

MUSKEGON COUNTY BOARD OF COMMISSIONERS
MUSKEGON COUNTY, MICHIGAN

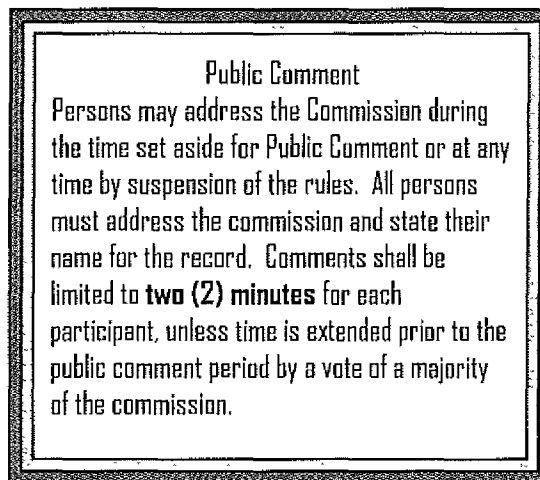
AGENDA

COURTS/PUBLIC SAFETY COMMITTEE

Hall of Justice
990 Terrace, Muskegon, MI
February 7, 2012 - 3:30 PM

I. John Snider, II, Chair
Anthony Longmire, Vice-Chair

-
1. Call to Order
 2. Roll Call
 3. Approval of Minutes of January 10, 2012
 4. Public Comment (on an agenda item)
 5. Items for Consideration
 - CPS12/02 - 06 (Administration) Authorize Staff to Apply for Funding for a Veteran's Court Under Category 2 of the Drug Court Enhancement Program
 - CPS12/02 - 07 (Circuit Court/Family) Authorize the County to Hire Plante and Moran to Assist in the Selection of the Vendor Who Can Provide a Comprehensive Justice Systems ECM Solution & Replace the Court's Current Aging Pyramid ECM System
 - CPS12/02 - 08 (Prosecutor's Office) Approve Submission of the Prosecutor's FY2012 Cooperative Reimbursement Contract
 - CPS12/02 - 09 (Sheriff's Office) Authorize the Sheriff to Purchase One 2013 Ford Police Interceptor from Great Lakes Ford and One 2012 Chevy Tahoe SSV From Berger Chevrolet
 6. Old Business
 7. New Business
 8. Public Comment (on a new topic)
 9. Adjournment



AMERICAN DISABILITY ACT POLICY FOR ACCESS TO OPEN MEETINGS OF THE
MUSKEGON COUNTY BOARD OF COMMISSIONERS AND ANY OF ITS
COMMITTEES OR SUBCOMMITTEES

The County of Muskegon will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities who want to attend the meeting upon 24-hours notice to the County of Muskegon. Individuals with disabilities requiring auxiliary aids or services should contact the County of Muskegon by writing or calling: Administration, 990 Terrace Street, Muskegon, MI 49442 (231) 724-6520

**Muskegon County
Courts/Public Safety Committee Meeting
January 10, 2012
3:30 p.m.
Hall of Justice, 4th Floor
Muskegon, MI**

MINUTES

CALL TO ORDER

The meeting was called to order by Commissioner Snider at 3:30 p.m.

ROLL CALL

Present: Lewis Collins, Benjamin Cross, James Derezinski, Marvin Engle, Alan Jager, Anthony Longmire, Kenneth Mahoney, Scott Plummer, Robert Scolnik, I. John Snider, Rillastine Wilkins

APPROVAL OF MINUTES

It was moved by Engle, supported by Longmire, to approve the minutes of the December 6, 2011, meeting as written. Motion Carried.

PUBLIC COMMENT (On an agenda item)

None.

ITEMS FOR CONSIDERATION

CPS12/01 - 01 It was moved by Engle, supported by Mahoney, to authorize the Circuit Court through its Chief Judge to enter into a contract with J. Christopher Wilson to provide full time Public Defender services to the Court in the amount of \$130,000 and to Joseph Fisher to provide half-time Public Defender services in the amount of \$65,000 effective January 1, 2012. Motion Carried.

CPS12/01 - 02 It was moved by Collins, supported by Engle, to authorize the Circuit Court, through its Chief Judge the Honorable John C. Ruck to enter into contracts with the following attorneys as follows effective October 1, 2011:
Public Defenders
Al Swanson - \$130,000 Fred J. Lesica - \$130,000

J. Christopher Wilson - \$65,000 Joseph Fisher - \$45,000
Frederic F. Balgooyen - \$47,258

Contract Attorneys

Gary Veurink - \$45,000 Edna Kass - \$45,000
Chad Catalino - \$45,000 Michael Walsh - \$45,000
David Kortering - \$45,000 Thoa Du - \$45,000
Karen Groenhout - \$45,000 David Williams - \$45,000

Motion Carried.

