip	Country
1	12220 Fillmore St	West Olive	MI	49460-8986	USA
2	12220 Fillmore St	West Olive	MI	49460-8986	USA

### Payment Details

Nov 2024						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
PSO	73896	AXON STANDARDS - IMPLEMENTATION SERVICE	1	\$30,000.00	\$0.00	\$30,000.00
Year 1	100112	AXON AIR - EVIDENCE.COM LICENSE - PILOT DATA	6	\$3,077.13	\$0.00	\$3,077.13
Year 1	100146	AXON FLEET - CRADLEPOINT R1900-5GB-GA+5YR NETCLOUD	123	\$50,272.32	\$0.00	\$50,272.32
Year 1	100147	AXON BODY 4 - CAMERA - NA US FIRST RESPONDER BLK RAPIDLOCK	7	\$0.00	\$0.00	\$0.00
Year 1	100147	AXON BODY 4 - CAMERA - NA US FIRST RESPONDER BLK RAPIDLOCK	222	\$23,813.42	\$0.00	\$23,813.42
Year 1	100200	AXON BODY 4 - FLEX POV MODULE	20	\$1,257.52	\$0.00	\$1,257.52
Year 1	100201	AXON BODY 4 - DOCK - SINGLE BAY	222	\$6,418.64	\$0.00	\$6,418.64
Year 1	100206	AXON BODY 4 - 8 BAY DOCK	10	\$2,013.79	\$0.00	\$2,013.79
Year 1	100390	AXON TASER 10 - HANDLE - YELLOW CLASS 3R	6	\$2,883.67	\$0.00	\$2,883.67
Year 1	100390	AXON TASER 10 - HANDLE - YELLOW CLASS 3R	190	\$91,316.11	\$0.00	\$91,316.11
Year 1	100393	AXON TASER 10 - MAGAZINE - LIVE DUTY BLACK	190	\$6,352.23	\$0.00	\$6,352.23
Year 1	100393	AXON TASER 10 - MAGAZINE - LIVE DUTY BLACK	6	\$200.60	\$0.00	\$200.60
Year 1	100394	AXON TASER 10 - MAGAZINE - HALT TRAINING BLUE	16	\$534.92	\$0.00	\$534.92
Year 1	100395	AXON TASER 10 - MAGAZINE - LIVE TRAINING PURPLE	9	\$300.89	\$0.00	\$300.89
Year 1	100396	AXON TASER 10 - MAGAZINE - INERT RED	30	\$1,002.98	\$0.00	\$1,002.98
Year 1	100399	AXON TASER 10 - CARTRIDGE - LIVE	570	\$2,621.01	\$0.00	\$2,621.01
Year 1	100399	AXON TASER 10 - CARTRIDGE - LIVE	570	\$2,621.01	\$0.00	\$2,621.01
Year 1	100399	AXON TASER 10 - CARTRIDGE - LIVE	570	\$2,621.01	\$0.00	\$2,621.01
Year 1	100399	AXON TASER 10 - CARTRIDGE - LIVE	3800	\$17,473.42	\$0.00	\$17,473.42
Year 1	100399	AXON TASER 10 - CARTRIDGE - LIVE	570	\$2,621.01	\$0.00	\$2,621.01
Year 1	100400	AXON TASER 10 - CARTRIDGE - HALT	1520	\$6,989.37	\$0.00	\$6,989.37
Year 1	100400	AXON TASER 10 - CARTRIDGE - HALT	1520	\$6,989.37	\$0.00	\$6,989.37
Year 1	100400	AXON TASER 10 - CARTRIDGE - HALT	1140	\$5,242.02	\$0.00	\$5,242.02
Year 1	100400	AXON TASER 10 - CARTRIDGE - HALT	1520	\$6,989.37	\$0.00	\$6,989.37
Year 1	100400	AXON TASER 10 - CARTRIDGE - HALT	1520	\$6,989.37	\$0.00	\$6,989.37
Year 1	100401	AXON TASER 10 - CARTRIDGE - INERT	300	\$62.88	\$0.00	\$62.88
Year 1	100466	AXON BODY 4 - CABLE - USB-C TO USB-C	245	\$0.00	\$0.00	\$0.00
Year 1	100469	AXON FLEET 3 - SIM INSERTION - ATT FIRSTNET	120	\$488.76	\$0.00	\$488.76
Year 1	100579	AXON AIR - UAS LICENSE - CLASS 1	1	\$1,767.64	\$0.00	\$1,767.64
Year 1	100580	AXON AIR - UAS LICENSE - CLASS 2	1	\$3,282.72	\$0.00	\$3,282.72
Year 1	100584	AXON AIR - ADVANCED STREAMING ADD-ON	1	\$378.77	\$0.00	\$378.77
Year 1	100584	AXON AIR - ADVANCED STREAMING ADD-ON	1	\$378.77	\$0.00	\$378.77
Year 1	100586	AXON AIR - API INTEGRATIONS ADD-ON	1	\$631.33	\$0.00	\$631.33
Year 1	100586	AXON AIR - API INTEGRATIONS ADD-ON	1	\$631.33	\$0.00	\$631.33

<b>Nov 2024</b>						
<b>Invoice Plan</b>	<b>Item</b>	<b>Description</b>	<b>Qty</b>	<b>Subtotal</b>	<b>Tax</b>	<b>Total</b>
Year 1	100611	AXON TASER 10 - SAFARILAND HOLSTER - RH	190	\$3,303.25	\$0.00	\$3,303.25
Year 1	100623	AXON TASER - TRAINING - ENHANCED HALT SUIT V2	4	\$639.30	\$0.00	\$639.30
Year 1	100681	AXON SIGNAL - SIDEARM SENSOR ONLY	190	\$10,679.80	\$0.00	\$10,679.80
Year 1	100681	AXON SIGNAL - SIDEARM SENSOR ONLY	32	\$1,825.61	\$0.00	\$1,825.61
Year 1	100704	AXON TASER 10 - EXT WARRANTY - HANDLE	6	\$522.81	\$0.00	\$522.81
Year 1	100704	AXON TASER 10 - EXT WARRANTY - HANDLE	190	\$16,555.61	\$0.00	\$16,555.61
Year 1	100751	AXON TASER 10 - REPLACEMENT ACCESS PROGRAM - DUTY CARTRIDGE	190	\$15,126.84	\$0.00	\$15,126.84
Year 1	100775	AXON BODY 4 - MAGNETIC DISCONNECT CABLE	222	\$0.00	\$0.00	\$0.00
Year 1	100852	AXON BODY 4 - C-CLIP - POV	20	\$0.00	\$0.00	\$0.00
Year 1	100853	AXON BODY 4 - MOUNT - POV COLLAR	22	\$0.00	\$0.00	\$0.00
Year 1	100943	AXON BODY 4 - EXT WARRANTY - EIGHT BAY DOCK	10	\$2,856.96	\$0.00	\$2,856.96
Year 1	100945	AXON BODY 4 - EXT WARRANTY - FLEX POV MODULE	20	\$551.84	\$0.00	\$551.84
Year 1	100958	AXON BODY 4 - FLEX POV MODULE CABLE 48 IN	20	\$0.00	\$0.00	\$0.00
Year 1	101078	AXON AIR - RTC VIRTUAL ONBOARDING	1	\$420.86	\$0.00	\$420.86
Year 1	101180	AXON TASER - DATA SCIENCE PROGRAM	190	\$2,572.56	\$0.00	\$2,572.56
Year 1	101189	AXON FLEET - RUGGED HOUSING - FLEET 3	3	\$753.75	\$0.00	\$753.75
Year 1	101193	AXON TASER - ON DEMAND CERTIFICATION	1	\$27.21	\$0.00	\$27.21
Year 1	101208	AXON TASER 10 - 2 DAY INSTRUCTOR COURSE - INSIDE SALES	1	\$631.28	\$0.00	\$631.28
Year 1	11509	AXON BODY - BELT CLIP - RAPIDLOCK	25	\$168.68	\$0.00	\$168.68
Year 1	11704	AXON BODY - MOUNT - RAPIDLOCK JACKET	222	\$1,754.61	\$0.00	\$1,754.61
Year 1	20018	AXON TASER - BATTERY PACK - TACTICAL	190	\$4,367.39	\$0.00	\$4,367.39
Year 1	20018	AXON TASER - BATTERY PACK - TACTICAL	33	\$758.55	\$0.00	\$758.55
Year 1	20018	AXON TASER - BATTERY PACK - TACTICAL	6	\$137.92	\$0.00	\$137.92
Year 1	20248	AXON TASER - EVIDENCE.COM LICENSE	190	\$13,435.15	\$0.00	\$13,435.15
Year 1	20248	AXON TASER - EVIDENCE.COM LICENSE	2	\$141.42	\$0.00	\$141.42
Year 1	70033	AXON - DOCK WALL MOUNT - BRACKET ASSY	2	\$18.35	\$0.00	\$18.35
Year 1	70033	AXON - DOCK WALL MOUNT - BRACKET ASSY	10	\$110.85	\$0.00	\$110.85
Year 1	70112	AXON SIGNAL - SIGNAL UNIT	120	\$9,091.09	\$0.00	\$9,091.09
Year 1	71019	AXON BODY - DOCK POWERCORD - NORTH AMERICA	10	\$0.00	\$0.00	\$0.00
Year 1	71019	AXON BODY - DOCK POWERCORD - NORTH AMERICA	2	\$4.92	\$0.00	\$4.92
Year 1	71044	AXON SIGNAL - BATTERY - CR2430 SINGLE PACK	380	\$79.64	\$0.00	\$79.64
Year 1	71044	AXON SIGNAL - BATTERY - CR2430 SINGLE PACK	64	\$13.58	\$0.00	\$13.58
Year 1	71104	AXON - DOCK/DATAPORT POWERCORD - NORTH AMERICA	222	\$0.00	\$0.00	\$0.00
Year 1	71203	AXON FLEET - AIRGAIN ANT - 7-IN-1 4LTE/5G 2WIFI 1GNSS BL	123	\$10,839.64	\$0.00	\$10,839.64
Year 1	72002	AXON FLEET 3 - INTERIOR CAMERA INTERIOR MOUNT	15	\$75.75	\$0.00	\$75.75
Year 1	72036	AXON FLEET 3 - STANDARD 2 CAMERA KIT	120	\$87,816.15	\$0.00	\$87,816.15
Year 1	72036	AXON FLEET 3 - STANDARD 2 CAMERA KIT	4	\$2,927.21	\$0.00	\$2,927.21
Year 1	72037	AXON FLEET 3 - INTERIOR CAMERA	15	\$1,893.85	\$0.00	\$1,893.85
Year 1	73309	AXON BODY - TAP REFRESH 1 - CAMERA	196	\$0.00	\$0.00	\$0.00
Year 1	73309	AXON BODY - TAP REFRESH 1 - CAMERA	33	\$6,424.70	\$0.00	\$6,424.70
Year 1	73310	AXON BODY - TAP REFRESH 2 - CAMERA	33	\$6,739.68	\$0.00	\$6,739.68
Year 1	73310	AXON BODY - TAP REFRESH 2 - CAMERA	196	\$2,963.12	\$0.00	\$2,963.12
Year 1	73313	AXON BODY - TAP REFRESH 1 - DOCK SINGLE BAY	190	\$9,846.43	\$0.00	\$9,846.43
Year 1	73313	AXON BODY - TAP REFRESH 1 - DOCK SINGLE BAY	32	\$1,683.07	\$0.00	\$1,683.07
Year 1	73314	AXON BODY - TAP REFRESH 2 - DOCK SINGLE BAY	32	\$1,764.52	\$0.00	\$1,764.52
Year 1	73314	AXON BODY - TAP REFRESH 2 - DOCK SINGLE BAY	190	\$10,322.85	\$0.00	\$10,322.85

<b>Nov 2024</b>						
<b>Invoice Plan</b>	<b>Item</b>	<b>Description</b>	<b>Qty</b>	<b>Subtotal</b>	<b>Tax</b>	<b>Total</b>
Year 1	73391	AXON FLEET 3 - DEPLOYMENT PER VEHICLE - NOT OVERSIZED	120	\$55,394.05	\$0.00	\$55,394.05
Year 1	73478	AXON EVIDENCE - REDACTION ASSISTANT USER LICENSE	222	\$25,562.43	\$0.00	\$25,562.43
Year 1	73618	AXON COMMUNITY REQUEST	222	\$32,571.92	\$0.00	\$32,571.92
Year 1	73638	AXON STANDARDS - LICENSE	32	\$4,418.05	\$0.00	\$4,418.05
Year 1	73638	AXON STANDARDS - LICENSE	190	\$25,846.46	\$0.00	\$25,846.46
Year 1	73680	AXON RESPOND PLUS - LICENSE	190	\$51,168.52	\$0.00	\$51,168.52
Year 1	73680	AXON RESPOND PLUS - LICENSE	32	\$8,746.50	\$0.00	\$8,746.50
Year 1	73682	AXON EVIDENCE - AUTO TAGGING LICENSE	222	\$32,861.17	\$0.00	\$32,861.17
Year 1	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	320	\$2,647.15	\$0.00	\$2,647.15
Year 1	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	1900	\$15,482.35	\$0.00	\$15,482.35
Year 1	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	30	\$0.00	\$0.00	\$0.00
Year 1	73686	AXON EVIDENCE - STORAGE - UNLIMITED (AXON DEVICE)	32	\$3,467.63	\$0.00	\$3,467.63
Year 1	73686	AXON EVIDENCE - STORAGE - UNLIMITED (AXON DEVICE)	190	\$64,604.14	\$0.00	\$64,604.14
Year 1	73739	AXON PERFORMANCE - LICENSE	222	\$32,861.17	\$0.00	\$32,861.17
Year 1	73746	AXON EVIDENCE - ECOM LICENSE - PRO	1	\$544.13	\$0.00	\$544.13
Year 1	73746	AXON EVIDENCE - ECOM LICENSE - PRO	0	\$0.00	\$0.00	\$0.00
Year 1	73746	AXON EVIDENCE - ECOM LICENSE - PRO	32	\$17,672.13	\$0.00	\$17,672.13
Year 1	73746	AXON EVIDENCE - ECOM LICENSE - PRO	10	\$6,564.84	\$0.00	\$6,564.84
Year 1	73746	AXON EVIDENCE - ECOM LICENSE - PRO	190	\$103,385.35	\$0.00	\$103,385.35
Year 1	74020	AXON BODY - MOUNT - MAGNET FLEXIBLE RAPIDLOCK	245	\$0.00	\$0.00	\$0.00
Year 1	74200	AXON TASER - DOCK - SIX BAY PLUS CORE	2	\$706.00	\$0.00	\$706.00
Year 1	79999	AXON EVIDENCE - IMPLEMENTATION FOR AUTO TAGGING/PERFORMANCE	1	\$757.54	\$0.00	\$757.54
Year 1	80087	AXON TASER - TARGET - CONDUCTIVE PROFESSIONAL RUGGEDIZED	3	\$111.52	\$0.00	\$111.52
Year 1	80090	AXON TASER - TARGET FRAME - PROFESSIONAL 27.5 IN X 75 IN	3	\$55.77	\$0.00	\$55.77
Year 1	80190	AXON EVIDENCE - CHANNEL SERVICES	1	\$12,625.67	\$0.00	\$12,625.67
Year 1	80374	AXON TASER - EXT WARRANTY - BATTERY PACK T7/T10	190	\$1,031.04	\$0.00	\$1,031.04
Year 1	80374	AXON TASER - EXT WARRANTY - BATTERY PACK T7/T10	33	\$179.07	\$0.00	\$179.07
Year 1	80374	AXON TASER - EXT WARRANTY - BATTERY PACK T7/T10	6	\$32.56	\$0.00	\$32.56
Year 1	80379	AXON SIGNAL - EXT WARRANTY - SIGNAL UNIT	120	\$2,123.54	\$0.00	\$2,123.54
Year 1	80385	AXON FLEET 3 - EXT WARRANTY - INTERIOR CAMERA	15	\$434.30	\$0.00	\$434.30
Year 1	80396	AXON TASER - EXT WARRANTY - DOCK SIX BAY T7/T10	2	\$162.39	\$0.00	\$162.39
Year 1	80400	AXON EVIDENCE - FLEET VEHICLE LICENSE	120	\$44,126.40	\$0.00	\$44,126.40
Year 1	80401	AXON FLEET 3 - ALPR LICENSE - 1 CAMERA	120	\$59,142.66	\$0.00	\$59,142.66
Year 1	80410	AXON EVIDENCE - STORAGE - FLEET 1 CAMERA UNLIMITED	240	\$31,835.47	\$0.00	\$31,835.47
Year 1	80464	AXON BODY - TAP WARRANTY - CAMERA	190	\$21,438.76	\$0.00	\$21,438.76
Year 1	80464	AXON BODY - TAP WARRANTY - CAMERA	6	\$677.01	\$0.00	\$677.01
Year 1	80464	AXON BODY - TAP WARRANTY - CAMERA	1	\$114.52	\$0.00	\$114.52
Year 1	80464	AXON BODY - TAP WARRANTY - CAMERA	32	\$3,664.63	\$0.00	\$3,664.63
Year 1	80466	AXON BODY - TAP WARRANTY - SINGLE BAY DOCK	32	\$1,516.37	\$0.00	\$1,516.37
Year 1	80466	AXON BODY - TAP WARRANTY - SINGLE BAY DOCK	190	\$8,871.05	\$0.00	\$8,871.05
Year 1	80495	AXON FLEET 3 - EXT WARRANTY - 2 CAMERA KIT	4	\$529.56	\$0.00	\$529.56
Year 1	80495	AXON FLEET 3 - EXT WARRANTY - 2 CAMERA KIT	120	\$15,886.82	\$0.00	\$15,886.82
Year 1	85055	AXON BODY - PSO - FULL SERVICE	1	\$10,100.53	\$0.00	\$10,100.53
Year 1	85760	AXON AUTO-TRANSCRIBE - UNLIMITED SERVICE	222	\$37,973.66	\$0.00	\$37,973.66
Year 1	B00020	BUNDLE - UNLIMITED	190	\$0.00	\$0.00	\$0.00
Year 1	C00010	BUNDLE - TASER 10 CERTIFICATION	190	\$0.00	\$0.00	\$0.00

<b>Nov 2024</b>						
<b>Invoice Plan</b>	<b>Item</b>	<b>Description</b>	<b>Qty</b>	<b>Subtotal</b>	<b>Tax</b>	<b>Total</b>
Invoice Upon Fulfillment	100553	TRANSFER CREDIT - SOFTWARE AND SERVICES	1	(\$233,578.80)	\$0.00	(\$233,578.80)
<b>Total</b>				<b>\$1,022,386.21</b>	<b>\$0.00</b>	<b>\$1,022,386.21</b>

<b>Nov 2025</b>						
<b>Invoice Plan</b>	<b>Item</b>	<b>Description</b>	<b>Qty</b>	<b>Subtotal</b>	<b>Tax</b>	<b>Total</b>
Year 2	100112	AXON AIR - EVIDENCE.COM LICENSE - PILOT DATA	6	\$2,277.22	\$0.00	\$2,277.22
Year 2	100146	AXON FLEET - CRADLEPOINT R1900-5GB-GA+5YR NETCLOUD	123	\$37,203.87	\$0.00	\$37,203.87
Year 2	100147	AXON BODY 4 - CAMERA - NA US FIRST RESPONDER BLK RAPIDLOCK	7	\$0.00	\$0.00	\$0.00
Year 2	100147	AXON BODY 4 - CAMERA - NA US FIRST RESPONDER BLK RAPIDLOCK	222	\$17,623.05	\$0.00	\$17,623.05
Year 2	100200	AXON BODY 4 - FLEX POV MODULE	20	\$930.62	\$0.00	\$930.62
Year 2	100201	AXON BODY 4 - DOCK - SINGLE BAY	222	\$4,750.09	\$0.00	\$4,750.09
Year 2	100206	AXON BODY 4 - 8 BAY DOCK	10	\$1,490.30	\$0.00	\$1,490.30
Year 2	100390	AXON TASER 10 - HANDLE - YELLOW CLASS 3R	6	\$2,134.05	\$0.00	\$2,134.05
Year 2	100390	AXON TASER 10 - HANDLE - YELLOW CLASS 3R	190	\$67,578.20	\$0.00	\$67,578.20
Year 2	100393	AXON TASER 10 - MAGAZINE - LIVE DUTY BLACK	6	\$148.45	\$0.00	\$148.45
Year 2	100393	AXON TASER 10 - MAGAZINE - LIVE DUTY BLACK	190	\$4,700.94	\$0.00	\$4,700.94
Year 2	100394	AXON TASER 10 - MAGAZINE - HALT TRAINING BLUE	16	\$395.87	\$0.00	\$395.87
Year 2	100395	AXON TASER 10 - MAGAZINE - LIVE TRAINING PURPLE	9	\$222.68	\$0.00	\$222.68
Year 2	100396	AXON TASER 10 - MAGAZINE - INERT RED	30	\$742.25	\$0.00	\$742.25
Year 2	100399	AXON TASER 10 - CARTRIDGE - LIVE	570	\$1,939.67	\$0.00	\$1,939.67
Year 2	100399	AXON TASER 10 - CARTRIDGE - LIVE	570	\$1,939.67	\$0.00	\$1,939.67
Year 2	100399	AXON TASER 10 - CARTRIDGE - LIVE	570	\$1,939.67	\$0.00	\$1,939.67
Year 2	100399	AXON TASER 10 - CARTRIDGE - LIVE	570	\$1,939.67	\$0.00	\$1,939.67
Year 2	100399	AXON TASER 10 - CARTRIDGE - LIVE	3800	\$12,931.15	\$0.00	\$12,931.15
Year 2	100400	AXON TASER 10 - CARTRIDGE - HALT	1520	\$5,172.46	\$0.00	\$5,172.46
Year 2	100400	AXON TASER 10 - CARTRIDGE - HALT	1520	\$5,172.46	\$0.00	\$5,172.46
Year 2	100400	AXON TASER 10 - CARTRIDGE - HALT	1520	\$5,172.46	\$0.00	\$5,172.46
Year 2	100400	AXON TASER 10 - CARTRIDGE - HALT	1140	\$3,879.34	\$0.00	\$3,879.34
Year 2	100400	AXON TASER 10 - CARTRIDGE - HALT	1520	\$5,172.46	\$0.00	\$5,172.46
Year 2	100401	AXON TASER 10 - CARTRIDGE - INERT	300	\$46.53	\$0.00	\$46.53
Year 2	100466	AXON BODY 4 - CABLE - USB-C TO USB-C	245	\$0.00	\$0.00	\$0.00
Year 2	100469	AXON FLEET 3 - SIM INSERTION - ATT FIRSTNET	120	\$361.71	\$0.00	\$361.71
Year 2	100579	AXON AIR - UAS LICENSE - CLASS 1	1	\$1,308.14	\$0.00	\$1,308.14
Year 2	100580	AXON AIR - UAS LICENSE - CLASS 2	1	\$2,429.37	\$0.00	\$2,429.37
Year 2	100584	AXON AIR - ADVANCED STREAMING ADD-ON	1	\$280.31	\$0.00	\$280.31
Year 2	100584	AXON AIR - ADVANCED STREAMING ADD-ON	1	\$280.31	\$0.00	\$280.31
Year 2	100586	AXON AIR - API INTEGRATIONS ADD-ON	1	\$467.22	\$0.00	\$467.22
Year 2	100586	AXON AIR - API INTEGRATIONS ADD-ON	1	\$467.22	\$0.00	\$467.22
Year 2	100611	AXON TASER 10 - SAFARILAND HOLSTER - RH	190	\$2,444.56	\$0.00	\$2,444.56
Year 2	100623	AXON TASER - TRAINING - ENHANCED HALT SUIT V2	4	\$473.11	\$0.00	\$473.11
Year 2	100681	AXON SIGNAL - SIDEARM SENSOR ONLY	32	\$1,351.04	\$0.00	\$1,351.04
Year 2	100681	AXON SIGNAL - SIDEARM SENSOR ONLY	190	\$7,903.55	\$0.00	\$7,903.55
Year 2	100704	AXON TASER 10 - EXT WARRANTY - HANDLE	6	\$386.90	\$0.00	\$386.90
Year 2	100704	AXON TASER 10 - EXT WARRANTY - HANDLE	190	\$12,251.92	\$0.00	\$12,251.92
Year 2	100751	AXON TASER 10 - REPLACEMENT ACCESS PROGRAM - DUTY CARTRIDGE	190	\$11,194.57	\$0.00	\$11,194.57

