



Wexford County

FINANCE & APPROPRIATIONS COMMITTEE

Brian Potter, Chair

NOTICE OF MEETING

The Finance and Appropriations Committee of the Wexford County Board of Commissioners will hold a regular meeting on Wednesday, June 25, 2025, beginning at 4:00 p.m. in the Commissioners' Room, third floor of the Historic Courthouse, 437 E. Division St., Cadillac, Michigan.

TENTATIVE AGENDA

- A. CALL TO ORDER
- B. ROLL CALL
- C. ADDITIONS / DELETIONS TO THE AGENDA
- D. APPROVAL OF THE AGENDA
- E. APPROVAL OF JUNE 12, 2025, REGULAR MEETING MINUTES 1
- F. PUBLIC COMMENTS
Designated for topics on the agenda only.
- G. AGENDA ITEMS
 - 1. Approval of the Claims *(Clerk's Office)*
 - 2. Revenue & Expense Reports..... 3
 - 3. FY2026 County Match Request for AAANM 8
 - 4. Copy Equipment Replacements 11
 - 5. Proposal for Migration to GCC..... 15
- H. CORRESPONDENCE
- I. ADMINISTRATOR'S COMMENTS
- J. PUBLIC COMMENTS
- K. COMMITTEE COMMENTS
- L. CHAIR COMMENTS
- M. ADJOURN

WEXFORD COUNTY
FINANCE & APPROPRIATIONS COMMITTEE MEETING
REGULAR MEETING MINUTES
June 12, 2025

The regular meeting was called to order by Chairman Brian Potter at 4:00 p.m., in the Commissioners' Room, Third Floor, Historic Courthouse, 437 E. Division St. Cadillac, Michigan.

Members Present: Brian Potter, Sandy Bengelink, Mark Nyman, Gary Taylor
Members Absent: None
Also Present: Jami Bigger, Deputy Admin. & HR Director; Alaina Nyman, Clerk; Megan Swanberg, Executive Assistant; Joe Porterfield, Equalization Director & Administrator

ADDITIONS OR DELETIONS TO THE AGENDA

Add: G.5. Zetron Phone Contract
Add: G.6. Dispatch Vehicle for Sale Approval

APPROVAL OF THE AGENDA

A motion was made by Comm. Taylor and supported by Comm. Nyman to approve the agenda, as amended. A vote was called, all in favor.

APPROVAL OF THE MINUTES

A motion was made by Comm. Bengelink and supported by Comm. Taylor to approve the May 28, 2025, regular meeting minutes. A vote was called, all in favor.

PUBLIC COMMENTS

None.

AGENDA ITEMS

G.1. Approval of Claims

A motion was made by Comm. Taylor and supported by Comm. Nyman to approve paying the claims in the amount of \$518,406.70.

Ms. Alaina Nyman, Clerk, noted there were no changes to the report.

A vote was called, all in favor.

G.2. Medical Examiner Contract Renewal

A motion was made by Comm. Bengelink and supported by Comm. Nyman to forward a recommendation to the full board to approve the four-year Medical Examiner Contract between the County of Wexford and Paul A. Wagner, D.O. and Mid-Michigan Medical Examiner Group LLC. A vote was called, all in favor.

G.3. Resolution 25-11 2025 Summer Millage Rate for Fiscal Year 2025 Budget

A motion was made by Comm. Nyman and supported by Comm. Bengelink to forward a recommendation to the full board to approve the Resolution 25-11 2025 Summer Millage Rate for Fiscal Year 2025 Budget. A vote was called, all in favor.

G.4. 2025 Tax Rate Request – L-4029

A motion was made by Comm. Taylor and supported by Comm. Bengelink Taylor to forward a recommendation to the full board to approve the 2025 Tax Rate Request – L-4029. A vote was called, all in favor.

G.5. Zetron Phone Contract

A motion was made by Comm. Bengelink and supported by Comm. Taylor to forward a recommendation to the full board to approve the Zetron Wexford County Central Dispatch MAX

Call Taking System Agreement and addendum. A vote was called, all in favor.

G.6. Dispatch Vehicle for Sale Approval

A motion was made by Comm. Nyman and supported by Comm. Bengelink to forward a recommendation to the full board to approve the listing of the 2020 GMC Acadia for \$25,000. A vote was called, all in favor.

CORRESPONDENCE

None.

ADMINISTRATOR'S COMMENTS

Mr. Porterfield, Administrator, informed the committee:

- The County auditors are still finalizing the audit.
- As soon as the audit is finished, they will start working on next year's budget.

Comm. Potter asked if the county is caught up on all the bills from the cyber-attack.

Mr. Porterfield stated it's going to be a while since we are still receiving bills.

PUBLIC COMMENTS

None

COMMITTEE COMMENTS

None.

CHAIR COMMENTS

None.

ADJOURN

A motion was made by Comm. Taylor and supported by Comm. Bengelink to adjourn the meeting at 4:05 p.m. A vote was called, all in favor.

