

To All Ottawa County Commissioners:

*The Ottawa County Board of Commissioners will meet on **Tuesday, September 10 at 9:00 AM** for the regular September 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*
 - A. Employee Awards, Sheriff Kempker*
 - B. Legislative Update, Bob DeVries, GCSI*
- 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 [August 13, 2024](#) Board of Commissioners meeting and the [August 23, 2024](#) Board of Commissioners Work Session.

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 August 1, 2024, to August 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.

From the Finance and Administration Committee

C. [Accounts Payable for July 22, 2024 – August 23, 2024](#)

Suggested Motion:

To approve the general claims in the amount of \$23,094,521.90 as presented by the summary report for July 22, 2024, through August 23, 2024.

D. [Dewpoint Professional Services](#)

Suggested Motion:

To approve a contract with Dewpoint Professional Services for IT Staff Augmentation.

E. [Full Faith and Credit Pledge for Drain Note](#)

Suggested Motion:

To approve a resolution pledging the county's full faith and credit to a drain note.

F. [FY2024 Budget Adjustments](#)

Suggested Motion:

To approve the FY2024 budget adjustments per the attached schedule.

8. *Public Hearing:*

I. *FY 2025 Ottawa County Budget*

Suggested Motion:

- a. To open the Public Hearing to receive comments on the FY 2025 Ottawa County Budget.
- b. To close the Public Hearing on the FY 2025 Ottawa County Budget.

9. *Agenda and Action Requests:*

From Administration

A. [Ottawa County Recovery Court Resolution](#)

Suggested Motion:

The County of Ottawa recognizes the importance of the work of the 20th Circuit Court's Recovery Court Program.

10. Committee Report

1. [Innovation and Improvement Update](#), Shannon McGoran

11. Public Comment

12. Additional Business

A. Chairman's Update

13. Adjournment at Call of the Chairperson

**PROPOSED
PROCEEDINGS OF THE OTTAWA COUNTY
BOARD OF COMMISSIONERS
AUGUST SESSION – FIRST DAY**

The Ottawa County Board of Commissioners met on Tuesday, August 13, 2024, at 9:05 a.m. and was called to order by the Chairperson.

The prayer was pronounced by Dick VanDop.

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

Present at roll call: Chris Kleinjans, Doug Zylstra, Jacob Bonnema, Joe Moss, Kendra Wenzel, Rebekah Curran, Roger Belknap, Roger Bergman, Allison Miedema. (9)

Absent: Gretchen Cosby and Sylvia Rhodea. (2)

Correspondence

None.

Public Comment

Public comments were made by the following:

1. Donna Mooney-Georgetown Township
2. David Barnosky-Port Sheldon Township
3. Karen Obits-Spring Lake Township
4. Harvey Nikkel-Georgetown Township

Approval of Agenda

B/C 24-153 Rebekah Curran moved to approve the agenda.

The motion passed.

Consent Resolutions

Commissioner Miedema requested Consent Item G be moved to Action Item 8C.

Commissioner Zylstra requested Consent Item M be moved to Action Item 8D.

B/C 24-154 Roger Bergman moved to approve the following Consent Resolutions.

- A. To approve the minutes of the July 23, 2024, Board of Commissioners meeting.
- B. 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.

- C. 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. 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. 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. To approve a contract with EGLE (MI Dept of Environment, Great Lakes and Energy) for a recycling grant amendment.
- G. To review and approve the contract with Axon for body cameras, in-car video, and tasers.
- H. 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.
- I. 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.
- J. To approve the FY2024 budget adjustments per the attached schedule.
- K. 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.

The motion passed by the following votes: Yeas: Roger Belknap, Rebekah Curran, Jacob Bonnema, Doug Zylstra, Kendra Wenzel, Allison Miedema, Chris Kleinjans, Roger Bergman, Joe Moss. (9)

Agenda and Action Requests

- B/C 24-155 Roger Belknap moved to approve the revised Purchasing Card Policy and advance for a second reading.

The motion passed by the following votes: Yeas: Roger Bergman, Doug Zylstra, Jacob Bonnema, Kendra Wenzel, Allison Miedema, Rebekah Curran, Chris Kleinjans, Roger Belknap, Joe Moss. (9)

- B/C 24-156 Rebekah Curran moved to go into closed session at 9:22 a.m. for the purpose of strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement pursuant to OMA Section 8c.

The motion passed by the following votes: Yeas: Jacob Bonnema, Chris Kleinjans, Roger Bergman, Allison Miedema, Kendra Wenzel, Rebekah Curran, Doug Zylstra, Roger Belknap, Joe Moss. (9)

Commissioner Bonnema left the meeting at 9:26 a.m.

- B/C 24-157 Roger Bergman moved to come out of closed session at 9:45 a.m. for the purpose of strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement pursuant to OMA Section 8c.

The motion passed.

Chairperson Moss called the meeting back to order at 9:52 a.m.

- B/C 24-158 Roger Belknap moved to ratify the negotiated AFSCME Public Health collective bargaining agreement effective through December 31, 2025, and approve the necessary budget adjustments to fund from General Fund contingency through September 30, 2024.

The motion passed with the following votes: Yeas: Roger Belknap, Rebekah Curran, Allison Miedema, Kendra Wenzel, Doug Zylstra, Roger Bergman, Chris Kleinjans, Joe Moss. (8)

- B/C 24-159 Rebekah Curran moved to approve a five-year contract with On Duty Gear for the Sheriff's Office uniforms, apparel, accessories, and equipment. The approximate first year cost is \$110,000.

The motion passed with the following votes: Yeas: Roger Bergman, Doug Zylstra, Roger Belknap, Rebekah Curran, Chris Kleinjans, Allison Miedema, Kendra Wenzel, Joe Moss. (8)

- B/C 24-160 Roger Belknap moved to review and approve the 2025-2030 Capital Improvement Plan.

The motion passed with the following votes: Yeas: Doug Zylstra, Roger Bergman, Chris Kleinjans, Roger Belknap, Allison Miedema, Rebekah Curran, Kendra Wenzel, Joe Moss. (8)

Committee Reports

None.

Public Comment

None.

Additional Business

A. Administrator's Report-Interim Administrator Jon Anderson gave an update.

Adjournment at Call of the Chairperson

The Chairperson adjourned the meeting at 10:14 a.m.

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

JOE MOSS, Chairperson
Of the Board of Commissioners

**PROPOSED
PROCEEDINGS OF THE OTTAWA COUNTY
BOARD OF COMMISSIONERS
AUGUST SESSION – WORK SESSION**

The Ottawa County Board of Commissioners met on Friday, August 23, 2024, at 12:12 p.m. and was called to order by the Chairperson.

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)

Public Comment

1. Joe Spaulding-Holland Township
2. Bob Spaman-Blendon Township

Communication from Staff:

A. Director of Fiscal Services-Karen Karasinski talked about proposed changes to the recommended FY2025 Budget.

Work Session Items

A. FY2025 Budget Discussion-Several Commissioners asked questions of Interim Administrator Jon Anderson and Fiscal Services Director Karen Karasinski.

Public Comment

1. Karen Obits-Spring Lake Township
2. Bob Spaman-Blendon Township
3. David Barnosky-Port Sheldon Township
4. Sheila Dettloff-Holland Township

Adjournment at Call of the Chairperson

The Chairperson adjourned the meeting at 1:57 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: 08/01/2024 - 08/31/2024

'Revenue' Total Amount: \$0.00

'Expense' Total Amount: \$120,448.48

CONTRACT	REQUESTED DATE	APPROVED DATE	REQUESTING AGENCY	VENDOR/3RD PARTY	CONTRACT AMOUNT	MULTI YEAR CONTRACT	REVENUE /EXPENSE	PURPOSE
2396	08/15/2024	08/26/2024	JAIL	RIVER CITY FLOORING	\$16,497.00	NO	EXPENSE	TO REVIEW AND APPROVE THE CONTRACT FOR CARPETING IN JAIL CONTOL ROOMS 1, 3, AND 4 WITH RIVER CITY FLOORING.
2397	08/16/2024	08/26/2024	CAA	ZEELAND BOARD OF PUBLIC WORKS	\$12,000.00	NO	EXPENSE	Contract with Zeeland Board of Public Works to assist their customers with their past due utility bills. This is a fee per service contract and is revenue for OCCAA. Contract total will vary. *****PLEASE NOTE: ZBPW must have this back by September 3rd for their September board meeting*****
2378	07/19/2024	08/16/2024	PARKS AND RECREATION	FIRST PENINSULA CONTRACTORS INC.	\$22,167.48	NO	EXPENSE	Amend existing contract
2389	07/29/2024	08/16/2024	HUMAN RESOURCES	MERS - MUNICIPAL EMPLOYEES RETIREMENT SYSTEM	\$1,200.00	NO	EXPENSE	To approve the nomination of Karen Karasinski as Officer Delegate, Zachary VanOsdol as the alternative Officer Delegate, Julie Kuiper as Employee Delegate, and Jeremy Derksen as the alternative Employee Delegate to the 2024 MERS Annual Meeting.
2382	07/23/2024	08/16/2024	FACILITIES MAINTENANCE	PROGRESSIVE AE	\$0.00	YES	EXPENSE	to provide architectural and engineering services to Ottawa County.
2381	07/23/2024	08/15/2024	SHERIFFS DEPARTMENT	PERSONABLE	\$3,234.00	NO	EXPENSE	TO REVIEW AND APPROVE THE SCANWRITER SOFTWARE MAINTENANCE AND TECHNICAL SUPPORT AGREEMENT.
2387	07/26/2024	08/15/2024	JUVENILE COURT	NEWAYGO COUNTY		YES	REVENUE	Out of County Bed Rental
2363	06/27/2024	08/15/2024	JUVENILE COURT	AMERICAN CORRECTIONAL ASSOCIATION		YES	EXPENSE	Accreditation for the Juvenile Detention Center

2388	07/29/2024	08/14/2024	SHERIFFS DEPARTMENT	CLEANER'S CHOICE	\$55,000.00	YES	EXPENSE	TO REVIEW AND APPROVE THE CONTRACT WITH CLEANERS CHOICE LLC (DBA MARTINIZING DELIVERS) FOR DRY CLEANING SERVICES FOR SHERIFF'S OFFICE AND HUMAN RESOURCES.
2375	07/15/2024	08/13/2024	SHERIFFS DEPARTMENT	LEXIPOL	\$10,350.00	NO	EXPENSE	TO REVIEW AND APPROVE THE MASTER SERVICE AGREEMENT WITH LEXIPOL IN THE AMOUNT OF \$10,350.00
0	08/16/2024	08/16/2024	COMMUNITY MENTAL HEALTH	70X7		N/A	N/A	BAA
0	08/16/2024	08/16/2024	COMMUNITY MENTAL HEALTH	ADIA LLC		N/A	N/A	BAA
0	08/16/2024	08/16/2024	COMMUNITY MENTAL HEALTH	APPLIED BEHAVIORAL SCIENCE INSTITUTION		N/A	N/A	BAA
0	08/16/2024	08/16/2024	COMMUNITY MENTAL HEALTH	AUTISM OF AMERICA		N/A	N/A	BAA
0	08/16/2024	08/16/2024	COMMUNITY MENTAL HEALTH	BERGMARK CONSULTING LLC DBA WAYPOINTS		N/A	N/A	BAA
0	08/16/2024	08/16/2024	COMMUNITY MENTAL HEALTH	BRAINTREE		N/A	N/A	BAA
0	08/16/2024	08/16/2024	COMMUNITY MENTAL HEALTH	CENTRIA HEALTHCARE		N/A	N/A	BAA
0	08/16/2024	08/16/2024	COMMUNITY MENTAL HEALTH	COMMUNITY LIVING SERVICES		N/A	N/A	BAA
0	08/16/2024	08/16/2024	COMMUNITY MENTAL HEALTH	DA BLODGETT		N/A	N/A	AMENDMENT
0	08/16/2024	08/16/2024	COMMUNITY MENTAL HEALTH	DALE BIRD CORTES		N/A	N/A	BAA
0	08/16/2024	08/16/2024	COMMUNITY MENTAL HEALTH	LYDIA HODGES		N/A	N/A	BAA
0	08/16/2024	08/16/2024	COMMUNITY MENTAL HEALTH	MCRAE ENTERPRISES DBA ROBIN'S ROSEBUD		N/A	N/A	BAA
0	08/16/2024	08/16/2024	COMMUNITY MENTAL HEALTH	MOKA CORPORATION		N/A	N/A	BAA
0	08/16/2024	08/16/2024	COMMUNITY MENTAL HEALTH	MONTCALM CARE NETWORK		N/A	N/A	BAA
0	08/08/2024	08/08/2024	COMMUNITY MENTAL HEALTH	ABA GOLDEN STEPS		N/A	N/A	BAA
0	08/08/2024	08/08/2024	COMMUNITY MENTAL HEALTH	ACORN HEALTH OF MICHIGAN LLC		N/A	N/A	BAA
0	08/08/2024	08/08/2024	COMMUNITY MENTAL HEALTH	AMY JO BRECKON		N/A	N/A	BAA
0	08/08/2024	08/08/2024	COMMUNITY MENTAL HEALTH	ANGELA HELMER DBA SCHIELE AFC		N/A	N/A	BAA
0	08/08/2024	08/08/2024	COMMUNITY MENTAL HEALTH	ARBOR CIRCLE CORPORATION		N/A	N/A	BAA
0	08/08/2024	08/08/2024	COMMUNITY MENTAL HEALTH	BARBARA HAPKE DBA FIRESIDE AFC		N/A	N/A	BAA

0	08/08/2024	08/08/2024	COMMUNITY MENTAL HEALTH	BEHAVIOR ANALYSTS OF WEST MI LLC		N/A	N/A	BAA
0	08/08/2024	08/08/2024	COMMUNITY MENTAL HEALTH	BETHANY CHRISTIAN SERVICES		N/A	N/A	BAA
0	08/08/2024	08/08/2024	COMMUNITY MENTAL HEALTH	BUILDING MEN FOR LIFE		N/A	N/A	BAA
0	08/08/2024	08/08/2024	COMMUNITY MENTAL HEALTH	CASE MANAGEMENT OF MICHIGAN		N/A	N/A	BAA
0	08/08/2024	08/08/2024	COMMUNITY MENTAL HEALTH	CHERI WYNSMA		N/A	N/A	BAA
0	08/08/2024	08/08/2024	COMMUNITY MENTAL HEALTH	CITY ON A HILL MINISTRIES		N/A	N/A	BAA
0	08/08/2024	08/08/2024	COMMUNITY MENTAL HEALTH	COMMUNITY ACTION HOUSE		N/A	N/A	BAA
0	08/08/2024	08/08/2024	COMMUNITY MENTAL HEALTH	COMMUNITY HEALING CENTERS		N/A	N/A	BAA
0	08/08/2024	08/08/2024	COMMUNITY MENTAL HEALTH	COMMUNITY LIVING OPTIONS		N/A	N/A	BAA
0	08/08/2024	08/08/2024	COMMUNITY MENTAL HEALTH	CORNERSTONE AFC, LLC		N/A	N/A	BAA
0	08/08/2024	08/08/2024	COMMUNITY MENTAL HEALTH	COUNSELING CENTER OF WEST MI		N/A	N/A	BAA
0	08/08/2024	08/08/2024	COMMUNITY MENTAL HEALTH	CSM ALGER HEIGHTS LLC		N/A	N/A	BAA
0	08/08/2024	08/08/2024	COMMUNITY MENTAL HEALTH	CSM SERENITY		N/A	N/A	BAA
0	08/08/2024	08/08/2024	COMMUNITY MENTAL HEALTH	DA BLODGETT		N/A	N/A	BAA
0	08/08/2024	08/08/2024	COMMUNITY MENTAL HEALTH	DAILY LIFE SKILLS INDENDENCE HUB, LLC		N/A	N/A	BAA
0	08/08/2024	08/08/2024	COMMUNITY MENTAL HEALTH	ORGANIC CARE LLC		N/A	N/A	BAA

Action Request



Committee: Board of Commissioners

Meeting Date: 09/10/2024

Requesting Department: Fiscal Services

Submitted By: Karen Karasinski

Agenda Item: Accounts Payable for July 22, 2024 through August 23, 2024.