<b>Nov 2025</b>						
<b>Invoice Plan</b>	<b>Item</b>	<b>Description</b>	<b>Qty</b>	<b>Subtotal</b>	<b>Tax</b>	<b>Total</b>
Year 2	100775	AXON BODY 4 - MAGNETIC DISCONNECT CABLE	222	\$0.00	\$0.00	\$0.00
Year 2	100852	AXON BODY 4 - C-CLIP - POV	20	\$0.00	\$0.00	\$0.00
Year 2	100853	AXON BODY 4 - MOUNT - POV COLLAR	22	\$0.00	\$0.00	\$0.00
Year 2	100943	AXON BODY 4 - EXT WARRANTY - EIGHT BAY DOCK	10	\$2,114.28	\$0.00	\$2,114.28
Year 2	100945	AXON BODY 4 - EXT WARRANTY - FLEX POV MODULE	20	\$408.39	\$0.00	\$408.39
Year 2	100958	AXON BODY 4 - FLEX POV MODULE CABLE 48 IN	20	\$0.00	\$0.00	\$0.00
Year 2	101078	AXON AIR - RTC VIRTUAL ONBOARDING	1	\$311.45	\$0.00	\$311.45
Year 2	101180	AXON TASER - DATA SCIENCE PROGRAM	190	\$1,903.81	\$0.00	\$1,903.81
Year 2	101189	AXON FLEET - RUGGED HOUSING - FLEET 3	3	\$557.81	\$0.00	\$557.81
Year 2	101193	AXON TASER - ON DEMAND CERTIFICATION	1	\$20.13	\$0.00	\$20.13
Year 2	101208	AXON TASER 10 - 2 DAY INSTRUCTOR COURSE - INSIDE SALES	1	\$467.18	\$0.00	\$467.18
Year 2	11509	AXON BODY - BELT CLIP - RAPIDLOCK	25	\$124.83	\$0.00	\$124.83
Year 2	11704	AXON BODY - MOUNT - RAPIDLOCK JACKET	222	\$1,298.50	\$0.00	\$1,298.50
Year 2	20018	AXON TASER - BATTERY PACK - TACTICAL	190	\$3,232.08	\$0.00	\$3,232.08
Year 2	20018	AXON TASER - BATTERY PACK - TACTICAL	33	\$561.36	\$0.00	\$561.36
Year 2	20018	AXON TASER - BATTERY PACK - TACTICAL	6	\$102.07	\$0.00	\$102.07
Year 2	20248	AXON TASER - EVIDENCE.COM LICENSE	190	\$9,942.64	\$0.00	\$9,942.64
Year 2	20248	AXON TASER - EVIDENCE.COM LICENSE	2	\$104.66	\$0.00	\$104.66
Year 2	70033	AXON - DOCK WALL MOUNT - BRACKET ASSY	2	\$13.58	\$0.00	\$13.58
Year 2	70033	AXON - DOCK WALL MOUNT - BRACKET ASSY	10	\$82.04	\$0.00	\$82.04
Year 2	70112	AXON SIGNAL - SIGNAL UNIT	120	\$6,727.83	\$0.00	\$6,727.83
Year 2	71019	AXON BODY - DOCK POWERCORD - NORTH AMERICA	10	\$0.00	\$0.00	\$0.00
Year 2	71019	AXON BODY - DOCK POWERCORD - NORTH AMERICA	2	\$3.64	\$0.00	\$3.64
Year 2	71044	AXON SIGNAL - BATTERY - CR2430 SINGLE PACK	380	\$58.94	\$0.00	\$58.94
Year 2	71044	AXON SIGNAL - BATTERY - CR2430 SINGLE PACK	64	\$10.05	\$0.00	\$10.05
Year 2	71104	AXON - DOCK/DATAPORT POWERCORD - NORTH AMERICA	222	\$0.00	\$0.00	\$0.00
Year 2	71203	AXON FLEET - AIRGAIN ANT - 7-IN-1 4LTE/5G 2WIFI 1GNSS BL	123	\$8,021.84	\$0.00	\$8,021.84
Year 2	72002	AXON FLEET 3 - INTERIOR CAMERA INTERIOR MOUNT	15	\$56.06	\$0.00	\$56.06
Year 2	72036	AXON FLEET 3 - STANDARD 2 CAMERA KIT	4	\$2,166.27	\$0.00	\$2,166.27
Year 2	72036	AXON FLEET 3 - STANDARD 2 CAMERA KIT	120	\$64,988.06	\$0.00	\$64,988.06
Year 2	72037	AXON FLEET 3 - INTERIOR CAMERA	15	\$1,401.54	\$0.00	\$1,401.54
Year 2	73309	AXON BODY - TAP REFRESH 1 - CAMERA	196	\$0.00	\$0.00	\$0.00
Year 2	73309	AXON BODY - TAP REFRESH 1 - CAMERA	33	\$4,754.58	\$0.00	\$4,754.58
Year 2	73310	AXON BODY - TAP REFRESH 2 - CAMERA	33	\$4,987.68	\$0.00	\$4,987.68
Year 2	73310	AXON BODY - TAP REFRESH 2 - CAMERA	196	\$2,192.85	\$0.00	\$2,192.85
Year 2	73313	AXON BODY - TAP REFRESH 1 - DOCK SINGLE BAY	190	\$7,286.82	\$0.00	\$7,286.82
Year 2	73313	AXON BODY - TAP REFRESH 1 - DOCK SINGLE BAY	32	\$1,245.55	\$0.00	\$1,245.55
Year 2	73314	AXON BODY - TAP REFRESH 2 - DOCK SINGLE BAY	190	\$7,639.39	\$0.00	\$7,639.39
Year 2	73314	AXON BODY - TAP REFRESH 2 - DOCK SINGLE BAY	32	\$1,305.83	\$0.00	\$1,305.83
Year 2	73391	AXON FLEET 3 - DEPLOYMENT PER VEHICLE - NOT OVERSIZED	120	\$40,994.19	\$0.00	\$40,994.19
Year 2	73478	AXON EVIDENCE - REDACTION ASSISTANT USER LICENSE	222	\$18,917.39	\$0.00	\$18,917.39
Year 2	73618	AXON COMMUNITY REQUEST	222	\$24,104.74	\$0.00	\$24,104.74
Year 2	73638	AXON STANDARDS - LICENSE	32	\$3,269.57	\$0.00	\$3,269.57
Year 2	73638	AXON STANDARDS - LICENSE	190	\$19,127.59	\$0.00	\$19,127.59
Year 2	73680	AXON RESPOND PLUS - LICENSE	190	\$37,867.10	\$0.00	\$37,867.10
Year 2	73680	AXON RESPOND PLUS - LICENSE	32	\$6,472.82	\$0.00	\$6,472.82
Year 2	73682	AXON EVIDENCE - AUTO TAGGING LICENSE	222	\$24,318.81	\$0.00	\$24,318.81

<b>Nov 2025</b>						
<b>Invoice Plan</b>	<b>Item</b>	<b>Description</b>	<b>Qty</b>	<b>Subtotal</b>	<b>Tax</b>	<b>Total</b>
Year 2	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	30	\$0.00	\$0.00	\$0.00
Year 2	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	320	\$1,959.01	\$0.00	\$1,959.01
Year 2	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	1900	\$11,457.66	\$0.00	\$11,457.66
Year 2	73686	AXON EVIDENCE - STORAGE - UNLIMITED (AXON DEVICE)	190	\$47,810.09	\$0.00	\$47,810.09
Year 2	73686	AXON EVIDENCE - STORAGE - UNLIMITED (AXON DEVICE)	32	\$2,566.21	\$0.00	\$2,566.21
Year 2	73739	AXON PERFORMANCE - LICENSE	222	\$24,318.81	\$0.00	\$24,318.81
Year 2	73746	AXON EVIDENCE - ECOM LICENSE - PRO	1	\$402.68	\$0.00	\$402.68
Year 2	73746	AXON EVIDENCE - ECOM LICENSE - PRO	0	\$0.00	\$0.00	\$0.00
Year 2	73746	AXON EVIDENCE - ECOM LICENSE - PRO	32	\$13,078.21	\$0.00	\$13,078.21
Year 2	73746	AXON EVIDENCE - ECOM LICENSE - PRO	10	\$4,858.29	\$0.00	\$4,858.29
Year 2	73746	AXON EVIDENCE - ECOM LICENSE - PRO	190	\$76,509.93	\$0.00	\$76,509.93
Year 2	74020	AXON BODY - MOUNT - MAGNET FLEXIBLE RAPIDLOCK	245	\$0.00	\$0.00	\$0.00
Year 2	74200	AXON TASER - DOCK - SIX BAY PLUS CORE	2	\$522.47	\$0.00	\$522.47
Year 2	79999	AXON EVIDENCE - IMPLEMENTATION FOR AUTO TAGGING/PERFORMANCE	1	\$560.62	\$0.00	\$560.62
Year 2	80087	AXON TASER - TARGET - CONDUCTIVE PROFESSIONAL RUGGEDIZED	3	\$82.53	\$0.00	\$82.53
Year 2	80090	AXON TASER - TARGET FRAME - PROFESSIONAL 27.5 IN X 75 IN	3	\$41.27	\$0.00	\$41.27
Year 2	80190	AXON EVIDENCE - CHANNEL SERVICES	1	\$9,343.58	\$0.00	\$9,343.58
Year 2	80374	AXON TASER - EXT WARRANTY - BATTERY PACK T7/T10	6	\$24.10	\$0.00	\$24.10
Year 2	80374	AXON TASER - EXT WARRANTY - BATTERY PACK T7/T10	33	\$132.52	\$0.00	\$132.52
Year 2	80374	AXON TASER - EXT WARRANTY - BATTERY PACK T7/T10	190	\$763.02	\$0.00	\$763.02
Year 2	80379	AXON SIGNAL - EXT WARRANTY - SIGNAL UNIT	120	\$1,571.52	\$0.00	\$1,571.52
Year 2	80385	AXON FLEET 3 - EXT WARRANTY - INTERIOR CAMERA	15	\$321.40	\$0.00	\$321.40
Year 2	80396	AXON TASER - EXT WARRANTY - DOCK SIX BAY T7/T10	2	\$120.18	\$0.00	\$120.18
Year 2	80400	AXON EVIDENCE - FLEET VEHICLE LICENSE	120	\$32,655.60	\$0.00	\$32,655.60
Year 2	80401	AXON FLEET 3 - ALPR LICENSE - 1 CAMERA	120	\$43,768.34	\$0.00	\$43,768.34
Year 2	80410	AXON EVIDENCE - STORAGE - FLEET 1 CAMERA UNLIMITED	240	\$23,559.73	\$0.00	\$23,559.73
Year 2	80464	AXON BODY - TAP WARRANTY - CAMERA	1	\$84.75	\$0.00	\$84.75
Year 2	80464	AXON BODY - TAP WARRANTY - CAMERA	32	\$2,712.00	\$0.00	\$2,712.00
Year 2	80464	AXON BODY - TAP WARRANTY - CAMERA	190	\$15,865.69	\$0.00	\$15,865.69
Year 2	80464	AXON BODY - TAP WARRANTY - CAMERA	6	\$501.02	\$0.00	\$501.02
Year 2	80466	AXON BODY - TAP WARRANTY - SINGLE BAY DOCK	190	\$6,564.99	\$0.00	\$6,564.99
Year 2	80466	AXON BODY - TAP WARRANTY - SINGLE BAY DOCK	32	\$1,122.19	\$0.00	\$1,122.19
Year 2	80495	AXON FLEET 3 - EXT WARRANTY - 2 CAMERA KIT	4	\$391.90	\$0.00	\$391.90
Year 2	80495	AXON FLEET 3 - EXT WARRANTY - 2 CAMERA KIT	120	\$11,756.99	\$0.00	\$11,756.99
Year 2	85055	AXON BODY - PSO - FULL SERVICE	1	\$7,474.87	\$0.00	\$7,474.87
Year 2	85760	AXON AUTO-TRANSCRIBE - UNLIMITED SERVICE	222	\$28,102.29	\$0.00	\$28,102.29
Year 2	B00020	BUNDLE - UNLIMITED	190	\$0.00	\$0.00	\$0.00
Year 2	C00010	BUNDLE - TASER 10 CERTIFICATION	190	\$0.00	\$0.00	\$0.00
<b>Total</b>				<b>\$907,271.47</b>	<b>\$0.00</b>	<b>\$907,271.47</b>

<b>Nov 2026</b>						
<b>Invoice Plan</b>	<b>Item</b>	<b>Description</b>	<b>Qty</b>	<b>Subtotal</b>	<b>Tax</b>	<b>Total</b>
Year 3	100112	AXON AIR - EVIDENCE.COM LICENSE - PILOT DATA	6	\$2,277.22	\$0.00	\$2,277.22
Year 3	100146	AXON FLEET - CRADLEPOINT R1900-5GB-GA+5YR NETCLOUD	123	\$37,203.87	\$0.00	\$37,203.87
Year 3	100147	AXON BODY 4 - CAMERA - NA US FIRST RESPONDER BLK RAPIDLOCK	222	\$17,623.05	\$0.00	\$17,623.05

<b>Nov 2026</b>						
<b>Invoice Plan</b>	<b>Item</b>	<b>Description</b>	<b>Qty</b>	<b>Subtotal</b>	<b>Tax</b>	<b>Total</b>
Year 3	100147	AXON BODY 4 - CAMERA - NA US FIRST RESPONDER BLK RAPIDLOCK	7	\$0.00	\$0.00	\$0.00
Year 3	100200	AXON BODY 4 - FLEX POV MODULE	20	\$930.62	\$0.00	\$930.62
Year 3	100201	AXON BODY 4 - DOCK - SINGLE BAY	222	\$4,750.09	\$0.00	\$4,750.09
Year 3	100206	AXON BODY 4 - 8 BAY DOCK	10	\$1,490.30	\$0.00	\$1,490.30
Year 3	100390	AXON TASER 10 - HANDLE - YELLOW CLASS 3R	190	\$67,578.20	\$0.00	\$67,578.20
Year 3	100390	AXON TASER 10 - HANDLE - YELLOW CLASS 3R	6	\$2,134.05	\$0.00	\$2,134.05
Year 3	100393	AXON TASER 10 - MAGAZINE - LIVE DUTY BLACK	190	\$4,700.94	\$0.00	\$4,700.94
Year 3	100393	AXON TASER 10 - MAGAZINE - LIVE DUTY BLACK	6	\$148.45	\$0.00	\$148.45
Year 3	100394	AXON TASER 10 - MAGAZINE - HALT TRAINING BLUE	16	\$395.87	\$0.00	\$395.87
Year 3	100395	AXON TASER 10 - MAGAZINE - LIVE TRAINING PURPLE	9	\$222.68	\$0.00	\$222.68
Year 3	100396	AXON TASER 10 - MAGAZINE - INERT RED	30	\$742.25	\$0.00	\$742.25
Year 3	100399	AXON TASER 10 - CARTRIDGE - LIVE	570	\$1,939.67	\$0.00	\$1,939.67
Year 3	100399	AXON TASER 10 - CARTRIDGE - LIVE	3800	\$12,931.15	\$0.00	\$12,931.15
Year 3	100399	AXON TASER 10 - CARTRIDGE - LIVE	570	\$1,939.67	\$0.00	\$1,939.67
Year 3	100399	AXON TASER 10 - CARTRIDGE - LIVE	570	\$1,939.67	\$0.00	\$1,939.67
Year 3	100399	AXON TASER 10 - CARTRIDGE - LIVE	570	\$1,939.67	\$0.00	\$1,939.67
Year 3	100400	AXON TASER 10 - CARTRIDGE - HALT	1140	\$3,879.34	\$0.00	\$3,879.34
Year 3	100400	AXON TASER 10 - CARTRIDGE - HALT	1520	\$5,172.46	\$0.00	\$5,172.46
Year 3	100400	AXON TASER 10 - CARTRIDGE - HALT	1520	\$5,172.46	\$0.00	\$5,172.46
Year 3	100400	AXON TASER 10 - CARTRIDGE - HALT	1520	\$5,172.46	\$0.00	\$5,172.46
Year 3	100400	AXON TASER 10 - CARTRIDGE - HALT	1520	\$5,172.46	\$0.00	\$5,172.46
Year 3	100401	AXON TASER 10 - CARTRIDGE - INERT	300	\$46.53	\$0.00	\$46.53
Year 3	100466	AXON BODY 4 - CABLE - USB-C TO USB-C	245	\$0.00	\$0.00	\$0.00
Year 3	100469	AXON FLEET 3 - SIM INSERTION - ATT FIRSTNET	120	\$361.71	\$0.00	\$361.71
Year 3	100579	AXON AIR - UAS LICENSE - CLASS 1	1	\$1,308.14	\$0.00	\$1,308.14
Year 3	100580	AXON AIR - UAS LICENSE - CLASS 2	1	\$2,429.37	\$0.00	\$2,429.37
Year 3	100584	AXON AIR - ADVANCED STREAMING ADD-ON	1	\$280.31	\$0.00	\$280.31
Year 3	100584	AXON AIR - ADVANCED STREAMING ADD-ON	1	\$280.31	\$0.00	\$280.31
Year 3	100586	AXON AIR - API INTEGRATIONS ADD-ON	1	\$467.22	\$0.00	\$467.22
Year 3	100586	AXON AIR - API INTEGRATIONS ADD-ON	1	\$467.22	\$0.00	\$467.22
Year 3	100611	AXON TASER 10 - SAFARILAND HOLSTER - RH	190	\$2,444.56	\$0.00	\$2,444.56
Year 3	100623	AXON TASER - TRAINING - ENHANCED HALT SUIT V2	4	\$473.11	\$0.00	\$473.11
Year 3	100681	AXON SIGNAL - SIDEARM SENSOR ONLY	190	\$7,903.55	\$0.00	\$7,903.55
Year 3	100681	AXON SIGNAL - SIDEARM SENSOR ONLY	32	\$1,351.04	\$0.00	\$1,351.04
Year 3	100704	AXON TASER 10 - EXT WARRANTY - HANDLE	6	\$386.90	\$0.00	\$386.90
Year 3	100704	AXON TASER 10 - EXT WARRANTY - HANDLE	190	\$12,251.92	\$0.00	\$12,251.92
Year 3	100751	AXON TASER 10 - REPLACEMENT ACCESS PROGRAM - DUTY CARTRIDGE	190	\$11,194.57	\$0.00	\$11,194.57
Year 3	100775	AXON BODY 4 - MAGNETIC DISCONNECT CABLE	222	\$0.00	\$0.00	\$0.00
Year 3	100852	AXON BODY 4 - C-CLIP - POV	20	\$0.00	\$0.00	\$0.00
Year 3	100853	AXON BODY 4 - MOUNT - POV COLLAR	22	\$0.00	\$0.00	\$0.00
Year 3	100943	AXON BODY 4 - EXT WARRANTY - EIGHT BAY DOCK	10	\$2,114.28	\$0.00	\$2,114.28
Year 3	100945	AXON BODY 4 - EXT WARRANTY - FLEX POV MODULE	20	\$408.39	\$0.00	\$408.39
Year 3	100958	AXON BODY 4 - FLEX POV MODULE CABLE 48 IN	20	\$0.00	\$0.00	\$0.00
Year 3	101078	AXON AIR - RTC VIRTUAL ONBOARDING	1	\$311.45	\$0.00	\$311.45
Year 3	101180	AXON TASER - DATA SCIENCE PROGRAM	190	\$1,903.81	\$0.00	\$1,903.81
Year 3	101189	AXON FLEET - RUGGED HOUSING - FLEET 3	3	\$557.81	\$0.00	\$557.81



<b>Nov 2026</b>						
<b>Invoice Plan</b>	<b>Item</b>	<b>Description</b>	<b>Qty</b>	<b>Subtotal</b>	<b>Tax</b>	<b>Total</b>
Year 3	101193	AXON TASER - ON DEMAND CERTIFICATION	1	\$20.13	\$0.00	\$20.13
Year 3	101208	AXON TASER 10 - 2 DAY INSTRUCTOR COURSE - INSIDE SALES	1	\$467.18	\$0.00	\$467.18
Year 3	11509	AXON BODY - BELT CLIP - RAPIDLOCK	25	\$124.83	\$0.00	\$124.83
Year 3	11704	AXON BODY - MOUNT - RAPIDLOCK JACKET	222	\$1,298.50	\$0.00	\$1,298.50
Year 3	20018	AXON TASER - BATTERY PACK - TACTICAL	190	\$3,232.08	\$0.00	\$3,232.08
Year 3	20018	AXON TASER - BATTERY PACK - TACTICAL	6	\$102.07	\$0.00	\$102.07
Year 3	20018	AXON TASER - BATTERY PACK - TACTICAL	33	\$561.36	\$0.00	\$561.36
Year 3	20248	AXON TASER - EVIDENCE.COM LICENSE	190	\$9,942.64	\$0.00	\$9,942.64
Year 3	20248	AXON TASER - EVIDENCE.COM LICENSE	2	\$104.66	\$0.00	\$104.66
Year 3	70033	AXON - DOCK WALL MOUNT - BRACKET ASSY	2	\$13.58	\$0.00	\$13.58
Year 3	70033	AXON - DOCK WALL MOUNT - BRACKET ASSY	10	\$82.04	\$0.00	\$82.04
Year 3	70112	AXON SIGNAL - SIGNAL UNIT	120	\$6,727.83	\$0.00	\$6,727.83
Year 3	71019	AXON BODY - DOCK POWERCORD - NORTH AMERICA	10	\$0.00	\$0.00	\$0.00
Year 3	71019	AXON BODY - DOCK POWERCORD - NORTH AMERICA	2	\$3.64	\$0.00	\$3.64
Year 3	71044	AXON SIGNAL - BATTERY - CR2430 SINGLE PACK	64	\$10.05	\$0.00	\$10.05
Year 3	71044	AXON SIGNAL - BATTERY - CR2430 SINGLE PACK	380	\$58.94	\$0.00	\$58.94
Year 3	71104	AXON - DOCK/DATAPORT POWERCORD - NORTH AMERICA	222	\$0.00	\$0.00	\$0.00
Year 3	71203	AXON FLEET - AIRGAIN ANT - 7-IN-1 4LTE/5G 2WIFI 1GNSS BL	123	\$8,021.84	\$0.00	\$8,021.84
Year 3	72002	AXON FLEET 3 - INTERIOR CAMERA INTERIOR MOUNT	15	\$56.06	\$0.00	\$56.06
Year 3	72036	AXON FLEET 3 - STANDARD 2 CAMERA KIT	120	\$64,988.06	\$0.00	\$64,988.06
Year 3	72036	AXON FLEET 3 - STANDARD 2 CAMERA KIT	4	\$2,166.27	\$0.00	\$2,166.27
Year 3	72037	AXON FLEET 3 - INTERIOR CAMERA	15	\$1,401.54	\$0.00	\$1,401.54
Year 3	73309	AXON BODY - TAP REFRESH 1 - CAMERA	33	\$4,754.58	\$0.00	\$4,754.58
Year 3	73309	AXON BODY - TAP REFRESH 1 - CAMERA	196	\$0.00	\$0.00	\$0.00
Year 3	73310	AXON BODY - TAP REFRESH 2 - CAMERA	33	\$4,987.68	\$0.00	\$4,987.68
Year 3	73310	AXON BODY - TAP REFRESH 2 - CAMERA	196	\$2,192.85	\$0.00	\$2,192.85
Year 3	73313	AXON BODY - TAP REFRESH 1 - DOCK SINGLE BAY	32	\$1,245.55	\$0.00	\$1,245.55
Year 3	73313	AXON BODY - TAP REFRESH 1 - DOCK SINGLE BAY	190	\$7,286.82	\$0.00	\$7,286.82
Year 3	73314	AXON BODY - TAP REFRESH 2 - DOCK SINGLE BAY	32	\$1,305.83	\$0.00	\$1,305.83
Year 3	73314	AXON BODY - TAP REFRESH 2 - DOCK SINGLE BAY	190	\$7,639.39	\$0.00	\$7,639.39
Year 3	73391	AXON FLEET 3 - DEPLOYMENT PER VEHICLE - NOT OVERSIZED	120	\$40,994.19	\$0.00	\$40,994.19
Year 3	73478	AXON EVIDENCE - REDACTION ASSISTANT USER LICENSE	222	\$18,917.39	\$0.00	\$18,917.39
Year 3	73618	AXON COMMUNITY REQUEST	222	\$24,104.74	\$0.00	\$24,104.74
Year 3	73638	AXON STANDARDS - LICENSE	190	\$19,127.59	\$0.00	\$19,127.59
Year 3	73638	AXON STANDARDS - LICENSE	32	\$3,269.57	\$0.00	\$3,269.57
Year 3	73680	AXON RESPOND PLUS - LICENSE	32	\$6,472.82	\$0.00	\$6,472.82
Year 3	73680	AXON RESPOND PLUS - LICENSE	190	\$37,867.10	\$0.00	\$37,867.10
Year 3	73682	AXON EVIDENCE - AUTO TAGGING LICENSE	222	\$24,318.81	\$0.00	\$24,318.81
Year 3	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	1900	\$11,457.66	\$0.00	\$11,457.66
Year 3	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	320	\$1,959.01	\$0.00	\$1,959.01
Year 3	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	30	\$0.00	\$0.00	\$0.00
Year 3	73686	AXON EVIDENCE - STORAGE - UNLIMITED (AXON DEVICE)	190	\$47,810.09	\$0.00	\$47,810.09
Year 3	73686	AXON EVIDENCE - STORAGE - UNLIMITED (AXON DEVICE)	32	\$2,566.21	\$0.00	\$2,566.21
Year 3	73739	AXON PERFORMANCE - LICENSE	222	\$24,318.81	\$0.00	\$24,318.81
Year 3	73746	AXON EVIDENCE - ECOM LICENSE - PRO	1	\$402.68	\$0.00	\$402.68
Year 3	73746	AXON EVIDENCE - ECOM LICENSE - PRO	10	\$4,858.29	\$0.00	\$4,858.29
Year 3	73746	AXON EVIDENCE - ECOM LICENSE - PRO	0	\$0.00	\$0.00	\$0.00