Brian Potter, Chair

Megan Swanberg, Recording Secretary

06/17/2025 03:30 PM

User: mswanberg

DB: Wexford

REVENUE AND EXPENDITURE REPORT FOR WEXFORD COUNTY

PERIOD ENDING 05/31/2025

% Fiscal Year Completed: 41.37

GL NUMBER	DESCRIPTION	2025	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	05/31/2025	MONTH 05/31/2025	BALANCE	
			NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Revenues						
UNCLASSIFIED	Unclassified	18,540,393.00	2,850,406.77	881,747.95	15,689,986.23	15.37
TOTAL REVENUES		18,540,393.00	2,850,406.77	881,747.95	15,689,986.23	15.37
Expenditures						
101	COMMISSIONERS	126,769.00	48,479.37	10,692.41	78,289.63	38.24
172	COUNTY ADMINISTRATION	141,229.00	47,672.77	10,435.72	93,556.23	33.76
174	GEN SERVICES ADMINISTRATION	1,164,008.00	610,665.10	136,353.52	553,342.90	52.46
193	ARPA Direct Payment	0.00	34,000.00	17,000.00	(34,000.00)	100.00
194	DEPT OF AGRICULTURE	120,000.00	0.00	0.00	120,000.00	0.00
215	COUNTY CLERK	434,731.00	156,413.47	32,191.29	278,317.53	35.98
245	STATE SURVEY & REMONUMENTATION	48,570.00	3,825.00	0.00	44,745.00	7.88
253	COUNTY TREASURER	445,233.00	174,466.17	32,030.22	270,766.83	39.19
257	EQUALIZATION	612,297.00	226,905.49	41,474.20	385,391.51	37.06
262	ELECTIONS	56,250.00	17,925.65	12,998.68	38,324.35	31.87
265	BUILDING AND GROUNDS	489,201.00	195,186.13	35,357.72	294,014.87	39.90
268	DISTRICT HEALTH DEPARTMENT	97,200.00	37,948.38	6,587.16	59,251.62	39.04
270	HUMAN RESOURCES	98,570.00	88,422.28	33,714.11	10,147.72	89.71
272	MAINT/STORAGE - BLDG/GRDS	7,850.00	3,096.91	950.15	4,753.09	39.45
276	HUMAN SERVICES BLDG	131,750.00	61,814.84	9,341.70	69,935.16	46.92
278	JAIL - BLDG/GRDS	265,000.00	124,812.33	23,456.92	140,187.67	47.10
279	PUBLIC DEFENDER	279,350.00	125,272.25	29,161.27	154,077.75	44.84
283	CIRCUIT COURT	348,069.00	120,400.34	21,511.34	227,668.66	34.59
286	DISTRICT COURT	802,393.00	315,023.52	56,368.08	487,369.48	39.26
289	FRIEND OF THE COURT	1,026,819.00	329,341.94	97,993.58	697,477.06	32.07
294	PROBATE COURT	716,575.00	233,231.36	45,506.90	483,343.64	32.55
295	PROBATION AND PAROLE	2,700.00	923.64	277.79	1,776.36	34.21
296	PROSECUTING ATTORNEY	876,167.00	273,379.71	52,996.47	602,787.29	31.20
297	JURY COMMISSION	5,250.00	584.30	580.51	4,665.70	11.13
298	CIRCUIT COURT FAMILY COUNS.	75,217.00	22,116.54	3,393.20	53,100.46	29.40
299	PROS ATTN CO-OP REIMB	75,527.00	29,727.20	5,498.30	45,799.80	39.36
301	SHERIFF	3,311,718.00	1,216,007.65	254,320.76	2,095,710.35	36.72
316	SECONDARY ROAD PATROL	104,979.00	27,597.08	3,271.20	77,381.92	26.29
331	MARINE	37,367.00	846.80	846.80	36,520.20	2.27
332	SNOWMOBILE	34,899.00	20,659.97	0.00	14,239.03	59.20
333	ORV GRANT	41,000.00	13,397.15	5,939.99	27,602.85	32.68
334	FEDERAL FOREST	4,000.00	0.00	0.00	4,000.00	0.00
351	JAIL	3,761,968.00	1,214,563.11	243,506.23	2,547,404.89	32.29
362	STATE GRANT PA 511	128,543.00	46,454.73	9,979.80	82,088.27	36.14
363	ENHANCEMENT	171,262.00	60,371.10	10,567.59	110,890.90	35.25
426	EMERGENCY MANAGEMENT	105,732.00	48,987.53	8,576.20	56,744.47	46.33
442	DRAIN COMMISSION	86,989.00	19,955.14	3,976.73	67,033.86	22.94
526	SANITARY LANDFILL	65,000.00	11,652.50	2,445.00	53,347.50	17.93
605	CONTAGIOUS DISEASES	0.00	23.60	(11.49)	(23.60)	100.00
648	MEDICAL EXAMINER	110,400.00	41,186.06	2,061.50	69,213.94	37.31
681	VETERANS BURIAL	10,000.00	2,400.00	600.00	7,600.00	24.00
711	REGISTER OF DEEDS	350,905.00	133,798.96	26,032.36	217,106.04	38.13
959	APPROPRIATIONS	466,543.00	244,800.45	40,100.40	221,742.55	52.47
966	APPROPRIATIONS	6,583.00	0.00	0.00	6,583.00	0.00
995	TRANSFERS	1,295,780.00	411,134.88	45,802.08	884,645.12	31.73
TOTAL EXPENDITURES		18,540,393.00	6,795,471.40	1,373,886.39	11,744,921.60	36.65