Suggested Motion:

To approve the general claims in the amount of \$23,094,521.90 as presented by the summary report for July 22, 2024 through August 23, 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: \$23,094,521.90	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:
County Administrator:


☒ Recommended

☐ Not Recommended

☐ Without Recommendation

Committee/Governing/Advisory Board Approval Date:
Finance and Administration 09/03/2024

Board of Commissioners

Total CHECKS EFTs WIRES	
	Dates: July 22, 2024
	to August 23, 2024
	Total of all funds: \$23,094,521.90

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:

\$23,094,521.90



Karen Karasinski

Fiscal Services Director

8.24.24

Date


We hereby certify that the Board of Commissioners has approved the claims on Tuesday, September 3, 2024


Joe Moss, Chairperson


Board of Commissioners

Justin Roebuck

Clerk/Register of Deeds

Total CHECKS EFTs WIRES		
	Dates: July 22, 2024 to August 23, 2024	
	Total of all funds: \$23,094,521.90	
703	TAX COLLECTION CUSTODIAL FUND	\$6,553,231.79
222	MENTAL HEALTH FUND	\$4,625,114.34
286	AMERICAN RESCUE PLAN ACT FUND	\$1,875,000.00
101	GENERAL FUND	\$1,767,209.04
681	RETIREMENT BENEFITS FUND	\$1,513,765.50
469	BLDG AUTHORITY CONST PROJ FUND	\$1,495,005.50
675	EMPLOYEE BENEFITS FUND	\$1,177,820.22
721	LIBRARY PENAL FINE FUND	\$695,588.63
408	PARKS CAPITAL PROJECTS FUND	\$605,537.38
710	DISTRICT COURT CUSTODIAL FUND	\$347,041.97
801	DRAINS SPECIAL REV FUND	\$338,657.64
636	INNOVATION AND TECHNOLOGY FUND	\$313,501.64
100	GF IMPREST PAYROLL FUND	\$260,925.16
223	MENTAL HEALTH MILLAGE FUND	\$213,840.57
218	OTHER GOVERNMENTAL GRANTS FUND	\$168,996.64
221	HEALTH FUND	\$146,571.39
208	PARKS AND RECREATION FUND	\$137,112.56
536	LAND BANK AUTHORITY FUND	\$110,510.00
701	GEN CUSTODIAL FUND	\$108,958.23
260	PUBLIC DEFENDERS OFFICE FUND	\$102,592.66
292	CHILD CARE FUND	\$97,990.89
228	LANDFILL TIPPING FEES FUND	\$84,347.13
266	SHERIFF CONTRACTS FUND	\$58,636.61
712	CIRCUIT COURT CUSTODIAL FUND	\$48,963.70
736	OPEB TRUST FUND	\$46,266.26

Total CHECKS EFTs WIRES		
	Dates: July 22, 2024 to August 23, 2024	
	Total of all funds: \$23,094,521.90	
872	INLAND LAKE IMPROVEMENT FUND	\$38,689.72
655	TELECOMMUNICATIONS FUND	\$30,348.77
000	POOLED CASH FUND	\$21,556.44
215	FRIEND OF THE COURT FUND	\$20,373.03
401	CAPITAL PROJECTS FUND	\$18,575.00
711	PROBATE COURT CUSTODIAL FUND	\$13,405.47
645	COPIER RPLCMNT FUND	\$11,080.32
676	UNEMPLOYMENT FUND	\$10,950.25
516	DELINQUENT TAXES FUND	\$10,192.54
679	LONGTERM DISABILITY FUND	\$10,171.60
257	EARLY VOTING FUND	\$5,076.00
677	GENERAL LIABILITY & WC FUND	\$4,934.74
290	DEPT HLTH HUMAN SERVICES FUND	\$4,635.63
709	JUV CRT CUSTODIAL FUND	\$1,289.75
263	CONCEALED PISTOL LICENSE FUND	\$57.19
664	EQUIPMENT POOL FUND	\$0.00
106	BOARD INITIATIVES FUND	\$0.00
256	REG OF DEEDS AUTOMATION FUND	\$0.00
103	CELL TOWERS FUND	\$0.00
243	BROWNFIELD REDVLPMT AUTH FUND	\$0.00
518	DELINQUENT TAX #2 FUND	\$0.00
714	INMATE CUSTODIAL FUND	\$0.00
234	FARMLAND PRESERVATION FUND	\$0.00
369	OC BUILDING AUTH DEBT FUND	\$0.00
265	WEMET (SEPARATE COMPONENT)	\$0.00

Total CHECKS EFTs WIRES		
	Dates: July 22, 2024 to August 23, 2024	
	Total of all funds: \$23,094,521.90	
301	DEBT SERVICE FUND	\$0.00
255	HOMESTEAD PROPERTY TAX FUND	\$0.00
262	FEDERAL FORFEITURE 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
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 UTILITY MNTCE & OPER FUND	\$0.00
102	STABILIZATION FUND	\$0.00

**"Appendix A:JP Morgan Chase
Purchasing Card Transactions: June**

Vendor	Total Amount
AMAZON MKTPLACE PMTS	\$ 17,228.13
PAYPAL	\$ 3,616.16
LOWE'S HOME CENTERS	\$ 3,548.83
4IMPRINT INC	\$ 2,844.25
GRAND HOTEL	\$ 2,843.68
INTUIT INC	\$ 2,628.09
MICHIGAN ASSOCIATION	\$ 2,590.00
HYATT HOTELS	\$ 2,529.78
R2 DESIGNS	\$ 2,469.92
SQ	\$ 2,427.76
IFMA EVENT 2	\$ 2,335.00
BOB BARKER COMPANY	\$ 2,216.99
CDW GOVERNMENT INC	\$ 2,156.48
TOMMY'S EXPRESS LLC	\$ 2,003.79
SP HEALTHY HORIZONS	\$ 1,999.00
NEHA	\$ 1,700.00
GEMMENS INC	\$ 1,651.29
WALMART STORES INC	\$ 1,611.74
JJ OF GR INC	\$ 1,576.31
INTERNATIONAL PUBLIC	\$ 1,574.00
ODP BUSINESS Solutio	\$ 1,521.61
MEIJER INC	\$ 1,420.24
CORRECTIONAL COUNSEL	\$ 1,373.70
INTEGRITY BUSINESS	\$ 1,300.75
SHERATON	\$ 1,141.28
COMFORT CONTROL SUPP	\$ 1,119.41
VITALITY MEDICAL INC	\$ 1,109.15
SWISSOTEL	\$ 1,014.32
WEST MICHIGAN ORAL	\$ 998.80
STAPLES INC	\$ 968.71
HAZELDEN PUBLISHING	\$ 901.63
DRI*ADD-IN EXPRESS L	\$ 900.00
SP MHS: MULTI HEALTH	\$ 864.13
D AND S NORTH LLC	\$ 855.80
ULINE INC	\$ 849.56
SUPPLYHOUSE.COM	\$ 845.77
HIPERFORMANCE LLC	\$ 825.00
AUTOMOTIVE SOLUTIONS	\$ 798.31
GOOGLE	\$ 764.38
REI*LNRISK DATA EOM	\$ 750.00
VISTAPR*VISTAPRINT.C	\$ 748.71

Vendor	Total Amount
GRAINGER INC	\$ 745.27
THE HOME DEPOT	\$ 740.02
J&B MEDICAL SUPPLY	\$ 734.23
CRYSTAL ENTERPRISES	\$ 671.41
WOODLAND COMMERCIAL	\$ 666.26
MICHIGAN COUNC00 OF	\$ 650.00
AMERICAN AIRLINES	\$ 641.05
COMFORT INNS	\$ 627.90
GOVERNMENTAL MANAGEM	\$ 625.00
DELTA	\$ 602.95
GFS MKTPLC	\$ 602.55
AMERICAN PLANNING AS	\$ 599.00
GOTPRINT.COM	\$ 579.35
HOLLAND ELECTRIC MOT	\$ 577.00
RAY ALLEN MANUFACTUR	\$ 573.96
GREAT WOLF RESORTS I	\$ 566.10
SP * UBIQUITI INC.	\$ 562.00
GANNETT NEWSRPR CN	\$ 553.73
WOLTERS KLUWER HEALT	\$ 502.40
MANCINO'S OF GRAND H	\$ 499.95
BEST BARK & STONE LL	\$ 493.00
AED BRANDS	\$ 489.00
THE MANDT SYSTEM INC	\$ 477.00
MR ROOTER	\$ 475.00
YOURMEMBERSHIP	\$ 474.00
FACEBK R6PZSVJLL2	\$ 471.69
BEST BUY STORES LP	\$ 469.98
TRACTOR SUPPLY	\$ 447.89
KOLBE CORP	\$ 440.00
BRIGHTON HOSP ADMITT	\$ 430.00
MENARD INC	\$ 424.72
GRAND TRAVERSE RESOR	\$ 405.60
ACT*TRAINING FORCE U	\$ 400.00
EQUIPARTS CORPORATIO	\$ 397.85
SCHNEIDER TIRE OUTLE	\$ 370.90
STANLEY STEEMERBYCTR	\$ 358.00
CROWNE PLAZA LANS	\$ 347.68
HILTON INTERNATIONAL	\$ 346.69
OLD NAVY 5351	\$ 345.87
METRO INSTITUTE INC	\$ 330.00
RADISSON	\$ 318.63
BOYNE USA INC	\$ 308.25
ALLENDAL TRUE VALU	\$ 307.20
MOTOROLA SOLUTIONS	\$ 299.00
EB *TEDXMACATAWA 201	\$ 285.00

Vendor	Total Amount
SETMORE	\$ 279.00
FTP TODAY	\$ 275.00
TRANE COMPANY	\$ 266.30
TRIGO BREAD COMPANY	\$ 266.00
FEDEX	\$ 265.80
JERSEY MIKES 31038	\$ 264.24
SOUTHWEST AIRLINES	\$ 257.52
BLUE 360 MEDIA	\$ 257.12
FRANKENMUTH BAVARIAN	\$ 241.80
DOMINO'S 1253	\$ 240.27
CHOW HOUND #9	\$ 235.83
FAMILY FARE	\$ 227.91
EBAY INC.	\$ 219.75
HILTON GARDEN INN	\$ 214.48
TRINIDAD RESORT & CL	\$ 211.80
D BAKER & SON LUMBER	\$ 207.75
MICHIGAN, STATE OF	\$ 205.00
STATE BAR OF MICHIGA	\$ 195.00
WONDERLAND TIRE CO	\$ 189.58
PRINTING SYSTEMS INC	\$ 187.27
DON'S FLOWERS & GIFT	\$ 184.53
PSI EXAM FEES	\$ 175.00
HOLST ENTERPRISES IN	\$ 175.00
ENGINEERING SUPPLY	\$ 173.30
ADVANCE STORES COMPA	\$ 172.37
ZOOM VIDEO COMMUNICA	\$ 165.89
REPCOLITE PAINTS	\$ 164.95
THE WEBSTaurant STOR	\$ 163.04
MANSON WESTERN CORP	\$ 162.80
CANVA* 02514-0542599	\$ 157.99
ETNA DISTRIBUTORS LL	\$ 150.63
THINKIFIC.COM	\$ 149.00
CLASH GRAPHICS	\$ 148.96
BUFFALO WILD WNGS 35	\$ 146.19
REGENTS OF THE UNIVE	\$ 145.20
360TRAINING.COM	\$ 145.00
WEST MICHIGAN POSTAL	\$ 141.30
MIDWEST SECURITY	\$ 140.24
KULLY SUPPLY	\$ 137.10
DEPATIE FLUID POWER	\$ 130.82
SPRING LAKE ACE HARD	\$ 129.91
SEX EDUCATION ALLIAN	\$ 129.00
ROSETTA STONE	\$ 126.00
ETHICS MPME TWO DAY	\$ 125.00
REV.COM INC	\$ 120.00

Vendor	Total Amount
58TH DISTRICT COURT	\$ 115.00
FS COM INC	\$ 113.20
BP INVESTORS LLC	\$ 106.25
ANIMAL CARE EQUIP ON	\$ 103.14
LITTLE CAESARS 3565-	\$ 101.85
RENTAL EQUIPMENT	\$ 101.00
MPC INVESTMENT LLC	\$ 100.00
TOUCH OF CLASS AUTO	\$ 99.75
SHORELINE SPRINKLING	\$ 96.60
SCRAPYARD CLIMBING C	\$ 96.00
GRAND HAVEN CITY OF	\$ 95.76
AUTOZONE	\$ 92.96
GRAPHIX SIGNS & EMBR	\$ 90.00
TWITTER ONLINE ADS	\$ 84.00
GOVT SOCIAL MEDIA	\$ 79.00
OTTAWA COUNTY FARMS	\$ 78.81
NEWSPAPER SERVICES 2	\$ 78.00
PITNEY BOWES INC	\$ 76.32
WWW.THRIFTYSIGNS.COM	\$ 75.03
SPECTRUM HEALTH HOSP	\$ 75.00
LITTLE CAESARS 3704-	\$ 71.79
GRAND ARBOR GROUP	\$ 70.30
ACADEMY - CDR	\$ 70.00
UNITED AIRLINES	\$ 70.00
TRGO INC	\$ 70.00
NATIONAL ECO RESOURC	\$ 69.86
BAM ENTERTAINMENT CT	\$ 69.55
SUPERIOR SPORT STORE	\$ 65.00
CARLETON EQUIPMENT C	\$ 63.88
HI-TONE CLEANERS	\$ 61.15
LANSING COMMUNITY CO	\$ 60.00
PIONEER WORKS INC	\$ 59.95
GODADDY.COM	\$ 59.88
TECHSMITH CORPORATIO	\$ 57.66
JIMMY JOHNS - 373 -	\$ 53.60
VELO CITY CYCLES	\$ 53.16
TST* SPORTSMAN RESTA	\$ 52.79
WEST MARINE PRODUCTS	\$ 50.94
MICHWA	\$ 50.00
HARVARD MEDICAL-CME	\$ 50.00
ADOBE SYSTEMS INC.	\$ 49.98
2COCOM*MALWAREBYTES	\$ 48.00
PARKING EP/PS	\$ 48.00
PREMIER BIOTECH INC	\$ 46.90
VANWIEREN HARDWARE I	\$ 45.49

Vendor	Total Amount
FARM & FLEET HOLLAND	\$ 44.99
AMERICAS PRINTER LLC	\$ 44.81
KAAT'S WATER COND	\$ 39.20
CANDID CULTURE INC.	\$ 37.16
EVENTBRITE.COM ORG F	\$ 37.00
RITE AID STORE 1472Q	\$ 36.33
DOLLAR-GENERAL #7493	\$ 34.45
MICHAELS	\$ 33.15
ZEELAND HARDWARE ETC	\$ 33.12
GERALD R FORD INTNL	\$ 31.00
AMTRAK .CO0461048093	\$ 30.00
HANCOCK CHIMNEY SERV	\$ 30.00
RIVERS ACE - GH	\$ 27.19
ELLIS PARKING	\$ 27.00
PN RESTAURANT LLC	\$ 25.40
CERTIFIED MAIL ENVEL	\$ 25.23
STATE SIDE DELI	\$ 25.02
SPL*LAKESHORE ETHNIC	\$ 25.00
OU MP DS PACE	\$ 25.00
FAMILY FARM AND HOME	\$ 24.99
PIZZA HUT	\$ 24.38
CAPITAL DONER	\$ 24.37
RAVENNA LUMBER COMPA	\$ 23.16
SOUTH GRAND RAMP	\$ 20.00
MAILCHIMP	\$ 20.00
GEORGETOWN AUTO CARE	\$ 20.00
MICHAELALEXANDER	\$ 19.99
UNITED PARCEL SERVIC	\$ 19.50
MARATHON PETROLEUM C	\$ 18.04
MUSKEGON CITY OF	\$ 17.08
POPEYES 13877	\$ 16.31
MI37 - HUDSONVILLE M	\$ 16.00
LAKESHORE SCUBA	\$ 15.00
BIGGBY COFFEE 576	\$ 14.61
LAKE MICHIGAN ANIMAL	\$ 14.25
FASTENAL COMPANY	\$ 13.38
APL* IPSTACK	\$ 12.99
LEO S CONEY ISLAND -	\$ 12.50
QCW - GRAND HAVEN	\$ 12.00
SIGNS NOW HOLLAND	\$ 12.00
MCDONALD'S F31413	\$ 11.01
GORDON WATER SYSTEMS	\$ 10.79
WALGREENS #3349	\$ 10.49
CULVER S OF HOLLAND	\$ 10.15
GRR FREDDY'S STEAKBU	\$ 10.06

Vendor	Total Amount
QUALITY CAR WASH	\$ 9.00
LIBIB.COM	\$ 9.00
MARC GARAGE & BWI ST	\$ 8.00
ITR VALPARAISO TOLLS	\$ 7.50
NPDB NPDB-HIPDB.HRSA	\$ 7.50
LS JONKERS GARDEN	\$ 7.41
RYCENGA BUILDING	\$ 6.29
WASHERS CAR WASH	\$ 6.25
PIRATE SHIP POSTAGE	\$ 6.09
VEED.IO PRO	\$ 6.00
HOME TURF	\$ 5.58
GREENMARK EQUIPMENT	\$ 4.96
ARBYS	\$ 4.55
COCHRANE SUPPLY AND	\$ (54.69)
NATIONAL ASSOCIATION	\$ (1,035.00)
Grand Total	\$ 116,680.27