<b>Nov 2026</b>						
<b>Invoice Plan</b>	<b>Item</b>	<b>Description</b>	<b>Qty</b>	<b>Subtotal</b>	<b>Tax</b>	<b>Total</b>
Year 3	73746	AXON EVIDENCE - ECOM LICENSE - PRO	32	\$13,078.21	\$0.00	\$13,078.21
Year 3	73746	AXON EVIDENCE - ECOM LICENSE - PRO	190	\$76,509.93	\$0.00	\$76,509.93
Year 3	74020	AXON BODY - MOUNT - MAGNET FLEXIBLE RAPIDLOCK	245	\$0.00	\$0.00	\$0.00
Year 3	74200	AXON TASER - DOCK - SIX BAY PLUS CORE	2	\$522.47	\$0.00	\$522.47
Year 3	79999	AXON EVIDENCE - IMPLEMENTATION FOR AUTO TAGGING/PERFORMANCE	1	\$560.62	\$0.00	\$560.62
Year 3	80087	AXON TASER - TARGET - CONDUCTIVE PROFESSIONAL RUGGEDIZED	3	\$82.53	\$0.00	\$82.53
Year 3	80090	AXON TASER - TARGET FRAME - PROFESSIONAL 27.5 IN X 75 IN	3	\$41.27	\$0.00	\$41.27
Year 3	80190	AXON EVIDENCE - CHANNEL SERVICES	1	\$9,343.58	\$0.00	\$9,343.58
Year 3	80374	AXON TASER - EXT WARRANTY - BATTERY PACK T7/T10	6	\$24.10	\$0.00	\$24.10
Year 3	80374	AXON TASER - EXT WARRANTY - BATTERY PACK T7/T10	33	\$132.52	\$0.00	\$132.52
Year 3	80374	AXON TASER - EXT WARRANTY - BATTERY PACK T7/T10	190	\$763.02	\$0.00	\$763.02
Year 3	80379	AXON SIGNAL - EXT WARRANTY - SIGNAL UNIT	120	\$1,571.52	\$0.00	\$1,571.52
Year 3	80385	AXON FLEET 3 - EXT WARRANTY - INTERIOR CAMERA	15	\$321.40	\$0.00	\$321.40
Year 3	80396	AXON TASER - EXT WARRANTY - DOCK SIX BAY T7/T10	2	\$120.18	\$0.00	\$120.18
Year 3	80400	AXON EVIDENCE - FLEET VEHICLE LICENSE	120	\$32,655.60	\$0.00	\$32,655.60
Year 3	80401	AXON FLEET 3 - ALPR LICENSE - 1 CAMERA	120	\$43,768.34	\$0.00	\$43,768.34
Year 3	80410	AXON EVIDENCE - STORAGE - FLEET 1 CAMERA UNLIMITED	240	\$23,559.73	\$0.00	\$23,559.73
Year 3	80464	AXON BODY - TAP WARRANTY - CAMERA	1	\$84.75	\$0.00	\$84.75
Year 3	80464	AXON BODY - TAP WARRANTY - CAMERA	32	\$2,712.00	\$0.00	\$2,712.00
Year 3	80464	AXON BODY - TAP WARRANTY - CAMERA	190	\$15,865.69	\$0.00	\$15,865.69
Year 3	80464	AXON BODY - TAP WARRANTY - CAMERA	6	\$501.02	\$0.00	\$501.02
Year 3	80466	AXON BODY - TAP WARRANTY - SINGLE BAY DOCK	190	\$6,564.99	\$0.00	\$6,564.99
Year 3	80466	AXON BODY - TAP WARRANTY - SINGLE BAY DOCK	32	\$1,122.19	\$0.00	\$1,122.19
Year 3	80495	AXON FLEET 3 - EXT WARRANTY - 2 CAMERA KIT	120	\$11,756.99	\$0.00	\$11,756.99
Year 3	80495	AXON FLEET 3 - EXT WARRANTY - 2 CAMERA KIT	4	\$391.90	\$0.00	\$391.90
Year 3	85055	AXON BODY - PSO - FULL SERVICE	1	\$7,474.87	\$0.00	\$7,474.87
Year 3	85760	AXON AUTO-TRANSCRIBE - UNLIMITED SERVICE	222	\$28,102.29	\$0.00	\$28,102.29
Year 3	B00020	BUNDLE - UNLIMITED	190	\$0.00	\$0.00	\$0.00
Year 3	C00010	BUNDLE - TASER 10 CERTIFICATION	190	\$0.00	\$0.00	\$0.00
<b>Total</b>				<b>\$907,271.47</b>	<b>\$0.00</b>	<b>\$907,271.47</b>

<b>Nov 2027</b>						
<b>Invoice Plan</b>	<b>Item</b>	<b>Description</b>	<b>Qty</b>	<b>Subtotal</b>	<b>Tax</b>	<b>Total</b>
Year 4	100112	AXON AIR - EVIDENCE.COM LICENSE - PILOT DATA	6	\$2,277.22	\$0.00	\$2,277.22
Year 4	100146	AXON FLEET - CRADLEPOINT R1900-5GB-GA+5YR NETCLOUD	123	\$37,203.87	\$0.00	\$37,203.87
Year 4	100147	AXON BODY 4 - CAMERA - NA US FIRST RESPONDER BLK RAPIDLOCK	222	\$17,623.04	\$0.00	\$17,623.04
Year 4	100147	AXON BODY 4 - CAMERA - NA US FIRST RESPONDER BLK RAPIDLOCK	7	\$0.00	\$0.00	\$0.00
Year 4	100200	AXON BODY 4 - FLEX POV MODULE	20	\$930.62	\$0.00	\$930.62
Year 4	100201	AXON BODY 4 - DOCK - SINGLE BAY	222	\$4,750.09	\$0.00	\$4,750.09
Year 4	100206	AXON BODY 4 - 8 BAY DOCK	10	\$1,490.30	\$0.00	\$1,490.30
Year 4	100390	AXON TASER 10 - HANDLE - YELLOW CLASS 3R	190	\$67,578.20	\$0.00	\$67,578.20
Year 4	100390	AXON TASER 10 - HANDLE - YELLOW CLASS 3R	6	\$2,134.05	\$0.00	\$2,134.05
Year 4	100393	AXON TASER 10 - MAGAZINE - LIVE DUTY BLACK	190	\$4,700.94	\$0.00	\$4,700.94
Year 4	100393	AXON TASER 10 - MAGAZINE - LIVE DUTY BLACK	6	\$148.45	\$0.00	\$148.45
Year 4	100394	AXON TASER 10 - MAGAZINE - HALT TRAINING BLUE	16	\$395.87	\$0.00	\$395.87

<b>Nov 2027</b>						
<b>Invoice Plan</b>	<b>Item</b>	<b>Description</b>	<b>Qty</b>	<b>Subtotal</b>	<b>Tax</b>	<b>Total</b>
Year 4	100395	AXON TASER 10 - MAGAZINE - LIVE TRAINING PURPLE	9	\$222.68	\$0.00	\$222.68
Year 4	100396	AXON TASER 10 - MAGAZINE - INERT RED	30	\$742.25	\$0.00	\$742.25
Year 4	100399	AXON TASER 10 - CARTRIDGE - LIVE	570	\$1,939.67	\$0.00	\$1,939.67
Year 4	100399	AXON TASER 10 - CARTRIDGE - LIVE	570	\$1,939.67	\$0.00	\$1,939.67
Year 4	100399	AXON TASER 10 - CARTRIDGE - LIVE	3800	\$12,931.15	\$0.00	\$12,931.15
Year 4	100399	AXON TASER 10 - CARTRIDGE - LIVE	570	\$1,939.67	\$0.00	\$1,939.67
Year 4	100399	AXON TASER 10 - CARTRIDGE - LIVE	570	\$1,939.67	\$0.00	\$1,939.67
Year 4	100400	AXON TASER 10 - CARTRIDGE - HALT	1520	\$5,172.46	\$0.00	\$5,172.46
Year 4	100400	AXON TASER 10 - CARTRIDGE - HALT	1520	\$5,172.46	\$0.00	\$5,172.46
Year 4	100400	AXON TASER 10 - CARTRIDGE - HALT	1140	\$3,879.34	\$0.00	\$3,879.34
Year 4	100400	AXON TASER 10 - CARTRIDGE - HALT	1520	\$5,172.46	\$0.00	\$5,172.46
Year 4	100400	AXON TASER 10 - CARTRIDGE - HALT	1520	\$5,172.46	\$0.00	\$5,172.46
Year 4	100401	AXON TASER 10 - CARTRIDGE - INERT	300	\$46.53	\$0.00	\$46.53
Year 4	100466	AXON BODY 4 - CABLE - USB-C TO USB-C	245	\$0.00	\$0.00	\$0.00
Year 4	100469	AXON FLEET 3 - SIM INSERTION - ATT FIRSTNET	120	\$361.71	\$0.00	\$361.71
Year 4	100579	AXON AIR - UAS LICENSE - CLASS 1	1	\$1,308.14	\$0.00	\$1,308.14
Year 4	100580	AXON AIR - UAS LICENSE - CLASS 2	1	\$2,429.37	\$0.00	\$2,429.37
Year 4	100584	AXON AIR - ADVANCED STREAMING ADD-ON	1	\$280.31	\$0.00	\$280.31
Year 4	100584	AXON AIR - ADVANCED STREAMING ADD-ON	1	\$280.31	\$0.00	\$280.31
Year 4	100586	AXON AIR - API INTEGRATIONS ADD-ON	1	\$467.22	\$0.00	\$467.22
Year 4	100586	AXON AIR - API INTEGRATIONS ADD-ON	1	\$467.22	\$0.00	\$467.22
Year 4	100611	AXON TASER 10 - SAFARILAND HOLSTER - RH	190	\$2,444.56	\$0.00	\$2,444.56
Year 4	100623	AXON TASER - TRAINING - ENHANCED HALT SUIT V2	4	\$473.11	\$0.00	\$473.11
Year 4	100681	AXON SIGNAL - SIDEARM SENSOR ONLY	190	\$7,903.55	\$0.00	\$7,903.55
Year 4	100681	AXON SIGNAL - SIDEARM SENSOR ONLY	32	\$1,351.04	\$0.00	\$1,351.04
Year 4	100704	AXON TASER 10 - EXT WARRANTY - HANDLE	190	\$12,251.92	\$0.00	\$12,251.92
Year 4	100704	AXON TASER 10 - EXT WARRANTY - HANDLE	6	\$386.90	\$0.00	\$386.90
Year 4	100751	AXON TASER 10 - REPLACEMENT ACCESS PROGRAM - DUTY CARTRIDGE	190	\$11,194.57	\$0.00	\$11,194.57
Year 4	100775	AXON BODY 4 - MAGNETIC DISCONNECT CABLE	222	\$0.00	\$0.00	\$0.00
Year 4	100852	AXON BODY 4 - C-CLIP - POV	20	\$0.00	\$0.00	\$0.00
Year 4	100853	AXON BODY 4 - MOUNT - POV COLLAR	22	\$0.00	\$0.00	\$0.00
Year 4	100943	AXON BODY 4 - EXT WARRANTY - EIGHT BAY DOCK	10	\$2,114.28	\$0.00	\$2,114.28
Year 4	100945	AXON BODY 4 - EXT WARRANTY - FLEX POV MODULE	20	\$408.39	\$0.00	\$408.39
Year 4	100958	AXON BODY 4 - FLEX POV MODULE CABLE 48 IN	20	\$0.00	\$0.00	\$0.00
Year 4	101078	AXON AIR - RTC VIRTUAL ONBOARDING	1	\$311.45	\$0.00	\$311.45
Year 4	101180	AXON TASER - DATA SCIENCE PROGRAM	190	\$1,903.81	\$0.00	\$1,903.81
Year 4	101189	AXON FLEET - RUGGED HOUSING - FLEET 3	3	\$557.81	\$0.00	\$557.81
Year 4	101193	AXON TASER - ON DEMAND CERTIFICATION	1	\$20.13	\$0.00	\$20.13
Year 4	101208	AXON TASER 10 - 2 DAY INSTRUCTOR COURSE - INSIDE SALES	1	\$467.18	\$0.00	\$467.18
Year 4	11509	AXON BODY - BELT CLIP - RAPIDLOCK	25	\$124.83	\$0.00	\$124.83
Year 4	11704	AXON BODY - MOUNT - RAPIDLOCK JACKET	222	\$1,298.50	\$0.00	\$1,298.50
Year 4	20018	AXON TASER - BATTERY PACK - TACTICAL	33	\$561.36	\$0.00	\$561.36
Year 4	20018	AXON TASER - BATTERY PACK - TACTICAL	6	\$102.07	\$0.00	\$102.07
Year 4	20018	AXON TASER - BATTERY PACK - TACTICAL	190	\$3,232.08	\$0.00	\$3,232.08
Year 4	20248	AXON TASER - EVIDENCE.COM LICENSE	190	\$9,942.64	\$0.00	\$9,942.64
Year 4	20248	AXON TASER - EVIDENCE.COM LICENSE	2	\$104.66	\$0.00	\$104.66

<b>Nov 2027</b>						
<b>Invoice Plan</b>	<b>Item</b>	<b>Description</b>	<b>Qty</b>	<b>Subtotal</b>	<b>Tax</b>	<b>Total</b>
Year 4	70033	AXON - DOCK WALL MOUNT - BRACKET ASSY	2	\$13.58	\$0.00	\$13.58
Year 4	70033	AXON - DOCK WALL MOUNT - BRACKET ASSY	10	\$82.04	\$0.00	\$82.04
Year 4	70112	AXON SIGNAL - SIGNAL UNIT	120	\$6,727.83	\$0.00	\$6,727.83
Year 4	71019	AXON BODY - DOCK POWERCORD - NORTH AMERICA	2	\$3.64	\$0.00	\$3.64
Year 4	71019	AXON BODY - DOCK POWERCORD - NORTH AMERICA	10	\$0.00	\$0.00	\$0.00
Year 4	71044	AXON SIGNAL - BATTERY - CR2430 SINGLE PACK	380	\$58.94	\$0.00	\$58.94
Year 4	71044	AXON SIGNAL - BATTERY - CR2430 SINGLE PACK	64	\$10.05	\$0.00	\$10.05
Year 4	71104	AXON - DOCK/DATAPORT POWERCORD - NORTH AMERICA	222	\$0.00	\$0.00	\$0.00
Year 4	71203	AXON FLEET - AIRGAIN ANT - 7-IN-1 4LTE/5G 2WIFI 1GNSS BL	123	\$8,021.84	\$0.00	\$8,021.84
Year 4	72002	AXON FLEET 3 - INTERIOR CAMERA INTERIOR MOUNT	15	\$56.06	\$0.00	\$56.06
Year 4	72036	AXON FLEET 3 - STANDARD 2 CAMERA KIT	120	\$64,988.06	\$0.00	\$64,988.06
Year 4	72036	AXON FLEET 3 - STANDARD 2 CAMERA KIT	4	\$2,166.27	\$0.00	\$2,166.27
Year 4	72037	AXON FLEET 3 - INTERIOR CAMERA	15	\$1,401.54	\$0.00	\$1,401.54
Year 4	73309	AXON BODY - TAP REFRESH 1 - CAMERA	196	\$0.00	\$0.00	\$0.00
Year 4	73309	AXON BODY - TAP REFRESH 1 - CAMERA	33	\$4,754.58	\$0.00	\$4,754.58
Year 4	73310	AXON BODY - TAP REFRESH 2 - CAMERA	33	\$4,987.68	\$0.00	\$4,987.68
Year 4	73310	AXON BODY - TAP REFRESH 2 - CAMERA	196	\$2,192.85	\$0.00	\$2,192.85
Year 4	73313	AXON BODY - TAP REFRESH 1 - DOCK SINGLE BAY	190	\$7,286.82	\$0.00	\$7,286.82
Year 4	73313	AXON BODY - TAP REFRESH 1 - DOCK SINGLE BAY	32	\$1,245.55	\$0.00	\$1,245.55
Year 4	73314	AXON BODY - TAP REFRESH 2 - DOCK SINGLE BAY	32	\$1,305.83	\$0.00	\$1,305.83
Year 4	73314	AXON BODY - TAP REFRESH 2 - DOCK SINGLE BAY	190	\$7,639.39	\$0.00	\$7,639.39
Year 4	73391	AXON FLEET 3 - DEPLOYMENT PER VEHICLE - NOT OVERSIZED	120	\$40,994.19	\$0.00	\$40,994.19
Year 4	73478	AXON EVIDENCE - REDACTION ASSISTANT USER LICENSE	222	\$18,917.39	\$0.00	\$18,917.39
Year 4	73618	AXON COMMUNITY REQUEST	222	\$24,104.74	\$0.00	\$24,104.74
Year 4	73638	AXON STANDARDS - LICENSE	190	\$19,127.59	\$0.00	\$19,127.59
Year 4	73638	AXON STANDARDS - LICENSE	32	\$3,269.57	\$0.00	\$3,269.57
Year 4	73680	AXON RESPOND PLUS - LICENSE	32	\$6,472.82	\$0.00	\$6,472.82
Year 4	73680	AXON RESPOND PLUS - LICENSE	190	\$37,867.10	\$0.00	\$37,867.10
Year 4	73682	AXON EVIDENCE - AUTO TAGGING LICENSE	222	\$24,318.81	\$0.00	\$24,318.81
Year 4	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	1900	\$11,457.66	\$0.00	\$11,457.66
Year 4	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	320	\$1,959.01	\$0.00	\$1,959.01
Year 4	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	30	\$0.00	\$0.00	\$0.00
Year 4	73686	AXON EVIDENCE - STORAGE - UNLIMITED (AXON DEVICE)	32	\$2,566.21	\$0.00	\$2,566.21
Year 4	73686	AXON EVIDENCE - STORAGE - UNLIMITED (AXON DEVICE)	190	\$47,810.09	\$0.00	\$47,810.09
Year 4	73739	AXON PERFORMANCE - LICENSE	222	\$24,318.81	\$0.00	\$24,318.81
Year 4	73746	AXON EVIDENCE - ECOM LICENSE - PRO	10	\$4,858.29	\$0.00	\$4,858.29
Year 4	73746	AXON EVIDENCE - ECOM LICENSE - PRO	32	\$13,078.21	\$0.00	\$13,078.21
Year 4	73746	AXON EVIDENCE - ECOM LICENSE - PRO	1	\$402.68	\$0.00	\$402.68
Year 4	73746	AXON EVIDENCE - ECOM LICENSE - PRO	0	\$0.00	\$0.00	\$0.00
Year 4	73746	AXON EVIDENCE - ECOM LICENSE - PRO	190	\$76,509.95	\$0.00	\$76,509.95
Year 4	74020	AXON BODY - MOUNT - MAGNET FLEXIBLE RAPIDLOCK	245	\$0.00	\$0.00	\$0.00
Year 4	74200	AXON TASER - DOCK - SIX BAY PLUS CORE	2	\$522.47	\$0.00	\$522.47
Year 4	79999	AXON EVIDENCE - IMPLEMENTATION FOR AUTO TAGGING/PERFORMANCE	1	\$560.62	\$0.00	\$560.62
Year 4	80087	AXON TASER - TARGET - CONDUCTIVE PROFESSIONAL RUGGEDIZED	3	\$82.53	\$0.00	\$82.53
Year 4	80090	AXON TASER - TARGET FRAME - PROFESSIONAL 27.5 IN X 75 IN	3	\$41.27	\$0.00	\$41.27
Year 4	80190	AXON EVIDENCE - CHANNEL SERVICES	1	\$9,343.58	\$0.00	\$9,343.58

<b>Nov 2027</b>						
<b>Invoice Plan</b>	<b>Item</b>	<b>Description</b>	<b>Qty</b>	<b>Subtotal</b>	<b>Tax</b>	<b>Total</b>
Year 4	80374	AXON TASER - EXT WARRANTY - BATTERY PACK T7/T10	33	\$132.52	\$0.00	\$132.52
Year 4	80374	AXON TASER - EXT WARRANTY - BATTERY PACK T7/T10	6	\$24.10	\$0.00	\$24.10
Year 4	80374	AXON TASER - EXT WARRANTY - BATTERY PACK T7/T10	190	\$763.02	\$0.00	\$763.02
Year 4	80379	AXON SIGNAL - EXT WARRANTY - SIGNAL UNIT	120	\$1,571.52	\$0.00	\$1,571.52
Year 4	80385	AXON FLEET 3 - EXT WARRANTY - INTERIOR CAMERA	15	\$321.40	\$0.00	\$321.40
Year 4	80396	AXON TASER - EXT WARRANTY - DOCK SIX BAY T7/T10	2	\$120.18	\$0.00	\$120.18
Year 4	80400	AXON EVIDENCE - FLEET VEHICLE LICENSE	120	\$32,655.60	\$0.00	\$32,655.60
Year 4	80401	AXON FLEET 3 - ALPR LICENSE - 1 CAMERA	120	\$43,768.33	\$0.00	\$43,768.33
Year 4	80410	AXON EVIDENCE - STORAGE - FLEET 1 CAMERA UNLIMITED	240	\$23,559.73	\$0.00	\$23,559.73
Year 4	80464	AXON BODY - TAP WARRANTY - CAMERA	32	\$2,712.00	\$0.00	\$2,712.00
Year 4	80464	AXON BODY - TAP WARRANTY - CAMERA	1	\$84.75	\$0.00	\$84.75
Year 4	80464	AXON BODY - TAP WARRANTY - CAMERA	190	\$15,865.69	\$0.00	\$15,865.69
Year 4	80464	AXON BODY - TAP WARRANTY - CAMERA	6	\$501.02	\$0.00	\$501.02
Year 4	80466	AXON BODY - TAP WARRANTY - SINGLE BAY DOCK	190	\$6,564.99	\$0.00	\$6,564.99
Year 4	80466	AXON BODY - TAP WARRANTY - SINGLE BAY DOCK	32	\$1,122.19	\$0.00	\$1,122.19
Year 4	80495	AXON FLEET 3 - EXT WARRANTY - 2 CAMERA KIT	4	\$391.90	\$0.00	\$391.90
Year 4	80495	AXON FLEET 3 - EXT WARRANTY - 2 CAMERA KIT	120	\$11,756.99	\$0.00	\$11,756.99
Year 4	85055	AXON BODY - PSO - FULL SERVICE	1	\$7,474.87	\$0.00	\$7,474.87
Year 4	85760	AXON AUTO-TRANSCRIBE - UNLIMITED SERVICE	222	\$28,102.28	\$0.00	\$28,102.28
Year 4	B00020	BUNDLE - UNLIMITED	190	\$0.00	\$0.00	\$0.00
Year 4	C00010	BUNDLE - TASER 10 CERTIFICATION	190	\$0.00	\$0.00	\$0.00
<b>Total</b>				<b>\$907,271.46</b>	<b>\$0.00</b>	<b>\$907,271.46</b>