REVENUE AND EXPENDITURE REPORT FOR WEXFORD COUNTY
 PERIOD ENDING 05/31/2025
 % Fiscal Year Completed: 41.37

GL NUMBER	DESCRIPTION	2025	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDT USED
		AMENDED BUDGET	05/31/2025 NORMAL (ABNORMAL)	MONTH 05/31/2025 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Fund 101 - GENERAL FUND:						
	TOTAL REVENUES	18,540,393.00	2,850,406.77	881,747.95	15,689,986.23	15.37
	TOTAL EXPENDITURES	18,540,393.00	6,795,471.40	1,373,886.39	11,744,921.60	36.65
	NET OF REVENUES & EXPENDITURES	0.00	(3,945,064.63)	(492,138.44)	3,945,064.63	100.00

PERIOD ENDING 05/31/2025

% Fiscal Year Completed: 41.37

GL NUMBER	DESCRIPTION	2025	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	05/31/2025	MONTH 05/31/2025	INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE	
Fund 225 - ANIMAL CONTROL								
Revenues								
UNCLASSIFIED	Unclassified	298,303.00	259,358.05	10,764.86		38,944.95		86.94
TOTAL REVENUES		<u>298,303.00</u>	<u>259,358.05</u>	<u>10,764.86</u>		<u>38,944.95</u>		<u>86.94</u>
Expenditures								
000		298,303.00	87,394.05	17,005.39		210,908.95		29.30
TOTAL EXPENDITURES		<u>298,303.00</u>	<u>87,394.05</u>	<u>17,005.39</u>		<u>210,908.95</u>		<u>29.30</u>
Fund 225 - ANIMAL CONTROL:								
TOTAL REVENUES		298,303.00	259,358.05	10,764.86		38,944.95		86.94
TOTAL EXPENDITURES		298,303.00	87,394.05	17,005.39		210,908.95		29.30
NET OF REVENUES & EXPENDITURES		0.00	171,964.00	(6,240.53)		(171,964.00)		100.00
Fund 239 - COURT SECURITY FUND								
Revenues								
UNCLASSIFIED	Unclassified	196,211.00	94,446.86	19,623.92		101,764.14		48.14
TOTAL REVENUES		<u>196,211.00</u>	<u>94,446.86</u>	<u>19,623.92</u>		<u>101,764.14</u>		<u>48.14</u>
Expenditures								
000		196,211.00	37,477.29	7,834.08		158,733.71		19.10
TOTAL EXPENDITURES		<u>196,211.00</u>	<u>37,477.29</u>	<u>7,834.08</u>		<u>158,733.71</u>		<u>19.10</u>
Fund 239 - COURT SECURITY FUND:								
TOTAL REVENUES		196,211.00	94,446.86	19,623.92		101,764.14		48.14
TOTAL EXPENDITURES		196,211.00	37,477.29	7,834.08		158,733.71		19.10
NET OF REVENUES & EXPENDITURES		0.00	56,969.57	11,789.84		(56,969.57)		100.00
Fund 249 - BUILDING INSPECTIONS DEPT.								
Revenues								
UNCLASSIFIED	Unclassified	320,000.00	114,612.16	33,443.44		205,387.84		35.82
TOTAL REVENUES		<u>320,000.00</u>	<u>114,612.16</u>	<u>33,443.44</u>		<u>205,387.84</u>		<u>35.82</u>
Expenditures								
000		239,801.00	92,121.38	18,832.80		147,679.62		38.42
TOTAL EXPENDITURES		<u>239,801.00</u>	<u>92,121.38</u>	<u>18,832.80</u>		<u>147,679.62</u>		<u>38.42</u>
Fund 249 - BUILDING INSPECTIONS DEPT.:								
TOTAL REVENUES		320,000.00	114,612.16	33,443.44		205,387.84		35.82
TOTAL EXPENDITURES		239,801.00	92,121.38	18,832.80		147,679.62		38.42