Accounts Payable Vendor Disbursements
July 22 - August 23, 2024

Vendor	Total Amount
MICHIGAN, STATE OF	\$ 7,190,723.36
ODC NETWORK	\$ 1,875,000.00
MUNICIPAL EMPLOYEES	\$ 1,513,765.50
PRIORITY HEALTH	\$ 1,060,402.42
GRANGER CONSTRUCTION	\$ 954,234.58
BUSINESS INFORMATION	\$ 407,309.08
MOKA CORPORATION	\$ 403,441.06
HERITAGE HOME INC	\$ 315,449.81
LAKESHORE REGIONAL E	\$ 267,215.00
HOPE NETWORK BEHAVIO	\$ 265,713.03
HARBOR HOUSE MINISTR	\$ 246,543.13
OTTAWA COUNTY MICHIG	\$ 236,889.52
VAV OPERATIONS MI	\$ 220,541.14
HOPE DISCOVERY ABA S	\$ 219,656.22
POSITIVE BEHAVIOR SU	\$ 216,769.75
HERRICK DISTRICT	\$ 206,123.21
OTTAWA COUNTY ROAD	\$ 178,118.52
FIRST PENINSULA CON	\$ 157,474.80
DELTA DENTAL PLAN OF	\$ 151,212.99
PREFERRED EMPLOYMENT	\$ 150,303.49
DENNY'S EXCAVATING	\$ 148,500.00
BENJAMIN'S HOPE	\$ 147,653.26
BEACON SPECIALIZED	\$ 144,588.51
HUDSONVILLE CITY OF	\$ 139,736.35
PREIN & NEWHOF	\$ 138,360.27
GEORGETOWN TOWNSHIP	\$ 131,024.80
GUARDIANTRAC LLC	\$ 120,673.86
JP MORGAN CHASE**SEE APPENDIX A	\$ 116,680.27
COMMUNITY LIVING NET	\$ 103,785.68
PEOPLE DRIVEN TECHN	\$ 102,554.28
FLATROCK MANORS INC	\$ 99,759.40
INTERPHASE OFFICE IN	\$ 98,867.33
CONSUMERS ENERGY	\$ 96,536.18
LOUTIT DISTRICT LIBR	\$ 92,363.62
VITALCORE HEALTH STR	\$ 92,330.36
INDIAN TRAILS CAMP	\$ 91,740.71
PRINTING SYSTEMS INC	\$ 90,428.50
HOLLAND COMMUNITY	\$ 88,931.30
BERGMARK CONSULTING	\$ 87,576.18
SAMARITAS	\$ 86,608.49
TURNING LEAF	\$ 85,982.53

Vendor	Total Amount
ALLENDAL CHARTER	\$ 83,159.61
REACH FOR RECOVERY I	\$ 82,343.98
KALLMAN LEGAL GROUP	\$ 78,816.00
I3-IMAGESOFT LLC	\$ 77,593.85
CHERRY STREET SERVIC	\$ 74,159.78
CANTEEN SERVICES	\$ 72,126.28
WEX BANK	\$ 64,142.83
ZEELAND CITY OF	\$ 61,788.87
EMPLOYEE REIMBURSEMENT	\$ 59,540.41
LRE	\$ 58,477.34
PINE REST CHRISTIAN	\$ 54,540.29
DEWPOINT INC	\$ 52,452.00
PITNEY BOWES INC	\$ 51,551.16
ENTERPRISE FM TRUST	\$ 51,090.72
AMANI LLC	\$ 47,868.96
ARBOR CIRCLE CORP	\$ 47,375.88
LOCUMTENENS HOLDINGS	\$ 47,268.20
SPRING LAKE DISTRICT	\$ 46,867.35
ADIA LLC	\$ 45,282.32
PENOGANI GL LLC	\$ 45,210.37
WILSON STUART T	\$ 44,745.96
PRO CARE UNLIMITED	\$ 43,765.25
MCCABE ALAN	\$ 40,112.63
PROFESSIONAL REHABIL	\$ 39,714.92
FOREST VIEW HOSPITAL	\$ 39,256.23
BETHANY CHRISTIAN SE	\$ 37,136.69
ZAWADI USA LLC	\$ 37,111.34
COUNTRYVIEW FURNITUR	\$ 37,018.34
PLM LAKE & LAND MGMT	\$ 36,814.72
LIVING HOPE HOME CAR	\$ 36,782.31
HARBOR HUMANE SOCIET	\$ 34,909.95
ENVIRO CLEAN SERVICE	\$ 34,130.41
WALLOON LAKE RECOVER	\$ 34,015.08
MCCORMICK SAND INC	\$ 33,543.18
DEVELOPMENTAL ENHANC	\$ 32,441.97
METROPOLITAN LIFE IN	\$ 31,494.09
EQUITABLE LEARNING	\$ 31,272.86
COOPERSVILLE CITY OF	\$ 30,674.91
BUILDING MEN FOR LIF	\$ 28,998.94
BUSSCHER DEVELOPMENT	\$ 27,858.98
WOLVERINE POWER	\$ 27,556.21
TELE-RAD INC	\$ 27,413.59
WEBTECS INC	\$ 27,272.00
WESTERN MICHIGAN PAT	\$ 27,200.00
GREAT LAKES RECREATI	\$ 26,708.00

Vendor	Total Amount
HOLLAND BOARD OF PUB	\$ 26,679.27
LA BENEDICTION CO LL	\$ 26,470.82
RELIANCE COMMUNITY C	\$ 26,393.60
IBH ANALYTICS LLC	\$ 25,574.00
HP	\$ 24,710.00
MERCY HEALTH PARTNER	\$ 24,518.00
EXTENDED GRACE	\$ 24,233.33
MEYER RANDALL G	\$ 24,143.65
HOLLAND CITY OF	\$ 23,716.48
LANDSCAPE DESIGN	\$ 23,321.34
KENT, COUNTY OF	\$ 23,012.75
JAMESTOWN CHARTER	\$ 22,728.76
FISHBECK THOMPSON	\$ 21,875.36
VONK ROBERT	\$ 21,638.95
PT SOLUTIONS INC	\$ 21,408.44
GRAND HAVEN BOARD	\$ 21,305.06
CROWE LLP	\$ 21,205.00
MEGLEY KEVIN B	\$ 21,056.45
FAHEY SCHULTZ BURZYC	\$ 20,953.20
KING MEDIA	\$ 20,900.00
FAVOR HOUSE LLC	\$ 20,400.00
WEST MICHIGAN CAPITA	\$ 20,307.53
SHI INTERNATIONAL	\$ 19,991.88
AMAZON CAPITAL SERV	\$ 19,718.41
OTTAWA COUNTY FSA	\$ 19,506.44
KAIZEN HEALTH INC.	\$ 18,943.07
CORNERSTONE AFC LLC	\$ 18,419.89
GEORGETOWN SENIORS	\$ 17,907.00
PENDO PRODUCTS LLC	\$ 17,850.00
CHARM-TEX INC	\$ 17,078.38
YOUTH OPPORTUNITY	\$ 17,050.00
JEWETT HEATING	\$ 16,745.00
JACOBS KATHERINE A	\$ 16,706.98
LIFE EMS INC	\$ 16,556.71
PIONEER RESOURCES	\$ 16,224.62
KNIGHT WATCH INC	\$ 16,008.81
PYTLINSKE ESTATE OF	\$ 15,790.00
AT&T CORP	\$ 15,732.96
WEST OTTAWA PUBLIC	\$ 15,290.89
VOLKER CRANE SERVICE	\$ 15,274.40
HAVENWYCK HOSPITAL	\$ 15,262.24
PHC OF MICHIGAN	\$ 15,200.00
SECOND STORY COUNSEL	\$ 15,138.41
SPICER GROUP INC	\$ 14,942.75
RITE OF PASSAGE INC	\$ 14,622.08

Vendor	Total Amount
GRAYSON KERRY	\$ 14,602.86
CHILDREN'S ASSESSMEN	\$ 14,166.67
FLOCK GROUP INC.	\$ 14,000.00
IMPERIAL DADE	\$ 13,799.11
ST JOHN'S HEALTH CAR	\$ 13,658.96
DAVID'S HOUSE MINIST	\$ 13,420.00
COPY-TECH	\$ 13,354.82
CRC RECOVERY INC	\$ 13,146.34
HODGES LYDIA I	\$ 13,052.86
TRAC AUTISM CENTER	\$ 12,738.35
SPECTRUM HEALTH HOSP	\$ 12,718.07
CONSILIUM STAFFING	\$ 12,690.00
REPUBLIC SERVICES IN	\$ 12,541.06
Dolgencorp LLC	\$ 12,443.07
GOOD SAMARITAN	\$ 12,213.00
FIDELITY SECURITY LI	\$ 12,205.27
VERIZON WIRELESS	\$ 12,148.10
HOLLAND CHARTER	\$ 12,108.56
OTTAWA AREA INTERMED	\$ 11,861.11
LADDS GOLF & TURF	\$ 11,832.60
SENTINEL TECHNOLOGIE	\$ 11,645.28
DLZ MICHIGAN INC	\$ 11,602.57
SHERRIFF GOSLIN CO	\$ 11,308.00
RAWLINGS ROCHELLE	\$ 11,163.60
PRO-LOW MOVING	\$ 10,649.94
M.C. SMITH ASSOCIATE	\$ 10,445.00
APPLIED BEHAVIORAL S	\$ 10,420.50
KENT COUNTY CMH AUTH	\$ 10,341.37
STRONG STACIE	\$ 10,279.29
THE SALVATION ARMY	\$ 10,131.68
STILLSON POLLY KAY	\$ 10,059.52
BRECKON AMY JO	\$ 9,936.00
REIMOLD PRINTING	\$ 9,858.61
MID AMERICA SERVICE	\$ 9,717.60
PASSPORT LABS	\$ 9,669.79
PROTOCOL SERVICES	\$ 9,669.00
TITLE-CHECK LLC	\$ 9,361.00
BOYS TOWN	\$ 9,360.00
GOODWILL INDUSTRIES	\$ 9,242.75
HARTGERS FRITS	\$ 9,194.29
HOPE NETWORK REHABIL	\$ 9,167.94
CENTRIA HEALTHCARE L	\$ 9,136.10
THE ROOF DR	\$ 9,072.02
MICROGENICS CORPORAT	\$ 8,993.87
HOLLAND CORNERSTONE	\$ 8,879.99

Vendor	Total Amount
LATITUDE SUBROGATION	\$ 8,710.18
OTTAWA COUNTY SHERIF	\$ 8,645.50
EXXEL ENGINEERING	\$ 8,636.18
SEMCO ENERGY INC	\$ 8,613.03
ACORN HEALTH LLC	\$ 8,565.12
WYNSMA CHERI LYNN	\$ 8,534.30
E3 DIAGNOSTICS INC	\$ 8,432.40
OTTAWA COUNTY DEPUTI	\$ 8,431.28
MERCK SHARP & DOHME	\$ 8,321.08
DAY SHEILA	\$ 8,319.72
WEST PUBLISHING CORP	\$ 8,318.83
SUN COMMUNITIES INC	\$ 8,295.67
LAMAR TEXAS LIMITED	\$ 8,235.00
JOHNSON BRADLEY R	\$ 8,191.50
HERNANDEZ HOME LLC	\$ 8,159.82
HANSMA STEPHANIE	\$ 8,063.16
DALE A. & PAMELA M.	\$ 7,924.84
GRAND HAVEN CITY OF	\$ 7,885.27
TRUE NORTH BLUE	\$ 7,820.00
EBRIMA DRAMMEH	\$ 7,737.91
FULL CIRCLE CARE LLC	\$ 7,588.11
LIFE CHOICE LLC	\$ 7,500.00
OTTAWA, COUNTY OF	\$ 7,461.52
RTH SERVICES LLC	\$ 7,255.00
ORGANIC CARE LLC	\$ 7,150.00
ACOM SOLUTIONS INC	\$ 7,128.00
ON DUTY GEAR LLC	\$ 7,025.84
CDW GOVERNMENT INC	\$ 7,005.37
DICKINSON WRIGHT PLL	\$ 7,000.00
LUBINSKI Nanci Lynne	\$ 6,987.40
SALE'S HEATING	\$ 6,987.00
HELMER ANGELA KAY	\$ 6,852.86
CUNNINGHAM DALMAN	\$ 6,804.32
BARBIER BELINDA	\$ 6,689.00
DRAMMEH EBRIMA	\$ 6,629.04
KORTERING DAVID B	\$ 6,600.00
MISDU	\$ 6,534.42
HAPKE BARBARA E	\$ 6,495.58
CONTINENTAL AMERICAN	\$ 6,472.52
KRAMER LINDA S	\$ 6,467.33
ARBOR SOLUTIONS	\$ 6,437.50
MCKESSON MEDICAL	\$ 6,392.03
YELLOW LIME CREATIVE	\$ 6,327.50
AGNUS DEI AFC HOME I	\$ 6,289.50
BERGHUIS PSYCHOLOGIC	\$ 6,200.00

Vendor	Total Amount
COMMUNITY LIVING OPT	\$ 6,199.57
ACCELA INC	\$ 6,185.25
KAJOVID PROPERTIES	\$ 6,000.00
FLEIS & VANDENBRINK	\$ 6,000.00
GOPHER EXPRESS	\$ 5,791.00
BASMAYOR CHRISTINA R	\$ 5,767.86
WILSON & WYNN INTERV	\$ 5,720.00
PATTERSON JANE	\$ 5,646.34
ROBERTS LESLIE	\$ 5,635.44
ENG INC	\$ 5,562.03
AMBER VALLEY CONST	\$ 5,532.87
WATKINS PHARMACY	\$ 5,461.94
ADVANCE MAGAZINE PUB	\$ 5,371.15
WINDSCAPE LDHA LP	\$ 5,342.00
COOPERSVILLE AREA PU	\$ 5,272.41
UNIVERSITY TRANSLATO	\$ 5,198.52
ACE CUTTING EQUIP	\$ 5,178.00
D BAKER & SON LUMBER	\$ 5,174.00
WEST MICHIGAN ARCHAE	\$ 5,100.00
BOB BARKER COMPANY	\$ 5,083.96
ACENTEK	\$ 5,039.90
HOPE NETWORK WEST MI	\$ 5,023.26
OTTAWA COUNTY DEPUTY	\$ 4,973.66
ZARYK FEKETE	\$ 4,967.00
OTTAWA COUNTY CENTRA	\$ 4,952.28
SEDGWICK CLAIMS MANA	\$ 4,934.74
KIESLER POLICE SUPPL	\$ 4,928.77
MGT OF AMERICA CONSU	\$ 4,904.20
FALCON WOODS	\$ 4,842.00
SCHEUERLE & ZITTA	\$ 4,840.00
CHARTER COMMUNICATIO	\$ 4,650.04
GRAPHIX GURUS	\$ 4,564.00
ALLEGAN COUNTY EXCAV	\$ 4,550.00
Dashawn & Zabrea Col	\$ 4,517.64
COMMUNITY LIVING SER	\$ 4,510.00
SPOELMAN MICHAEL A	\$ 4,416.66
APPLEWOOD LAW WINS	\$ 4,362.99
THE WEBSTaurant STOR	\$ 4,331.70
WENDT JEFFREY PHD PC	\$ 4,300.00
CRIMINAL DEFENSE ATT	\$ 4,240.00
VOICES FOR HEALTH	\$ 4,224.98
CISCO INC	\$ 4,220.20
BJ TRANSPORT	\$ 4,200.00
MACHASIC RYAN H	\$ 4,199.56
THE WHARF MARINA	\$ 4,198.06

Vendor	Total Amount
Signature Surgical A	\$ 4,116.58
MORITZ, JOHN, LAW OF	\$ 4,109.25
SPRING LAKE PUBLIC S	\$ 4,098.64
MRG-TRANSLATIONS	\$ 4,062.50
SOUTHWEST MICHIGAN C	\$ 4,043.25
GOVERNMENTAL CONSULT	\$ 4,000.00
COMMUNITY ACTION	\$ 3,950.00
IKAZE HOME	\$ 3,930.37
GENOA HEALTHCARE LLC	\$ 3,922.92
PETERSON DAVID M	\$ 3,907.07
DELL COMPUTER CORP	\$ 3,885.00
MERLE BOES INC	\$ 3,867.40
HVG MILL PINE ASSOCI	\$ 3,861.00
TRAFFIC & SAFETY CON	\$ 3,860.00
RIVERSIDE INTEGRATED	\$ 3,780.00
PEAK PERFORMERS	\$ 3,779.30
HOLLAND AREA ARTS CO	\$ 3,719.50
MONTCALM CARE CENTER	\$ 3,718.92
B & H FOTO & ELECTRO	\$ 3,696.19
DAILY LIFE SKILLS IN	\$ 3,639.60
Emily & Christopher	\$ 3,623.27
OUTDOOR HOME SERVICE	\$ 3,533.00
TEKTON SPECIALIZED	\$ 3,500.00
DEPREE DORIS MARGARE	\$ 3,494.00
DEWIND WATER WELL SE	\$ 3,410.00
SMITH THOMAS	\$ 3,402.59
WMIPM	\$ 3,378.00
REGENTS OF THE UNIVE	\$ 3,376.00
SHORELINE SERVICES	\$ 3,375.00
WOLTERS ELECTRIC INC	\$ 3,359.24
ZOHO CORPORATION	\$ 3,345.00
PRAISE SIGN COMPANY	\$ 3,307.89
DTE ENERGY COMPANY	\$ 3,238.93
TRACIE ROBIN SCOTT	\$ 3,219.51
LIFE THERAPEUTIC SOL	\$ 3,207.90
Salley Cremeans	\$ 3,207.08
RUCKER CLEANING	\$ 3,195.71
GRAND HAVEN TRIBUNE	\$ 3,191.40
PARK TOWNSHIP	\$ 3,115.49
BRG MANAGEMENT LLC	\$ 3,061.00
JENISON CRAIG	\$ 3,046.86
VIRCO INC	\$ 3,041.80
VESTIGE GROUP	\$ 2,759.08
FARHAT PSYCHOLOGICAL	\$ 2,750.00
CORNERSTONE REAL EST	\$ 2,737.00