<b>Nov 2028</b>						
<b>Invoice Plan</b>	<b>Item</b>	<b>Description</b>	<b>Qty</b>	<b>Subtotal</b>	<b>Tax</b>	<b>Total</b>
Year 5	100112	AXON AIR - EVIDENCE.COM LICENSE - PILOT DATA	6	\$2,277.22	\$0.00	\$2,277.22
Year 5	100146	AXON FLEET - CRADLEPOINT R1900-5GB-GA+5YR NETCLOUD	123	\$37,203.87	\$0.00	\$37,203.87
Year 5	100147	AXON BODY 4 - CAMERA - NA US FIRST RESPONDER BLK RAPIDLOCK	222	\$17,623.04	\$0.00	\$17,623.04
Year 5	100147	AXON BODY 4 - CAMERA - NA US FIRST RESPONDER BLK RAPIDLOCK	7	\$0.00	\$0.00	\$0.00
Year 5	100200	AXON BODY 4 - FLEX POV MODULE	20	\$930.62	\$0.00	\$930.62
Year 5	100201	AXON BODY 4 - DOCK - SINGLE BAY	222	\$4,750.09	\$0.00	\$4,750.09
Year 5	100206	AXON BODY 4 - 8 BAY DOCK	10	\$1,490.30	\$0.00	\$1,490.30
Year 5	100390	AXON TASER 10 - HANDLE - YELLOW CLASS 3R	190	\$67,578.20	\$0.00	\$67,578.20
Year 5	100390	AXON TASER 10 - HANDLE - YELLOW CLASS 3R	6	\$2,134.05	\$0.00	\$2,134.05
Year 5	100393	AXON TASER 10 - MAGAZINE - LIVE DUTY BLACK	190	\$4,700.94	\$0.00	\$4,700.94
Year 5	100393	AXON TASER 10 - MAGAZINE - LIVE DUTY BLACK	6	\$148.45	\$0.00	\$148.45
Year 5	100394	AXON TASER 10 - MAGAZINE - HALT TRAINING BLUE	16	\$395.87	\$0.00	\$395.87
Year 5	100395	AXON TASER 10 - MAGAZINE - LIVE TRAINING PURPLE	9	\$222.68	\$0.00	\$222.68
Year 5	100396	AXON TASER 10 - MAGAZINE - INERT RED	30	\$742.25	\$0.00	\$742.25
Year 5	100399	AXON TASER 10 - CARTRIDGE - LIVE	570	\$1,939.67	\$0.00	\$1,939.67
Year 5	100399	AXON TASER 10 - CARTRIDGE - LIVE	570	\$1,939.67	\$0.00	\$1,939.67
Year 5	100399	AXON TASER 10 - CARTRIDGE - LIVE	570	\$1,939.67	\$0.00	\$1,939.67
Year 5	100399	AXON TASER 10 - CARTRIDGE - LIVE	3800	\$12,931.15	\$0.00	\$12,931.15
Year 5	100399	AXON TASER 10 - CARTRIDGE - LIVE	570	\$1,939.67	\$0.00	\$1,939.67
Year 5	100400	AXON TASER 10 - CARTRIDGE - HALT	1520	\$5,172.46	\$0.00	\$5,172.46
Year 5	100400	AXON TASER 10 - CARTRIDGE - HALT	1520	\$5,172.46	\$0.00	\$5,172.46

<b>Nov 2028</b>						
<b>Invoice Plan</b>	<b>Item</b>	<b>Description</b>	<b>Qty</b>	<b>Subtotal</b>	<b>Tax</b>	<b>Total</b>
Year 5	100400	AXON TASER 10 - CARTRIDGE - HALT	1140	\$3,879.34	\$0.00	\$3,879.34
Year 5	100400	AXON TASER 10 - CARTRIDGE - HALT	1520	\$5,172.46	\$0.00	\$5,172.46
Year 5	100400	AXON TASER 10 - CARTRIDGE - HALT	1520	\$5,172.46	\$0.00	\$5,172.46
Year 5	100401	AXON TASER 10 - CARTRIDGE - INERT	300	\$46.53	\$0.00	\$46.53
Year 5	100466	AXON BODY 4 - CABLE - USB-C TO USB-C	245	\$0.00	\$0.00	\$0.00
Year 5	100469	AXON FLEET 3 - SIM INSERTION - ATT FIRSTNET	120	\$361.71	\$0.00	\$361.71
Year 5	100579	AXON AIR - UAS LICENSE - CLASS 1	1	\$1,308.14	\$0.00	\$1,308.14
Year 5	100580	AXON AIR - UAS LICENSE - CLASS 2	1	\$2,429.37	\$0.00	\$2,429.37
Year 5	100584	AXON AIR - ADVANCED STREAMING ADD-ON	1	\$280.31	\$0.00	\$280.31
Year 5	100584	AXON AIR - ADVANCED STREAMING ADD-ON	1	\$280.31	\$0.00	\$280.31
Year 5	100586	AXON AIR - API INTEGRATIONS ADD-ON	1	\$467.22	\$0.00	\$467.22
Year 5	100586	AXON AIR - API INTEGRATIONS ADD-ON	1	\$467.22	\$0.00	\$467.22
Year 5	100611	AXON TASER 10 - SAFARILAND HOLSTER - RH	190	\$2,444.56	\$0.00	\$2,444.56
Year 5	100623	AXON TASER - TRAINING - ENHANCED HALT SUIT V2	4	\$473.11	\$0.00	\$473.11
Year 5	100681	AXON SIGNAL - SIDEARM SENSOR ONLY	32	\$1,351.04	\$0.00	\$1,351.04
Year 5	100681	AXON SIGNAL - SIDEARM SENSOR ONLY	190	\$7,903.55	\$0.00	\$7,903.55
Year 5	100704	AXON TASER 10 - EXT WARRANTY - HANDLE	190	\$12,251.92	\$0.00	\$12,251.92
Year 5	100704	AXON TASER 10 - EXT WARRANTY - HANDLE	6	\$386.90	\$0.00	\$386.90
Year 5	100751	AXON TASER 10 - REPLACEMENT ACCESS PROGRAM - DUTY CARTRIDGE	190	\$11,194.57	\$0.00	\$11,194.57
Year 5	100775	AXON BODY 4 - MAGNETIC DISCONNECT CABLE	222	\$0.00	\$0.00	\$0.00
Year 5	100852	AXON BODY 4 - C-CLIP - POV	20	\$0.00	\$0.00	\$0.00
Year 5	100853	AXON BODY 4 - MOUNT - POV COLLAR	22	\$0.00	\$0.00	\$0.00
Year 5	100943	AXON BODY 4 - EXT WARRANTY - EIGHT BAY DOCK	10	\$2,114.28	\$0.00	\$2,114.28
Year 5	100945	AXON BODY 4 - EXT WARRANTY - FLEX POV MODULE	20	\$408.39	\$0.00	\$408.39
Year 5	100958	AXON BODY 4 - FLEX POV MODULE CABLE 48 IN	20	\$0.00	\$0.00	\$0.00
Year 5	101078	AXON AIR - RTC VIRTUAL ONBOARDING	1	\$311.45	\$0.00	\$311.45
Year 5	101180	AXON TASER - DATA SCIENCE PROGRAM	190	\$1,903.81	\$0.00	\$1,903.81
Year 5	101189	AXON FLEET - RUGGED HOUSING - FLEET 3	3	\$557.81	\$0.00	\$557.81
Year 5	101193	AXON TASER - ON DEMAND CERTIFICATION	1	\$20.13	\$0.00	\$20.13
Year 5	101208	AXON TASER 10 - 2 DAY INSTRUCTOR COURSE - INSIDE SALES	1	\$467.18	\$0.00	\$467.18
Year 5	11509	AXON BODY - BELT CLIP - RAPIDLOCK	25	\$124.83	\$0.00	\$124.83
Year 5	11704	AXON BODY - MOUNT - RAPIDLOCK JACKET	222	\$1,298.50	\$0.00	\$1,298.50
Year 5	20018	AXON TASER - BATTERY PACK - TACTICAL	190	\$3,232.08	\$0.00	\$3,232.08
Year 5	20018	AXON TASER - BATTERY PACK - TACTICAL	33	\$561.36	\$0.00	\$561.36
Year 5	20018	AXON TASER - BATTERY PACK - TACTICAL	6	\$102.07	\$0.00	\$102.07
Year 5	20248	AXON TASER - EVIDENCE.COM LICENSE	190	\$9,942.64	\$0.00	\$9,942.64
Year 5	20248	AXON TASER - EVIDENCE.COM LICENSE	2	\$104.66	\$0.00	\$104.66
Year 5	70033	AXON - DOCK WALL MOUNT - BRACKET ASSY	10	\$82.04	\$0.00	\$82.04
Year 5	70033	AXON - DOCK WALL MOUNT - BRACKET ASSY	2	\$13.58	\$0.00	\$13.58
Year 5	70112	AXON SIGNAL - SIGNAL UNIT	120	\$6,727.83	\$0.00	\$6,727.83
Year 5	71019	AXON BODY - DOCK POWERCORD - NORTH AMERICA	10	\$0.00	\$0.00	\$0.00
Year 5	71019	AXON BODY - DOCK POWERCORD - NORTH AMERICA	2	\$3.64	\$0.00	\$3.64
Year 5	71044	AXON SIGNAL - BATTERY - CR2430 SINGLE PACK	380	\$58.94	\$0.00	\$58.94
Year 5	71044	AXON SIGNAL - BATTERY - CR2430 SINGLE PACK	64	\$10.05	\$0.00	\$10.05
Year 5	71104	AXON - DOCK/DATAPORT POWERCORD - NORTH AMERICA	222	\$0.00	\$0.00	\$0.00
Year 5	71203	AXON FLEET - AIRGAIN ANT - 7-IN-1 4LTE/5G 2WIFI 1GNSS BL	123	\$8,021.84	\$0.00	\$8,021.84

<b>Nov 2028</b>						
<b>Invoice Plan</b>	<b>Item</b>	<b>Description</b>	<b>Qty</b>	<b>Subtotal</b>	<b>Tax</b>	<b>Total</b>
Year 5	72002	AXON FLEET 3 - INTERIOR CAMERA INTERIOR MOUNT	15	\$56.06	\$0.00	\$56.06
Year 5	72036	AXON FLEET 3 - STANDARD 2 CAMERA KIT	120	\$64,988.06	\$0.00	\$64,988.06
Year 5	72036	AXON FLEET 3 - STANDARD 2 CAMERA KIT	4	\$2,166.27	\$0.00	\$2,166.27
Year 5	72037	AXON FLEET 3 - INTERIOR CAMERA	15	\$1,401.54	\$0.00	\$1,401.54
Year 5	73309	AXON BODY - TAP REFRESH 1 - CAMERA	196	\$0.00	\$0.00	\$0.00
Year 5	73309	AXON BODY - TAP REFRESH 1 - CAMERA	33	\$4,754.58	\$0.00	\$4,754.58
Year 5	73310	AXON BODY - TAP REFRESH 2 - CAMERA	33	\$4,987.68	\$0.00	\$4,987.68
Year 5	73310	AXON BODY - TAP REFRESH 2 - CAMERA	196	\$2,192.85	\$0.00	\$2,192.85
Year 5	73313	AXON BODY - TAP REFRESH 1 - DOCK SINGLE BAY	32	\$1,245.55	\$0.00	\$1,245.55
Year 5	73313	AXON BODY - TAP REFRESH 1 - DOCK SINGLE BAY	190	\$7,286.82	\$0.00	\$7,286.82
Year 5	73314	AXON BODY - TAP REFRESH 2 - DOCK SINGLE BAY	32	\$1,305.83	\$0.00	\$1,305.83
Year 5	73314	AXON BODY - TAP REFRESH 2 - DOCK SINGLE BAY	190	\$7,639.39	\$0.00	\$7,639.39
Year 5	73391	AXON FLEET 3 - DEPLOYMENT PER VEHICLE - NOT OVERSIZED	120	\$40,994.19	\$0.00	\$40,994.19
Year 5	73478	AXON EVIDENCE - REDACTION ASSISTANT USER LICENSE	222	\$18,917.39	\$0.00	\$18,917.39
Year 5	73618	AXON COMMUNITY REQUEST	222	\$24,104.74	\$0.00	\$24,104.74
Year 5	73638	AXON STANDARDS - LICENSE	32	\$3,269.57	\$0.00	\$3,269.57
Year 5	73638	AXON STANDARDS - LICENSE	190	\$19,127.59	\$0.00	\$19,127.59
Year 5	73680	AXON RESPOND PLUS - LICENSE	190	\$37,867.10	\$0.00	\$37,867.10
Year 5	73680	AXON RESPOND PLUS - LICENSE	32	\$6,472.82	\$0.00	\$6,472.82
Year 5	73682	AXON EVIDENCE - AUTO TAGGING LICENSE	222	\$24,318.81	\$0.00	\$24,318.81
Year 5	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	30	\$0.00	\$0.00	\$0.00
Year 5	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	320	\$1,959.01	\$0.00	\$1,959.01
Year 5	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	1900	\$11,457.66	\$0.00	\$11,457.66
Year 5	73686	AXON EVIDENCE - STORAGE - UNLIMITED (AXON DEVICE)	32	\$2,566.21	\$0.00	\$2,566.21
Year 5	73686	AXON EVIDENCE - STORAGE - UNLIMITED (AXON DEVICE)	190	\$47,810.09	\$0.00	\$47,810.09
Year 5	73739	AXON PERFORMANCE - LICENSE	222	\$24,318.81	\$0.00	\$24,318.81
Year 5	73746	AXON EVIDENCE - ECOM LICENSE - PRO	1	\$402.68	\$0.00	\$402.68
Year 5	73746	AXON EVIDENCE - ECOM LICENSE - PRO	32	\$13,078.21	\$0.00	\$13,078.21
Year 5	73746	AXON EVIDENCE - ECOM LICENSE - PRO	10	\$4,858.29	\$0.00	\$4,858.29
Year 5	73746	AXON EVIDENCE - ECOM LICENSE - PRO	190	\$76,509.95	\$0.00	\$76,509.95
Year 5	73746	AXON EVIDENCE - ECOM LICENSE - PRO	0	\$0.00	\$0.00	\$0.00
Year 5	74020	AXON BODY - MOUNT - MAGNET FLEXIBLE RAPIDLOCK	245	\$0.00	\$0.00	\$0.00
Year 5	74200	AXON TASER - DOCK - SIX BAY PLUS CORE	2	\$522.47	\$0.00	\$522.47
Year 5	79999	AXON EVIDENCE - IMPLEMENTATION FOR AUTO TAGGING/PERFORMANCE	1	\$560.62	\$0.00	\$560.62
Year 5	80087	AXON TASER - TARGET - CONDUCTIVE PROFESSIONAL RUGGEDIZED	3	\$82.53	\$0.00	\$82.53
Year 5	80090	AXON TASER - TARGET FRAME - PROFESSIONAL 27.5 IN X 75 IN	3	\$41.27	\$0.00	\$41.27
Year 5	80190	AXON EVIDENCE - CHANNEL SERVICES	1	\$9,343.58	\$0.00	\$9,343.58
Year 5	80374	AXON TASER - EXT WARRANTY - BATTERY PACK T7/T10	190	\$763.02	\$0.00	\$763.02
Year 5	80374	AXON TASER - EXT WARRANTY - BATTERY PACK T7/T10	33	\$132.52	\$0.00	\$132.52
Year 5	80374	AXON TASER - EXT WARRANTY - BATTERY PACK T7/T10	6	\$24.10	\$0.00	\$24.10
Year 5	80379	AXON SIGNAL - EXT WARRANTY - SIGNAL UNIT	120	\$1,571.52	\$0.00	\$1,571.52
Year 5	80385	AXON FLEET 3 - EXT WARRANTY - INTERIOR CAMERA	15	\$321.40	\$0.00	\$321.40
Year 5	80396	AXON TASER - EXT WARRANTY - DOCK SIX BAY T7/T10	2	\$120.18	\$0.00	\$120.18
Year 5	80400	AXON EVIDENCE - FLEET VEHICLE LICENSE	120	\$32,655.60	\$0.00	\$32,655.60
Year 5	80401	AXON FLEET 3 - ALPR LICENSE - 1 CAMERA	120	\$43,768.33	\$0.00	\$43,768.33
Year 5	80410	AXON EVIDENCE - STORAGE - FLEET 1 CAMERA UNLIMITED	240	\$23,559.73	\$0.00	\$23,559.73

<b>Nov 2028</b>						
<b>Invoice Plan</b>	<b>Item</b>	<b>Description</b>	<b>Qty</b>	<b>Subtotal</b>	<b>Tax</b>	<b>Total</b>
Year 5	80464	AXON BODY - TAP WARRANTY - CAMERA	1	\$84.75	\$0.00	\$84.75
Year 5	80464	AXON BODY - TAP WARRANTY - CAMERA	32	\$2,712.00	\$0.00	\$2,712.00
Year 5	80464	AXON BODY - TAP WARRANTY - CAMERA	190	\$15,865.69	\$0.00	\$15,865.69
Year 5	80464	AXON BODY - TAP WARRANTY - CAMERA	6	\$501.02	\$0.00	\$501.02
Year 5	80466	AXON BODY - TAP WARRANTY - SINGLE BAY DOCK	190	\$6,564.99	\$0.00	\$6,564.99
Year 5	80466	AXON BODY - TAP WARRANTY - SINGLE BAY DOCK	32	\$1,122.19	\$0.00	\$1,122.19
Year 5	80495	AXON FLEET 3 - EXT WARRANTY - 2 CAMERA KIT	4	\$391.90	\$0.00	\$391.90
Year 5	80495	AXON FLEET 3 - EXT WARRANTY - 2 CAMERA KIT	120	\$11,756.99	\$0.00	\$11,756.99
Year 5	85055	AXON BODY - PSO - FULL SERVICE	1	\$7,474.87	\$0.00	\$7,474.87
Year 5	85760	AXON AUTO-TRANSCRIBE - UNLIMITED SERVICE	222	\$28,102.28	\$0.00	\$28,102.28
Year 5	B00020	BUNDLE - UNLIMITED	190	\$0.00	\$0.00	\$0.00
Year 5	C00010	BUNDLE - TASER 10 CERTIFICATION	190	\$0.00	\$0.00	\$0.00
<b>Total</b>				<b>\$907,271.46</b>	<b>\$0.00</b>	<b>\$907,271.46</b>



**Tax is estimated based on rates applicable at date of quote and subject to change at time of invoicing. If a tax exemption certificate should be applied, please submit prior to invoicing.**

## Standard Terms and Conditions

### Axon Enterprise Inc. Sales Terms and Conditions

#### Axon Master Services and Purchasing Agreement:

This Quote is limited to and conditional upon your acceptance of the provisions set forth herein and Axon's Master Services and Purchasing Agreement (posted at <https://www.axon.com/sales-terms-and-conditions>), as well as the attached Statement of Work (SOW) for Axon Fleet and/or Axon Interview Room purchase, if applicable. In the event you and Axon have entered into a prior agreement to govern all future purchases, that agreement shall govern to the extent it includes the products and services being purchased and does not conflict with the Axon Customer Experience Improvement Program Appendix as described below.

#### ACEIP:

The Axon Customer Experience Improvement Program Appendix, which includes the sharing of de-identified segments of Agency Content with Axon to develop new products and improve your product experience (posted at [www.axon.com/legal/sales-terms-and-conditions](http://www.axon.com/legal/sales-terms-and-conditions)), is incorporated herein by reference. By signing below, you agree to the terms of the Axon Customer Experience Improvement Program.

#### Acceptance of Terms:

Any purchase order issued in response to this Quote is subject solely to the above referenced terms and conditions. By signing below, you represent that you are lawfully able to enter into contracts. If you are signing on behalf of an entity (including but not limited to the company, municipality, or government agency for whom you work), you represent to Axon that you have legal authority to bind that entity. If you do not have this authority, please do not sign this Quote.

## Exceptions to Standard Terms and Conditions

Agency has existing contract(s) originated via Quote(s): 00060437

Q-316445

Agency is terminating those contracts effective 12/1/2024 Any changes in this date will result in modification of the program value which may result in additional fees or credits due to or from Axon.

The parties agree that Axon is applying a Net Transfer Credit of -\$233,578.80

## Exceptions to Standard Terms and Conditions

Optional: Pocket Mount \$31.30; Magnetic Mount \$31.30; Molle - Single Mount \$31.30; Molle - Double Mount \$41.75.



Signature



Date Signed

7/23/2024



## **FLEET STATEMENT OF WORK BETWEEN AXON ENTERPRISE AND AGENCY**

### **Introduction**

This Statement of Work ("SOW") has been made and entered into by and between Axon Enterprise, Inc. ("AXON"), and Ottawa County Sheriff's Office - MI the ("AGENCY") for the purchase of the Axon Fleet in-car video solution ("FLEET") and its supporting information, services and training. (AXON Technical Project Manager/The AXON installer)

### **Purpose and Intent**

AGENCY states, and AXON understands and agrees, that Agency's purpose and intent for entering into this SOW is for the AGENCY to obtain from AXON deliverables, which used solely in conjunction with AGENCY's existing systems and equipment, which AGENCY specifically agrees to purchase or provide pursuant to the terms of this SOW.

This SOW contains the entire agreement between the parties. There are no promises, agreements, conditions, inducements, warranties or understandings, written or oral, expressed or implied, between the parties, other than as set forth or referenced in the SOW.

### **Acceptance**

Upon completion of the services outlined in this SOW, AGENCY will be provided a professional services acceptance form ("Acceptance Form"). AGENCY will sign the Acceptance Form acknowledging that services have been completed in substantial conformance with this SOW and the Agreement. If AGENCY reasonably believes AXON did not complete the professional services in conformance with this SOW, AGENCY must notify AXON in writing of the specific reasons within seven (7) calendar days from delivery of the Acceptance Form. AXON will remedy the issues to conform with this SOW and re-present the Acceptance Form for signature. If AXON does not receive the signed Acceptance Form or written notification of the reasons for rejection within 7 calendar days of the delivery of the Acceptance Form, AGENCY will be deemed to have accepted the services in accordance to this SOW.

### **Force Majeure**

Neither party hereto shall be liable for delays or failure to perform with respect to this SOW due to causes beyond the party's reasonable control and not avoidable by diligence.

### **Schedule Change**

Each party shall notify the other as soon as possible regarding any changes to agreed upon dates and times of Axon Fleet in-car Solution installation-to be performed pursuant of this Statement of Work.

### **Axon Fleet Deliverables**

Typically, within (30) days of receiving this fully executed SOW, an AXON Technical Project Manager will deliver to AGENCY's primary point of contact via electronic media, controlled documentation, guides, instructions and videos followed by available dates for the initial project review and customer readiness validation. Unless otherwise agreed upon by AXON, AGENCY may print and reproduce said documents for use by its employees only.

### **Security Clearance and Access**

Upon AGENCY's request, AXON will provide the AGENCY a list of AXON employees, agents, installers or representatives which require access to the AGENCY's facilities in order to perform Work pursuant of this Statement of Work. AXON will ensure that each employee, agent or representative has been informed or and consented to a criminal background investigation by AGENCY for the purposes of being allowed access to AGENCY's facilities. AGENCY is responsible for providing AXON with all required instructions and documentation accompanying the security background check's requirements.

### **Training**

AXON will provide training applicable to Axon Evidence, Cradlepoint NetCloud Manager and Axon Fleet application in a train-the-trainer style method unless otherwise agreed upon between the AGENCY and AXON.

### **Local Computer**

AGENCY is responsible for providing a mobile data computer (MDC) with the same software, hardware, and configuration that AGENCY personnel will use with the AXON system being installed. AGENCY is responsible for making certain that any and all security settings (port openings, firewall settings, antivirus software, virtual private network, routing, etc.) are made prior to the installation, configuration and testing of the aforementioned deliverables.

### **Network**

AGENCY is responsible for making certain that any and all network(s) route traffic to appropriate endpoints and AXON is not liable for network breach, data interception, or loss of data due to misconfigured firewall settings or virus infection, except to the extent that such virus or infection is caused, in whole or in part, by defects in the deliverables.

### **Cradlepoint Router**

When applicable, AGENCY must provide AXON Installers with temporary administrative access to Cradlepoint's [NetCloud Manager](#) to the extent necessary to perform Work pursuant of this Statement of Work.

### **[Evidence.com](#)**

AGENCY must provide AXON Installers with temporary administrative access to Axon Evidence.com to the extent necessary to perform Work pursuant of this SOW.

### **Wireless Upload System**

If purchased by the AGENCY, on such dates and times mutually agreed upon by the parties, AXON will install and configure into AGENCY's existing network a wireless network infrastructure as identified in the AGENCY's binding quote based on conditions of the sale.

### **VEHICLE INSTALLATION**

### **Preparedness**

On such dates and times mutually agreed upon by the parties, the AGENCY will deliver all vehicles to an AXON Installer less weapons and items of evidence. Vehicle(s) will be deemed 'out of service' to the extent necessary to perform Work pursuant of this SOW.

### **Existing Mobile Video Camera System Removal**

On such dates and times mutually agreed upon by the parties, the AGENCY will deliver all vehicles to an AXON Installer which will remove from said vehicles all components of the existing mobile video camera system unless otherwise agreed upon by the AGENCY.

Major components will be salvaged by the AXON Installer for auction by the AGENCY. Wires and cables are not considered expendable and will not be salvaged. Salvaged components will be placed in a designated area by the AGENCY within close proximity of the vehicle in an accessible work space.

Prior to removing the existing mobile video camera systems, it is both the responsibility of the AGENCY and the AXON Installer to test the vehicle's systems' operation to identify and operate, documenting any existing component or system failures and in detail, identify which components of the existing mobile video camera system will be removed by the AXON Installer.

### **In-Car Hardware/Software Delivery and Installation**

On such dates and times mutually agreed upon by the parties, the AGENCY will deliver all vehicles to an AXON Installer, who will install and configure in each vehicle in accordance with the specifications detailed in the system's installation manual and its relevant addendum(s). Applicable in-car hardware will be installed and configured as defined and validated by the AGENCY during the pre-deployment discovery process.