PERIOD ENDING 05/31/2025

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GL NUMBER	DESCRIPTION	2025	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	05/31/2025 NORMAL (ABNORMAL)	MONTH 05/31/2025 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 249 - BUILDING INSPECTIONS DEPT. NET OF REVENUES & EXPENDITURES						
		80,199.00	22,490.78	14,610.64	57,708.22	28.04
Fund 260 - PUBLIC DEFENDER Revenues						
UNCLASSIFIED	Unclassified	1,974,202.00	361,651.01	296,892.88	1,612,550.99	18.32
TOTAL REVENUES		1,974,202.00	361,651.01	296,892.88	1,612,550.99	18.32
Expenditures						
000		1,974,202.00	612,281.71	155,445.96	1,361,920.29	31.01
TOTAL EXPENDITURES		1,974,202.00	612,281.71	155,445.96	1,361,920.29	31.01
Fund 260 - PUBLIC DEFENDER:						
TOTAL REVENUES		1,974,202.00	361,651.01	296,892.88	1,612,550.99	18.32
TOTAL EXPENDITURES		1,974,202.00	612,281.71	155,445.96	1,361,920.29	31.01
NET OF REVENUES & EXPENDITURES		0.00	(250,630.70)	141,446.92	250,630.70	100.00
Fund 261 - 911-WIRELESS Revenues						
UNCLASSIFIED	Unclassified	1,400,000.00	312,948.81	223,240.53	1,087,051.19	22.35
TOTAL REVENUES		1,400,000.00	312,948.81	223,240.53	1,087,051.19	22.35
Expenditures						
000		155,000.00	11,494.00	4,259.06	143,506.00	7.42
325	COMMUNICATIONS/DISPATCH	1,103,334.00	470,341.18	75,777.00	632,992.82	42.63
TOTAL EXPENDITURES		1,258,334.00	481,835.18	80,036.06	776,498.82	38.29
Fund 261 - 911-WIRELESS:						
TOTAL REVENUES		1,400,000.00	312,948.81	223,240.53	1,087,051.19	22.35
TOTAL EXPENDITURES		1,258,334.00	481,835.18	80,036.06	776,498.82	38.29
NET OF REVENUES & EXPENDITURES		141,666.00	(168,886.37)	143,204.47	310,552.37	119.21
Fund 292 - CHILD CARE FUND Revenues						
UNCLASSIFIED	Unclassified	1,014,243.00	70,808.84	0.00	943,434.16	6.98
TOTAL REVENUES		1,014,243.00	70,808.84	0.00	943,434.16	6.98
Expenditures						
000		1,014,243.00	250,394.68	39,715.25	763,848.32	24.69
TOTAL EXPENDITURES		1,014,243.00	250,394.68	39,715.25	763,848.32	24.69

REVENUE AND EXPENDITURE REPORT FOR WEXFORD COUNTY

PERIOD ENDING 05/31/2025

% Fiscal Year Completed: 41.37

GL NUMBER	DESCRIPTION	2025	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	05/31/2025 NORMAL (ABNORMAL)	MONTH 05/31/2025 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 292 - CHILD CARE FUND						
Fund 292 - CHILD CARE FUND:						
	TOTAL REVENUES	1,014,243.00	70,808.84	0.00	943,434.16	6.98
	TOTAL EXPENDITURES	1,014,243.00	250,394.68	39,715.25	763,848.32	24.69
	NET OF REVENUES & EXPENDITURES	0.00	(179,585.84)	(39,715.25)	179,585.84	100.00
	TOTAL REVENUES - ALL FUNDS	5,202,959.00	1,213,825.73	583,965.63	3,989,133.27	23.33
	TOTAL EXPENDITURES - ALL FUNDS	4,981,094.00	1,561,504.29	318,869.54	3,419,589.71	31.35
	NET OF REVENUES & EXPENDITURES	221,865.00	(347,678.56)	265,096.09	569,543.56	156.71



2026 County Support Schedule

Total Support Request = \$43,000 (amount has remained constant since 2012)

County	Support Base	Population age 60 and over*	% Population Distribution	Support Distribution based on % population	Total 2026 Support Request
Antrim	\$ 2,150	8,238	9.17%	\$ 1,972	\$ 4,122
Benzie	\$ 2,150	5,924	6.60%	\$ 1,418	\$ 3,568
Charlevoix	\$ 2,150	8,371	9.32%	\$ 2,004	\$ 4,154
Emmet	\$ 2,150	9,422	10.49%	\$ 2,256	\$ 4,406
Grand Traverse	\$ 2,150	23,756	26.45%	\$ 5,687	\$ 7,837
Kalkaska	\$ 2,150	4,822	5.37%	\$ 1,154	\$ 3,304
Leelanau	\$ 2,150	8,507	9.47%	\$ 2,036	\$ 4,186
Manistee	\$ 2,150	8,164	9.09%	\$ 1,954	\$ 4,104
Missaukee	\$ 2,150	4,092	4.56%	\$ 980	\$ 3,130
Wexford	\$ 2,150	8,516	9.48%	\$ 2,039	\$ 4,189
Total	\$ 21,500	89,812	100.00%	\$ 21,500	\$ 43,000

*Based on the 2021 American Community Survey 5-Year Estimates from the US Census Bureau.

County Support Funding Formula:

Base: 1/2 of total support request will be divided equally among counties

Population Distribution: 1/2 of total support request will be allocated based on each county's share of the population age 60 and older of the total population age 60 and older in Region 10. (Data source(s): US Census, American Community Survey estimates - updated annually when newest data becomes available)

June 10, 2025

Alaina M. Nyman, County Clerk
Wexford County
437 East Division Street
Cadillac MI 49601

Dear Ms. Nyman,

Overview

AAANM receives federal and state funding from the MDHHS/Bureau of Aging, Community Living, and Supports (ACLS Bureau) to support services for older adults and their family caregivers in the 10 counties (Antrim, Benzie, Charlevoix, Emmet, Grand Traverse, Kalkaska, Leelanau, Manistee, Missaukee, and Wexford) of northwest Michigan. In FY26, this constitutes \$4.4M.