Vendor	Total Amount
UNIVERSAL MEDICAL	\$ 2,697.00
US DEPARTMENT OF TRE	\$ 2,693.78
GRAINGER INC	\$ 2,679.47
BEHAVIORAL RESOURCES	\$ 2,665.00
Kurt & Sherry Elders	\$ 2,664.83
PURDY RAYMOND	\$ 2,654.08
HARBOR HALL INC	\$ 2,633.82
LEGAL ADVANTAGE WEB	\$ 2,625.12
WALSH SUSAN K	\$ 2,612.65
KELLEIGH MELISSA	\$ 2,600.00
SWART EDWARD C	\$ 2,565.00
KERKSTRA PORTABLE	\$ 2,540.00
GRAND RAPIDS THERAPY	\$ 2,516.25
MICHAEL AARON LOPEZ	\$ 2,500.00
HILARY MARINE	\$ 2,499.00
ADVANCED SYSTEMS CON	\$ 2,499.00
COLEMAN KENYATTA KAT	\$ 2,483.32
Jamie & Steven Dirks	\$ 2,418.63
WEST MICHIGAN CRIMIN	\$ 2,389.21
ASSOCIATED LANGUAGE	\$ 2,360.00
RIVER TOWN PAINTING	\$ 2,358.00
BIZSTREAM	\$ 2,355.00
HUDSONVILLE PUBLIC	\$ 2,353.06
ANCHOR REAL ESTATE &	\$ 2,344.00
SOUTHWEST AFC LLC	\$ 2,341.43
PINE RIDGE ADULT CAR	\$ 2,341.43
PLATINUM LIVING LLC	\$ 2,341.43
ODP BUSINESS SOLUTIO	\$ 2,270.45
ARINN KING	\$ 2,226.00
ANCHORAGE WEST LLC	\$ 2,224.00
YACHT BASIN CORPORAT	\$ 2,221.10
SPRING LAKE VILLAGE	\$ 2,179.91
INTEGRITY BUSINESS	\$ 2,177.26
DICKS SPORTING GOODS	\$ 2,169.00
WEST SHORE COUNSELIN	\$ 2,135.00
MCDONALD PLUMBING	\$ 2,129.50
TROAST AFZUL R	\$ 2,113.00
AMERICAN ARBITRATION	\$ 2,100.00
BEN'S RUBBER STAMPS	\$ 2,071.60
LEXISNEXIS COPLOGIC	\$ 2,065.00
BLARNEY CASTLE OIL C	\$ 2,061.34
SPARKS BEHAVIORAL	\$ 2,052.00
VEGA JOHN	\$ 2,040.00
STAPLES INC	\$ 2,025.75
TRAINING DIRECT LLC	\$ 2,025.00

Vendor	Total Amount
MEGAN MARY BOETGGER	\$ 2,012.00
PFS PROPERTY MANAGEM	\$ 2,000.00
EL VOCERO HISPANO	\$ 2,000.00
GAYLE RILLEMA	\$ 2,000.00
ADVANCED PLUMBING	\$ 2,000.00
MILLER CONSULTATIONS	\$ 1,975.82
THE COMMUNITY VOICE	\$ 1,970.00
MATTHEW BENDER	\$ 1,939.00
DOCTORS BEHAVIORAL	\$ 1,937.00
JENISON PUBLIC SCHOO	\$ 1,915.25
FOLEY BARBARA	\$ 1,905.96
CASE MANAGEMENT	\$ 1,893.00
PROGRESSIVE AE INC	\$ 1,875.00
LEAN EVOLUTIONS LLC	\$ 1,875.00
Ronald & Kathleen Oa	\$ 1,851.81
VICKI VARGO	\$ 1,793.00
COVELLO CHARLES B	\$ 1,788.06
CONTRACT LOGIX LLC	\$ 1,788.00
MICHIGAN GAS	\$ 1,775.50
LAW OF TYSZKIEWICZ	\$ 1,761.92
VAN NOORD & ASSOCIA	\$ 1,742.50
SOVA & KELLY P.C.	\$ 1,738.30
STATE FARM INSURANCE	\$ 1,737.78
SUNSHINE PROPERTIES	\$ 1,719.00
ENTERPRISE ENVELOPE	\$ 1,716.20
KOZAKIEWICZ JOSEPH	\$ 1,700.00
SLAIS TIMOTHY A	\$ 1,693.26
FARAONE MICHAEL	\$ 1,669.04
HENRY SCHEIN	\$ 1,668.28
QONVERGE LLC	\$ 1,666.67
KHAMMANIVONG ANOUSON	\$ 1,665.00
B&B WATER WASTEWATER	\$ 1,649.42
JPR MARINE LLC	\$ 1,645.90
ABA GOLDEN STEPS MI	\$ 1,627.40
WEST MICHIGAN DOCU	\$ 1,599.50
KERKSTRA SEPTIC	\$ 1,550.00
SEILER INSTRUMENT	\$ 1,547.57
YOUNG MENS CHRISTIAN	\$ 1,546.00
HI-TONE CLEANERS	\$ 1,542.35
HOOGERHYDE SAFE & LO	\$ 1,541.00
Khanh Q Tran	\$ 1,535.40
THE PINNACLE CENTER	\$ 1,500.00
NORTH OTTAWA COUNTY	\$ 1,500.00
CW CLEARVIEW LLC	\$ 1,500.00
T&T TOOLS INC	\$ 1,486.08

Vendor	Total Amount
ABSOLUTE SECURITY	\$ 1,469.00
BRAINTREE MANAGEMENT	\$ 1,463.00
HYG Financial Servic	\$ 1,430.89
GRAND RAPIDS COMMUNI	\$ 1,425.00
NETSMART TECHNOLOGIE	\$ 1,420.62
EVERCOMMERCE Solutio	\$ 1,405.35
MACHIELA JONATHAN A	\$ 1,400.00
MARIA OR REINALDO MA	\$ 1,400.00
TCS HOLDING COMPANY	\$ 1,397.00
BLAINE DAVIS	\$ 1,376.00
SERENDIPITY MEDIA LL	\$ 1,356.00
SANOFI-AVENTIS US IN	\$ 1,353.17
APEX SOFTWARE	\$ 1,340.00
POLKTON CHARTER TOWN	\$ 1,298.33
TALLMADGE CHARTER	\$ 1,295.48
COVENANT ENABLING	\$ 1,273.17
FERRYSBURG CITY OF	\$ 1,272.64
DEAF INC	\$ 1,251.22
GATEHOUSE MEDIA MICH	\$ 1,243.92
VILLAGE SELF STORAGE	\$ 1,240.00
B & V MECHANICAL	\$ 1,200.00
BRINKS INC	\$ 1,192.79
JRZE	\$ 1,170.96
DALE BIRD-CORTES	\$ 1,140.00
GRAND HAVEN CHARTER	\$ 1,138.90
ANSWER UNITED	\$ 1,122.90
THE HERALD PUBLISH	\$ 1,117.00
FIRE PROTECTION PROS	\$ 1,101.50
W AND M PROPERTY VEN	\$ 1,085.00
DEJONG ELDON	\$ 1,084.00
JOHN W HOCK CO	\$ 1,083.23
THORNELL BONNIE L	\$ 1,080.00
MI REAL ESTATE MANAG	\$ 1,075.00
PORT SHELDON TOWNSHI	\$ 1,066.55
DINO ZABELLI	\$ 1,056.00
GREATER OTTAWA CO	\$ 1,047.00
DEMANN GREGORY S	\$ 1,026.00
U.S. POSTAL SERVICE	\$ 1,020.00
VRENI SAHLI	\$ 1,000.00
TARA HAMMOND	\$ 1,000.00
DAVID FORAKER	\$ 1,000.00
COUNTRY INN & SUITES	\$ 1,000.00
SHORELINE AMATEURS	\$ 990.76
CAMP SUNSHINE	\$ 990.00
LUNA RAMON	\$ 989.00

Vendor	Total Amount
LEMOND EUGENE SIMPSO	\$ 981.00
IHEART MEDIA AND ENT	\$ 975.00
ACHTERHOF SHIRLEE B	\$ 970.00
TRADITIONS OF HOLLAN	\$ 963.60
FWSBF	\$ 961.03
T2 SYSTEMS CANADA	\$ 960.00
FIDELITY LANGUAGE	\$ 955.70
IDEXX DISTRIBUTION	\$ 945.42
CLAYTON ZWART	\$ 934.00
GLAXOSMITHKLINE	\$ 918.33
HICKS TIMOTHY G	\$ 914.50
GOLDEN MARY K	\$ 904.27
SHAPE CORPORTATION	\$ 900.00
MULLER BLAYNE	\$ 875.00
DEX YP	\$ 870.80
LEGACY HARDWOODS	\$ 863.20
ROBINSON TOWNSHIP	\$ 856.41
LLOYD & MCDANIEL PLC	\$ 855.72
RONALD UPRIGHT	\$ 853.00
JACOB C DEBOER	\$ 853.00
HIDDEN DUNES APARTM	\$ 848.00
HAMMAN AMY	\$ 845.00
ARTS IN MOTION STUDI	\$ 840.00
RECOVERY ROAD LLC	\$ 834.30
ALLEN JENSEN	\$ 831.00
COSTAR REALTY INFORM	\$ 825.56
BATTAGLIA GARY	\$ 825.00
HOSPITAL NETWORK	\$ 810.00
TYLER TECHNOLOGIES	\$ 800.00
MASHAK-FIRST JODI	\$ 800.00
GPM INVESTMENTS LLC	\$ 800.00
ATTORNEY GENERAL - F	\$ 800.00
LUNDSTROM JON	\$ 775.00
BOEREMA STEPHEN	\$ 767.00
12191 FELCH ST LDHA	\$ 754.00
STEPHEN ALBERT	\$ 750.00
MICHIGAN DISTRICT JU	\$ 750.00
MICHIGAN ASSOCIATION	\$ 750.00
PREST & ASSOCIATES	\$ 750.00
KAYLA ANDERSON	\$ 750.00
ALICIA ROSENBERG	\$ 750.00
BRUMMELS SALES	\$ 749.00
R&S NORTHEAST	\$ 748.73
GH NORTH SHORE APTS	\$ 742.00
DIBBLE KARRI ANNE	\$ 739.68

Vendor	Total Amount
WISEMAN ENTERPRISES	\$ 737.70
A & R INVESTMENTS	\$ 732.00
WESTERN TEL-COM INC	\$ 724.00
ADECCO USA INC	\$ 720.90
THE DEPOT	\$ 720.00
ZOOM VIDEO COMMUNICA	\$ 718.68
WAKEFIELD LEASING CO	\$ 715.00
TRAPPERS COVE APARTM	\$ 706.00
JUSTICE WORKS LLC	\$ 700.00
ALEX ANDRES NADAL	\$ 700.00
GLOBAL INDUSTRIAL	\$ 688.04
LAURA LEIGH OGDEN	\$ 675.00
CINCINNATI INSURANCE	\$ 675.00
PLUMMER'S DISPOSAL	\$ 660.00
SPRING LAKE TOWNSHIP	\$ 659.10
D.A. BLODGETT ST JOH	\$ 654.00
NEWHOUSE KRISTAN A	\$ 650.00
JACO CIVIL PROCESS I	\$ 641.21
MONTOYA MARIO	\$ 640.00
OTTAWA COUNTY INS	\$ 637.62
MARTINEZ FILADELFO	\$ 636.00
LAKESHORE PROPERTY	\$ 635.00
FRENSIS KOSTA	\$ 634.00
COMCAST HOLDINGS COR	\$ 626.55
Ramsey S & Katherine	\$ 625.20
CRAN HILL MINISTRIES	\$ 625.00
JAMIE PANCY	\$ 623.00
WAVELAND PROPERTY MA	\$ 619.00
S.A. MORMAN & CO	\$ 615.00
WALMART C/O LOSS PRE	\$ 610.00
FAMILY FARE - ALLEND	\$ 609.00
J&J COUNTRY PROPERTI	\$ 602.00
S & S AUTO SALES	\$ 600.00
PROGRESSIVE INSURANC	\$ 600.00
TRANSUNION RISK AND	\$ 593.94
ADVANTAGE MARINE	\$ 589.17
MJCT HOLDINGS INC	\$ 568.00
BLACK RIVER RENTALS	\$ 567.00
LIAISON LINGUISTICS	\$ 549.84
RICE KELLY N	\$ 548.95
INFINISOURCE INC	\$ 540.80
FCCI INSURANCE	\$ 538.21
DAVE VOSS	\$ 535.00
TOWN & COUNTRY ELECT	\$ 520.00
ROCKMAN STEPHEN	\$ 519.79

Vendor	Total Amount
GUARDIAN ALLIANCE TE	\$ 510.00
CHASE CARD SERVICES	\$ 506.57
JEFFREY J VANHUIS -	\$ 506.00
HOLLAND MOTOR HOMES	\$ 503.45
SOPHIA MCINTOSH	\$ 500.00
ROBERT ZIMMER	\$ 500.00
SAMANTHA SUE JONES	\$ 500.00
WN LAW PLLC	\$ 500.00
ROBERT ALTON MONTGOM	\$ 500.00
SPRING LAKE YACHT CL	\$ 500.00
THE ARC MUSKEGON	\$ 500.00
JOVONNE JOSEPH AUGUS	\$ 500.00
GABRIEL RUBIO	\$ 500.00
BENJAMIN LEE KOEUN W	\$ 500.00
APEX CONTRACTORS	\$ 500.00
ANDREA SANCHEZ	\$ 500.00
DAHL COOPER	\$ 500.00
CONSUMERS CREDIT	\$ 494.99
MCAFFREY LINDA	\$ 485.07
SMART SOURCE LLC	\$ 481.83
SCRAPYARD CLIMBING C	\$ 480.00
PATAGONIA HEALTH INC	\$ 475.20
OTTOGAN ESTATES	\$ 470.00
MICRGRAPHICS	\$ 467.91
JUVENILE COURT ASSOC	\$ 465.00
70X7 LIFE RECOVERY	\$ 464.25
MED-1 LEONARD LLC	\$ 455.00
PENSKE TRUCK LEASING	\$ 452.00
SET/SEG	\$ 450.00
LAW OFFICE OF KENNET	\$ 450.00
KENYALISSE RINET AVI	\$ 450.00
FIRST MERIT BANK	\$ 450.00
BETTEN BAKER FORD	\$ 450.00
BURROWS CLIFTON H	\$ 450.00
ALTOGAS INC	\$ 438.86
SHAWN MICHAEL SUROWI	\$ 425.00
DAWN ELLEN DONATI	\$ 424.00
BOUMAN VICTORIA A	\$ 419.00
BRIGGS JUANITA C	\$ 416.00
LABRECK ANN M	\$ 410.92
OTTAWA LIMITED DIVID	\$ 410.00
JERRY TOOTHMAN	\$ 409.00
HOLLAND BPW INVOICE	\$ 408.00
SELECTIVE INSURANCE	\$ 400.00
VIVIAN CAMERON	\$ 400.00

Vendor	Total Amount
MARGARET DEBRUYN	\$ 400.00
LKQ WEST MICHIGAN	\$ 400.00
GODS SPECIAL PEOPLES	\$ 400.00
AARON GILMER	\$ 400.00
ANNA AMBURGEY	\$ 400.00
MICHIGAN WASTE & ENV	\$ 385.00
PDDS BUYER LLC	\$ 377.17
ULINE INC	\$ 375.36
Stephanie A Bay & Ch	\$ 368.13
GROENINKS ELVEATOR	\$ 367.79
TRIPLOG INC	\$ 366.00
CHASE BANK	\$ 364.30
JAMIE DRISCOLL	\$ 356.00
LINDE GAS & EQUIPMEN	\$ 352.90
GABRIELA JOHNSON	\$ 352.00
MEIJER C/O LOSS PREV	\$ 351.00
THE RAPIDS	\$ 350.00
LAKESHORE PARTNERSHI	\$ 350.00
COMMUNITY CHOICE CRE	\$ 350.00
CROESE GABRIELA	\$ 350.00
NORTHERN LAKES COMMU	\$ 348.00
CURTIS CATHERINE L	\$ 348.00
TONAY JEAN METZGER	\$ 340.00
KIMBERLY JOY KLAVER	\$ 335.00
BRADLEY STEVEN GERRI	\$ 333.75
CHICAGO TITLE OF MIC	\$ 327.81
FIRST RECOVERY GROUP	\$ 325.00
JOSEPH AND SHEILA GO	\$ 322.00
AUTO OWNERS INSURANC	\$ 315.00
WILLIAMSBURG PROPERT	\$ 312.00
LONGSTREET JANE	\$ 307.48
WHEELS INCORPORATED	\$ 300.00
ROBERT MATHEWS	\$ 300.00
RICHARD SUTPHIN	\$ 300.00
SUSAN MATTHEWS	\$ 300.00
LEILA PINA	\$ 300.00
MAUREEN CZINDER-SHER	\$ 300.00
MICHIGAN INSURANCE C	\$ 300.00
JOHANNES BOOT	\$ 300.00
CLAPP CHARLES	\$ 300.00
ALLEGAN COUNTY 48TH	\$ 300.00
CARDENAS STEPHANIE M	\$ 300.00
MICHIGAN COUNTY SOCI	\$ 290.00
HILL LUKAS	\$ 287.75
JANUS RX	\$ 278.00