If a specified vehicle is unavailable on the date and time agreed upon by the parties, AGENCY will provide a similar vehicle for the installation process. Delays due to a vehicle, or substitute vehicle, not being available at agreed upon dates and times may result in additional fees to the AGENCY. If the AXON Installer determines that a vehicle is not properly prepared for installation ("Not Fleet Ready"), such as a battery not being properly charged or properly up-fit for in-service, field operations, the issue shall be reported immediately to the AGENCY for resolution and a date and time for the future installation shall be agreed upon by the parties.

Upon completion of installation and configuration, AXON will systematically test all installed and configured in-car hardware and software to ensure that ALL functions of the hardware and software are fully operational and that any deficiencies are corrected unless otherwise agreed upon by the AGENCY, installation, configuration, test and the correct of any deficiencies will be completed in each vehicle accepted for installation.

Prior to installing the Axon Fleet camera systems, it is both the responsibility of the AGENCY and the AXON Installer to test the vehicle's existing systems' operation to identify, document any existing component or vehicle systems' failures. Prior to any vehicle up-fitting the AXON Installer will introduce the system's components, basic functions, integrations and systems overview along with reference to AXON approved, AGENCY manuals, guides, portals and videos. It is both the responsibility of the AGENCY and the AXON Installer to agree on placement of each components, the antenna(s), integration recording trigger sources and customer preferred power, ground and ignition sources prior to permanent or temporary installation of an Axon Fleet camera solution in each vehicle type. Agreed placement will be documented by the AXON Installer.

AXON welcomes up to 5 persons per system operation training session per day, and unless otherwise agreed upon by the AGENCY, the first vehicle will be used for an installation training demonstration. The second vehicle will be used for an assisted installation training demonstration. The installation training session is customary to any AXON Fleet installation service regardless of who performs the continued Axon Fleet system installations.



The customary training session does not 'certify' a non-AXON Installer, customer-employed Installer or customer 3rd party Installer, since the AXON Fleet products does not offer an Installer certification program. Any work performed by non-AXON Installer, customer-employed Installer or customer 3rd party Installer is not warranted by AXON, and AXON is not liable for any damage to the vehicle and its existing systems and AXON Fleet hardware.

AXON

STATEMENT OF WORK  
FOR THE  
IMPLEMENTATION OF  
AXON STANDARDS FOR  
OTTAWA CSO MI  
("SOW")

---

**Submitted By:**

**Axon Enterprise, Inc. (Axon)**

**17800 North 85<sup>th</sup> Street**

**Scottsdale, AZ 85255**



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# 1. PROJECT OVERVIEW

Axon Standards is a cloud-native software solution provided as a SaaS subscription.

## 1.1 SOFTWARE

The software detailed in this SOW includes, but is not limited to, the listed functionality:

<b>AXON STANDARDS</b>	<ul style="list-style-type: none"> <li>▶ Attachments</li> <li>▶ Citizen Compliant</li> <li>▶ Configurable Forms and Fields</li> <li>▶ Early Intervention (EIS)</li> <li>▶ Early Intervention (EIS) Analytics</li> <li>▶ Internal Affairs Investigative Case Management</li> </ul>	<ul style="list-style-type: none"> <li>▶ Internal Complaint</li> <li>▶ Redaction</li> <li>▶ Restrictions</li> <li>▶ Use of Force</li> <li>▶ Use of Force Analytics</li> <li>▶ Vehicle Collision</li> <li>▶ Vehicle Pursuit</li> </ul>
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## 1.2 DEFINITIONS

TERM	DEFINITION
<b>PARTIES</b>	
Agency	Ottawa CSO MI who is identified within this SOW
End-Users	Specific agency groups using the system
Professional Services	The services that Axon provides within the scope of this SOW
<b>SYSTEMS</b>	
Axon Systems	Software solutions and agency-specific interfaces developed by Axon
CJIS	The Federal Bureau of Investigation's criminal justice information system
MDC	Mobile data computer – a device associated within a vehicle or other mobile unit
DataStore	The database Axon provides allowing the agency to query data
Product	The software solution being implemented as part of this SOW
Production Environment	The operational environment where the product is accessed



Training Environment	The pre-production environment where all Axon-specific development, configuration, functional acceptance testing, user acceptance testing, and training take place
Service Portal	An online portal provided by Axon where issues identified are entered and triaged
<b>PROJECT &amp; MILESTONES</b>	
Project	Scope of this SOW as defined by the work to be completed described herein
Project Change Order (PCO)	Change order form outlined in Attachment B to be executed between Axon and the agency if a material change in scope is required for this SOW
Milestone	Event that constitutes completion of work as listed in Attachment A
Milestone Completion Report	The report outlined in Attachment A to be executed at key milestones between agency and Axon to approve completion of project phases
Discovery Phase	Requirements gathering and confirmation occurs during this phase. Confirmed requirements feed the sprint phase, and sprints are designed around what can and cannot be accomplished given time and resource constraints on both Axon and the agency's sides.
Design   Build Phase	Project phase encompassing iterative development through sprints. Integrations and workflows are developed and deployed during this phase. The agency forms are also configured during this phase.
Sprint	A period during the configuration phase of the project (typically 2-3 weeks) where specific pieces of functionality are built, configured, and delivered.
Sprint Review	Signifies the end of the sprint where Axon showcases what was built, configured, and delivered. These items are then deemed ready for functional acceptance testing and user acceptance testing.
Go-Live	End-users are activated, and the agency is actively using the product
Cutover	Successful implementation of interfaces, data conversion, and NIBRS state and federal certification
Third-Party Products and Services	Software, hardware, and services that are not owned by Axon but are being provided by Axon for this project as listed in Attachment C
<b>ACCEPTANCE</b>	
Blocker	Issue impacting 50% or more users
Functional Acceptance Testing (FAT)	Testing the functionality of the system as configured for the agency
Integration Acceptance Testing	Scheduled events for testing of each integration point and associated functionality in collaboration with the agency and the agency's vendors
User Acceptance Testing (UAT)	Testing the functionality of the system as configured for the agency from an end-user's perspective



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## **1.3 OUT OF PROJECT SCOPE**

Axon is only responsible for performing the professional services described within this SOW. Any additional professional services that are not defined explicitly by this SOW shall be done so through a Project Change Order. The following are considered outside the scope of this project:

- ▶ Administration, management, or support of any internal city, county, state, federal, or agency IT network or infrastructure
- ▶ Changes made by the agency or the agency's vendors after the Interface Requirements Documentation has been accepted
- ▶ Third-party products and services costs related to the vendors or agency's side of the integration
- ▶ Changes made by the agency after configuration is complete



## 2. PROFESSIONAL SERVICES

### 2.1 GENERAL

The agency provides a master charge table that Axon loads. Axon provides the appropriate structure to the agency.

### 2.2 REPORTING AND DATASTORE

- ▶ The access to the DataStore includes read-only access to prescribed views of data which are made available from the entry of data using the Axon Records User Interface.
- ▶ Axon provides the agency with a data dictionary and/or other appropriate documentation.
- ▶ Axon provides the following analytics reports as part of the Standards system: Use of Force, Early Intervention (EIS)
- ▶ If Axon provides reports for specific purposes as indicated, it is the responsibility of the agency to maintain them after Go-Live.

### 2.3 READINESS

- ▶ Axon works in partnership with the agency to determine readiness by conducting functional testing and an end-to-end system review. The Axon program manager and the agency project manager work closely together to plan and execute readiness scenarios.
- ▶ Axon conducts user acceptance testing via use cases approved by Axon and the agency.
- ▶ All issues discovered during and after training are entered into the service portal for triage and follow-up.

### 2.4 TRAINING

Axon works with the agency to identify the agency trainers receiving instruction on the Axon Records, Standards, and/or Dispatch products. Axon provides a training guide that outlines the covered topics, intended audience, facility needs, and duration of the training.



## **FORMAT**

Axon provides the agency with all the necessary training materials and digital assets to facilitate any of the training formats listed below. Training sessions are conducted in an environment containing necessary configurations, forms, and workflows. Any additional training beyond the method described below is subject to adjustments in pricing. Contact your sales representative for more information.

It is the responsibility of the agency to deliver and update the training materials to include agency policies and procedures.

## **TRAIN THE TRAINER**

Axon trains the agency's recommended users (no more than 12 depending on the size of the agency) in full system functionality. This is typically the agency's trainers, or training academy/FTO staff. The agency's trainers are responsible for training all agency end users. Axon provides all training materials for successful training and assists the agency's trainers in creating the course and training schedule.

## **SCHEDULE :**

The training plan contains an agreed-upon schedule that makes efficient use of time and resources to avoid undue staffing impacts on the agency. Training sessions occur after the User Acceptance Testing has been successfully completed and documented.

- ▶ Training sessions provided by Axon are conducted on consecutive weekdays (Tuesday-Friday) during normal business hours (9am-6pm with an hour break in between sessions).
- ▶ Training sessions required past the agreed-upon schedule in the training plan, regardless of delivery method, are the responsibility of the agency, unless agreed upon previously by the project team and training team management.

## **2.5 GO-LIVE**

Axon works in partnership with the agency to build, coordinate, and execute a Go-Live plan to ensure successful system acceptance. Axon coordinates the Go-Live event.





## **3. PROJECT MANAGEMENT**

### **3.1 MANAGEMENT RESOURCES**

Both parties assign a project manager to ensure completion of deliverables.

Axon's project manager ensures all team members from Axon and the agency are continually updated on the status of the project.

### **3.2 REQUIREMENTS PLANNING**

All project requirements are documented during the kick-off and discovery phases of the project.

Once the agency and Axon agree on all requirements, Axon's project manager works with the agency's project manager to develop a project plan for Axon's implementation.

### **3.3 CHANGE CONTROL**

If any changes in the project cause a material increase or decrease in fees, as determined by Axon, an adjustment in the fees will be agreed upon between the agency and Axon. All PCO forms must be approved and signed by the agency authority ([Attachment B](#)).

The agency acknowledges a proposed change request might have an impact on both scheduling and cost for the project that will be outlined in the PCO form.

### **3.4 PROJECT METHODOLOGY**

Axon utilizes a hybrid approach to project management, utilizing aspects of both Agile and Waterfall methodologies. We use Waterfall for the overall project, with respect to major milestones. We utilize Agile during the configuration and build phases of the project.

### **3.5 MILESTONE COMPLETION REPORT (MCR)**

Axon will submit an MCR to the agency for approval upon completion of a milestone. Milestone Completion Report included ([Attachment A](#)).

Upon receiving an MCR, the agency has 7 calendar days to approve the milestone completion. If the agency reasonably believes Axon did not complete the milestone in substantial conformance with this SoW, the agency must notify Axon in writing of the specific reasons for rejection



within seven (7) calendar days from delivery of the MCR. Axon will address the issues and re-present the MCR for signature. If Axon does not receive the signed MCR or written notification of reasons for rejection within seven (7) calendar days of delivery of the MCR, Axon will deem the agency to have accepted the milestone.



## 4. AGENCY COMMITMENTS

- ▶ Ensure the reasonable availability for meetings, phone or email of knowledgeable staff and personnel to provide timely and accurate documentation and information to Axon.
- ▶ Identify holidays, non-workdays, or major events that may impact the project.
- ▶ Ensure agency desktop, mobile systems, and devices can access the product.
- ▶ Make available relevant systems if needed for assessment by Axon (including making these systems available to Axon via remote access, if possible).
- ▶ Provide Axon with remote access to the agency's Axon Evidence account when required.
- ▶ Provide Axon with all CJIS background check requirements at project initiation.
- ▶ The agency agrees to pay for licenses upon completion of Go-Live.



## 5. SUPPORT

- ▶ Axon provides updates and enhancements to the product, which the agency automatically receives. Some features require the agency to notify support, so please review our monthly release notes.
- ▶ Axon provides the agency's end users with access to the [help.axon.com](https://help.axon.com) support portal for self-service support.
- ▶ Following final acceptance, the agency utilizes Axon support via [my.axon.com](https://my.axon.com) and the support portal for any further modifications to the product.
- ▶ For urgent technical support assistance, the agency may contact a technical support representative at 800-978-2737. Phone support is available 24/7.



## 6. TERMS AND CONDITIONS

This SOW is governed by the master services and purchasing agreement executed by the parties:

AXON ENTERPRISE, INC.

AGENCY

DocuSigned by:  
Signature: Robert E. Driscoll, Jr.  
55DAE8B131A4424...

Signature: 

Name: Robert E. Driscoll, Jr.

Name: STEVE KEMPKER

Title: Deputy General Counsel

Title: SHERIFF

Date: 7/30/2024 | 11:56 AM MST

Date: 07.24.2024

Agency Name: OTAWA CO. SHERIFF'S OFFICE



## ATTACHMENT A – MILESTONE COMPLETION REPORT (MCR)

By signing for the items in this Milestone Completion Report, I agree that Axon's Professional Services Organization has reached the following milestone(s) for the project agreed upon in the SOW between Axon and Ottawa CSO MI:

- Project kick-off
- Requirements completion
- Functional review and completion of configuration
- User acceptance testing
- Integrations completion
- Completion of agency training
- Go-Live
- Final acceptance

Date services were completed on: \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_

Signature: \_\_\_\_\_

Signature Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Email: \_\_\_\_\_

Agency Name: \_\_\_\_\_

SAMPLE



# ATTACHMENT B – PROJECT CHANGE ORDER

Date:	
Description of change to Axon product or service:	
Justification for change:	
Effects on schedule:	
Effect on project pricing (attach quote for reduction or increase in costs):	
<b>AXON ENTERPRISE, INC.</b>	<b>AGENCY</b>
Signature: _____	Signature: _____
Name: _____	Name: _____
Title: _____	Title: _____
Date: _____	Date: _____
	Agency Name: _____

# Action Request



**Committee:** Board of Commissioners

**Meeting Date:** 08/13/2024

**Requesting Department:** Community Mental Health

**Submitted By:** Zac VanOsdol

**Agenda Item:** Director of Recipient Rights Position Upgrade

## Suggested Motion:

To approve the request to upgrade the Director of Recipient Rights from a pay grade 11 to pay grade 13 at a cost of \$1,489.

## Summary of Request:

The Director of Recipient Rights position manages the Office of Recipient Rights, a requirement under the State of Michigan Mental Health Code. This vital position designs, implements, and enforces policies and procedures to ensure CMH and provider agency compliance with contractual obligations, and federal and state statutes. If a complaint is filed, the Director completes the investigation and responds to allegations as needed.

As the requirements for this position have continued to increase across the state, the compensation for equivalent positions at other CMH entities have increased. The average maximum salary for comparable agencies is \$94,000, while Ottawa County's position is at \$85,000. To compensate due to job complexity and to maintain a comparable wage, it is recommended to increase the pay grade 11 to grade 13, paid by Medicaid reimbursement.

## Financial Information:

Total Cost: \$1,487.98	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 reimbursement

**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: Finance and Administration 8/8/2024



2024 Estimated Costs per Deductions  
Employee Costs

**CMH Request**

		FTE	704000 Wages	Benefits	TOTAL COST
Dir of Recipient Rights	Grade 11, step 7	1.0000	85,345.78	52,429.22	140,275.00
Dir of Recipient Rights	Grade 13, step 4	1.0000	86,430.50	52,832.49	141,762.99
				Cost:	1,487.98



# Director of Recipient Rights

Class Code:  
2761

Bargaining Unit: Unclassified

OTTAWA COUNTY  
Established Date: Aug 7, 2017  
Revision Date: Sep 26, 2018

## SALARY RANGE

\$31.56 - \$41.03 Hourly  
\$65,642.72 - \$85,345.73 Annually

## JOB DESCRIPTION:

Under the general supervision of the Executive Director of Community Mental Health, manages the Office of Recipient Rights in compliance with Chapters 7 and 7A of the Michigan Mental Health Code (Public Act 290 of 1995). Directs the development, implementation, and continuing enforcement of system-wide policies and procedures to protect and preserve the rights of recipients of mental health care services throughout Ottawa County.

## ESSENTIAL JOB FUNCTIONS:

**The essential functions of this position include, but are not limited to, the following:**

1. Directs the design, development, implementation, and continuing enforcement of system-wide policies and procedures to protect and preserve the rights of consumers of mental health care services throughout Ottawa County. Ensures accreditation for Recipient Rights officer with MDHHS.
2. Designs, develops, implements, and supervises practices and procedures to ensure CMH and provider agency compliance with all state and federal statutory and contractual obligations with respect to the rights of recipients including in the Michigan Mental Health Code, the Civil Rights Act of 1964, and the Americans with Disabilities Act.
3. Supervises the investigation and responds to allegations of alleged rights violations and works with providers to develop feasible solutions. Implements policies, procedures, and practices to prevent future rights violations.
4. Investigates the sudden death of CMH consumers; reviews all death reports. Works with the Medical Examiner's office as needed.
5. Determines need for training programs, based on complaints received from consumers, evaluation forms, and results of tests completed by trainees. Develops, delivers, evaluates and revises recipient rights training programs to CMH and provider agency staff.
6. Designs, develops, and administers quality assurance protocols for mandatory and discretionary on-site and off-site training program for CMH staff and contractual services providers.

7. Participates in various committees including the CMH Leadership, PCS, the Behavioral Treatment Review Committee, the CMH Quality Improvement, the Program Evaluation Committee and other committee meetings as needed.
8. Directs the preparation and submission of all case notes, reports, records, corrective action plans, findings of fact, and other documentation required to maintain compliance with Recipient Rights rules and regulations. Supervises the semi-annual and annual reports submitted to MDHHS.
9. Serves as Privacy Officer for CMH. Ensures the security and integrity of private health information in compliance with the provisions of HIPAA and County and CMH policies and procedures.
10. Participates in the development of the CMH annual operating, personnel, and capital improvement budget requests.
11. Attends quarterly training through Recipient Rights Association of Michigan. Attends annual Recipient Rights conference and training.
12. Supervises the Recipient Rights site reviews completed by Quality Assurance Team and the Adult Foster Care Liaison.
13. Chairs the monthly meetings for Adult Foster Care Licensing Consultants, Adult Protective Services Workers, CMH Placement Coordinators, and Recipient Rights Officer. Participates on 211 Board.
14. Performs other functions as assigned.

## **REQUIRED EDUCATION, TRAINING AND EXPERIENCE:**

Bachelor's degree from an accredited institution in psychology, sociology, social work, counseling or health and human services field, and four years of progressively responsible experience as an advocate for mental health care consumers, with specific experience in the investigation of alleged rights violations and the development of plans for redress and remediation. Possession of a valid Michigan driver's license is required.

Lived experiences with mental illness, developmental disabilities, or substance use disorders are valued.

## **ADDITIONAL REQUIREMENTS AND INFORMATION:**

### **Required Knowledge and Skills:**

1. Thorough working knowledge of local, state and federal health codes, statutes, rules and regulations, including HIPAA, Chapter 7 of Michigan Mental Health Code (Public Act 290 of 1995), MDHHS Rule 325, Sec. 1430-14306, and CARF accreditation rules, regulations and standards.
2. Thorough working knowledge of Michigan mental health care delivery system and Ottawa County and MDHHS operating policies, procedures, and practices.
3. Thorough working knowledge of investigative practices and techniques.
4. Thorough working knowledge of confidentiality rules, regulations, and standards.
5. Thorough working knowledge of professional standards of practice and ethics.
6. Thorough working knowledge of the principles and practices of adult education and instructional techniques for non-traditional students.
7. Thorough working knowledge of the principles and practices of curriculum development.
8. Good analytical and organizational skills.
9. Excellent interpersonal communication skills.

10. Excellent verbal and written communication skills.
11. Computer literacy and working knowledge of word-processing, spreadsheet, and database software.
12. Ability to interact positively with individuals with mental illness or developmental disabilities, families, guardians, consumer advocates, CMH staff members, contractual service providers, MDHHS and CARF accreditation auditors, and members of the general public with varying levels of mental health knowledge and interpersonal communications skills.

**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 a normal office environment, in individual homes, adult foster care homes, at provider agency facilities and CMH work sites.

# Action Request

Electronic Submission – Contract # 2362



**Committee: Board of Commissioners**

**Meeting Date: 8/13/2024**

**Vendor/3<sup>rd</sup> Party: GOPHER EXPRESS COURIER SERVICES**

**Requesting Department: FISCAL SERVICES**

**Submitted By: KAREN KARASINSKI**

**Agenda Item: CONTRACT FOR COUNTYWIDE COURIER SERVICES**

## Suggested Motion:

To approve a five-year contract for Ottawa County inter-office courier services and out-going mail pick up services at a total cost of \$351,100.00

## Summary of Request:

From a competitive solicitation process, Gopher Courier Services was selected to provide inter-office courier services to all five county campus locations, during regular business hours, delivering approximately 8,400 envelopes and packages on an annual basis. Additional services also include the pick-up and delivery to the post office of outgoing mail from multiple locations within each campus.

## Financial Information:

Total Cost: \$351,100.00

General Fund Cost: \$351,100.00

Included in Budget: Yes

If not included in Budget, recommended funding source:

## Action is Related to an Activity Which Is: Mandated

## Action is Related to Strategic Plan:

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

## Administration:

Recommended by County Administrator:

7/12/2024 11:08:09 AM

Committee/Governing/Advisory Board Approval Date: 8/6/2024



## OTTAWA COUNTY CONTRACT FOR COUNTYWIDE COURIER SERVICES

This CONTRACT 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 Gopher Express Courier Service Inc. (hereinafter, "Contractor"), with a principal place of business at PO Box 1257, Holland MI 49424.

IT IS HEREBY AGREED AS FOLLOWS:

1. **Scope of Work:** Contractor agrees to provide the "Services" which as detailed in Exhibit A – RFP 24-042 Countywide Courier Services, Section 3-Scope of Work. 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.
2. **Compensation:** In consideration for the services to be performed by the Contractor, the County agrees to pay Contractor the compensation set forth on Exhibit B – Gopher Express Courier Service Response – Attachment C – Pricing Form. Payment to the Contractor for services will be under the County's terms of Net 30.
3. **Contract Documents:** The following documents are the entire Contract between the Contractor and the County. The Contract 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  
Exhibit A – RFP 24-042 Countywide Courier Services, Section 3-Scope of Work and Route Schedule  
Exhibit B – Gopher Express Courier Service Response – Attachment C – Pricing Form.  
Exhibit C – Insurance Requirements
  - b) All Provisions required by law to be inserted in this contract whether actually inserted or not.
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 - RFP 24-042 Countywide Courier Services, Section 3-Scope of Work.
  - b) Failure to complete services as required shall constitute breach of this Contract.
  - c) Contractor shall have five (5) calendar days 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 will have an initial term of five (5) years, from June 17, 2024, through June 17, 2029, with the option to renew for two (2) additional 1-year terms, if mutually agreed upon by both parties.

The Contract shall become effective when signed by both parties. If the parties sign on different dates, the Contract becomes effective on the latest date signed. However, the Contractor understands and agrees that if the Board refuses to ratify this Contract after it is signed by both parties, this Contract shall be null and void, and all obligations to provide services and otherwise perform under this Contract shall cease except the County agrees to compensate the Contractor for the services and/or work actually performed and provided to the County, which conform to the terms of this Contract, before the Board's refusal to ratify this Contract.

This Contract may be terminated prior to completion of the Services at the option of either party, with thirty (30) day notice and upon delivery of a written notice by the terminating party to the other party.

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 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 Contract between Contractor and the County for the services as detailed in Exhibit A. RFP 24-042 Countywide Courier Services, Section 3-Scope of Work
12. Modifying the Contract: This Contract 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 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 Contract, describing Contractor's obligations and responsibilities hereunder, said conflicts and discrepancies shall be resolved by first applying the interpretation of this Contract 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 contract or modification of this Contract shall be written and signed by both parties and will supersede any previous written understandings.

Should any disputes arise with respect to this Contract, Contractor and County agree to act immediately to resolve any such disputes. Pending resolution of such dispute or difference and without prejudice to their rights, both the Contractor and the County shall continue to respect all their obligations and to perform all their duties under this Contract.

15. Jurisdiction and Venue: The parties' consent to the exercise of general personal jurisdiction over it by the Ottawa County Circuit Court. Any action on a controversy that arises under or in association with this Contract 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. Indemnification: Contractor agrees to indemnify, defend, and hold harmless the County and its officials, officers, employees, volunteers, and agents from and against any and all liability arising out of or in any way related to Contractor's performance of services under this Contract, including, but not limited to, any and all liability resulting from or arising out of intentional, reckless, or negligent acts or omissions of the Contractor, its employees, agents or subcontractors.
17. Insurance: Contractor agrees to provide proof of the following insurance coverages, as more fully set forth in Exhibit C, entitled Vendor Insurance Requirements: Workers' Compensation; Employers' Liability; Commercial General Liability; Umbrella/Excess Liability; and, if applicable, Automobile, Professional Liability, and Privacy and Security Liability (Cyber Security). Coverage limits are to be statutory and, if no statute applies, are to be at least \$1,000,000 per occurrence or claim and \$2,000,000 aggregate. These coverages shall protect the Contractor and the County and their respective representatives against any and all claims arising out of or related in any way to the work performed or the products provided.
18. 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 kind. The provisions of this Contract are for the benefit of the parties hereto, and not for the benefit of any other person or legal entity.
19. Subcontracts: Contractor may not assign or subcontract any rights or obligations under this contract without the County's prior written approval.
20. Governmental Immunity: The County does not waive its governmental immunity by entering into this Contract, and fully retains all immunities and defenses provided by law with respect to any action based upon or occurring as a result of this Contract.
21. 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 indemnify and hold the County harmless against any claim or liability arising from the violation of any such provisions.
22. 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.