CPS12/01 - 03 It was moved by Cross, supported by Derezinski, to approve the purchase of the Sheriff's radios and related equipment as budgeted in the capital equipment budget for FY12 in the amount of \$64,686 from T&W Electronics in Grand Rapids through the State of Michigan purchasing contract. Motion Carried.

CPS12/01 - 04 It was moved by Longmire, supported by Cross, to approve acceptance of the FY2012 DNR Snowmobile Law Enforcement Program Grant in the amount of \$6,594 and to adjust the County's budget accordingly. Motion Carried.

OLD BUSINESS

None.

NEW BUSINESS

CPS12/01 - 05 It was moved by Scolnik, supported by Mahoney, to approve a Tribute in honor of Patricia B. Johnson, Community Foundation President Emeritus. Motion Carried.

PUBLIC COMMENT (On a new topic)

None.

ADJOURNMENT

There being no further business to come before the Courts & Public Safety Committee, the meeting adjourned at 3:49 p.m.

REQUEST FOR BOARD CONSIDERATION-COUNTY OF MUSKEGON

COMMITTEE Courts and Public Safety		BUDGETED NON-BUDGETED PARTIALLY BUDGETED X	
REQUESTING DEPARTMENT Administration	COMMITTEE DATE February 7, 2012	REQUESTOR SIGNATURE Judith Kell	
SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)			
<p>Approval is being requested to apply for funding for a Veteran's Court under Category 2 (BJA-2012-3122) of the Drug Court Enhancement FY 2012 grant announcement. The grant funds are authorized by the Bureau of Justice Assistance Programs (CFDA # 16.585). Like the Drug or Mental Health Courts that came before them, Veterans Courts hone in on a specific set of issues related to a person's military service, and provide access to treatment in lieu of incarceration. Incarceration does not solve -- and often compounds -- their issues, and can lead to high rates of recidivism and chronic behavioral health issues.</p> <p>The grant is for a twenty-four month period and cannot exceed \$200,000. There is a match of \$50,000 which will come from in-kind sources of funds.</p>			
SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)			
<p>I move to authorize staff to apply for funding for a Veteran's Court under Category 2 (BJA-2012-3122) of the Drug Court Enhancement Program (CFDA # 16.585) not to exceed \$200,000. There is a match of \$50,000 which will come from in-kind sources of funds.</p>			
ADMINISTRATIVE ANALYSIS (AS APPLICABLE)			
<u>HUMAN RESOURCES ANALYSIS:</u>		<u>FINANCE & MANAGEMENT ANALYSIS:</u>	
		<i>Recommended Approval - JK</i>	
<u>CORPORATE COUNSEL ANALYSIS:</u>		<u>ADMINISTRATOR RECOMMENDATION:</u>	
		<i>approval BSIT</i>	
AGENDA DATE: 2/7/12	AGENDA NO.: CPS12/02-06	BOARD DATE: 2/14/12	PAGE NO.

REQUEST FOR BOARD CONSIDERATION-COUNTY OF MUSKEGON

COMMITTEE Courts and Public Safety	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%; padding: 2px;"> BUDGETED <input checked="" type="checkbox"/> </td> <td style="width: 33%; padding: 2px;"> NON-BUDGETED <input type="checkbox"/> </td> <td style="width: 33%; padding: 2px;"> PARTIALLY BUDGETED <input type="checkbox"/> </td> </tr> </table>	BUDGETED <input checked="" type="checkbox"/>	NON-BUDGETED <input type="checkbox"/>	PARTIALLY BUDGETED <input type="checkbox"/>
BUDGETED <input checked="" type="checkbox"/>	NON-BUDGETED <input type="checkbox"/>	PARTIALLY BUDGETED <input type="checkbox"/>		
REQUESTING DEPARTMENT Circuit Court, Family Division	COMMITTEE DATE February 7, 2012	REQUESTOR SIGNATURE Patricia A. Steele		
SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVE) In 2002, the Friend of the Court installed an Imaging or Electronic Content Management (ECM) system. It incorporated a work flow component that reduced the amount of time spent transporting and copying paper and allowed the FOC to provide more efficient service delivery, becoming the Friend of the Court file for operational purposes. Over the years, the court has gradually expanded it first into the juvenile division, then courts and the support division of the Prosecutor's office. That system, which is managed within the Circuit Court, is breaking down. We are spending increasingly expensive amounts to apply bandage solutions to keep it running. At some point these solutions will no longer be available and the system will have to be replaced. The county's technology plan for the future includes expanded use of ECM systems. The Board approved an RFP for a technology consultant who could assist the county in identifying the vendor with the best capacity to replace the Friend of the Court's system as well as implement the county's vision. The Circuit Court strongly supports that approach, understanding that we cannot proceed in isolation with this next phase of ECM technology. Whatever the Court does in terms of replacing its aging system must be done with a broader scope and vision than was true in 2002. Ultimately, it will need to encompass Circuit Court Records, the Prosecutor's Office, Probate Court, District Court and the Sheriff's Department. It is our hope and our goal that the next generation of ECM will be a joint public safety effort that will lay the foundation of ECM for years to come. A copy of the results of the bid process used to evaluate the potential consultants is attached. While Plante and Moran is not the least expensive; we recommend that their bid be accepted. Plante and Moran has extensive history with ECM solutions implemented in Michigan, many of them in courts. It has "bench strength", associates with experience in ECM systems in counties that have implemented comprehensive solutions that can be committed to the project. They understand Muskegon County and have assisted us in the past with similar technology efforts. I am asking that the Board approve the selection of Plante and Moran as the consultant to assist the Court and the County in selecting an ECM vendor to replace the current Pyramid system in the Friend of the Court. This request is budget neutral				
SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES) I move that the Board permit the County to hire Plante and Moran to assist in the selection of a vendor who can provide a comprehensive justice systems ECM solution as well as replace the court's current aging Pyramid ECM system.				
ADMINISTRATIVE ANALYSIS (AS APPLICABLE)				
HUMAN RESOURCES ANALYSIS:	FINANCE & MANAGEMENT ANALYSIS: <i>Recommend Approval [Signature]</i>			
CORPORATE COUNSEL ANALYSIS:	ADMINISTRATOR RECOMMENDATION: <i>approval [Signature]</i>			
AGENDA DATE: 2/7/12	AGENDA NO.: CRS 12/02-07	BOARD DATE: 2/14/12	PAGE NO.	