Vendor	Total Amount
JOHNATHAN SAECHAO	\$ 272.50
EVERGREEN SPRINKLING	\$ 271.37
MCRAE ENTERPRISE LLC	\$ 263.00
SLUIS ELECTRIC	\$ 260.00
TRINITY HEALTH GRAND	\$ 259.66
INFINITY BLLING ENT	\$ 257.96
JENNIFER SCHOENBORN	\$ 255.00
ROGER KALMAN	\$ 250.00
SON TRAN	\$ 250.00
SCHUT'S BODY SHOP	\$ 250.00
M-45 AUTO PARTS	\$ 250.00
KIM LOOMAN	\$ 250.00
MADISYN KARWAT	\$ 250.00
NOAH C SNOW	\$ 250.00
MICHIGAN MUNICIPAL LE	\$ 250.00
OLD REPUBLIC SURETY-	\$ 250.00
MARGIE KRANENBERG	\$ 250.00
EMC INSURANCE COMPAN	\$ 250.00
KEVIN SMITH	\$ 250.00
HILLMAN SHAWN	\$ 250.00
DANIEL & CAMERON GEO	\$ 250.00
CHRIS YOUNG	\$ 250.00
57TH DISTRICT COURT	\$ 250.00
ACUITY INSURANCE	\$ 250.00
BRENDAN VEENSTRA	\$ 250.00
CAROLINE TIMMER	\$ 250.00
SHARON ALONA	\$ 247.64
ALLIANCE ANALYTICAL	\$ 246.00
ACE HARDWARE C/O GEO	\$ 245.00
GFL ENVIRONMENTAL SE	\$ 243.36
ANNA BIGELOW	\$ 240.00
PURCHASE POWER	\$ 238.80
HUNTINGTON NATIONAL	\$ 235.09
LATITUDE SUBRAGATION	\$ 235.00
JONAS SUSAN	\$ 233.50
THE PIPELINE	\$ 232.00
SYKES MUIR SHELIA	\$ 225.00
WALMART	\$ 216.82
OWENS MARY	\$ 213.00
LARRY DOLL	\$ 212.50
HOLLAND AREA COMMUNI	\$ 210.60
RAMIRO VILLARREAL JR	\$ 210.00
BONNIE STYPA	\$ 210.00
HUNTINGTON BANK	\$ 209.54
PARKWAY ELECTRIC & C	\$ 208.00

Vendor	Total Amount
LANGUAGE LINE SERVIC	\$ 206.51
TRINITY HEALTH	\$ 204.00
STEVEN D. BORN	\$ 200.00
STEPHANIE EDWARDS	\$ 200.00
RUSSELL CELLULAR (VE	\$ 200.00
STUART-LIPPMAN AND A	\$ 200.00
TORCHED CUSTOM GLASS	\$ 200.00
TRUGREEN - DANA LEE/	\$ 200.00
O'CONNOR & BENNETT	\$ 200.00
MAYFIELD LAW PLLC	\$ 200.00
KRISTI WOLBRINK	\$ 200.00
JACOB PORTER	\$ 200.00
FIFTH THIRD BANK - F	\$ 200.00
JOHN'NAYA GAINES	\$ 200.00
KENNETH LAMPE	\$ 200.00
JEFFERY SCOTT MILLS	\$ 200.00
FCCI INSURANCE CO	\$ 200.00
JERRY BRICKER	\$ 200.00
JOHN MASSARO	\$ 200.00
BETTY DOERING	\$ 200.00
CHURCH MUTUAL INSURA	\$ 200.00
BRIAN OR SHANE ELLIN	\$ 200.00
DENNIS HOLMES	\$ 200.00
CRIME VICTIM COMPENS	\$ 200.00
ALESHA RUSSELL	\$ 200.00
DANIEL VERDUIN	\$ 200.00
ZEELAND CHARTER	\$ 193.31
CITY OF HOLLAND	\$ 192.00
DONNA BUNCE	\$ 191.82
GORDON WATER SYSTEMS	\$ 190.51
SYMBOLARTS LLC	\$ 188.25
BEHAVIOR ANALYSTS OF	\$ 187.52
COMFORT CONTROL SUPP	\$ 186.68
KLEMPLE FARM CONDOMI	\$ 185.00
THE HARTFORD WESTERN	\$ 180.00
JULIAN BAZAN III	\$ 180.00
OLIVE TOWNSHIP	\$ 179.97
DAVID MILLER	\$ 175.00
CONNOR JAMES DEVRIES	\$ 175.00
CITY OF COOPERSVILLE	\$ 175.00
BOSS TIRE COMPANY IN	\$ 171.43
Kyle J & Brianna L B	\$ 161.42
OTTAWA COUNTY EMPLOY	\$ 155.00
TAMARA ELIZABETH MIL	\$ 150.00
SEAVER FINISHING	\$ 150.00

Vendor	Total Amount
RYAN ALLEN SEARLES	\$ 150.00
ROCKYS ROCKS	\$ 150.00
TIMOTHY RYDER	\$ 150.00
ZEELAND BOARD OF PUB	\$ 150.00
STUART LIPPMAN AND A	\$ 150.00
LEOTAY L HAYES	\$ 150.00
PETER SASS	\$ 150.00
KAREN KOLK	\$ 150.00
FIDELITY NATIONAL TI	\$ 150.00
BROTHERHOOD MUTUAL I	\$ 150.00
CINNINATI INSURANCE	\$ 150.00
AAL CREDIT UNION	\$ 150.00
THE LIGHT BULB CO	\$ 144.00
RAMIRO VEGA-SANDOVAL	\$ 140.00
BLENDON TOWNSHIP FIR	\$ 140.00
NORTH OTTAWA COMMUNI	\$ 138.48
TODD JACOB LANGLOIS	\$ 136.20
LAUREN VAN WIEREN	\$ 135.00
ED TREVOORT	\$ 135.00
MARY ANNA HAWKINS	\$ 134.50
LAWSON PRODUCTS INC	\$ 130.73
RYAN MEYER	\$ 130.00
CRYSTAL SANCHEZ	\$ 127.76
CINTAS CORPORATION N	\$ 125.61
WAVERLY SHORES VILLA	\$ 125.23
HARRY & JOYCE HICKEY	\$ 125.00
DANIEL GARCIA	\$ 125.00
MACATAWA BANK	\$ 121.14
TERRY OR SANDRA VANE	\$ 120.00
VERNON HEERES	\$ 120.00
THE ESTATE OF BRET	\$ 120.00
MID-MICHIGAN ASSOCIA	\$ 120.00
JACQUELINE CRESPO	\$ 120.00
KEVIN KIHNKE C/O MAG	\$ 120.00
CAITLYN JOHNSON	\$ 120.00
ABSOLUTE SECURITY &	\$ 120.00
VANHOVEN BETH	\$ 117.10
MEIJER	\$ 117.00
OTTAWA CO FOC EMPLOY	\$ 115.00
BIRD THOMAS	\$ 114.45
DAVID HOUTING	\$ 113.76
HANNAH HONEYCUTT	\$ 113.71
CHRISTIAN KLEINJANS	\$ 112.16
PROGRESSIVE SUBROGAT	\$ 111.09
RELIABLE ROAD SERVIC	\$ 105.00

Vendor	Total Amount
KIMBERLY CLARK	\$ 105.00
KAAT'S WATER COND	\$ 103.80
BETTEN BAKER CHEVROL	\$ 102.50
PARIN DAVID	\$ 101.20
VERN IS LEE CARLON	\$ 100.00
RONALD L KOSSEN	\$ 100.00
SAMUEL LAMPE	\$ 100.00
SCHNEIDER TIRE	\$ 100.00
THE ESTATE OF BRET A	\$ 100.00
SNAP-ON SECURE CORP,	\$ 100.00
WELLSPRING COMMUNITY	\$ 100.00
RITA WITTEVEEN	\$ 100.00
STATE OF MICHIGAN -	\$ 100.00
STEFFANY GELABERT GA	\$ 100.00
MICHELLE WISELEY	\$ 100.00
LINA ALCALA	\$ 100.00
MICHIGAN PROBATE AND	\$ 100.00
LINDA KNIGHT	\$ 100.00
MICHELLE TEPASTTE	\$ 100.00
LINDA KOETJE	\$ 100.00
MARCO PAULO HOMEN	\$ 100.00
Motorist Mutual Insu	\$ 100.00
LEMMEN OIL CO	\$ 100.00
LEMON FRESH LAUNDRY	\$ 100.00
KORI DEWITT	\$ 100.00
MICHELE LYNN GOODMAN	\$ 100.00
FLAGSTAR BANK E-460-	\$ 100.00
JAMES MCDONALD	\$ 100.00
JOHN JIPPING	\$ 100.00
ERICK KNUTH	\$ 100.00
JAMIE KNOLL	\$ 100.00
FLEX	\$ 100.00
HELEN RINEHART	\$ 100.00
KATHRYN CARLSON	\$ 100.00
GRAND HAVEN STEEL PR	\$ 100.00
ELAINE BEGIN	\$ 100.00
JENEE CARNEY	\$ 100.00
JOHN ENSLEY	\$ 100.00
HOSPITALIST PROFESSI	\$ 100.00
FREDRICK HOFFMAN	\$ 100.00
KEVIN MACINA	\$ 100.00
JOYCE ONDERSMA	\$ 100.00
FRANKENMUTH MUTUAL I	\$ 100.00
HOLLAND BPW	\$ 100.00
JUDI DEVRIES	\$ 100.00

Vendor	Total Amount
ALICE GUTIERREZ	\$ 100.00
ARIANNA WISNIEWSKI	\$ 100.00
DAVID BONECK	\$ 100.00
CRAIG BOSMA	\$ 100.00
DEBRA YOUNG	\$ 100.00
CALDER CITY TAXICAB	\$ 100.00
DAVE WABEKE	\$ 100.00
DON OR CINDY WHITTEC	\$ 100.00
CATE AUTHEMENT	\$ 100.00
ADECCO	\$ 100.00
CINTHIA GARCIA	\$ 100.00
DEBBIE TIMM	\$ 100.00
ADAM GONZALEZ	\$ 100.00
MIKA MEYERS BECKETT	\$ 93.00
CORELOGIC TAX SERVIC	\$ 91.52
KENT COUNTY DEPARTME	\$ 90.00
O'REILLY AUTO PARTS	\$ 89.97
ST MARY'S MEDICAL CE	\$ 88.25
OFFICE MACHINES	\$ 88.14
ORBIS PARTNERS INC	\$ 87.88
ABSOPURE WATER COMPA	\$ 87.05
ALLEGAN COUNTY DRAIN	\$ 85.76
ELIZABETH SHOEMAKER	\$ 85.00
JAMES WOLTZ	\$ 83.00
STACY WAKEMAN	\$ 80.00
MED-1 HOLLAND	\$ 80.00
JENNIFER VELDHIJZEN	\$ 80.00
CHEMICAL BANK ATTN:	\$ 80.00
AMERICAN EXPRESS - M	\$ 80.00
BOBELDYK & ASSOC	\$ 79.80
JULIANNA TOMAN	\$ 79.00
DEJANNA MATHIS-MAY	\$ 78.00
REDI-RENTAL	\$ 75.00
MIKE SABATINO	\$ 75.00
MAURIE'S DOOR SERVIC	\$ 75.00
RACHEL BASSETT	\$ 75.00
HASTINGS MUTUAL INSU	\$ 75.00
KEMPER SERVICES GROU	\$ 75.00
HANOVER INSURANCE CO	\$ 75.00
GREGORY VARELA	\$ 75.00
GEORGETOWN CHARTER T	\$ 75.00
KEVIN O BEHM	\$ 75.00
TOM TIMMER	\$ 74.60
JAMES KASACK	\$ 70.21
STATE FARM FIRE AND	\$ 70.00

Vendor	Total Amount
LATIN AMERICANS UNIT	\$ 70.00
MIEDEMA JAMES	\$ 68.56
VANHORSSEN BARB	\$ 66.80
METCALF SANDRA	\$ 66.80
WEST EDGE TITLE AGEN	\$ 66.28
BENJAMIN DETERS	\$ 66.00
STOEL RACHEL	\$ 65.00
RUTH ELIZABETH RAMOS	\$ 65.00
COPE RANDAL J	\$ 64.12
MACATAWA PLUMBING	\$ 64.00
AMERICAN GAS & OIL	\$ 64.00
COUNTY OF OTTAWA	\$ 63.98
SIGNS NOW	\$ 63.66
SHARI BRONOLD	\$ 63.25
WEST MICHIGAN UNIFOR	\$ 63.16
BARNES STEVEN LEO	\$ 62.78
WEDGWOOD CHRISTIAN	\$ 60.15
SAM'S CLUB	\$ 60.00
MICHAEL RONCKA	\$ 60.00
MARIE ROACH	\$ 60.00
JD CO HOLDINGS LLC	\$ 60.00
HEATHER COOK	\$ 60.00
GREEN MEADOW RIDGE L	\$ 60.00
CROSS COUNTRY CYCLE	\$ 60.00
SMITH DAKOTA	\$ 59.45
STEVEN SAVAGE	\$ 58.34
PHAYVANE PHIMMASANE	\$ 58.05
PARKWAY AUTO SALES	\$ 55.00
ALI HAIDER	\$ 53.00
ROACH JOHN D JR	\$ 52.66
CHESTER TOWNSHIP	\$ 52.18
MOSS JOSEPH	\$ 52.00
CHRISMAN KATHERINE	\$ 50.92
RENICE JACKSON	\$ 50.00
TRINA WARD	\$ 50.00
SPECTRUM HEALTH	\$ 50.00
TIMOTHY MAUCH	\$ 50.00
WALMART HOLLAND	\$ 50.00
WILLIAM EHMANN	\$ 50.00
ROBIN MCRAE	\$ 50.00
ROSA KOTECKI	\$ 50.00
Silver Patrice Hughe	\$ 50.00
MATT RYZENGA	\$ 50.00
ORTEGA KENDRA	\$ 50.00
PHILIP JOHNSON	\$ 50.00

Vendor	Total Amount
PRASHANT PATEL	\$ 50.00
MARCUS DEWITT	\$ 50.00
MEIJER, INC.	\$ 50.00
PADNOS IRON & METAL	\$ 50.00
LYNN & DENNIS DAUGHE	\$ 50.00
KIM SCHOTENBOER	\$ 50.00
MARC SANTIGO	\$ 50.00
MEIJER INC - CORPORA	\$ 50.00
MIGUEL GONZALEZ JR	\$ 50.00
MICHAEL S KARSTEN	\$ 50.00
MDHHS CASHIER UNIT	\$ 50.00
LAKEWOOD CONSTRUCTIO	\$ 50.00
PETE'S PLACE PARTY S	\$ 50.00
LONG RANGE ARCHERY	\$ 50.00
JACOB CIPCIC	\$ 50.00
JAYDYN DODGE	\$ 50.00
JOANNE HOEKSEMA	\$ 50.00
FEDERATED INSURANCE	\$ 50.00
FAMILY FARE	\$ 50.00
FAITH FALKOWSKI	\$ 50.00
ICON SHELTER SYSTEM	\$ 50.00
DUROCHER DOCK & DRED	\$ 50.00
JASON SILVIS	\$ 50.00
ITTY BITTY BAR	\$ 50.00
FARM BUREAU INSURANC	\$ 50.00
HOLLAND HOSPITAL	\$ 50.00
BRYTTNEY LEE BIRKHOL	\$ 50.00
AARON MICHAEL MORGAN	\$ 50.00
BANK OF AMERICA	\$ 50.00
BRYAN HOLMES	\$ 50.00
CHERYL VANDENBERG	\$ 50.00
CHRISTOPHER LUCARELL	\$ 50.00
CHEMICAL BANK	\$ 50.00
ANDREA PACHECO	\$ 50.00
COACH ROAD CAPITAL,	\$ 50.00
AIRGAS USA LLC	\$ 49.63
JOHN LUTHENHOFF	\$ 48.38
LITTLE CAESARS PIZZA	\$ 48.00
BURLINGTON COAT FACT	\$ 46.00
VANDERZWAAG ROBERT	\$ 45.36
WESTERN THEOLOGICAL	\$ 45.00
TIP-A-FEW TAVERN	\$ 45.00
KADYN GOOSEN	\$ 45.00
RONALD HAYES	\$ 41.10
LATITUED SUBROGATION	\$ 41.00

Vendor	Total Amount
GRAPHIX SIGNS & EMBR	\$ 40.76
TRANS PAC SOLUTIONS	\$ 40.00
TOI BOWERS	\$ 40.00
MEIJER INC.	\$ 40.00
HOLLAND TRANSPLANTER	\$ 40.00
FRUITPORT PUBLIC SCH	\$ 39.12
COBBLESTONE CRAFTS	\$ 37.99
ROBERT FELDKAMP	\$ 37.50
GULETA TEUMA	\$ 36.18
LAKESHORE MIDDLE SCH	\$ 30.00
MIKE KOSLEK	\$ 30.00
OLIVIA ANCIL ARENT	\$ 30.00
MARLIN DAVID KIEVIT	\$ 30.00
MEEMIC INSURANCE COM	\$ 30.00
COCA COLA BOTTLING	\$ 30.00
NATHANIEL VOLKEMA	\$ 26.00
OLIVIA VERNE DOLL	\$ 25.74
SCOTT AND KRISTI JON	\$ 25.00
STACEY DOWNS	\$ 25.00
TYLER STONE	\$ 25.00
SPEEDWAY HOLLAND	\$ 25.00
REENDERS BLUEBERRIES	\$ 25.00
PAT VANDENAKKER	\$ 25.00
MARIA RAYA	\$ 25.00
NICCOLO MAIORCA	\$ 25.00
NOAH CONNER	\$ 25.00
LIFE STREAM CHURCH	\$ 25.00
PARISH NIJEE-JEKEL M	\$ 25.00
PARKWAY AUTO	\$ 25.00
IMPACT FAB INC	\$ 25.00
ELIZABETH OLENICZAK	\$ 25.00
JULIE THOMPSON	\$ 25.00
FIFTH THIRD BANK	\$ 25.00
ERIC SNOVER	\$ 25.00
FEDERAL INSURANCE CO	\$ 25.00
ENCOVA MUTUAL INSURA	\$ 25.00
HAMSTRA BUILDERS	\$ 25.00
JOE FARBER	\$ 25.00
BLENDON TOWNSHIP	\$ 25.00
DIJON CRAWFORD	\$ 25.00
DAVID PADECKY	\$ 25.00
CINCINNATI INS. CO/R	\$ 25.00
ARIANNA MARTINEZ-BRO	\$ 25.00
CHARLES VERBEEK	\$ 25.00
AYDEN GONZALES	\$ 25.00