23. Notices:

- a) All notices and other communications for the parties may be served, mailed, or delivered at the following addresses:

If to the Contractor: Gopher Express Courier Services, Inc.  
PO Box 1257  
Holland, MI 49422  
Attn: Drew Vanderham, President/Owner  
Email: gopherexpress@charter.net

If to Ottawa County: Ottawa County  
12220 Fillmore St.  
West Olive, MI 49460  
Email: purchasing@miottawa.org

24. Partial Invalidity: The partial invalidity of any portion of this Contract shall not be deemed to affect the validity of any other provision. In the event that any provision of this Contract 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 been executed by both parties subsequent to the expunction of the invalid provision.
25. Attorney Review: The parties represent that they have carefully read this Contract and have had the opportunity to review it with an attorney. The parties affirmatively state that they understand the contents of this Contract and sign it as their free act and deed.
26. No Third-Party Benefit: The provisions of this Contract are for the benefit of the parties hereto, and not for the benefit of any other person or legal entity.
27. 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 Contract 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.

28. Miscellaneous:

- a) Force Majeure: Either party shall be excused from performance under this Contract 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 Contract are inserted for convenience of reference only and are not intended to affect the interpretation or construction of the Contract.
- c) Modification: Any modification of this Contract or additional obligation assumed by either party in connection with this Contract 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 Contract, Ottawa County shall have an immediate cause of action for breach of this Contract, and shall be entitled to all remedies available to it at law or in equity.

[ Signatures on next page ]

IN WITNESS WHEREOF, each party to this Contract has caused it to be executed on the date(s) indicated below.

**COUNTY OF OTTAWA**

By: \_\_\_\_\_  
Joe Moss, Chairperson  
Board of Commissioners

\_\_\_\_\_  
Date

By: \_\_\_\_\_  
Justin F. Roebuck,  
County Clerk/Register

\_\_\_\_\_  
Date

The undersigned certifies, under penalty of perjury, that I have the legal authorization to bind the firm hereunder:

**GOPHER EXPRESS COURIER SERVICE, INC.**

By: *Drew Vanderham*  
Signature

April 19, 2024  
Date

Drew Vanderham

Printed Name

President

Title

# Exhibit A

## Section 2: Background Information

### County Information:

Beautiful Ottawa County is located in the southwestern section of Michigan's Lower Peninsula. Its western boundary is formed by Lake Michigan and its eastern boundary is approximately 30 miles inland. The County landmass consists of a total area of 565 square miles with over 300 miles of water frontage. The County is composed of 6 cities, 17 townships, and 1 village.

The current County's legislative body is an eleven-member Board of Commissioners which is elected from single-member districts, determined by population, on a partisan basis for two-year terms. The Board of Commissioners provides oversight, establishes policy, and builds the strategic plan for County operations.

Ottawa County has been named the fastest growing population in the state. Between 2010 and 2020 there was a 12.3% increase in population. The estimated population in the County in 2021 was 299,157. This significant population growth is expected to continue in the years ahead.

## Section 3: Scope of Work

The County of Ottawa, is requesting proposals from experienced and qualified Contractors for countywide, interoffice courier services at scheduled times at stated pickup and delivery locations throughout Ottawa County. In addition, the contractor will pick up outgoing mail at selected locations. The initial contract period will be for five (5) years in which the County, at its discretion, may elect to exercise an option to renew and extend the contract for two (2) twelve (12) month terms. Prices quoted must remain firm for the period covered by the contract unless price escalation is herein specified.

### A. General Information

The County requires the services of a courier to transport miscellaneous interoffice mail and other necessary materials to and from County offices within Ottawa County. The County's current courier schedule with pick-up and delivery locations is provided for informational purposes as Exhibit A. A final schedule with confirmed dates, pickup and delivery times will be created with the awarded contractor.

**Alternate delivery times / route map may be suggested by responding contractors. However, the County shall not be obligated to accept any delivery schedule which is not in its best interest and reserves the right to reject such schedules.**

## B. Service Requirements

- 1) Items to be Picked Up and Delivered
  - a) The County reserves the right to request courier and pick-up services for any items standard to typical government offices. Typical items may include (but are not limited to):
    - Inter-Office Courier Envelopes
    - Cash and checks contained in locked cash bags
    - Boxed toner
    - Files (confidential files, legal documents, etc.)
    - Employee Recognition Packets
    - Miscellaneous boxes ( typically paper box size or approx. 18” L x 12” W x 10” H) for items too large for a courier envelope
  - b) The size and quantity of items picked up and delivered may vary. The Contractor shall not alter, disturb, or harm any of the items.
- 2) Outgoing Mail Pick Up and Delivery

Select locations, as identified on the proposal pricing form, require outgoing mail to be picked up and delivered to the US Postal Service. Outgoing mail will be picked up from a designated location at a designated time. Mail is to be delivered to a physical US Postal Service location the same day.
- 3) Frequency and Destination of Deliveries
  - a) All deliveries will occur as specified on the attached schedule / route (Exhibit 1). If, during the course of the RFP evaluation process, an alternative schedule / route is provided and agreed, it will become part of the contract documents. Upon award, a contact person from each location (address) will be designated.
  - b) Once a delivery schedule and timeframe are established, the schedule is to remain consistent.
  - c) The schedule is based on services being provided for all workdays in a year, in 2024, approximately 254 days. The County observes the following holidays and offices would be closed on these days:
    - New Year’s Day
    - Memorial Day
    - Independence Day
    - Labor Day
    - Thanksgiving Day
    - Day after Thanksgiving
    - Christmas Eve
    - Christmas Day

- d) The awarded contractor will need to sign up for email alerts to be notified in the event offices are closed due to weather.
- 4) Receipts, Delivery and Mode of Shipment
- a) The successful contractor will be required to make deliveries during the typical workday of 8:00am to 5:00pm.
  - b) The route shall be completed on the same day with the final drop-off no later than 4:30pm daily.
  - c) If the contractor is unable to complete the route due to weather, road, or mechanical delays, they shall contact Ottawa County Fiscal Services Department within one (1) hour of the scheduled delivery time for the next location on the route.
  - d) As part of proposed pricing, the contractor will provide interoffice envelopes with identifiable tracking information. The Contractor is responsible for maintaining tracking numbers at no additional cost and collection data for tracking/tracing system to include date, time of pickup, origin, and destination.
  - e) The County will be responsible for providing information ( from and to ) for Contractor to deliver. Contractor will attempt to correct any obvious destination address errors which do not require extensive research for correction (i.e. room numbers)
  - f) For each item picked up and delivered, the successful contractor must provide an industry standard method of tracking pick-up and delivery. All items and materials must be tracked.
  - g) If requested by Departments, a proof of delivery of any item shipped (recorded name, date, and time of delivery) shall be made available. This shall be standard practice for every shipment/delivery. Departments may determine if a signature by County staff is required at time of delivery.
  - h) The successful contractor will provide weekly, written confirmation by email, of all deliveries.
  - i) The contractor will provide containers to transport items to be delivered.
  - j) The Contractor shall provide a mode of shipment which assures that the materials transported are safe and secure. Generally, a secure vehicle shall be the mode of transportation. The County reserves the right to determine the adequacy of the mode of transportation as a condition of this contract.

## C. Contractor Qualifications, Responsibilities and Mandatory Requirements

### 1) Contractor Qualifications

- a) The Contractor shall demonstrate they have the resources and capability to provide courier services as described herein. The following criteria shall be met in order to be eligible for this contract. Failure to meet the minimum qualifications is ample cause for the bidder to be deemed non-responsible:
  - Contractors must demonstrate they have been in business providing similar courier services for at least three (3) years.
  - Contractors are to provide three (3) comparable references of which similar work performed of similar volume and frequency.
  - Contractors must be able to meet all insurance requirements in regard to Workers' Compensation Insurance, Commercial General Liability Insurance and Automobile Insurance as outlined in RFP.
  - The Contractor shall be bonded and insured. Prior to starting this contract, the Contractor shall provide proof to the County of a \$10,000 Business Service Bond to protect the County from theft, larceny or fraud that may be committed by the business owner or his/her employees while working at the County offices.

### 2) Contractor Responsibilities

- a) All Contractor employees shall wear ID badges displaying the name of the company when providing courier services for the county.
- b) Contractor is responsible for any mail or parcel loss upon receipt until signed delivery.
- c) Contractor is responsible for any accident, injury, etc. during delivery schedule.
- d) Contractor is responsible to secure all delivery items until all items can be delivered. The contractor shall not alter, disturb, or harm any of the items being transported.
- e) The activities of contractor employees entering and leaving the county buildings are not to interfere with public safety or unreasonably interfere with the operation or use of the building or County facilities. If determined necessary by the County, a local record check of employees to be conducted by the Contractor may be requested. Findings shall be provided to the County.
- f) The County further reserves the right to request that a Contractor's employee be removed from servicing this contract for failure to provide professional, courteous service in the performance this contract.



### 3) Mandatory Requirements

The contractor must have a fully operational and servicing office located within the West Michigan Area (Grand Rapids – Muskegon – Holland area).

### D. Pricing and Invoicing

Proposed / quoted pricing is to remain firm for the initial contract period. In the event the County adds to or deletes from the agreed upon schedule, an adjustment in price will be made.

Prior to commencement of subsequent renewal terms, a request for price adjustment may be submitted, in writing, to the identified contract point of contact.

The County will entertain a request for escalation in accordance with the current Consumer Price Index at the time of the request or up to a maximum 5% increase on the current pricing, whichever is lower. For the purpose of this section, "Consumer Price Index" shall mean the Consumer Price Index-All Urban Consumers – United States Average-All items (CPI-U), as published by the United States Department of Labor, Bureau of Labor Statistics. . Ottawa County reserves the right to accept or reject within thirty (30) days after the request for a price increase. If the price increase is rejected, the specific item in question will be canceled. If the price increase is approved, the price will remain firm for one (1) year from the date of the increase.

Invoices are to be submitted monthly, Net 30.

## Section 4: Proposal Selection and 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 the Evaluation Committee except at the RFP Administrator’s direction. Purchasing will notify vendors of relevant steps and status throughout the evaluation process.

Proposals will be evaluated based on the following criteria:

	<u>Max Points: 50</u>
• Vendor Overall Price for Services	25 points
• Vendor Experience Providing Required Services (Vendor References)	10 points
• Demonstrated Vendor Ability to Provide Required Services	10 points
• Vendor Past Experience with the County	5 points

# Exhibit A (cont)

Start of Route	Pick up / Delivery Points (maybe consolidated by Bldg)	Courier Address	Department	Building Address	
Approx 9:00 AM		2665 3510	Jail / Adult Detention - 12130 Fillmore	Jail / Juvenile Detention 12110-12130 Fillmore West Olive, 49460	<b>Fillmore Street Complex 49460</b>
		2665 2150	Clerk - Family Court		
		2665 6620	Juvenile Detention - 12110 Fillmore		
		2665 1490	Juvenile Services - Family Court		
AM pick up point	2665 1480	Probate Court - 12120 Fillmore			
AM pick up point		2667 1720	Administrator	Administration Annex 12220 Fillmore Street West Olive, 49460	
		2667 2150	Clerk - Vital Records and Elections		
		2667 2100	Corporation Counsel		
		2667 2750	Drain Commission		
		2667 4260	Emergency Management / EOC		
		2667 2570	Equalization		
		2667 2650	Facilities / Maintenance		
		2667 1910	Fiscal Services		
		2667 2590	G I S		
		2667 2700	Human Resources		
		2667 2280	IT		
		2667 2610	MSU Extension		
	AM pick up point	2667 7510	Parks & Recreation		
AM pick up point	2667 7211	Strategic Impact			
AM pick up point	2667 2680	Register of Deeds			
AM pick up point	2667 3020	Sheriff's Office			
AM pick up point	2667 2530	Treasurer			
There is a central drop off / pick up location that serves all departments listed.		2664 2150	Clerk - Vital Records	Family Justice Center 12240 Fillmore Street West Olive, 49460	
		2664 2100	Circuit Court		
		2664 2650	Facilities / Maintenance		
		2664 1490	Juvenile Services - Family Court		
	2664 3020	Sheriff's Office			
AM pick up point	2652 2220	CMH	Community Mental Health 12265 James St, Bldg A Holland, 49424	<b>James Street Complex 49424</b>	
AM pick up point	2659 2220	CMH - Reception Area	Community Mental Health 12263 James St, Bldg B Holland, 49424		
AM pick up point	2655 2150	Clerk - Vital Records	Multiple Dept's 12251 James St, Bldg C Holland, 49424		
AM pick up point	2655 1120	Community Action Agency			
AM pick up point	2655 2272	Environmental Health			
AM pick up point	2655 2650	Facilities / Maintenance			
AM pick up point	2655 2210	Public Health Administration			
AM pick up point	2655 0036	Veterans Affairs			
AM pick up point	2668 1520	Adult Probation/Parole	MDHHS		
AM pick up point	2668 2990	Office of the Public Defender	12185 James St Holland, 49424		
AM pick up point	2668 2901	MDHHS			
AM pick up point	2656 1361	District Court / Community Corrections	Holland District Court 85 West 8th St	<b>8th Street 49423</b>	
	2656 2650	Facilities / Maintenance			
	2656 2670	Prosecuting Attorney	Holland, 49423		
AM pick up point	2651 1361	District Court	Human Services Bldg 3100 Port Sheldon Hudsonville, 49426	<b>Hudsonville 49426</b>	
	2651 2650	Facilities/Maintenance			
	2651 2210	Public Health			
AM pick up point	2653 2220	CMH	Community Mental Health 1111 Fulton St Grand Haven, 49417	<b>Grand Haven 49417</b>	
AM pick up point	2653 2990	Office of the Public Defender			
Typically would arrive at Court House 12:30pm	There is a central drop off / pick up location that serves all departments listed. Incoming Courier envelopes and out going Mail would be at this central location.	2654 1520	Adult Probation/Parole		
		2654 2150	Clerk - Vital Records		
		2654 1310	Circuit Court		
		2654 2850	Community Corrections		
		2654 1361	District Court		
		2654 2650	Facilities / Maintenance		
		2654 1410	FOC		
		2654 2280	IT		
		2654 2670	Prosecuting Attorney		
2654 2530	Treasurer				
AM pick up point	2658 2210	Public Health	Public Health 1207 S. Beechtree Grand Haven		
<b>Afternoon Drop off ONLY at these locations (as needed)</b>					
Afternoon Drop off ONLY at these locations	2:15 pm Mail Pick up	2665 1480	Probate Court - 12120 Fillmore	<b>Fillmore Street Complex 49460</b>	
	2:20 pm Mail Pick up	2665 3510	Jail / Adult Detention 12130 Fillmore		
	2:30 pm Mail Pick up	2667 1910	Administration - 12220 Fillmore		
		2667 3020	Sheriff's Office - 12220 Fillmore		
		2667 2530	Treasurer - 12220 Fillmore		
		2664 2100	FJC Circuit Court - 12240 Fillmore		
		2652 2220	CMH - Bldg A, James St.	<b>Holland Area</b>	
		2659 2220	CMH - Reception Area - Bldg B, James St.		
		2655 2150	Clerk - Vital Records - Bldg C, James St.		
		2655 2272	Environmental Health - Bldg C, James St.		
	2655 2210	Public Health Admin. - Bldg C, James St.			
	2668 1520	Adult Probation/Parole - 12185 James			
4:30 PM		2668 2990	Office of the Public Defender - 12185 James		
End of Route		2656 1361	District Court - 85 W. 8th St.		

# Exhibit B



## RFP 24-042 Countywide Courier Services

**ADDENDUM 1 - 03/21/2024 - REISSUED**

### ATTACHMENT C - PROPOSAL RESPONSE / PRICING FORM – continued

#### Pricing Form

Using the schedule and route provided as Exhibit A, provide annual, monthly and pro-rated daily cost for the following services. Proposed pricing is to remain firm for the initial five (5) year contract period.

DESCRIPTION	Contract Year One	Contract Year Two	Contract Year Three	Contract Year Four	Contract Year Five
Annual Cost for Countywide Courier Services	\$61,200	\$61,200	\$61,200	\$61,200	\$61,200
Monthly Amount for Countywide Courier Services	\$5,100	\$5,100	\$5,100	\$5,100	\$5,100
Contractor to provide a daily amount for Courier services. To be used if services start mid-month.	\$235	\$235	\$235	\$235	\$235
Annual Cost for Mail Pick Up at the following locations:					
G H Court House 414 Washington	\$2,600	\$2,600	\$2,600	\$2,600	\$2,600
Probate Court 12120 Fillmore	\$1,605	\$1,605	\$1,605	\$1,605	\$1,605
Jail 12130 Fillmore	\$1,605	\$1,605	\$1,605	\$1,605	\$1,605
Administration 12220 Fillmore	\$1,605	\$1,605	\$1,605	\$1,605	\$1,605
Family Justice Center 12240 Fillmore	\$1,605	\$1,605	\$1,605	\$1,605	\$1,605
Monthly Amount for Mail Pick up and Delivery Services	\$751	\$751	\$751	\$751	\$751
Contractor to provide a daily amount for Mail services. To be used if services start mid-month.	\$37	\$37	\$37	\$37	\$37



Ottawa County

**ADDENDUM 1 - 03/21/2024 - REISSUED**

**RFP 24-042 Countywide Courier Services**

**ATTACHMENT C - PROPOSAL RESPONSE / PRICING FORM – continued**

Additional Comments or pricing clarifications to be noted in space below or provided under separate cover

Please see attached item 2

**PROPOSAL RESPONSE / PRICING CONFIRMATION:**

The undersigned affirms that he/she is duly authorized to execute this proposal for goods and services and having carefully read and considered the request in the manner described and subject to the terms and conditions set forth in submitted proposal.

Authorized Representatives Signature

**March 30, 2024**

Date

**Drew Vanderham Founder, Owner and President**

Authorized Representative's Printed Name and Title

**Gopher Express Courier Service Inc.**

Company Name (and Legal Name) for Business

## RFP 24-042 Countywide Courier Services

### Item 1

I want to thank Ottawa County for entrusting their courier needs to us since 1991. If awarded a continuing agreement we will strive to exceed those courier needs moving forward in our Beautiful Ottawa County!

If you have any further questions, please call or text my personal cell phone.

Sincerely,

Drew Vanderham

Gopher Express Courier Service office and terminal

4950 Christy Lane

Holland, MI 49424

Founder, President and Owner

Cell 616-566-0990      Office 616-399-8094

### Item 2

Since 1987 when I started Gopher Express Courier Service the office and terminal has been located at 4950 Christy Lane, Holland, MI 49424

All drivers throughout the years have lived in West Michigan.

Vehicles are maintenance in Holland, MI.

We feel responsible to keep West Michigan a premiere environment to work, play and worship in and are proud to call it home.

Thank you,



Drew Vanderham

Founder Owner President



## VENDOR INSURANCE REQUIREMENTS/ REQUEST

Please be advised that before any vendor can begin work in a County facility, or before a purchase order can be processed, if applicable, the County requires that you provide evidence of insurance as follows:

### COMMERCIAL GENERAL LIABILITY

Each Occurrence	\$1,000,000
Personal & 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 separately per location or project.

### AUTOMOBILE (if applicable)

Residual Liability Limit	\$1,000,000 Each Accident
Personal Injury Protection	Michigan Statutory Michigan
Property Protection	Statutory

### PROFESSIONAL LIABILITY (if applicable)

Limit of Liability	\$2,000,000 Aggregate Limit
--------------------	-----------------------------

### WORKERS' COMPENSATION AND EMPLOYERS' LIABILITY

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

Please provide a **certificate of insurance** detailing your coverage which meets the above requirements. 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.

**Additional Insured Endorsement** to the Commercial General Liability policy **must accompany the certificate**, OR the **certificate must state** that the General Liability policy includes a blanket additional insured provision on the primary basis for any entity required by contract or agreement to be an additional insured.

**Please forward your evidence of insurance to; OTTAWA COUNTY PURCHASING, 12220 Fillmore St Rm 331, West Olive, MI 49460, [purchasing@miottawa.org](mailto:purchasing@miottawa.org), Fax Number 616-738-4897**



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

6/7/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> BHS Insurance 2822 Westshore Drive Holland MI 49424		<b>CONTACT NAME:</b> Certificates <b>PHONE (A/C, No, Ext):</b> 616-396-2000 <b>E-MAIL ADDRESS:</b> certificates@bhsins.com		<b>FAX (A/C, No):</b> 616-574-3317
<b>INSURED</b> Gopher Express Courier Service PO Box 1257 Holland MI 49422-1257		<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
GOPHEXP-01		<b>INSURER A:</b> Progressive Insurance Co		10187
		<b>INSURER B:</b> Acuity, A Mutual Insurance Com		14184
		<b>INSURER C:</b>		
		<b>INSURER D:</b>		
		<b>INSURER E:</b>		
		<b>INSURER F:</b>		

**COVERAGES**

CERTIFICATE NUMBER: 1114324154

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
B	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	Y	ZV7186	5/30/2024	5/30/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY	Y		03265041	10/17/2023	10/17/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y <input type="checkbox"/> N <b>(Mandatory in NH)</b> If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Motor Truck Cargo			03265041	10/17/2023	10/17/2024	Limit 10,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

**CERTIFICATE HOLDER****CANCELLATION**

County of Ottawa  
 12220 Fillmore St  
 Room 331  
 West Olive MI 49460

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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## ADDITIONAL REMARKS SCHEDULE

<b>AGENCY</b> Berends Hendricks Stuit		<b>NAMED INSURED</b> GOPHER EXPRESS COURIER SERVICE INC. PO BOX 1257 HOLLAND, MI 49422	
<b>POLICY NUMBER</b> 03265041		<b>EFFECTIVE DATE:</b> 10/17/2023	
<b>CARRIER</b> Progressive Michigan Insurance Company	<b>NAIC CODE</b> 10187		

**ADDITIONAL REMARKS**

**THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,**  
**FORM NUMBER:** 25 **FORM TITLE:** Certificate of Liability Insurance

**Additional Coverages**

Insurance coverage(s)	Limits
Motor Truck Cargo	\$10,000 w/\$1,000 Ded
Uninsured/Underinsured Motorist	\$1,000,000 Combined Single Limit
Personal Protection Insurance	Unlimited
PIP Work Loss/Repl Svcs Unlimited	Selected
Property Damage Buyback	\$3,000
Property Protection Insurance	\$1,000,000

Liability coverage may not apply to all scheduled vehicles.

**Additional Information**

Certificate holder is listed as an Additional Insured.

## Janice McLaren

---

**From:** Lanae Monera  
**Sent:** Monday, June 17, 2024 4:35 PM  
**To:** Erik Charters  
**Cc:** Janice McLaren  
**Subject:** RE: RFP 24-042 Countywide Courier Services

Thanks, Erik for forwarding. I'm okay with "scheduled auto" remaining given the explanation.

Lanae L. Monera  
Ottawa County Corporation Counsel  
12220 Fillmore Street  
West Olive, MI 49460  
616-738-4861 (office)  
616-980-5639 (cell)

This communication may contain confidential materials subject to the Attorney/Client Privilege.



**Ottawa County**  
Where Freedom Rings

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**From:** Erik Charters <echarters@miottawa.org>  
**Sent:** Monday, June 17, 2024 4:11 PM  
**To:** Lanae Monera <lmonera@miottawa.org>  
**Cc:** Janice McLaren <jmclaren@miottawa.org>  
**Subject:** FW: RFP 24-042 Countywide Courier Services

Hi Lanae,

Here is Gopher's response to your below notes, also attached documents were provided.

- The CGL is in place along with proof of PIP coverage.
- The only stickler is the "any auto" box being checked.
  - Progressive doesn't want to check that box because we always use the same vehicle to do the county run....a Ford Escape XL so Progressive wants that to be a 'scheduled auto' and the box to remained checked.

Thank you!

**Best regards,**

## Erik Charters

Purchasing Manager

### Ottawa County Fiscal Services | Purchasing Division

12220 Fillmore Street | West Olive, MI 49460

P: 616-738-4855 | F: 616-738-4098 | [echarters@miottawa.com](mailto:echarters@miottawa.com)

---

**From:** [GopherExpress@charter.net](mailto:GopherExpress@charter.net) <[GopherExpress@charter.net](mailto:GopherExpress@charter.net)>

**Sent:** Monday, June 10, 2024 12:40 AM

**To:** Purchasing RFP <[purchasing.rfp@miottawa.org](mailto:purchasing.rfp@miottawa.org)>

**Cc:** Erik Charters <[echarters@miottawa.org](mailto:echarters@miottawa.org)>; [gopherexpress@charter.net](mailto:gopherexpress@charter.net)

**Subject:** RE: RFP 24-042 Countywide Courier Services

**Caution!** This email is from an external address and has a compressed file attached. These files can contain a virus. Use caution when opening this file, or do not open this file at all if you did not expect to receive it.