Federal and state service funds must be matched with local resources by an amount that is at least 10 percent of the total program amount and federal administration funds must be matched with local resources by an amount that is at least 15 percent of the total program amount. In FY26 the total administrative and services match required is \$442K.

It has been a long-standing practice that the ten Counties served by AAANM provide financial support for the match requirement. Since 2012, the support provided by the 10 counties served by AAANM has been \$43K each year. This support comprises approximately 10% of the total required match.

The AAANM Board of Directors at their June 5, 2025, meeting, approved to continue the \$43K cumulative counties' match requirement for FY26 calculated based on the attached formula distribution by county. The local county match being requested for Wexford County for FY26 is \$4,189. AAANM requests that your county notifies AAANM of its intent to pay the requested match no later than September 30, 2025. Official invoices for the requested match will be sent by AAANM to each county in October 2025. In addition to the notice of intent to pay the requested match, please include instructions on how the invoice should be directed.

Purpose and Background

The mission of the Area Agency on Aging of Northwest Michigan (AAANM) is to serve and advocate for older persons, adults with disabilities and caregivers by supporting their independence, dignity, and quality of life.

About us

We are part of an Aging Network:

- Federal: The Administration for Children, Families and Communities awards funds for nutrition and supportive home and community-based services to 56 State Units on Aging based primarily on the number of persons 60 years of age and over in the state.
- State: The State Units on Aging (ACLS Bureau in Michigan) award funds to 629 Area Agencies on Aging.
- Local: The Area Agencies on Aging (there are 16 AAAs in Michigan) determine the needs of older persons locally and work to address those needs through the funding of local services (through contracts and agreements with local service providers in the AAA service area), through direct provision of certain services, and through advocacy. AAAs are required to prioritize funding for those with

greatest social and/or economic need with particular attention to low-income minority individuals.

The Area Agency on Aging of Northwest Michigan (AAANM):

- A private, nonprofit agency
- Designated as an Area Agency on Aging in 1974 by the SUA, Michigan Office of Services to the Aging (OSA), now known as the Bureau of Aging, Community Living, and Supports (ACLS Bureau)
- One of 16 AAAs in Michigan
- Serves ten counties located in northwest lower Michigan: Antrim, Benzie, Charlevoix, Emmet, Grand Traverse, Kalkaska, Leelanau, Manistee, Missaukee, and Wexford counties (Region 10).
- Operates under the framework of the federal Older Americans Act (OAA) and the State Older Michigianians Act.

Partnerships with County Commissions and Councils on Aging (COAs)

AAANM works closely with COAs across the ten-county region. COAs serve as focal points for aging needs. They are partially or fully funded by tax millage. COAs often provide direct services in individual counties such as in-home personal care, respite, homemaking, snow plowing, home delivered or congregate meals, senior center activities and many other programs. Each COA offers unique services based on the needs and governing structure of the County the COA serves.

How AAANM and COAs work together

The partnership between COAs and AAANM is critical to providing a safety net for older adults in the region. Often millage dollars are used when older adults (who meet county criteria) need support to stay independent at home. This may include assistance with homemaking, bathing, or dressing, for example. When the needs become more than what can be supported with millage dollars, residents may then become a client of AAANM, if program criteria are met. AAANM will provide complex case management to coordinate and may pay for additional services in the home beyond what can be provided with millage dollars.

AAANM supports each of the ten counties in the region with technical help and funding. We contract with most COAs to provide services for MI Choice Waiver and Care Management clients—this is called a Purchase of Services. We also provide some COAs with funding for home-delivered and congregate meals through OAA and Older Michigianians programs. When AAANM funds or purchases services, we are then obligated to assess the COAs based on MI Choice Waiver or ACLS Bureau program standards to ensure appropriate service delivery.

Thank you for your consideration of the county match request for FY26. If you have any questions, concerns or would like to learn more about us, please reach out to me at (231) 947-8920 or lannenk@aanm.org.

Sincerely,



Kandi Lannen, Executive Director

Cc: Erin Brotherton, AAANM Board of Directors, Wexford County Appointee
Georgie Bump, Director, Wexford County Council on Aging

Quote Prepared For: **Wexford County – various departments**
Prepared By: **Chris Sack**
Date: **6.17.25**

Program / Equipment – ADMIN Probate, Prosecutor’s, FOC & Indig. Def.