Vendor	Total Amount
JON JOACHIM	\$ 24.67
CHRISHON NICKOLAS EY	\$ 20.98
CROCKERY TOWNSHIP	\$ 20.88
SHANNON HAMMERLE	\$ 20.00
STATE OF MICHIGAN/BU	\$ 20.00
WESCO	\$ 20.00
UNITED FEDERAL CREDI	\$ 20.00
TERRI INGRAM	\$ 20.00
JON & MICHELLE MARTE	\$ 20.00
ERIC VAN SCHELDER	\$ 20.00
FIFTH THIRD BANK - R	\$ 20.00
KARLA MINGERINK	\$ 20.00
JODI RICKFELDER	\$ 20.00
HOMER SLABAUGH	\$ 20.00
DAVID SANCHEZ-SANCHE	\$ 20.00
BETTEN BAKER CHEVORL	\$ 20.00
THOMAS KUIPER	\$ 18.96
MITI MINI	\$ 16.66
DOLGENCORP., LLC	\$ 16.66
MARISSA & MITCHELL V	\$ 15.00
JULIE CAPLINGER	\$ 15.00
JIM & DONNA ATMAN	\$ 15.00
ERIN GLUTTING	\$ 15.00
JOHN SIBBLE	\$ 15.00
GRACE SKINNER	\$ 15.00
COURTNEY SIETSEMA	\$ 15.00
CHERYL CROSS	\$ 15.00
HEIDI HELLMAN	\$ 14.58
ALEXANDER DALL VERHA	\$ 14.58
PAIGE MICHELLE GAMMO	\$ 13.80
MICHAEL CHARLES KUKA	\$ 13.80
PAUL SWAINSTON	\$ 13.37
MDHHS	\$ 13.00
JO-LIN SCHLEBEN	\$ 12.50
ANA ISABELA GONZALEZ	\$ 12.50
CLARE & MARSHA WEBER	\$ 12.50
DENNIS HAGUE	\$ 12.50
TUCKER ALAN FRIEND	\$ 12.24
WALGREENS JENISON RE	\$ 11.46
KRISTYN PITTMAN	\$ 11.46
WILLIAM BAILEY	\$ 10.00
THOMAS SHIFLETT	\$ 10.00
MEIJER INC	\$ 10.00
LKQ CORPORATION	\$ 10.00
PATRICK OVERWAY	\$ 10.00

Vendor	Total Amount
KYLE MORROW	\$ 10.00
GRAND RAPIDS OPTHALM	\$ 10.00
GRAND HAVEN SHELL	\$ 10.00
ESTATE OF BRET ANKEL	\$ 10.00
ENTERPRISE C/O LOSS	\$ 10.00
BRITTANY SKYE WALKER	\$ 10.00
TONY LEE GENUNG	\$ 8.73
BVW PROPERTY MANAGEM	\$ 8.54
ZEELAND ATHLETIC BOO	\$ 8.34
MUSKEGON AREA INTER	\$ 8.14
LOREN MICHAEL BOWSER	\$ 7.64
PLANTENGA'S CLEANERS	\$ 6.70
UNITED PARCEL SERVIC	\$ 6.65
DAVARUS TYRONE MCKIN	\$ 6.22
JAVARRIUS LAMAR LEWI	\$ 6.00
TRUENORTH	\$ 5.62
ZEELAND PUBLIC SCHOO	\$ 5.42
WADE MARTIN THOMPSON	\$ 5.30
EZ MART C/O MISTY JO	\$ 5.00
DIANE SCOTT	\$ 5.00
VAN HYDRAULICS INC	\$ 2.50
Grand Total	\$ 23,094,521.90

Action Request

Electronic Submission – Contract # 2393



Committee: BOARD OF COMMISSIONERS

Meeting Date: 9/10/2024

Vendor/3rd Party: DEWPOINT

Requesting Department: INNOVATION & TECHNOLOGY

Submitted By: PAUL KLIMAS

Agenda Item: RFP 24-039 FOR IT STAFF AUGMENTATION

Suggested Motion:

To approve the contract for Dewpoint Professional Services IT Staff Augmentation.

Summary of Request:

The purpose of this contract is to provide skilled IT professionals to fulfill the County's staffing needs.

Contract amount calculated based on the estimate for this year's services multiplied by the max number of years in the contract (including renewals).

(\$350,000 x 7 years)

Financial Information:

Total Cost: \$2,450,000.00

General Fund Cost: \$2,450,000.00

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 1: To Maintain and Improve the Strong Financial Position of the County. Goal 2: To Contribute to the Long-Term Economic, Social and Environmental Health of the County. Goal 3: To Maintain and Enhance Communication with Citizens, Employees, and Other Stakeholders. Goal 4: To Continually Improve the County's Organization and Services.

Administration:

Recommended by County Administrator:

8/26/2024 12:46:01 PM

Committee/Governing/Advisory Board Approval Date: FINANCE AND ADMINISTRATION: 9/3/2024



Ottawa County

CONTRACT FOR IT STAFF AUGMENTATION

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 Dewpoint (hereinafter, "Contractor"), with a principal place of business at 300 S Washington Square, Suite 200, Lansing, MI 48933.

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 (Exhibit A). 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 |
| Exhibit B | Compensation |
| Exhibit C | Insurance Requirements |

References (as needed):

Reference A RFP 24-039 IT Staff Augmentation (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 "Services" which are detailed in Exhibit A. It shall be the responsibility of the Contractor to employ and assign to the project adequate personnel and equipment required to undertake and complete the work in a diligent, timely and orderly manner.
- 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 three (3) years with four options for 1-year renewals, if in the interests of both parties, unless terminated earlier in accordance with the terms of this contract.

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 the 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 committed 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. 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:
- Name: Mike Coyne
Email: mcoyne@dewpoint.com
- If to Ottawa County:
- Attn: Tina McConnell
Ottawa County
12220 Fillmore St.
West Olive, MI 49460
Email: tmccconnell@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 Contract, 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 _____

By: Tina McConnell
Tina McConnell,
Contract Administrator
08/06/24
Date _____

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

DEWPOINT

By: Joseph Findlater
Signature
Joseph Findlater
Date 08/02/24
Printed Name
Joseph Findlater
Title

Exhibit A

Scope of Work

1. Introduction:

The purpose of this Scope of Work is to outline the IT Staff Augmentation services to be provided by the Contractor to the County.

2. Skilled IT Professionals:

The Contractor will provide skilled IT Professionals to fulfill County's staffing needs based on the following criteria:

- Provide IT Professionals with relevant qualifications and experience, as well as certifications and licenses (as needed).
- Ensure that the IT Professionals possess the necessary skills based on the needs requested on the IT Staffing Request Form.
- Conduct thorough screening and background checks on all provided candidates, including verification of certifications and licenses (as needed).
- Ensure compliance with all relevant regulations and standards in the IT industry.

3. Schedules, Hours, and Wages:

The County and the Contractor will work together to create addenda to the contract, to fill positions as needed. Each addendum will contain the details of each position being filled. The items required within the addendum are:

- The name of the Employee.
- The Staff Request Form provided by the County.
 - The position title and description of the duties to be provided by the individual selected to provide the County with these services.
 - The estimated average number of hours the individual will work each week, each pay period, or each month (as applicable).
 - The start date and duration of the position.
- The days that the individual will be working – if applicable.

4. Deliverables:

The Contractor will deliver the following:

- Qualified IT Professionals meeting our specified requirements.
- Documentation of background checks and certifications for each provided candidate.
- Timely communication regarding candidate availability and scheduling.
- Maintenance of confidentiality regarding sensitive information.

5. Responsibilities of the Contractor:

The Contractor will be responsible for:

- Recruiting, screening, and selecting suitable candidates for placement at the County.
- Conducting initial orientation and training for candidates on our specific requirements and protocols, if necessary.
- Handling payroll, benefits, and other administrative tasks related to the provided candidates.
 - The Contractor will ensure that each of the employee's, under this Contract, are paid based on the number of hours worked each pay period.
- Providing adequate support and supervision to the placed IT Professionals to ensure their performance meets the County's expectations.

6. Direct Hire Option:

Upon mutual agreement between both parties, the County reserves the right to directly hire any IT Professional provided by the Contractor. In the event of a direct hire, appropriate fees or compensation shall be negotiated between the parties. If the County directly hires an employee from this Contract, the related Addendum will cease to be in full force and effect.

7. Compensation and Invoicing:

The Contractor will bill the County based on the proposal pricing found in Exhibit B. The pricing found in Exhibit B is hereinafter referred to as the Bill Rate. The Contractor will send invoices to the County each month. The invoices will include the number of hours worked by each IT Professional and the Bill Rate being paid for each of the IT Professionals.

8. Holidays, Vacations, and Other Times Off

Each Employee is responsible for working with the Project Manager (established on the Staff Request Form) to make sure that they are able to take specific days off. Compensation for these days is defined in Exhibit B.

Exhibit B Compensation

- 4. PROPOSAL PRICING** – Please provide Ottawa County with a detailed budget narrative. The budget narrative should include a rate of pay per hour for each of the positions mentioned in the RFP. The budget narrative should also include the rate of pay to the vendor for each position being filled. Is the rate of pay to the vendor an hourly rate dependent on the position or a percentage-based rate that is dependent on the rate of pay? Please be as detailed as possible. Rates should be provided in regular working hours, overtime pay, and holiday hours worked. Itemize costs as much as possible so Ottawa County can understand how we will be charged.

Dewpoint intends to charge Ottawa County the hourly rates in the table below for the service categories included in this RFP. These rates are not to exceed. The rates are hourly dependent on the position that is required by Ottawa County. Dewpoint will collect the hours our team members spend working for Ottawa County on a monthly basis and send invoices to Ottawa County for the previous month's work before the 15th of the following month.

Dewpoint would like the right to increase the hourly rates below after each 12-month cycle of the contract by no more than 3% for COLA-related cost increases and to help us retain the staff we are providing. Dewpoint has decided not to charge Ottawa County more for overtime or holiday hours. The not-to-exceed rates Dewpoint is proposing will remain the same regardless of when our services are needed (standard hours, overtime hours, after-hours, or holidays).

Dewpoint Resource	Standard Hourly Rate	Hourly Rate After Hours
IT Support Specialist	\$62	\$62
Microsoft Solutions Architect	\$130	\$130
SQL Server DBA	\$105	\$105
OnBase Specialist	\$110	\$110

The Standard Hourly Rate is hereinafter referred to as, Bill Rate. Positions outside of the four listed above will each have a negotiate Bill Rate. Each negotiated Bill Rate will be established in future addenda (as necessary).

The County will only pay the Contractor based on hours worked. Vacations, holidays taken, sick days, etc are to be worked out between the Contractor and the employee, and those hours will not be included in the hours billed to the County.



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 Umbrella or Excess Liability 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 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, Fax Number 616-738-4897

Reference A



Ottawa County

Request for Proposal 24-039 IT Staff Augmentation

The County of Ottawa, on behalf of the Innovation and Technology Office, is requesting proposals from experienced and qualified vendors for staff augmentation services. The winning vendor shall receive a three-year contract with the option for four additional one-year renewals.

By responding to this RFP, the Proposer agrees to perform in accordance with the terms and conditions set forth herein.

RFP Issue Date:	Tuesday, April 23, 2024
Questions Deadline:	Wednesday, May 1, 2024
Addendum Issuance:	Tuesday, May 7, 2024
RFP Deadline:	By 2:00 PM (ET) Wednesday, May 22, 2024
Evaluation Timeline (Estimated):	Wednesday, May 29, 2024
Interviews (if necessary):	Wednesday, June 5, 2024
Intent to Award (Estimated):	Tuesday, June 11, 2024
Contract Start (Estimated):	Tuesday, September 3, 2024

RFP Administrator: Jon Marin, Procurement Specialist, 616-738-4860,
purchasing.rfp@miottawa.org

All requests for additional information or questions should be directed to the RFP Administrator.

Table of Contents

Request for Proposal 24-039	1
Section 1: Information Summary	3
Section 2: Background Information.....	5
Section 3: Scope of Work	6
A. Staff Augmentation for IT Services	6
B. Creation of Scopes of Work (SOWs)	7
C. Hiring of Staff Augmentation Contractors	7
D. Pricing and Invoicing	7
Section 4: Proposal Selection and Award Process	8
Section 5: Contract Terms, Period, Procedures and Use	9
Section 6: RFP Terms and Conditions.....	9
Section 7: General Terms and Conditions	12

Section 1: Information Summary

General Information:

The County of Ottawa distributes solicitation documents through the Michigan Intergovernmental Trade Network (MITN), website at <http://www.bidnetdirect.com/mitn> and through the Purchasing page of the County of Ottawa's website located at <http://www.miottawa.org/Departments/FiscalServices/bids.htm>. Copies of proposal documents obtained from any other sources are not considered official copies, and may result in failure to receive addenda, corrections or other revisions that may be issued.

For purposes of this RFP, the term "Contractor," "Vendor," "Proposer," "Respondent," or "Bidder" are considered to have the same meaning, all referring to the person or company responding to this RFP. Additionally, the terms "County," "Client," or "Owner" refers to the County of Ottawa.

Intergovernmental Cooperative Procurement:

Upon contract award, the selected vendor will notify the County if they are interested in the contract being a cooperative contract. A vendor that is not interested in the contract being a cooperative contract will not be excluded from proceeding to contract negotiations.

If the vendor is interested in the contract being a cooperative contract, the resulting contract will be made available to local government units ("LGUs") within the State of Michigan. LGUs may include but are not limited to municipalities, school districts, public agencies, and other government entities within the State of Michigan. The County and Contractor would agree to allow other LGUs to enter into separate contracts with the Contractor under the terms and prices in effect between the County and the Contractor. The parties would also agree that any LGUs utilizing the terms and prices of the Contract shall not be deemed to be an agent or employee of the County for any purpose whatsoever. The parties would further agree that any LGUs participating will enter their own separate Contract with the Contractor

The County would not be otherwise responsible for any LGUs' performance of their Contract between the LGUs and the Contractor or for any obligation or liability accruing to the LGUs in the performance thereof. The LGUs and the Contractor would further agree to waive any rights they may have in making the County of Ottawa a party to a dispute between the LGUs and the Contractor.

Proposal Submission:

Proposals must be received by 2:00 PM (ET) on Wednesday, May 22, 2024. Proposals received after this time will not be considered. Proposals may be withdrawn at any time prior to the scheduled proposal deadline. Proposals must be firm and may not be withdrawn for a minimum period of 90 calendar days after the RFP Deadline.

Proposals should be concise and complete, covering all items identified, emphasizing an understanding of the project and the resources to perform the intended work.

Proposals will be reviewed to determine if submission requirements are met.

Proposals that do not comply with submittal instructions established in this document and/or that do not include the required information may be rejected as non-responsive.

Vendor assumes responsibility for meeting the submission requirements and addressing all necessary technical and operational issues to meet the project objectives.

All proposals must include completed, signed copies of all required attachments.

Vendor assumes all risks associated with electronic submission (including possible technical issues). Attachments must be filled out in full and signed by an authorized Company representative.

Proposal Response:

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

- ATTACHMENT A – COVER SHEET FOR PROPOSAL
- ATTACHMENT B – VENDOR REFERENCES
- ATTACHMENT C – PROPOSAL RESPONSE

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

Respondents will submit an electronic response (preferably single-file PDF format) by e-mail to: purchasing.rfp@miottawa.org with subject line of: "RFP 24-039 IT Staff Augmentation." The County can receive email attachments up to 25 megabytes.

Proposal documents larger than 20 megabytes should be sent in multiple emails with subject line of: "RFP 24-039 – 1 of 2", etcetera. It will be the Proposers' responsibility to ensure that their proposal has been appropriately delivered and received.

Modification:

Prior to the date and time set forth as the Proposal Receipt Deadline, proposals may be modified or withdrawn by the Proposer's authorized representative. After the submission deadline, responses may not be modified or withdrawn without written consent of the County.

Pre-Proposal Conference:

No pre-proposal conference scheduled.

Questions:

Vendors may submit questions and requests for clarification relating to this RFP to the RFP Administrator by the stated deadline. Responses to all questions and inquiries received by the County will be issued in the form of an Addendum and posted on the MITN and the County's website, as needed. Only answers to questions submitted prior to the submission deadline and released in the form of an Addendum will be considered official and final. Any remarks or explanations made by phone, email, or in-person will be considered draft and will be non-binding.

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, on behalf of the Innovation and Technology Office, is requesting proposals from experienced and qualified vendors for staff augmentation services. The winning vendor shall receive a three-year contract with the option for four additional one-year renewals.