**Caution!** This email is from an external address and contains a link. Use caution when following links as they could open malicious web sites.

Hi Janice

Well, I hope the attached certs will fulfill our insurance requirements with the county.

The CGL is in place along with proof of PIP coverage.

The only stickler is the "any auto" box being checked.

Progressive doesn't want to check that box because we always use the same vehicle to do the county run....a Ford Escape XL so

Progressive wants that to be a 'scheduled auto" and the box to remained checked.

Would that be, ok? Note...Our drivers do not drive their own vehicles only our companies Ford Escape.

What do you think?

Sincerely,

Drew Vanderham

---

**From:** Purchasing RFP <[purchasing.rfp@miottawa.org](mailto:purchasing.rfp@miottawa.org)>

**Sent:** Wednesday, May 29, 2024 12:27 PM

**To:** [GopherExpress@charter.net](mailto:GopherExpress@charter.net); Purchasing RFP <[purchasing.rfp@miottawa.org](mailto:purchasing.rfp@miottawa.org)>

**Cc:** Erik Charters <[echarters@miottawa.org](mailto:echarters@miottawa.org)>

**Subject:** RE: RFP 24-042 Countywide Courier Services

Hello and Good Afternoon –

Our corporate counsel had the opportunity to review all the provided insurance certificates and has given us information on next steps:

*I have some answers. I only need to see Gopher's policies. According to an earlier email from Gopher, the company is working on securing Commercial General Liability insurance with the requisite policy limits. Please forward that COI showing the CGL coverage to me upon receipt.*

*In regard to the auto policy, two things are needed: first, for the Automobile Liability section, the box "any auto," should be checked, rather than, "scheduled autos;" second, in the box at the bottom of the COI labeled "Description of Operations/Location/..." We need proof of no-fault personal injury protection (PIP) insurance.*

Attached to this email is the certificate of insurance you provided from BHS with some notes that correspond with corporate counsel's input.

Please don't hesitate to let me know if you have any questions or need other assistance – happy to help!

**Janice McLaren**  
*Procurement Specialist*  
P 616-738-4670

**Ottawa County Fiscal Services | Purchasing Division**  
12220 Fillmore Street | West Olive, MI 49460  
[www.miOttawa.org](http://www.miOttawa.org)

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**From:** Purchasing RFP <[purchasing.rfp@miottawa.org](mailto:purchasing.rfp@miottawa.org)>  
**Sent:** Tuesday, April 23, 2024 8:08 AM  
**To:** [GopherExpress@charter.net](mailto:GopherExpress@charter.net); Purchasing RFP <[purchasing.rfp@miottawa.org](mailto:purchasing.rfp@miottawa.org)>  
**Subject:** RE: RFP 24-042 Countywide Courier Services

Hi Drew –

No biggie, when you can that would be great.

Thanks,

**Janice McLaren**  
*Procurement Specialist*  
P 616-738-4670

**Ottawa County Fiscal Services | Purchasing Division**  
12220 Fillmore Street | West Olive, MI 49460  
[www.miOttawa.org](http://www.miOttawa.org)

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**From:** [GopherExpress@charter.net](mailto:GopherExpress@charter.net) <[GopherExpress@charter.net](mailto:GopherExpress@charter.net)>  
**Sent:** Monday, April 22, 2024 10:22 PM  
**To:** Purchasing RFP <[purchasing.rfp@miottawa.org](mailto:purchasing.rfp@miottawa.org)>  
**Subject:** RE: RFP 24-042 Countywide Courier Services

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**Caution!** This email is from an external address and contains a link. Use caution when following links as they could open malicious web sites.

Thanks Janice.  
I will get that updated insurance cert to you ASAP.  
Sorry for the confusion.  
Drew

---

**From:** Purchasing RFP <[purchasing.rfp@miottawa.org](mailto:purchasing.rfp@miottawa.org)>  
**Sent:** Monday, April 22, 2024 1:51 PM

# Action Request



**Committee:** Board of Commissioners

**Meeting Date:** 08/13/2024

**Requesting Department:** Fiscal Services

**Submitted By:** Karen Karasinski

**Agenda Item:** FY24 Budget Adjustments

## Suggested Motion:

To approve and forward to the Board of Commissioners FY2024 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
--------------------	---------------------------	---------------------	------------------------------	--	------------------------------

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:** Finance and Administration Committee 8/8/2024

Fund		Department	Explanation	Revenue	Expense
09-1624	Other Governmental Grants	CAA - Department of Energy Grant	The state awarded CAA the Department of Energy Weatherization grant. The award money is used to weatherize homes of lower income customers and promotes energy efficiency. Grant Amount: \$229,623 Grant Period: 7/1/24-7/1/25	\$ 229,623	\$ 229,623
10-396	Debt Fund General Fund  Retirement Benefits Fund	Transfer In From Other Funds Transfers Out to Debt Service Contingency Transfer Out to Debt Service	Paying agent fees increased on bond accounts.	\$ 1,100	\$ 800 \$ (800) \$ 300
10-412	Health Fund	Public Health  Transfer In General Fund - Immunizations  Transfer In General Fund - Admin	MDHHS awarded Public Health with the Bridge Access Program grant. This grant is a fixed fee grant meaning that there are no budgeted expenditures. OCDPH will be reimbursed based on number of COVID vaccines administered to individuals eligible for the Bridge Access Program. Grant Amount: \$2,519 Grant Period: FY24	\$ 2,519  \$ (2,519)  \$ 2,519	
10-485	General Fund	Veteran Affairs	To appropriate donated funds received in previous year (held in fund balance) to use toward direct veteran assistance.		\$ 2,000
10-606	Parks & Recreation	Parks Department	To appropriate expense for a stock of memorial bench supplies. The Parks Foundation will reimburse Parks when the benches are sold at a future date.		\$ 10,184
10-607	General Fund	Sheriff	Michigan Commission on Law Enforcement Standards (MCOLES) awarded the Sheriff's department with a Continuing Professional Education grant designed to reimburse departments for required annual in-service training.	\$ 69,000	\$ 69,000
10-886	Landfill Tipping Fees Fund	Public Health	To appropriate expense due to increase demand for household hazardous waste services (annual pick-ups met in quarter 3 -- added six in quarter 4), maintenance cost higher than budget (\$5,000) and improper drop off of business hazardous waste that was expensive to dispose.		\$ 47,000
10-931	Health Fund   General Fund	Public Health - MIHP Transfer In from General Fund - MIHP Transfer In From General Fund - Admin Transfer In From General Fund - Transfer Out to Public Health	To budget the CBR prior year (FY23) initial payment of \$402,737 as a result of the most recent settlement process.	\$ 402,737 \$ (402,737) \$ 402,737 \$ (402,737)	\$ (402,737)
10-975	General Fund	Sheriff	This amendment recognizes donations to the sheriff's department for program and equipment purchases.	\$ 6,746	\$ 6,746
10-1105	Parks & Recreation  Parks CIP	Transfer Out  Transfer In SOGL Grant Project	This amendment moves Parks contribution from Fund 208 to Fund 408 to cover engineering costs captured in the Ottawa Sands Save Our Great Lakes (SOGL) Restoration project that are part of the Ottawa County Match (that budget was not added to the capital project for).	\$ 1,259	\$ 1,259 \$ 1,259

	Fund	Department	Explanation	Revenue	Expense
10-1106	Mental Health Fund	Community Mental Health	This adjustment recognizes an anticipated increase to revenue for Medicaid Certified Community Behavioral Health Clinic (CCBHC) and Healthy Michigan Plan (HMP) CCBHC Supplemental Revenue.	\$ 482,778	\$ 482,778
10-1183	Health Fund	Public Health - Family Planning Public Health - LHD Sharing Grant Transfer In from General Fund - Family Planning Transfer In from General Fund - Admin	This adjustment rebalances the Local Health Department Sharing grant budget.	\$ (1,917) \$ 1,917	\$ (1,917) \$ 1,917
10-1184	Health Fund	Public Health - Family Planning Public Health - Substance Abuse Prevention Transfer In From General Fund - Family Planning Transfer In From General Fund - Admin	This adjustment rebalances the Substance Abuse Prevention grant budget.	\$ (1,536) \$ 1,536	\$ (1,536) \$ 1,536
10-1190	Health Fund	Public Health - Immunizations Public Health - Onsite Well & Septic Transfer In from General Fund - Immunizations Transfer In From General Fund - Onsite Well & Septic	In order to meet the remaining anticipated FY24 clientele needs, an additional \$15k is needed in Immunizations, this general fund transfer will be transferred from Onsite Well and Septic, which is another ELPHS ORG that will be unable to spend their full budget this year.	\$ 15,000 \$ (15,000)	\$ 15,000 \$ (15,000)
10-1393	General Fund	Circuit Court	State Court Administrative Office (SCAO) awarded Circuit Court with a Legal Self-Help Center grant. Grant Period: FY24	\$ 34,427	\$ 34,427
10-1526	Building Authority Debt General Fund	Non-departmental Transfer In from General Fund Contingency Transfer Out to Building Authority Debt	This amendment appropriates money from the General Fund contingency to the Building Authority Debt Fund for the Family Justice Center bond admin fees.	\$ 340	\$ 340 \$ (340) \$ 340
10-1814	General Fund	Clerk/ROD Contingency	To appropriate budget from contingency for Elections. Election cycle costs were underestimated in FY24 adopted budget, and ballot costs are higher due to watermark requirements.		\$ 60,000 \$ (60,000)
11-44	Health Fund General Fund	Public Health - Medicaid Outreach Public Health - Maternal Infant Health Program (MIHP) Transfer In from General Fund - MIHP Transfer In from General Fund - Medicaid Outreach Transfer In from General Fund - Admin Transfer In from General Fund Transfer Out to Public Health	To increase Medicaid Outreach grant revenue, local-match and expenditures to align with our MDHHS grant agreement, while also decreasing MIHP expenditures to keep expenses overall flat within the Health Fund. The decrease in MIHP expenditures results in a decrease in general fund revenue budgeted in MIHP. The overall impact on the Health Fund is a decrease in general fund revenue / transfer-in due to the increase in Medicaid Outreach grant revenue.	\$ 8,974 \$ (33,357) \$ 16,679 \$ 16,678 \$ (8,974)	\$ 33,357 \$ (33,357) \$ (8,974)
11-360	Capital Projects Fund	Probate Court Relocation	To increase the appropriated expense for the renovation and relocation of Probate Court to the Grand Haven Court House.		\$ 100,000

# Action Request

Electronic Submission – Contract # 2379



**Committee: BOARD OF COMMISSIONERS**

**Meeting Date: 8/13/2024**

**Vendor/3<sup>rd</sup> Party: THE ESTATE OF FELIX BERNARD PYTLINSKE JR.**

**Requesting Department: PARKS AND RECREATION**

**Submitted By: CURT TERHAAR**

**Agenda Item: IDEMA EXPLORERS TRAIL EASEMENT**

## Suggested Motion:

To approve acquisition of an easement from the estate of Felix Bernard Pytlinske Jr. for construction of a portion of the Stearns Bayou Segment of the Idema Explorers Trail at a cost of \$15,790.

## Summary of Request:

As part of continuing efforts to facilitate the construction of a multiuse trail along the Grand River corridor, this easement provides necessary additional property for construction, operation, and maintenance of the trail at the eastern end of the Stearns Bayou bridge on Green Street

## Financial Information:

Total Cost: \$15,790.00

General Fund Cost: \$15,790.00

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.

## Administration:

Recommended by County Administrator:

8/1/2024 11:30:10 AM

Committee/Governing/Advisory Board Approval Date: PLANNING AND POLICY: 8/8/2024



## TRAILWAY EASEMENT

**14023 Green Street  
Stearns Bayou Segment  
Non-Motorized Trail Project**

The Estate of Felix Bernard Pytlinske Jr, represented by Fredrick William Ballantine, Jr Personal Representative of the Estate of Felix Bernard Pytlinske, JR (the "Grantor"), is the record title owner of the property commonly known as 14023 Green Street (Tax I.D. No. 70-08-06-100-003), which is more particularly described on the attached **Exhibit A** (the "Premises"). For the consideration of fifteen thousand five hundred dollars (\$15,790), the receipt and sufficiency of which is acknowledged, the Grantor hereby grants, warrants, and conveys to the County of Ottawa, a Michigan public body corporate, acting by and through its Parks & Recreation Commission, which has an address of 12220 Fillmore Street, West Olive, Michigan 49460 (the "County"), a perpetual and permanent easement and right-of-way over and across a portion of the Premises, as more particularly described and depicted on Exhibit A (the "Easement Area") for use as a public trailway for bicycle, pedestrian, and other non-motorized travel, subject to the following terms and conditions.

### TERMS AND CONDITIONS

1. The County (which, for purposes of this document, shall be deemed to include the County's agents and assigns) has the right to enter upon the Easement Area and, to the extent necessary, the land immediately adjacent thereto, to construct, install, maintain, repair, replace, inspect, and keep in good working order a trailway for the general public to use for biking, walking and other non-motorized travel (the "Work"). The Work includes the removal of trees, brush, undergrowth and other obstructions situated within the Easement Area which may interfere with the location, construction, maintenance, repair or upkeep of the trailway. Construction may include excavating a foundation for the trailway, construction of retaining walls, bridge abutments, pavement, railings, signs, and other trail system elements.
2. Any Work performed by or on behalf of the County shall be performed (i) in a good and workmanlike manner, (ii) in compliance with all applicable laws, rules, orders, and ordinances, (iii) so as not to unreasonably interfere with the use of the Easement Area or Temporary Easement Area by the Grantor, and (iv) without cost to the Grantor.
3. Upon completion of the initial construction of the trailway, any portions of the Easement Area not improved shall be restored to the same general condition as existed before that Work, to the reasonable satisfaction of the Grantor and without cost to Grantor. Similarly, after completion of original construction, each and every time the County enters the Easement Area for Work, the County shall restore the Easement Area and any other disturbed land to the same general condition as existed before the Work, to the reasonable satisfaction of the Grantor and without cost to Grantor.

4. The general public shall have the right to use the trailway for the recreational purposes described herein. Further, the trailway may be used for ingress and egress by the County or any emergency service agency to provide, without limitation, access for fire and police vehicles, ambulances and rescue vehicles, and other lawful governmental or private emergency services.

5. The Grantor shall not construct any building, structure or improvement in the Easement Area without first obtaining the written consent of the County, and shall not impede the access or use of anyone on the trailway.

6. The Grantor hereby releases any and all claims to damage arising from or incidental to the exercise of any of the foregoing powers, except as above provided.

7. The Grantor understands and intends that it will be protected from liability for accidents occurring on or arising from the use of the trailway pursuant to MCL 324.73301(2), which as of the date of this Easement provides: "A cause of action does not arise for injuries to a person who is on the land of another without paying to the owner, tenant, or lessee of the land a valuable consideration for the purpose of entering or exiting from or using a Michigan trailway as designated under part 721 or other public trail, with or without permission, against the owner, tenant, or lessee of the land unless the injuries were caused by the gross negligence or willful and wanton misconduct of the owner, tenant, or lessee."

8. The Grantee shall obtain and maintain, at its own expense, general liability insurance for the Easement Area with coverage in an amount not less than \$1,000,000 per occurrence. This insurance shall cover any claims, damages, or injuries arising from the use of the trailway. Additionally, the Grantee must indemnify, defend, and hold harmless the Grantor, its successors, and assigns from and against any and all claims, demands, liabilities, damages, losses, costs, and expenses, including reasonable attorneys' fees, arising out of or related to the the construction of the trailway on the easement area and public's use of the Easement Area, except to the extent such claims arise out of the gross negligence or willful misconduct of the Grantor.

9. This instrument shall run with the land and be binding upon and inure to the benefit of the parties and their representatives, successors and assigns. If the Burdened Property is subdivided or split and results in additional parcels, then any additional owners of such new parcels will hold title to such parcels subject to the terms of the Easement.

10. Non-use or limited use of the Easement shall not prevent the County or its successors or assigns from later use of the same to the fullest extent authorized in this Indenture.

11. The Easement may be amended, altered, modified, or terminated by, and only by, the mutual written agreement of all parties, or their respective successors or assigns.

12. If any term, covenant, or condition of the Easement is determined to be invalid or unenforceable, all other terms, covenants, and conditions shall remain in effect to the fullest extent permitted by law.

IN WITNESS WHEREOF, Fredrick William Ballantine, Jr, Personal Representative of the Estate of Felix Bernard Pytlinske, has executed this Trailway Easement on behalf of the Estate.

*[Signature on Next Page]*



# EASEMENT SKETCH

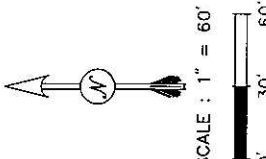
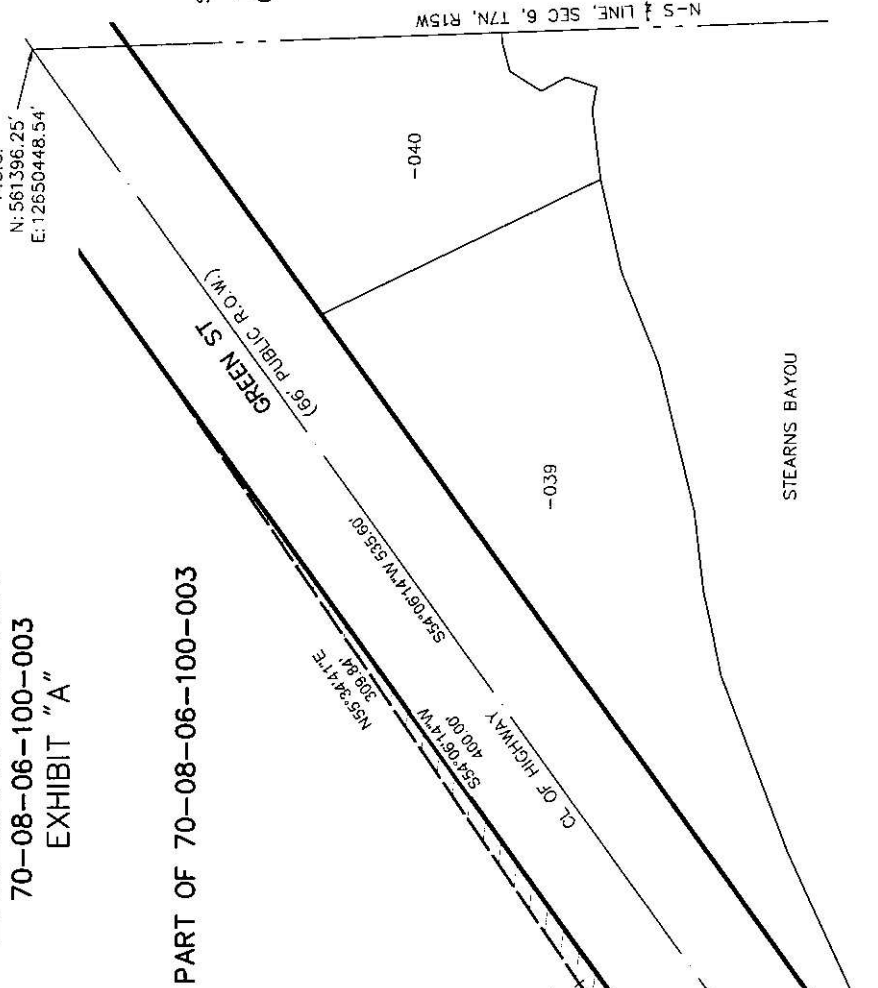
## 70-08-06-100-003

### EXHIBIT "A"

#### PART OF 70-08-06-100-003

**SUBJECT PARCEL (TAX DESCRIPTION)**  
 ALL THAT PART OF THE NORTHWEST FRACTIONAL 1/4 OF SECTION 6, 17N, R15W, ROBINSON TOWNSHIP, OTTAWA COUNTY, MICHIGAN, DESCRIBED AS: COMMENCING AT THE WATERS EDGE AT THE CENTER OF HIGHWAY AT THE NORTHEASTERLY END OF THE STERNS BAYOU BRIDGE. THENCE NORTHEASTERLY ALONG THE CENTERLINE OF SAID HIGHWAY TO THE NORTH-SOUTH 1/4 LINE OF SAID SECTION; THENCE NORTH ON SAID 1/4 LINE TO THE NORTH LINE OF SAID SECTION; THENCE WEST ON SAID NORTH LINE OF SECTION TO THE CENTERLINE OF CLARKS CHANNEL (SO CALLED); THENCE SOUTHWESTERLY ALONG SAID CENTERLINE TO ITS INTERSECTION WITH THE CENTERLINE OF CHANNEL LEADING INTO STEARNS BAYOU; THENCE NORTHEASTERLY TO THE POINT OF BEGINNING.

**EASEMENT DESCRIPTION (STATE PLANE BEARINGS)**  
 PART OF THE NORTHWEST FRACTIONAL 1/4 OF THE NORTHWEST 1/4 OF SECTION 6, 17N, R15W, ROBINSON TOWNSHIP, OTTAWA COUNTY, MICHIGAN, DESCRIBED AS: COMMENCING AT THE INTERSECTION OF THE NORTH-SOUTH 1/4 LINE OF SAID SECTION AND THE CENTERLINE OF GREEN STREET, SAID POINT HAS A COORDINATE VALUE OF N:561396.25' E:12650448.54' (MICHIGAN STATE PLANE COORDINATES, SOUTH ZONE, INTERNATIONAL FEET) THENCE S54°06'14"W 535.60 FEET; THENCE N35°53'46"W 33.00 FEET TO THE NORTHWESTERLY RIGHT OF WAY LINE OF GREEN STREET AND THE POINT OF BEGINNING; THENCE CONTINUING N35°53'46"W 5.00 FEET; THENCE N51°14'30"E 59.57 FEET; THENCE N54°06'48"E 30.76 FEET; THENCE N55°34'41"E 309.84 FEET TO THE NORTHWESTERLY RIGHT OF WAY LINE OF GREEN STREET; THENCE S54°06'14"W 400.00 FEET ALONG SAID RIGHT OF WAY LINE TO THE POINT OF BEGINNING.  
 (=1850 SQUARE FEET)



LOCATED IN : SECTION 6  
 TOWN 7 NORTH, RANGE 15 WEST  
 ROBINSON TOWNSHIP,  
 OTTAWA COUNTY, MICHIGAN  
 Date : 05/29/2024  
 Project No. 2210209

CLIENT:  
 OTTAWA COUNTY  
 PARKS AND RECREATION  
 12220 FILMORE ST.  
 WEST OLIVE, MI 49460

**Prein&Newhof**  
 Engineers • Surveyors • Environmental • Laboratory  
 3355 Evergreen Drive NE  
 Grand Rapids, MI 49525  
 www.preinnewhof.com  
 t. (616) 364-8491  
 f. (616) 364-6955  
 info@preinnewhof.com

WATERS EDGE, CENTER OF HIGHWAY,  
 NE END OF STERNS BAYOU BRIDGE

# Action Request



<b>Committee:</b> Board of Commissioners
<b>Meeting Date:</b> 08/13/2024
<b>Requesting Department:</b> Administration, Fiscal Services, Facilities, IT, & Strategic Impact
<b>Submitted By:</b> Karen Karasinski
<b>Agenda Item:</b> 2025 Capital Improvement Plan

**Suggested Motion:**

To review and approve the 2025-2030 Capital Improvement Plan.

**Summary of Request:**

Pursuant to the County's Capital Planning Policy, a CIP committee comprised of the Deputy County Administrator, Fiscal Services Director, Facilities Director, IT Director and Strategic Impact Director, have met on several occasions to review and prioritize the various departmental requests from capital projects over the next 5 fiscal years.

For reference, capital projects are defined as acquisition, expansion, or major rehabilitation of County assets that generally exceed \$50,000 and will be capitalized and depreciated over their useful life.

While the Committee continues to work toward established goals, a lot has been accomplished in the current year and the 2025-2030 Capital Improvement Plan is the roadmap for the County.