4 x Ricoh IM 5000: 50 ppm Mono Imaging System

- 220 Sheet Single-Pass Document Feeder (SPDF)
- 2GB RAM and 320GB Hard Drive (quick processing)
- True 600 x 600 dpi printing
- Five paper sources (3,200 total sheet capacity)
 - 2- 550 sheet cassette drawer (up to 8.5” x 11”)
 - 1 - 2 x 1,000 sheet LCIT cassette (up to 11x17”)
 - 1- 100 sheet bypass tray (up to 11x17”)
 - Indigent Def device will have 4 x 550 sheet tray (2,300 total sheets with 11 x 17” capability for all trays)
- Network Printing/Scanning/Fax
- 1,000 sheet finisher: staple, staple-less stapling, collate, sort
- B/W & Color Scanning to network folders and email
- True PCL & Postscript for printing
- Hard Drive Data Overwrite Security
- Accepts up to 300gsm, flexible paper type settings
- High-gloss coated, labels, cardstock, all acceptable envelopes through bypass tray
- Very easy address book management tool and easy usage tracking with user codes and reporting



Program / Equipment – District Court locations

3 x Ricoh P800 57 ppm Mono printing system

- 2GB RAM and 320GB Hard Drive (quick processing)
- True 1200 x 1200 dpi printing
- 600 Sheet standard capacity (up to 8.5 x 14”)
 - 1 x 500 sheet paper tray
 - 100 sheet bypass tray
 - Additional paper trays \$300.00 each
- Accepts up to 220 gsm, flexible paper type settings
- 4 line LED lighted display
- High-gloss coated, labels, cardstock, all acceptable
- Envelope printing through bypass tray



Acquisition Options

(4 Qty) Ricoh IM 5000
(3 Qty) Ricoh P 800

Purchase Price (deliv. and installed)

\$33,864 outright

** Above includes all equipment, all service – everything except staples and paper. Network Connectivity included.*

Maintenance Program Options

Maintenance prices below are not included prices above. Maintenance includes all parts, labor, & supplies: includes everything except paper & staples!

Equipment

Ricoh IM 5000
Ricoh P 800

**No monthly maintenance base. Pay only for pages actually used at rates shown.
Adding 3 x P800 devices brings overall MPS fleet rates down from \$0.02354 to \$0.02044/pg*

Maintenance Pricing

BW rate \$0.0065/pg
P 800 bw rates - \$0.02044/pg

Program Includes

Delivery, setup and installation, coordination with your Network Administrator, assistance with workstation tools installation, and key operator training on all equipment features and operation. Program includes continuous monitoring of software and firmware upgrades and assistance with all required upgrade actions.



Purchase Agreement

Date	6/17/2025
Delivery Date	
Tax Exempt	Yes
Sales Rep	Chris Sack

Ship To:	
Wexford County	
437 E Division St	
Cadillac MI	
49601-1998	
some alternate addresses	
Contact:	Jami Bigger
Phone/Mobile:	231.779.9475

Charge To:	
Wexford County	
437 E Division St	
Cadillac MI	
49601-1998	
PO Number:	
Contact:	Jami Bigger
Phone/Fax:	231-779-9475 (231) 779-9745

Lease Type	Lease Months:	Monthly Payment:
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Quantity	Product #	Description	Unit Price	Total Price
1	418828	Indig Def -Ricoh IM 5000 Ricoh IM 5000	\$33,863.66	\$33,863.66
1	418871	Fax Option Type M45		
1	418337	Finisher SR3260		
1	418376	One Bin Tray BN3130		
1	418352	Paper Feed Unit PB3300		
1	418345	Bridge Unit BU3090		
3	418828	Prob, Pros, FOC -Ricoh IM 5000 Ricoh IM 5000		
3	418360	Paper Feed LCIT PB3290		
3	418345	Bridge Unit BU3090		
3	418871	Fax Option Type M45		
3	418337	Finisher SR3260		
3	418376	One Bin Tray BN3130		
3	418469	DC Units -Ricoh P 800 Printer Ricoh P 800 Printer		
3	418475	Paper Feed Unit PB1160		

Contact Name	Jami Bigger	Subtotal	\$33,863.66
Phone	231-779-9475	Delivery/Installation	
Email	jbigger@wexfordcounty.org	Sales Tax	\$0.00
Stairs	No	TOTAL AMOUNT	\$33,863.66
Credit Terms		Less Payment (Check # _____)	
Service charge of 1% per Month (12% Per Annum) or highest legal rate, will be charged on all past due accounts		AMOUNT DUE	\$33,863.66

Ricoh P800 devices replace device ID's 122976, 122981, 122977 all in District Court ---- FOR Ricoh IM5000 devices: Probation & Prosecutors are at 437 E Division Street, Cadillac MI 49601, Indigent Defender is at 419 N Lake Street, Cadillac, MI 49601, FOC is at 401 N Lake Street, Cadillac, MI 49601

Customer Acceptance

By signing this Agreement, the Customer agrees to the attached Terms and Conditions.

Print Name	Title	Authorized Signature	Date
		X	
Credit Card No.	Expiration Date	Security Code	

APPLIED INNOVATION Maintenance Plan

Customer Information			Date:	6/17/2025
Company Name:	Wexford County		Representative:	Chris Sack
			Invoice Frequency:	Monthly
			Overage Frequency:	Monthly
			Effective Date:	

Make/Model	B&W Click Rate	Color Click Rate	Monthly Base Payment*	B&W Base Allowance	Color Base Allowance	Start Meter
Ricoh IM 5000	\$ 0.00650	\$ -	\$ -	-	-	
x 3 - Indigent Def, Probation, Prosecutor, FOC	\$ -	\$ -	\$ -	-	-	
Ricoh P 800 Printer	\$ 0.02044	\$ -	\$ 73.65	3,603	-	
All Ricoh IM5000 devices have NO MAINTENCE BASE.						
All Ricoh P800 devices are blended into existing MPS contract ID CN16733-MPS-01 and bring overall rate for contract down to \$0.02044/page for b&w (thusly adding \$73.65/month to MPS contract)						
			\$ -			

Special Instructions:

Cancel contract on device ID Number(s): 80120, 80122, 84931, 80125, 122976, 122981, 122977

*All base amounts are monthly. For payments increments other than monthly, take the monthly base and multiply it by the number of months between invoices.