A. Staff Augmentation for IT Services

Ottawa County is requesting the vendor to provide for staff augmentation of service desk and desktop support, enterprise application administration, application/hardware monitoring, data backup, website maintenance, inventory control, security, PMO, and disaster recovery support. Additionally, the selected vendor may be requested to provide training, network cabling, and help desk/service desk options. Currently, Ottawa County has three (3) contracted IT Support Specialist positions that would need to be filled immediately with the acceptance of this contract. The other positions listed below may be needed over the course of the contract. Regular working hours are as follows: Monday through Friday from 8:00am to 5:00pm EST. There may need to be occasional after-hours work on systems/applications, that cannot be performed during normal working hours.

The following positions could be needed:

- IT Support Specialist: Must have an A+, MCSA, or HDI Service Desk Certification or equivalent experience. Alternative certification of the organization's service desk through the Service Desk Institute is also acceptable for alternative responses. These positions currently have a focus of Service Desk support, via phone and remote desktop support. Preference would be given to candidates with government experience. These positions are required to be onsite in Ottawa County.
- Microsoft Solutions Architect: Must have Microsoft 365 Enterprise Administrator, Azure Solutions Architect, or equivalent certification and project management experience – this individual will assist the County in O365 engagements.
- SQL Server DBA: Must have Microsoft MCSA or MCITP (MCSE preferred) certification. Additional training in Microsoft - SQL Analysis, Integration, or Reporting services is desired.
- OnBase Specialist: Must have strong analytical skills, attention to detail, and excellent communication abilities. Prior experience working with OnBase is desired. Having taken the OnBase Administration class from Hyland is also desired.

B. Creation of Scopes of Work (SOWs)

Throughout the duration of the contract, Ottawa County and the vendor will work together to develop detailed SOW's with mutually agreed upon work schedules as necessary. SOW's will include length of job, job description and responsibilities, etc. These SOW's will be created on an as-needed basis.

C. Hiring of Staff Augmentation Contractors (Optional)

Ottawa County recognizes the potential for long-term collaborations and the value of skilled professionals who may be engaged through the staff augmentation services provided by the selected vendor. As such, the County would request the option to directly hire individuals who have been providing temporary services to Ottawa County through the vendor's staff augmentation program.

D. Pricing and Invoicing

Vendors should provide a detailed and itemized pricing structure. This pricing structure should include any implementation costs, training costs, etc. The County of Ottawa is tax exempt. Michigan Sales and Use Tax Certificate of Exemption are available upon request.

Section 4: Proposal Selection and Award Process

An Evaluation Committee(s) will be established by the County to review the proposals and to make recommendations 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:

- Vendor's Experience and Qualifications – Emphasis on Local Government (10 points)
- Vendor's Client/Customer References – Emphasis on Local Government (15 points)
- Cost and Value (25 points)
- Local Office Location (10 points)
- Resumes of Individuals Proposed (40 points)
 - Experience and Expertise – Emphasis on Local Government (10 points)
 - Qualifications and Certifications (20 points)
 - References and Testimonials – Emphasis on Local Government (10 points)

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 contract award. The County reserves the right to award by item, group, or total proposal.

The Respondent to whom the award is made will be notified at the earliest possible date. Tentative acceptance of the proposal, intent to recommend award of a contract and actual award of the contract will be provided to the representative(s) designated in the proposal response.

Section 5: Contract Terms, Period, Procedures and Use

The County of Ottawa's intent is to award a contract that will cover an initial period of three (3) year with four (4) 1-year renewals, if in the best interest of both parties.

This contract will not be enforced until both parties have agreed and signed as accepted. The Vendor must execute and perform said Agreement.

The proposal, or any part thereof, submitted by the awarded vendor may be attached to and become part of the contract. Proposal pricing reflects a commitment to the terms indicated. As part of the contract negotiation process, the County reserves the right to delete or modify any task from the scope of services and reserves the right to modify the scope of services during the course of the contract. Any changes in pricing or payment terms proposed by the Vendor resulting from the requested changes are subject to acceptance by the County.

In the event that a successful agreement cannot be executed, the County reserves the right to proceed with contract negotiations with the other responsive, qualified vendors to provide service as referenced under the negotiation process.

Contractors are not to start work until receipt of an Ottawa County Purchase Order, authorizing work to begin. The County's obligation will commence only following the parties' execution of the Contract and the County Board of Commissioners' approval. Upon written notice to the Contractor, the County may set a different starting date for the Contract. The County will not be responsible for any work done or expense incurred by the Contractor or any subcontractor, even if such work was done or such expense was incurred in good faith, if it occurs prior to the Contract start date set by the County.

This contract is for use only by the County, including departments, agencies, or courts of the County of Ottawa.

Section 6: RFP Terms and Conditions

By submitting a response, vendors confirm that they have read and will comply with the solicitation and all specified RFP terms and conditions listed below.

Cancellation of RFP:

The County may, at its discretion and if in the best interest of the County, cancel any proposal or request for proposal or other solicitation in whole or in part. The RFP Administrator will notify vendors of any cancellation.

Confidentiality:

All responses in entirety, produced by the Proposer, that are submitted to the County will become property of the County and may be considered public information under

applicable law. Michigan FOIA requires the disclosure, upon request, of all public records; therefore, confidentiality of information submitted in response to this RFP is not assured.

Incurred Expenses:

The County will not be responsible for any cost or expense incurred by the proposers preparing and submitting a proposal or cost associated with meetings and evaluations of proposals prior to the execution of an agreement. This includes any legal fees for work performed or representation by the proposer's legal counsel during any and all phases of the RFP process, any appeal or administrative review process, and prior to County Board approval of a contract award.

Independent Contractor:

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

Laws:

This RFP and subsequent contract will be governed by and construed in accordance with the laws of the State of Michigan and any service or product herein will so comply. All persons providing goods and/or services to Ottawa County will comply with all applicable local, State and Federal laws, rules and regulations specifically including, but not limited to, State of Michigan Executive Orders.

Ownership of Data:

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

Proposal Acceptance, Rejection, and Withdrawal:

The County also reserves the right to accept or reject any and all proposals submitted if in the best interest of the County.

The County reserves the right to negotiate with the Proposer(s) within the scope of the RFP. The County further reserves the right to award the contract to more than one Contractor, if in the best interest of the County to provide adequate delivery, services, and/or product availability. The County may request and require clarification at any time during the procurement process and/or require correction of arithmetic or other apparent errors for the purpose of assuring a full and complete understanding of a proposal and/or to determine a proposer's compliance with the requirements of the solicitation.

The County reserves the right to waive minor irregularities in proposals. Minor irregularities are defined as those that have no adverse effect on the outcome of the selection process by giving a Vendor an advantage or benefit not afford to other Vendors. The County may waive any requirements that are not material.

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

After the proposal deadline, proposals may not be withdrawn without the written consent of the County after submission deadline. Proposals must be firm and may not be withdrawn for a minimum period of 90 calendar days after the RFP deadline. Any fees proposed are considered firm and cannot be altered.

Retained Rights:

The County reserves the right to use ideas presented in reply to this process notwithstanding selection and rejection of proposals and/or bids. The County reserves the right to make changes to and/or withdraw this request at any time.

Subcontractors:

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

Section 7: General Terms and Conditions

By submitting a response, the Vendors confirm that they have read and will comply with all the general terms and conditions listed below.

Conflict of Interest:

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

Debarment and Suspension:

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

Default

If Vendor defaults on the resulting contract, after the designated Cure Period, the County may do one or more of the following: (A) Exercise any remedy provided by law; (B) Terminate the resulting contract and any related contracts or portions thereof; (C) Impose liquidated and other damages; or (D) Suspend vendor from receiving future solicitations.

Equal Employment and Opportunity:

Every contract or purchase order issued by the County is entered into under provisions requiring the contract, subcontractor or vendor not to discriminate against any employee or applicant for employment because of his/her race, religion, sex,

color, national origin, height, weight, familial status, or disability that is unrelated to the individual's ability to perform the duties of a particular job or position.

Contractors and their subcontractors, as required by law, will not discriminate against the employee or applicant for employment with the respect to hire, tenure, terms, conditions or privileges of employment, or a matter directly relating to employment, because of race, color, religion, national origin, familial status, age, sex, height, weight, or disability that is unrelated to the individual's ability to perform the duties of a particular job or position. Breach of this covenant may be regarded as a material breach of the Contract.

The Vendor will adhere to applicable Federal, State and local laws, ordinances, rules and regulations prohibiting discrimination.

Force Majeure:

Neither party to the resulting agreement will be held responsible for delay or default caused by fire, flood, civil disobedience, court order, labor dispute, acts of God and/or was which is beyond that party's reasonable control. If either party is unable wholly or in part to carry out its obligations under any resulting agreement, then such party will give notice and full particulars of Force Majeure in writing to the other party within a reasonable time after occurrence of the event. Such non-performance will not constitute grounds for default.

Insurance:

Vendor agrees to indemnify, defend, and hold harmless the County from any and all liability arising out of or in any way related to the Vendor's performance of services related any Contract agreed to as a result of the RFP, including any liability resulting from intentional or reckless or negligent acts or the acts of the employees or agents of Vendor. Vendor will provide proof of the following coverages: worker's compensation, employer's liability, comprehensive general liability and if applicable, automobile, and professional malpractice. Coverage limits are to be statutory and if no statute is applicable, at least \$1,000,000 per occurrence or claim and \$2,000,000 aggregate. These limits may be provided in single layers or by combinations of primary and excess/umbrella policy layers. These coverages will protect the vendor, and County and their employees, agents, representatives, invitees, and subcontractors against claims arising out of work performed or products provided. The County and its elected officials, officers, employees, agents, and volunteers are to be additional insureds and a thirty-day notice is required to the County in the event of coverage termination.

Iran Linked Business:

Pursuant to State of Michigan, Iran Economic Sanctions Act, 2012 P.A. 517, MCL 129.311 seq., the Contractor certifies, under civil penalty or false certification, that it is fully eligible to do so under law and that it is not an “Iran linked business.”

Material Safety Data Sheets:

All County purchases require a Material Safety Data Sheet (MSDS) where applicable in compliance with MIOSHA “Right to Know” Law. Vendor will forward all relevant Material Safety Data Sheets to the designated County Representative upon request.

Payment Terms:

Payment terms will be Net 30 unless otherwise mutually agreed upon by all parties.

Right to Audit:

The Vendor will maintain such financial records and other records as may be prescribed by Ottawa County or by applicable federal and state laws, rules, and regulations. The Vendor will retain these records for a minimum period of three years after final payment, or until they are audited by the County of Ottawa, whichever event occurs first. These records will be made available during the term of the contract and the subsequent three-year period for examination, transcription, and audit by Ottawa County, its designees or other authorized bodies.

Safety:

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

Tax Exempt Entity:

The County is exempt from Federal Excise and State Sales Tax. Do not include such taxes in the proposal. The County will furnish the successful proposer with tax exemption certificate when requested.

Warranty:

Vendor 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 seller, that they are suitable for the intended use. Awarded vendor will transfer all applicable manufacturer warranties to the County and agrees to coordinate all claims on the County's behalf.



IT Staff Augmentation Contract Draft 1

Final Audit Report

2024-08-02

Created:	2024-08-02
By:	Mike Coyne (mcoyne@dewpoint.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAApNL-cl.q4Xd1XFdX3U5aa8MeT2YIPeQzH

"IT Staff Augmentation Contract Draft 1" History

-  Document created by Mike Coyne (mcoyne@dewpoint.com)
2024-08-02 - 5:25:37 PM GMT
-  Document emailed to Joseph Findlater (joe.findlater@dewpoint.com) for signature
2024-08-02 - 5:25:43 PM GMT
-  Email viewed by Joseph Findlater (joe.findlater@dewpoint.com)
2024-08-02 - 5:51:24 PM GMT
-  Document e-signed by Joseph Findlater (joe.findlater@dewpoint.com)
Signature Date: 2024-08-02 - 5:52:10 PM GMT - Time Source: server
-  Agreement completed.
2024-08-02 - 5:52:10 PM GMT

Action Request

Electronic Submission – Resolution #: 2390



Committee: BOARD OF COMMISSIONERS

Meeting Date: 9/10/2024

Requesting Department: WATER RESOURCES COMMISSION

Submitted By: JOE BUSH

Agenda Item: FULL FAITH AND CREDIT PLEDGE FOR DRAIN NOTE

Suggested Motion:

To approve and forward to the Board of Commissioners a resolution pledging the county's full faith and credit to a drain note.

Summary of Request:

Resolution pledging full faith and credit to Grand Oaks Subdivision #3 Drain Drainage District Note.

Financial Information:

Total Cost: **N/A**

General Fund Cost: **N/A**

Included in Budget: **N/A**

If not included in Budget, recommended funding source:

N/A

Action is Related to an Activity Which Is: Mandated

Action is Related to Strategic Plan:

Goal:

Goal 2: To Contribute to the Long-Term Economic, Social and Environmental Health of the County.

Administration:

Recommended by County Administrator:

8/27/2024 7:20:30 AM

Committee/Governing/Advisory Board Approval Date:

FINANCE AND ADMINISTRATION 9/3/2024

OTTAWA COUNTY BOARD OF COMMISSIONERS
RESOLUTION PLEDGING FULL FAITH AND CREDIT TO
GRAND OAKS SUBDIVISION #3 DRAIN DRAINAGE DISTRICT NOTE

RESOLUTION # _____

Minutes of a regular meeting of the Board of Commissioners of Ottawa County, Michigan, held in the County on _____, 2024, at _____ p.m., local time.

PRESENT: Commissioners _____

ABSENT: Commissioners _____

The following resolution was offered by Commissioner _____ and supported by Commissioner: _____:

WHEREAS pursuant to a petition filed with the Water Resources Commissioner of the County of Ottawa, State of Michigan (the "Water Resources Commissioner"), proceedings have been taken under the provisions of Act 40, Public Acts of Michigan, 1956, as amended (the "Act"), for the making of certain intra-county drain improvements referred to as the Grand Oaks Subdivision #3 Drain Project (the "Project"), which is being undertaken by the Grand Oaks Subdivision #3 Drain Drainage District (the "Drainage District") in a Special Assessment District (the "Special Assessment District") established by the Drainage District; and

WHEREAS, the Project is necessary for the protection of the public health, and in order to provide funds to pay the costs of the Project, the Water Resources Commissioner intends to issue the Drainage District's note or notes (the "Notes") in an amount not to exceed \$750,000 pursuant to the Act; and

WHEREAS, the principal of and interest on the Notes will be payable from assessments made upon public corporations and/or benefited properties in the Special Assessment District; and

WHEREAS, the Ottawa County Board of Commissioners (the "Board") may, by resolution adopted by a vote of two-thirds of the members of the Board, pledge the full faith and credit of Ottawa County (the "County") for the prompt payment of the principal of and interest on the Notes pursuant to Section 434 of the Act; and

WHEREAS, the pledge of the full faith and credit of the County to the Notes will reduce the cost of financing the Project and will be a benefit to the people of the County.

NOW, THEREFORE, IT IS RESOLVED as follows:

1. The County pledges its full faith and credit for the prompt payment of the principal of and interest on the Notes in a par amount not to exceed \$750,000. The County shall immediately advance sufficient moneys from County funds, as a first budget obligation, to pay the principal of and interest on any of the Notes should the Drainage District fail to pay such amounts when due. The County shall, if necessary, levy a tax on all taxable property in the County, to the extent other available funds are insufficient to pay the principal of and interest on the Notes when due, subject to constitutional and statutory limitations on the taxing power of the County.

2. Should the County advance County funds pursuant to the pledge made in this Resolution, the amounts shall be repaid to the County from assessments or reassessments made upon benefited properties in the Special Assessment District as provided in the Act.

3. The Chairperson of the Board, the County Administrator, the County Clerk, the County Treasurer, the County Finance Director and any other official of the County, or any one or more of them ("Authorized Officers"), are authorized and directed to take all actions necessary or desirable for the issuance of the Notes and to execute any documents or certificates necessary to complete the issuance of the Notes, including, but not limited to, any applications including the Michigan Department of Treasury, Application for State Treasurer's Approval to Issue Long-Term Securities, any waivers, certificates, receipts, orders, agreements, instruments, and any certificates relating to federal or state securities laws, rules, or regulations and to sign such documents and give any approvals necessary therefor.

4. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded to the extent of the conflict.

YEAS: Commissioners _____

NAYS: Commissioners _____

ABSTAIN: Commissioners _____

RESOLUTION DECLARED ADOPTED.

Justin F. Roebuck, Clerk
County of Ottawa


CERTIFICATION

I, Justin F. Roebuck, the duly qualified and acting Clerk of Ottawa County, Michigan (the "County") do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of Commissioners at a meeting held on _____, 2024, the original of which is on file in my office. Public notice of said meeting was given pursuant to and in compliance with Act 267, Public Acts of Michigan, 1976, as amended.