**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

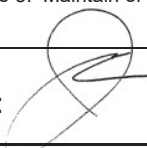
**Action is Related to Strategic Plan:**

**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.

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: Planning and Policy 8/8/2024

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Summary of Request Continued:

**County of Ottawa  
Capital Improvement Plan  
Fiscal Years 2025-2030**

Project Name	Funding Source	Current Approved	Actuals Spent as of 06/20/24	Encumbrances as of 06/20/24	Unencumbered Balance as of 06/20/24	2025	2026	2027	2028	2029	2030 & Beyond
<b>Facilities</b>											
<b>Capital Maintenance of Buildings - Exterior</b>											
Building B Reclad	OCIA	1,600,000	1,597,933	-	2,067						
James St DHHS Exterior Paint	401	75,000	-	-	75,000						
Building A Façade	401	85,000	-	-	85,000						
Exterior Caulk - Grand Haven	401					250,000					
<b>Capital Maintenance of Buildings - Interior</b>											
Holland Courthouse Carpet	401					60,000					
Grand Haven Courthouse Carpet	401					80,000					
<b>Exterior Hardscape (Pavement, Sidewalks &amp; Outdoor Structures)</b>											
Pavement Upgrade - Grand Haven Courthouse	401	726,000	-	-	726,000						
Pavement Upgrade - Fillmore Jail Phase 2	401	200,000	-	-	200,000	100,000					
Pavement Upgrade - Fillmore C-wing	401	350,000	-	-	350,000	(100,000)					
Pavement Upgrade - James Street	401					703,000					
Countywide Parking Lot Maintenance	401					50,000	50,000	50,000	50,000	50,000	50,000
James Street Walking Surfaces	401					60,000					
Pavement Upgrade - Fillmore Admin & Jail	401								900,000		
<b>Roofs</b>											
Fillmore Admin Bldg. Roof	401	100,000	-	-	25,088					1,500,000	
James Street - DHHS Bldg. Roof	401	350,000	199,924	-	103,342		174,000				
Holland District Court Roof	401							1,400,000			
James Street - Bldg. C Roof Replacement	401								200,000		
<b>ADA Updates</b>											
James Street - Bldg A ADA Updates	401	175,000	-	11,667	163,333						
James Street - Bldg B ADA Updates	401	175,000	-	11,667	163,333						
James Street - Bldg C ADA Updates	401	496,143	-	11,667	484,476						
<b>Systems - Electrical</b>											
Jail Emergency Generator Replacement	401								69,000		
<b>Systems - Elevators</b>											
Grand Haven Court Elevator Replacement	401					198,020	-	225,100	465,600		
Holland Court Elevator Replacement	401						232,780	465,560			
Elevator Replacement Administration	401						244,650		232,800		
Elevator Replacment - James Bldg D	401							251,150			

**County of Ottawa  
Capital Improvement Plan  
Fiscal Years 2025-2030**

Project Name	Funding Source	Current Approved	Actuals Spent as of 06/20/24	Encumbrances as of 06/20/24	Unencumbered Balance as of 06/20/24	2025	2026	2027	2028	2029	2030 & Beyond
<b>Systems - HVAC</b>											
Sheriff Shooting Range HVAC	106	395,000	-	-	395,000						
Building Automation System Replacement	401	1,525,000	-	-	1,525,000	600,000	600,000	500,000	400,000		
Holland Air Handling Units	401	180,000	-	-	151,400	90,000					
Jail Air Handling Units	401	700,000	-	-	700,000	400,000	400,000	400,000	400,000		
Jail Makeup Air Units	401	80,000	-	-	80,000	27,000					
Cooling Tower Replacement James St. - Bldg. A	401	100,000	-	-	90,900	30,000					
Cooling Tower Replacement James St. - Bldg. B	401	80,000	-	-	70,900	50,000					
Jail Exhaust Hood Replacement	401	150,000	-	-	150,000						
Sheriff's Shooting Range	401							900,000			
DHHS Air Handling Units Replacement	401								76,950		
DHHS Supply Fan Replacement	401								54,000		
<b>Systems - Safety &amp; Security</b>											
Storage Barn Fire Suppression	401	375,000	-	-	375,000						
Jail Interior Door Scanners	401	300,000	-	-	300,000						
Fire Systems & Panels	401	255,000	4,578	78,689	171,733						
<b>Remodeling (Wall Coverings, Floor Coverings &amp; FFE)</b>											
Fillmore Carpet Replacement	401	150,000	147,896	823	1,281						
Sheriff's Record Area Remodel	401	190,000	-	-	190,000						
Hudsonville Restroom Renovations	401	79,000	-	8,250	70,750						
Building C Clinic Remodel	401	-	-	-	-						
Building A CMH Office Renovation	401	363,500	338,531	3,410	21,559						
Mental Health Pod	401	100,000	7,163	14,637	78,200					3,615,600	
Probate Court GHCH Relocation	401	72,520	-	-	72,520						
Countywide Remodeling Plan	401					600,000	600,000	600,000	600,000	600,000	
<b>Space Management (Building Construction &amp; Expansion)</b>											
Family Justice Center	Building Auth	32,000,000	27,120,449	3,964,763	914,788						
Storage Garage	401										
Exterior Signage Update	401					170,000					
Detective Bureau Building Expansion	401										
Facilities Workshop	401										
	Subtotal	41,427,163	29,416,473	4,105,572	7,736,672	3,368,020	2,301,430	4,791,810	3,448,350	5,765,600	50,000

The departments have submitted a number of projects for FY26 and onward. The funds for these requests is not shown individually until we do a review of the cost, feasibility and potential alternatives.



**County of Ottawa  
Capital Improvement Plan  
Fiscal Years 2025-2030**

Project Name	Funding Source	Current Approved	Actuals Spent as of 06/20/24	Encumbrances as of 06/20/24	Unencumbered Balance as of 06/20/24	2025	2026	2027	2028	2029	2030 & Beyond
<b>CPTED</b>											
Avigilon NVR Card Access System	OCIA	1,017,500	890,697	60,928	65,875						
Courthouse Security Stations	OCIA	240,000	-	-	240,000		603,000	414,000	805,000		
CPTED Committee Project Funding	OCIA	458,982	-	-	458,982						
Camera Project	OCIA	190,821	190,779	-	42						
Radio Project	OCIA	10,000	2,530	-	7,470						
Facilities Duress Buttons	OCIA	8,000	7,256	-	744						
Evidence Garage Cameras	OCIA	10,500	10,151	-	349						
PA System - Holland	OCIA	20,000	-	18,830	1,170						
Subtotal		1,955,803	1,101,412	79,758	774,633	-	603,000	414,000	805,000	-	-
<b>Information Technology</b>											
Public Safety Digital Media	OCIA	1,045,000	-	-	1,045,000						
Jail Tracker JMS (CMS)	401	464,835	328,362	-	136,473						
DC Probation AS400 Replacement (CMS)	401	545,750	75,125	470,625	-						
DC Probation Smartbench Integration (CMS)	401	50,000	-	-	50,000						
District Court Integration (CMS)	401	396,000	2,899	-	393,101						
Probate Court PSC to TCS integrations (CMS)	401	55,000	-	-	55,000						
Courtroom Presentation Software - Wolfvision (CMS)	401	100,322	82,838	-	17,485						
Prosecutor's Office Webtechs Scheduling Calendar	401	85,800	78,000	-	7,800						
Circuit Court AS400 replacement (CMS)	401	617,304	-	-	617,304						
Board Of Commissioners Electronic Roll Call	106	100,000	59,094	12,523	28,384						
AV - Fillmore Conference Rooms	Tech Reserves	75,000	56,230	18,743	26						
Prosecutor's office AS400 Replacement (CMS)	401	494,000	-	-	494,000						
GIS Oblique & Orthophoto Imagery/LIDAR Update	401	866,243	751,564	-	114,678	112,200	112,200	112,200	112,200	112,200	675,150
<b>Information Technology - Continued</b>											
Production Storage and Server	401	1,276,476	-	-	1,276,476						
Time & Attendance Software	401	150,000	98,334	-	103,256						
Network Switch Refresh	655					488,057					
Router & Voice Gateway Replacement	401					134,665					
Fillmore Main Conference Room AV Refresh	401					103,200					
DC Courtroom Technology	401						300,000	200,000	200,000		
Circuit Court: Ottawa County Courthouse Recording System Update	401								400,000		
Disaster Recovery & Offsite Storage Refresh	401						62,170				
Internet Edge Refresh	401							155,300			
Wireless Controller Refresh	401							30,000			
Network Edge Switch Refresh	401								703,700		
Election Equipment	401								1,550,000		
Subtotal		6,321,730	1,532,445	501,891	4,338,984	838,122	474,370	497,500	2,965,900	112,200	675,150

**County of Ottawa  
Capital Improvement Plan  
Fiscal Years 2025-2030**

Project Name	Funding Source	Current Approved	Actuals Spent as of 06/20/24	Encumbrances as of 06/20/24	Unencumbered Balance as of 06/20/24	2025	2026	2027	2028	2029	2030 & Beyond
<b>Department of Strategic Impact</b>											
Spoonville Trail - Phase II	Multiple	3,380,534	1,090,911	185,207	2,104,415						
Sustainable Water Landscaping & Education	401	95,000	95,000	-	-						
Cell Tower Construction	401	200,000	-	-	200,000	(200,000)					
Sustainable Landscaping (James & Hudsonville)	401							335,404	15,250	15,250	
<b>Subtotal</b>		<b>3,675,534</b>	<b>1,185,911</b>	<b>185,207</b>	<b>2,304,415</b>	<b>(200,000)</b>	<b>-</b>	<b>335,404</b>	<b>15,250</b>	<b>15,250</b>	<b>-</b>

**Parks & Recreation**

Paw Paw Park Renovations	408	29,501	535	-	28,966						
Bend Expansion Phase 3 Acquisition (GR Gravel)	Multiple	1,030,000	45,734	373,532	610,734						
Grand River Paving Reconstruction	408	110,000	-	25,000	85,000						
Idema Explorers Trail - Jenison Mill Segment	Multiple	1,489,188	1,323,734	-	165,454						
Pigeon Creek Lodge Renovations	408	38,023	15,986	-	12,637						
Kirk Park Reconstruction	Multiple	722,811	389,667	303,779	29,365						
Tunnel Deck & Stairway Reconstruction	Multiple	112,000	-	-	112,000						
Riverside Renovations	408	64,000	16,391	-	47,609						
Idema Explorers Trail - GH Segment	Multiple	200,000	-	-	200,000						
Idema Explorers Trail - Ravines Connector	Multiple	1,454,600	1,290,175	-	164,425						
Idema Explorers Trail - Stearns Connector	Multiple	5,717,251	238,893	1,304,258	4,174,099						
Grant Ravines Treehouse	Donations	341,834	341,763	-	71						
Grose Park Maintenance Building Rebuild	Insurance	110,000	101,889	-	8,111						
Ottawa Sands Phase 1 Improvements	Donations	6,645,656	4,707,251	1,494,376	444,029						
Ottawa Sands Restroom	Multiple	585,000	270,722	274,446	39,832						
Ottawa Sands Lake Loop	Multiple	891,844	634,236	154,690	102,918						
Rosy Mound Expansion	Multiple	4,702,700	28,914	5,996	4,667,790						
Adams Street Landing Linkage (40 Acres)	408	100,000	-	-	100,000						
Ottawa Sands Wetland Restoration	Multiple	589,621	450,534	39,838	99,248						
Middle Macatawa Improvements	106	906,000	1,448	78,997	825,555						
Avigilon NVR Card Access System	OCIA	326,200	289,495	3,765	32,940						
Idema Explorers Trail - Bass River West Ph 2	Multiple	2,760,814	87,018	4,498	2,659,298						
Repair/Rplc RM & KP Stairs/Boardwk	408	187,000	40,600	-	146,400						
GrandRiver Grnwy-Coastal Resilience	408	275,000	-	275,000	-						
Grose Park Playground Renovation	408					107,000					
Kirk Park Dune Stairs and Overlook	Multiple					140,000					
Paw Paw Macatawa Greenway Trail	Multiple						1,000,000				
Idema Explorers Trail - Bass River Central	Multiple						2,202,092				
Idema Explorers Trail - Eastmanville Connector	Multiple	50,000	19,933	12,947	13,431	1,453,198					
Idema Explorers Trail - Allendale Segment	Multiple	50,000	108	142	750		1,887,052				
Bend Area Phase 4 Acquisition (Huizenga)	Multiple							578,800			

**County of Ottawa  
Capital Improvement Plan  
Fiscal Years 2025-2030**

Project Name	Funding Source	Current Approved	Actuals Spent as of 06/20/24	Encumbrances as of 06/20/24	Unencumbered Balance as of 06/20/24	2025	2026	2027	2028	2029	2030 & Beyond
<b>Parks &amp; Recreation - Continued</b>											
Idema Explorers Trail - Bend Phase 1	Multiple							484,932			
Idema Explorers Trail - Bend Phase 2	Multiple								822,188		
HOB Cottage Area Improvements	408						339,000				
Kirk Park Pavement Reconstruction	408						310,000				
Idema Explorers Trail - Amenities (Wayfinding)	Multiple							310,000			
Idema Explorers Trail - Bend Phase 3	Multiple							596,730			
Idema Explorers Trail - Bass River East	Multiple							1,193,942			
Eastmanville Bayou Paving	408						5,200				
Connor Bayour Renovations	408							70,821			
Paw Paw Park Renovations	408							103,785			
North Beach Park Renovations Runnel Park Renovations	Multiple							495,886			
Tunnel Park Renovations	408							434,499			
HOB - Holland Harbor Renovations	408							55,982			
Rosy Mound Renovations	Multiple								947,503		
Grand River Park Renovations	408								117,308		
Pine Bend Renovations	408								33,016		
Grose Park Renovations	408								341,276		
Riley Trails Paving	408								3,199		
Hemlock Crossing Renovations	Multiple									1,125,974	
HOB Renovations	408									328,725	
Hager Park Renovations	408									220,053	
Parks Maintenance Projects	408	659,953	172,999	13,682	473,271	358,350	55,500	55,500			
Subtotal		30,148,995	10,468,027	4,364,946	15,243,932	2,058,548	5,798,844	4,380,877	2,264,490	1,674,752	-
<b>Grand Total</b>		<b>83,529,224</b>	<b>43,704,269</b>	<b>9,237,373</b>	<b>30,398,636</b>	<b>6,064,690</b>	<b>9,177,644</b>	<b>10,419,591</b>	<b>9,498,990</b>	<b>7,567,802</b>	<b>725,150</b>

**Project Funding Sources**

Tech Reserve						-	-	-	-	-	-
(655) Telecommunications Fund						488,057	-	-	-	-	-
Parks Millage						960,350	1,023,096	1,371,057	1,048,802	1,274,752	-
Parks Capital Project Donations						728,198	1,420,000	1,270,578	815,688	-	-
Parks Capital Project Federal Grants						-	1,153,656	-	-	-	-
Parks Capital Project State Grants						370,000	2,202,092	1,739,242	400,000	400,000	-
(401) Capital Project Fund						3,518,085	2,775,800	5,624,714	6,429,500	5,893,050	725,150
(OCIA) Insurance Authority						-	603,000	414,000	805,000	-	-
<b>Total Funding</b>						<b>6,064,690</b>	<b>9,177,644</b>	<b>10,419,591</b>	<b>9,498,990</b>	<b>7,567,802</b>	<b>725,150</b>

# Action Request



<b>Committee:</b> Board of Commissioners	<input type="text"/>
<b>Meeting Date:</b> 08/13/2024	
<b>Requesting Department:</b> Fiscal Services Department	
<b>Submitted By:</b> Karen Karasinski	<input type="text"/>
<b>Agenda Item:</b> Purchasing Card Policy	

**Suggested Motion:**

To approve the revised Purchasing Card Policy advance it to a second reading before the Board of Commissioners.

**Summary of Request:**

As part of our ongoing policy review and in response to feedback we are recommending to create a second tier with a lower purchasing limit for cardholders with lower spending needs, clarify that changes to purchase general or professional services or not allowable, updating notification of employee transfers and departure language.

**Financial Information:**

Total Cost:	General Fund Cost:	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 4: To Continually Improve the County's Organization and Services.

**Objective:** Goal 4, Objective 1: Conduct activities and maintain systems to continuously improve to gain efficiencies and improve effectiveness.

**Administration:**  Recommended  Not Recommended  Without Recommendation  
County Administrator:

Committee/Governing/Advisory Board Approval Date: Planning and Polucyt 8/8/2024



## Ottawa County

### **PURCHASING CARD POLICY**

#### **I. POLICY**

A policy to define, authorize and regulate the use of purchasing cards, and to establish procedures for utilizing purchasing cards for appropriate expenses in the conduct of official County of Ottawa business.

The purchasing card provides the County of Ottawa organization with an alternate method to purchase goods and services. The purchasing card is a tool that reduces transaction costs, facilitates timely acquisition of materials and supplies, automates data flow for electronic commerce and accounting purposes, and offers flexible controls to help ensure proper usage.

This policy is not intended to replace or eliminate the current Purchasing Policy, but rather complement the existing processes. Good record keeping is essential to ensure the success of the program.

#### **II. STATUTORY REFERENCES**

MCL 46.11 (l); (m)

#### **III. COUNTY LEGISLATIVE OR HISTORICAL REFERENCES**

The original Board policy on this subject matter was adopted on April 12, 2011

Board of Commissioners Policy Adoption Date and Resolution Number: June 13, 2017; B/C 17-118

Board of Commissioners Review Date and Resolution Number: December 13, 2022; B/C 22-284

Date of Last Committee Review: Planning and Policy Committee; November 15, 2022

Review by Internal Policy Review Team: October 13, 2022

Related Policies: Travel and Mileage



# Ottawa County

## IV. PROCEDURE

### A. Use of Purchasing Card

1. Purchasing cards may be used only by an employee for the purchase of budgeted goods or services for official County of Ottawa business in accordance with the provisions of this policy and within spending limitations authorized for each employee.
2. Purchases may-shall not be divided into several transactions in order to avoid compliance with the purchasing policy.
3. Purchase card transactions are intended to be a one-time "in the moment" purchase. Unless approved by the Purchasing Manager or Fiscal Services Director, Purchasing cards may **cannot** be used for:

- a. Gift Cards/Gift Certificates
- b. ATM Transactions/Cash Advances
- a-c. Monthly and Quarterly reoccurring purchases (e.g., subscriptions)
- d. Products where pricing is under contract (e.g., furniture)
- e. General Services (e.g., inspections)
- f. Professional Services (e.g., consulting, legal)
- g. Copiers, Printers, and Multi-Function Printers
- h. Meals eligible for a per-diem allowance
- b-i. Alcohol
- e-j. Invoices
- k. Personal Use

d. Any items that are disallowed in other County policies are also prohibited for purchase using the Purchasing card, unless otherwise specified in writing by the Purchasing Manager or Fiscal Services Director.

#### 4. Standard Limits:Purchase Card Not-to-Exceed Thresholds:

- a. Employees will be placed into tiers based on their previous fiscal year purchase card spending history. Any recommended adjustments to tier placement will be communicated to Department Officials (Head of Department/Agency or Elected Official) during the annual review of purchase cards. Department Officials will have the opportunity to collaborate with Fiscal Services regarding any concerns pertaining to the proposed adjustments.
- b. Department Officials will remain at the higher tier limit regardless of

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# Ottawa County

spending history.

c. Lower Tier Limit

- Single Purchase Limit: \$750.00
- Daily Purchase Limit: \$1,500.00
- Monthly Purchase Limit: \$3,000.00

d. Higher Tier Limit

- Single Purchase Limit: \$2,500.00
- Daily Purchase Limit: \$4,000.00
- Monthly Purchase Limit: \$7,500.00

4. \_\_\_\_\_

~~a. Single Purchase Limit: \$1,499.00, without an existing purchase order~~

~~b. Daily Purchase Limit: \$4,000.00~~

~~c. Monthly Purchase Limit: \$7,500.00~~

~~d. Fiscal Services, in conjunction with the Department Official, will determine authorized limits.~~

## B. Requesting, Transferring, Returning, Reporting Lost or Stolen Card

### 1. Requesting a Purchasing Card

- A Department Official may request a County purchasing card for employee use by submitting a Purchasing Card Request Form to the Fiscal Services Department.
- The Fiscal Services Department is responsible for administration of the program, the issuance and distribution of purchasing cards, accounting, monitoring, and general overview of the purchasing card policy.
- The purchasing card is issued in the employee's name. By accepting the purchasing card, the employee assumes responsibility for the card and associated transactions. The purchasing card is not transferable and may not be used by anyone other than the Cardholder.
- Although the purchasing card lists an employee's name, the card will have no impact on the employee's personal credit.

### 2. Transferring to another Department and Separation of Employment

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## Ottawa County

- a. The current Department Official shall notify Fiscal Services by emailing [purchasing@miottawa.org](mailto:purchasing@miottawa.org) that the employee will be transferring to another department.
- b. The employee must return the purchasing card upon transfer to another department unless written approval is submitted to the Fiscal Services Department from the new Department Official.
- c. The employee must return the purchasing card upon separation from the County. The card should be returned to the Fiscal Services Department located at: 12220 Fillmore, Room 331, West Olive, MI 49460.
- d. Fiscal Services will deactivate the card upon notification.

### 3. Reporting a Lost or Stolen Card

- a. If a purchasing card is lost or stolen, the employee must immediately contact JPMorgan Chase Bank at 800-316-6056. The employee must also notify the Fiscal Services Department.
- b. Fiscal Services and/or JPMorgan Chase will immediately deactivate the purchasing card and request a new card be issued.
- c. The employee is responsible for reviewing and reconciling the account detail of the deactivated purchasing card, as well as the account detail for the new purchasing card.

### C. Employee Responsibilities

1. The employee shall enter into an agreement with the County, for the use and care of the purchasing card. The purchasing card is not to be used by anyone else.
2. The County is tax exempt and generally does not pay Michigan sales tax. Before making a purchase, the employee shall inform the vendor that the purchase is tax exempt and that Michigan sales tax shall be excluded from the transaction. The County Tax ID number is embossed on the purchasing card, and most vendors will accept this as evidence of non-taxable status. The employee, with assistance from Fiscal Services, is responsible to complete any tax verification paperwork required by the vendor in order for the purchase to be tax exempt.
3. If a purchase includes sales tax that the County is exempt from paying, the employee is responsible to obtain a refund (credit). Sales tax that the County is exempt from paying is an inappropriate use of the procurement card.
4. The employee using the purchasing card must submit documentation detailing the goods or services purchased.





## Ottawa County

- a. Itemized receipt of the goods or services purchased.
  - b. The cost of the goods or services.
  - c. Date of purchase.
  - d. The official County business for which purchases were made.
5. All documentation must be submitted by the employee with the monthly statement to the Department Official or Designee for approval.
6. Each employee is responsible for safeguarding the account number. Improperly disclosing the purchasing card number in any written form including fax or email is strictly prohibited by JP Morgan Chase and the County.

### D. Department Officials Responsibilities

1. Determine Authorize employees request for the use of County purchasing card and execution of the Purchasing Card Request Form.

1.2. For new cardholders, determine employee's starting tier limit. After their first year of card usage, the tier limit may be adjusted per policy.

2.3. Complete a security access IT Form to allow employees to review, code, and submit the purchasing card transactions in Munis.

3.4. Personally, or individual designated to, review purchasing card activity must attend training on the program.

4.5. Personally, or have a Designee review, and authorize all necessary documentation submitted by the employee using a County purchasing card including:

- a. Itemized receipt of the goods or services purchased.
- b. The cost of the goods or services.
- c. Date of purchase.
- d. The official County business for which purchases were made.

5.6. Provide follow-up information in response to Fiscal Service inquiries regarding compliance to the policy.

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## Ottawa County

7. Immediately notify Fiscal Services or the designated Program Administrator of any fraudulent or irresponsible use of a purchasing card.

6. ~~In the event that an employee transfers out of their original Department, promptly email Fiscal Services informing them of the change.~~

8. ~~In the event of an employee's separation of employment, promptly email Fiscal Services informing them of the change.~~

7-9. Initiated by Fiscal Services, annually review purchasing card holders within your Department to en~~a~~ssure no changes are required. If changes are required, please notify Fiscal Services outlining the changes in detail.

### E. Unauthorized or Improper Use

1. Fiscal Services may terminate a purchasing card without notice to the Department Official for any reason including, but not limited to, the following:
  - a. The purchasing card policies and procedures are not followed.
  - b. If the purchasing card was not used for a period greater than 12 calendar months.
  - c. If the employee does not reimburse the County for personal or ineligible expenses.
  - d. If the employee repeatedly tries to exceed the allowable per purchase limit or the specified purchase frequency.
  - e. If the employee fails to submit the required back-up receipts and documents and statement by the designated time.
  - f. If there is concern that the card has been compromised, in any way.
2. An employee who engages in an unauthorized or improper use of a County purchasing card will be subject to disciplinary measures, up to and including termination, and may be subject to civil/criminal prosecution consistent with applicable laws.
3. An employee found to have inappropriately used the purchasing card will be required to reimburse the County for all costs associated with such improper use.
4. If an employee believes the purchasing card may have been used for a personal or otherwise ineligible expense, the employee should report the incident to their Department Official immediately.

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## Ottawa County

### V. REVIEW PERIOD

The Internal Policy Review Committee will review this Policy at least once every two years and will make recommendations for changes to the Planning & Policy Committee.