1. This Agreement allows for an unlimited number of unscheduled maintenance calls, provided the calls are not a result of operator negligence. Applied Innovation's responsibility with this Agreement ceases if the equipment covered is repaired or adjusted by any person other than an authorized Applied Innovation technical representative, or the supplies used are not authorized or approved by Applied Innovation.
2. Service shall be provided without additional charge 8:00 a.m. to 5:00 p.m. local time Monday through Friday (except holidays) unless other arrangements are made.
3. The Maintenance Agreement includes all necessary parts with the following exceptions:
 - a. Cassettes, master units, exit trays, work trays or any item that is not related to the electromechanical operation of the equipment.
 - b. Parts damaged by fire, water, electrical inconsistencies, other acts of God, misuse or negligence on the part of the customer or operators of the equipment.
 - c. Any system software.
4. Maintenance with supplies agreements include toner, developer and photoreceptor. This Agreement does not include paper, staples or shipping and handling charges.
5. It is the customer/user's responsibility to provide power that meets the specific requirements as well as proper service access space around the equipment. If either one or both of these conditions are not met, Applied Innovation reserves the right to suspend this Agreement until the power deficiency is corrected and/or adequate service space is provided.
6. By accepting this Agreement, the Customer agrees to the attached Terms and Conditions.

Acceptance			Decline Maintenance		
Customer Signature	Date	Customer Name Printed	Title	Customer Signature	Date
X					

Network Connectivity Setup and Support

This includes the initial network configuration of the devices listed above. I agree to allow Applied Innovation to perform the services detailed in the Network Connectivity Setup and Support section of the Terms and Conditions. I understand that network configuration may be delayed if I do not provide the information listed in the Terms and Conditions. I understand any needs outside this scope may be subject to additional charges. This Agreement includes ongoing network support for printing, scanning, and faxing.

Phone: _____

Network Contact: _____ Network Email: _____

Initial to Accept Initial to Decline

Meter Readings

Applied Innovation requires - free of charge - an application that can automatically gather the meters from your print devices. Applied Innovation will install this application on your print server or workstation. Applied Innovation reserves the right to charge a monthly fee for manual meter collection.

METER COMMENTS

Wexford County

Migration to GCC

J. Alejandro Rosado Jr., CEO
alejandro.rosado@1234micro.com

12:34 MicroTechnologies, Inc.

119 Reese Ave
Lancaster, PA 17602
Phone: 717-305-1234

All information contained in this document is proprietary to 12:34 MicroTechnologies, Inc and is limited to distribution between 12:34 MicroTechnologies and Wexford County.

<p>Wexford County Migration to GCC Prepared by Alejandro Rosado Page 1</p>		
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12:34 MICROTECHNOLOGIES' BACKGROUND

12:34 MicroTechnologies, Inc. was built around investing in, and developing long term relationships with our customers and corporate partners. We pride ourselves on working hard to keep our staff trained on the latest technologies, policy, and operational issues impacting today's corporate environments. Being technology experts is who we are; understanding your business mission and integrating technology into a long-term strategic plan is how we support you.

12:34 MicroTechnologies provides technology services to companies that do not have an internal IT department, and/or those that require supplemental IT staff. Whether you need hardware/software recommendations and procurement, or custom software/web application development, we have certified professionals on staff to meet your needs.

OUR SERVICES

IT SUPPORT

We have designed a client-oriented approach to provide you with service agreements that address and support the IT issues facing your organization. This approach focuses on tasks and outcomes for you – not the time taken for us to perform work. 12:34 CARE (Consulting and Response Engagement) a fixed price support plan that results in rapid and effective resolution. Server Virtualization, Antivirus, Firewall & Security, Back-up and Disaster Recovery, Cloud Services and much more are included in our CARE contract.

CLOUD SERVICES

From email hosting and web filtering to data backup and site hosting, we've got you covered with Microsoft Azure and Microsoft 365. With the cutting-edge expertise needed for this new era of hosted services, we'll tailor a perfect solution to fit your business needs.

STRONG MICROSOFT PARTNERSHIP

12:34 MicroTechnologies has been a Microsoft Partner for over 25 years. As a Microsoft Solutions Partner with the Modern Work Designation, we have exclusive access to a wealth of technical resources, training programs, and certifications. This means that our team is equipped with the latest knowledge and skills to provide you with exceptional support and guidance throughout your digital transformation journey. We can help you navigate the complexities of implementing and optimizing Microsoft solutions, ensuring that you maximize their potential and achieve your business goals effectively.