Date: _____, 2024

Justin F. Roebuck, Clerk
County of Ottawa

Action Request

	Committee: Finance and Administration Committee
	Meeting Date: 09/10/2024
	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
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If not included in budget, recommended funding source:

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

Action is Related to Strategic Plan:

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

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

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

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

Administration: ☒ Recommended ☐ Not Recommended ☐ Without Recommendation
County Administrator:

Committee/Governing/Advisory Board Approval Date:

Fund		Department	Explanation	Revenue	Expense
09-382	Parks & Recreation	Parks Department	This amendment is moving budget from the parks maintenance project budget to the Parks & Recreation operating budget in order to properly account for the purchase of Motor Vehicle Permit multi-lingual software.		\$ 6,624
		Transfer Out			\$ (6,624)
	Parks CIP	Accessibility Improvements Project			\$ (6,624)
		Transfer In		\$ (6,624)	
10-1925	General Fund	Prosecuting Attorney	To appropriate remaining donations received for the purchase of bricks for the Grand Haven Courthouse Memorial Garden.		\$ 1,397
10-1940	General Fund	Clerk/Register of Deeds	To appropriate restricted fund balance to pay for the cost of family mediation services.		\$ 7,000
11-1254	Parks CIP	Kirk Park Reconstruction Renovations	To request a transfer of funds to support the remaining work for the Kirk Park Reconstruction by reducing the Parks Maintenance Renovation project budget.	\$ 3,464 \$ (3,464)	\$ 3,464 \$ (3,464)
11-1256	Parks & Recreation	Parks Department	In accordance with the Municipal Civil Infractions Bureau Policy, Treasurer is matching the revenues and expenses associated with Motor Vehicle Pass infraction citations. Expenses need to be rebudgeted out of Parks and into Treasurer. Revenues were budgeted in the FY24 budget adoption.		\$ (25,408)
	General Fund	Treasurer			\$ 25,408
11-1320	General Fund	Clerk/Register of Deeds	To recognize revenue and appropriate expense related to the primary election recount.	\$ 5,000	\$ 5,000

Action Request

Electronic Submission – Resolution #: 2406



Committee: BOARD OF COMMISSIONERS

Meeting Date: 9/10/2024

Requesting Department: CIRCUIT COURT

Submitted By: KATIE FORREST

Agenda Item: OTTAWA COUNTY RECOVERY COURT

Suggested Motion:

The county of Ottawa recognizes the importance of the work of the 20th Circuit Court's Recovery Court program.

Summary of Request:

The Ottawa County Board of Commissioners recognizes and congratulates the Ottawa County Recovery Court and Judge Feyen for 20 years of work changing lives of those addicted to drugs and alcohol and making our community safer

Financial Information:

Total Cost: **N/A**

General Fund Cost: **N/A**

Included in Budget: **N/A**

If not included in Budget, recommended funding source:

N/A

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

Action is Related to Strategic Plan:

Goal:

Goal 2: To Contribute to the Long-Term Economic, Social and Environmental Health of the County.

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

Administration:

Recommended by County Administrator:

9/4/2024 9:26:32 AM

Committee/Governing/Advisory Board Approval Date:

COUNTY OF OTTAWA

STATE OF MICHIGAN

RESOLUTION

At a regular meeting of the Board of Commissioners of the County of Ottawa, Michigan, held at the Fillmore Street Complex in the Township of Olive, Michigan on the 10th day of September 2024 at 9:00 o'clock a.m. local time.

PRESENT: Commissioners: _____

ABSENT: Commissioners: _____

It was moved by Commissioner _____ and supported by Commissioner _____ that the following Resolution be adopted:

WHEREAS, the County of Ottawa recognizes the importance of the work of the 20th Circuit Court's Recovery Court program; and,

WHEREAS, the Ottawa County Recovery Court is a voluntary, intensive probation program that accepts defendants who are residents of Ottawa County and are convicted of non-violent drug/alcohol related felonies; and,

WHEREAS, the Ottawa County Recovery Court has the laudable mission of promoting recovery from addiction to alcohol and drugs and to reduce criminal activity by changing behaviors; and

WHEREAS, the Recovery Court program began in January of 2004 and this year celebrates its 20th year of operation; and,

WHEREAS, the Honorable Mark A. Feyen has presided over the Ottawa County Recovery Court since its inception; and,

NOW THEREFORE BE IT RESOLVED, that the Ottawa County Board of Commissioners does hereby recognize and congratulate the Ottawa County Recovery Court and Judge Feyen for 20 years of work changing lives of those addicted to drugs and alcohol and making our community safer; and,

BE IT FURTHER RESOLVED, that all resolutions and parts of resolutions insofar as they conflict with this Resolution are hereby repealed.

YEAS: Commissioners: _____

NAYS: Commissioners: _____

ABSTENTIONS: Commissioners: _____

RESOLUTION ADOPTED.

Joe Moss
Chairperson, Ottawa County
Board of Commissioners

Justin F. Roebuck
Ottawa County Clerk/Register of Deeds



Innovation

and

Improvement Update

Ottawa County

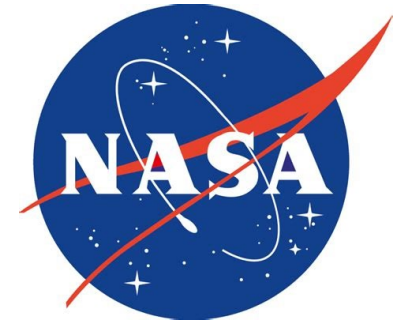
How Imaginative are We?



NASA Imagination Test

Study of 1600 children –

Office of Economic Opportunity



Age:

Imaginative:

4-5 years

98%

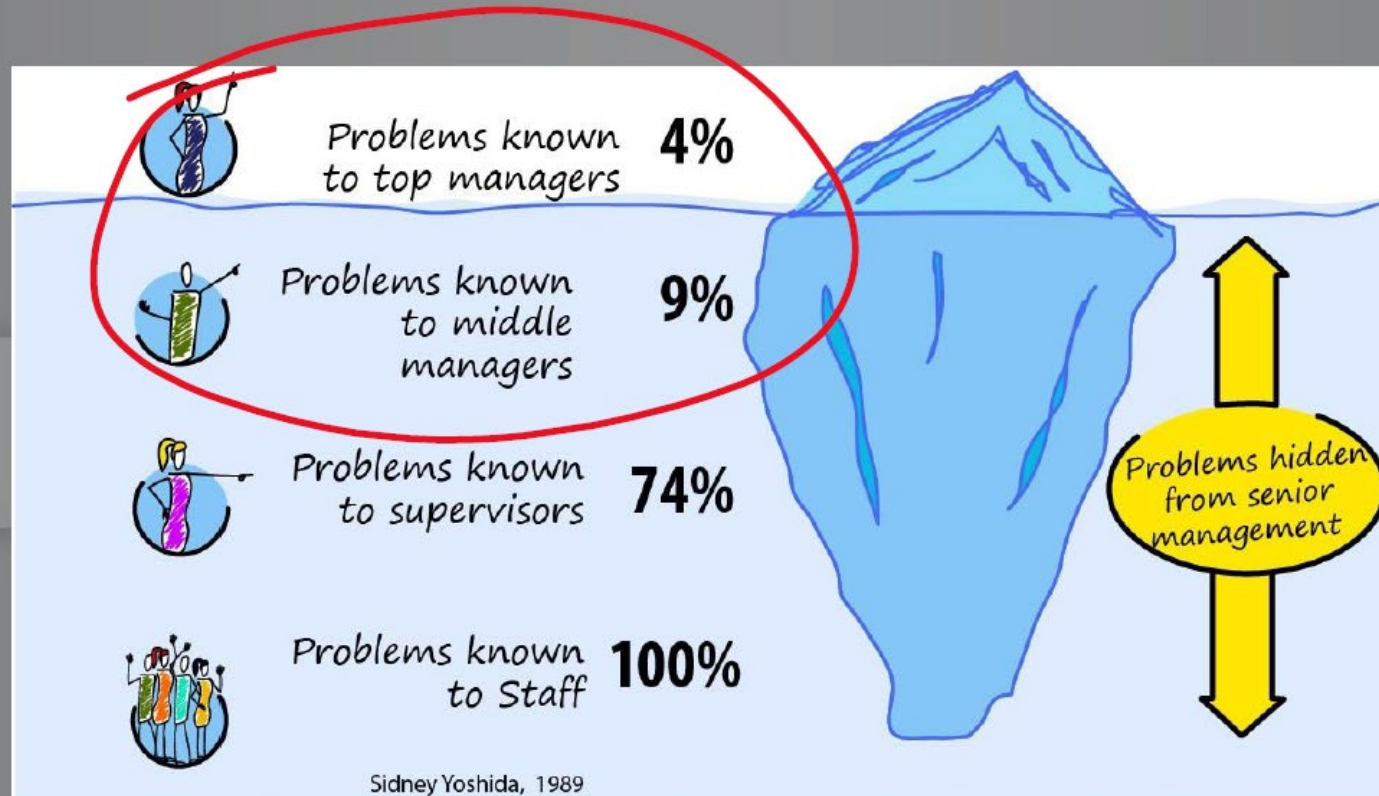
15 years

12%

*Adults – average age 31 years
(over 1,000,000 tested)*

2%

Traditional Management Systems



Source: Patrick Adams, Lean Solutions

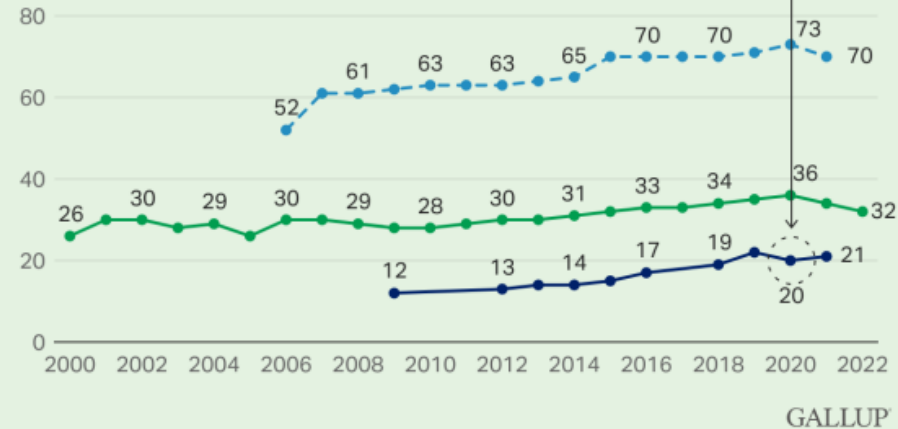




Employee Engagement in the U.S., World and Best-Practice Organizations

Employee Engagement Trends, % Engaged

■ U.S. ■ Global ■ Best-practice organizations



Source: Gallup

People and Culture Drive Workplace Innovation

Fewer than 1 in 3 U.S. employees believe they are encouraged to come up with new and better ways of doing things.

In 2022 employee engagement fell to a **7-year low** after over a decade of improvement.

Employee engagement is **positively correlated** with innovation.



Create a mindset in which every team member at every level is engaged, empowered and inspired to improve daily through continuous team learning and team problem solving.

- Scale and sustain a culture of innovation and daily improvement.





Improvement Pattern – Scientific Thinking

1. What are we trying to accomplish?
2. Where are we now?
3. What was the last step taken, what happened, what has been learned?
4. What is the next step? What do we expect or expect to learn?

Accomplishments



220 staff participated in the countywide Innovation/Improvement Training and Team Building

213 staff completed the online Continuous Improvement Fundamental Training

144 staff participated in the PDCA Simulation Training

137 staff applied the Continuous Improvement framework to **85** different projects (challenges)

239 staff worked on **45** innovation or improvement goals, issues, or problems

IMPROVEMENTS



- Fiscal produced 100% of mileage policy final draft. The average time to complete the reimbursement form with 15 data points improved from 2 mins to 1.5 mins per submission. A/P is able to process the reimbursement 100% of time with 0 questions. Employees complete the form 100% of the time with 0 questions.
- PH Pathways Program Increased customer service survey rate of return from 20% to 67% through creating an online survey for clients.
- Treasurer's office improved the change order tracking process for new tax bills by decreasing interruptions to the supervisor from up to 4/day to 0/day. This process was improved by automating the process through creating entries in a shared spreadsheet.

IMPROVEMENTS



- IT developed a project evaluation method using a 100 point scale, 10 evaluation points and 90% county departments buy in. Achieved 100% buy in.
- Environmental Health reduced time spent on mileage reimbursement forms from 45 mins to less than 5 mins every 2 weeks. 324 staff hours saved biweekly. Payment cycle reduced from 2 weeks to 7 days.
- CMH Access Team reduced total eligibility screening time from 164 mins to 137 mins per consumer.
- CMH ANSA Team increased response to live calls to 90%. Improved gathering eligibility call data to 100%. Decreased walk-in request time to 30 mins.

Success Story



Success Story



A cross departmental county team used Six Thinking Hats to enhance the Step It Up program



Success Story



"My goal was to generate ideas on how to distribute and what to include in a facilities newsletter. During the session I learned that many employees of Ottawa County don't know the responsibilities and contributions of the Facilities and Maintenance Department. This creative tool benefited my thinking process by giving me additional perspectives of what others would find interesting and consider worthwhile newsletter content. Some challenges I experienced using this new tool was the lack of knowledge of our department's daily tasks and responsibilities. I think giving an introduction of my department would have been helpful." Abby Ritter, Facilities Maintenance

Not pictured: Pam VandenHeuvel, Strategic Impact



Online Innovation & Improvement Playbook



OTTAWA COUNTY CREATIVITY PLAYBOOK

The Ottawa County Creativity Playbook is a repository of information designed to promote collaboration and innovation in the workplace. It consists of both Kata and Design Thinking plays. The Design Thinking plays can be followed as a full process or individually as needed to help teams get “unstuck”.

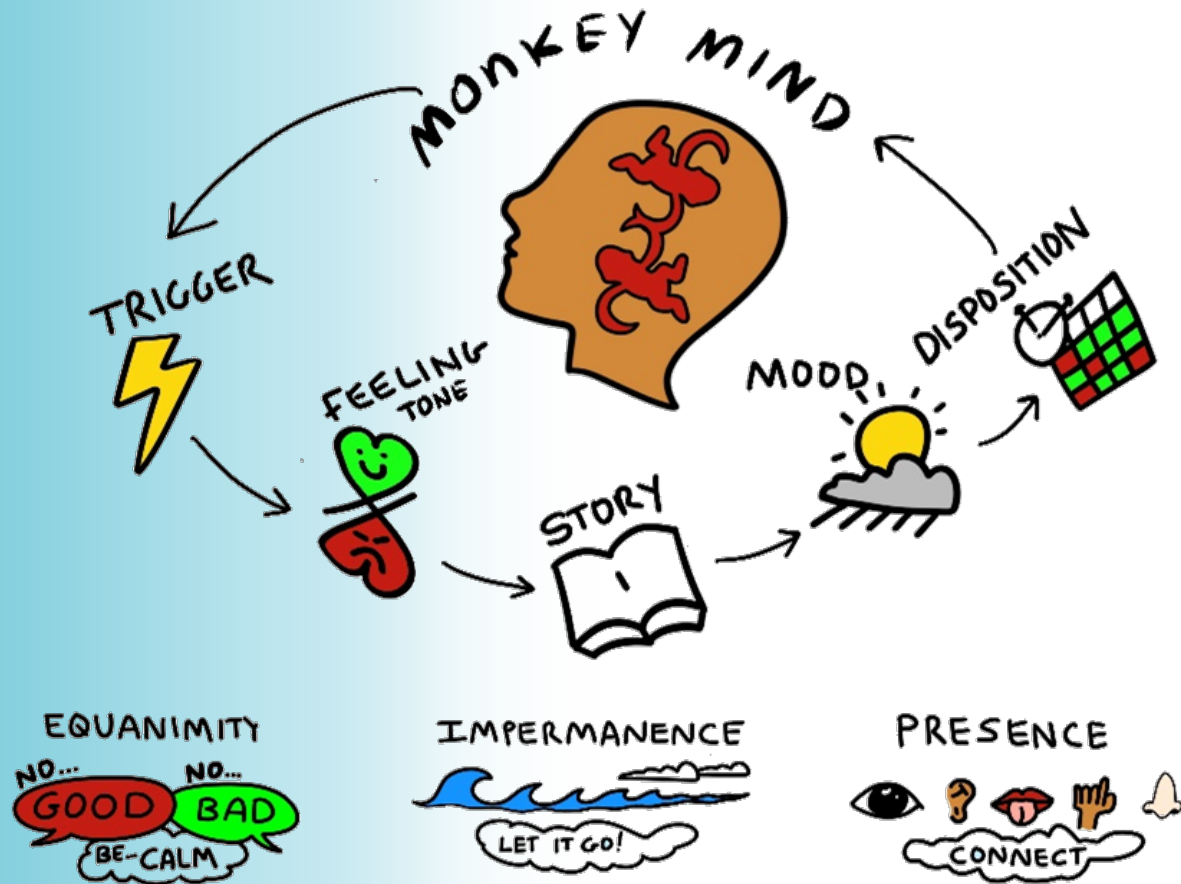
About the Ottawa County Creativity Playbook

Ottawa County is one of the fastest growing counties in Michigan that attracts and retains a talented and diverse workforce, supported by a County staff that meets needs and exceeds expectations. By understanding and regularly using Kata or Design Thinking tools and methods in our daily work, we will put people first in our efforts to deliver high quality services that meet actual needs in our communities.



[Playbook.miottawa.org](https://playbook.miottawa.org)

Mindfulness in Continuous Improvement Training



- 5 Cohorts
 - 65 attendees
- *Estimated 95% of participants apply the tenets at work and home after each session and beyond*

Mindfulness in Continuous Improvement Testimonial



Future Goals/ Next Steps



- Create an “Innovation & Improvement Champion Team” (group of early adopters) to embed improvement and continual learning into departments
- Create an electronic Idea Bank or Suggestion Box
- Facilitate a book club with directors, “Bringing Scientific Thinking to Life”, Sylvain Landry

It Can't Be Done!



“I want the V8 engine in one casting.” - Henry Ford