INTRODUCTION AND PURPOSE

Wexford County has requested that 12:34 MicroTechnologies, Inc. assist them with licensing and supporting their move to Microsoft 365 GCC.

DEPLOYMENT / MIGRATION

- Planning
 - Planning configuration, deployment, and scheduling of the phases of this project.
 - Planning end user and management communication about what to expect.
 - Identifying project deployment team, roles, and responsibilities.
 - Providing project management services through the length of the project.
- Prerequisites
 - Verify Office 365 Tenant and Licenses are provisioned
 - Creation of user accounts to receive import from Commercial Office 365 Tenant
 - Assign Office 365 Licenses to users
 - Create additional users/groups as requested.
 - Create initial sync of Exchange, Teams, OneDrive and/or SharePoint
- Migration
 - Configure Domain Details in GCC tenant
 - Sync of mailboxes from Commercial tenant to GCC Tenant
 - Sync of OneDrive/SharePoint/Teams from Commercial Tenant to GCC Tenant
- Deployment
 - Provide deployment/transition instructions
 - Provide support after cut over (hourly).

PRICING

One Time, Fixed Price Charges			Cost
Migration to GCC			\$ 21,500.00
Training for cut over			\$ 1,125.00
		Total	\$ 22,625.00
Annual Licenses	Qty	Annual	Total
Exchange Online (Plan 1) - GCC	37	\$ 48.00	\$ 1,776.00
Microsoft 365 Apps for GCC	12	\$ 144.00	\$ 1,728.00
Microsoft 365 G3 - GCC	1	\$ 432.00	\$ 432.00
Microsoft 365 F3 - GCC	2	\$ 96.00	\$ 192.00
Microsoft Defender for Office 365 (Plan 2) - GCC	1	\$ 60.00	\$ 60.00
Office 365 G3 - GCC	134	\$ 276.00	\$ 36,984.00
		Total	\$ 41,172.00

PAYMENT TERMS

- Professional Services: 50% Deposit due at signing. 50% due upon completion of the migration.
- Licenses: 100% due at signing.

ADDITIONAL TERMS AND CONDITIONS

- Wexford County will:
 - Arrange for the appropriate personnel to be available for project success
 - Furnish the necessary information needed for project
 - Provide timely responses for information.
- Project scope will be limited to the items specifically outlined in this document. Changes to this scope may require changes to the pricing and terms of this document.
- Cooperation between 12:34 MicroTechnologies, Inc. and Wexford County with any required third parties is necessary to successfully complete this project.
- 12:34 MicroTechnologies will provide project management. Wexford County shall provide 12:34 MicroTechnologies, Inc. with a single point of contact for the duration of this project for administrative oversight. This person will be responsible for all communications and changes to the scope of work as well as the responsibility of coordinating activities with any third-party service providers who currently provide services for Wexford County.
- 12:34 MicroTechnologies, Inc. assumes that all required administrative rights will be delegated to 12:34 MicroTechnologies, Inc. personnel for the duration of the project.
- This project and proposal are based on information provided by Wexford County and/or third parties chosen by Wexford County. 12:34 MicroTechnologies, Inc. cannot guarantee nor be responsible for the accuracy of this information.
- 12:34 MICROTECHNOLOGIES, INC., MAKES NO GUARANTEE AND EXPRESSLY DISCLAIMS ALL WARRANTIES, EXPRESS OR IMPLIED, AS TO THE MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE OF ANY PRODUCTS AND SERVICES IT SELLS. Product warranties are only as specifically offered by the product manufacturer. In no event will 12:34 MicroTechnologies, Inc. be liable for any loss of profit or revenue by Wexford County, or for any other consequential, incidental, indirect or economic damages incurred or suffered by Wexford County arising as a result of or related to this Agreement, whether in contract, tort, or otherwise, even if Wexford County has advised of the possibility of such loss or damages. In no event will 12:34 MicroTechnologies, Inc. be liable for any loss of data that may occur, regardless of the cause of such loss of data, except to the extent such data loss is caused by gross negligence of 12:34 MicroTechnologies, Inc.
- 12:34 MicroTechnologies, Inc. will not be held responsible for any delay or failure in performance of any part of this Agreement to the extent that such delay is caused by events or circumstances beyond 12:34 MicroTechnologies, Inc.'s reasonable control, including without limitation, acts of God, fire, explosion, flood, war, civil unrest, acts of terrorism, accident, equipment failure or defect, severe weather, government action or inaction, labor dispute or shortage, or inability to obtain material, equipment, communications, or transportation, or for the acts of third parties.
- 12:34 MicroTechnologies, Inc. will consider all information retrieved during the duration of the project as non-disclosure material. 12:34 MicroTechnologies, Inc. will under no circumstance allow the information gathered in whole or part to be delivered to a third party without the written consent of Wexford County. In addition, Wexford County realizes that any retrieval methods, applications, and processes supplied by 12:34 MicroTechnologies, Inc. during the quoting, planning, configuration, and installation phases will also be considered non-disclosure materials, which under no circumstance will be delivered to a third party without the written consent of 12:34 MicroTechnologies, Inc.