MUSKEGON COUNTY SUMMARY

COMMODITY #: 961-00

___ BID ___ QUOTATION X PROPOSAL RFP 12-1948

PRODUCT / SERVICE: ECM Consulting Services

DEPT: Administration

OPENING DATE: 12/19/11

No. of Bids Emailed	49
No. of Bids Received	8
No. of No-Bids Received	3
No. of Non-Response	38
No. of Web Bids Received	0


Vendor Name	Proposal Received	Price Proposal					
Schumaker & Company 3101 Walnut Ridge Drive Ann Arbor, MI 48103	Yes	\$142,208.00					
VJS 11166 Fairfax Blvd, Ste 402 Fairfax, VA 2030	Yes	\$276,640.00					
Winbourne 1611 N. Kent Street, Ste 802 Arlington, VA 22209	Yes	\$51,566.00					
Plante & Moran, PLLC 27400 Northwestern Highway Southfield, MI 48037	Yes	\$93,255.00					
MTG Management Consultant 111 Third Avenue, Ste 3010 Seattle, WA 98101	Yes	\$88,182.00					
Crowe Horwath 55 Campau Avenue, NW Grand Rapids, MI 49503	Yes	\$174,800.00					
ECM Architects 7007 Pinehurst Lane, NE Rockford, MI 49341	Yes	\$345,050.00					

COMMITTEE RECOMMENDATION: Plante & Moran

BUYER RESPONSIBLE FOR BID Name: Christian Toebe

PURCHASING RECOMMENDATION: N/A

WITNESS Name: Christine R. Johnson

Signature: 

RESPONSIBLE CONTRACTOR / SUBCONTRACTOR CHECKLIST: N/A

FINANCE & MGMT DIRECTOR Name: Heath Kaplan

Signature: 

THIS BID, PROPOSAL OR QUOTATION WAS AWARDED TO:

EVALUATION SUMMARY

ECM Software Consulting

RFP 12-1948

Vendor Evaluation Summary

	Plante & Moran	MTG Mgmt	Crowe Horwath	VJS	Coeur Group	ECM Architects	Schumaker & Co.	Winbourne
Company Information & History	9.67	7.67	9.67	5	5.5	6	6	5
Firm's Approach & Methodology	9.33	8.33	8.67	4.5	6	6.5	6	5.5
Staffing & Experience	9.00	8	7.67	3.5	6	5	4.5	5.5
References	9.00	8.67	7.67	3.5	4.5	6.5	5	5
Overall Proposal Response	9.00	8.33	8.67	4.5	5.5	6	5	4.5
Proposal Ranking	46.00	41.00	42.35	21.00	27.50	30.00	26.50	25.50

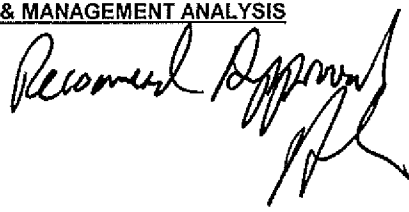

Vendor Price Summary

	Plante & Moran	MTG Mgmt	Crowe Horwath	VJS	Coeur Group	ECM Architects	Schumaker & Co.	Winbourne
Price Proposal	\$ 93,255.00	\$ 88,182.00	\$ 174,800.00	\$ 276,640.00	\$ 124,280.00	\$ 345,050.00	\$ 142,208.00	\$ 51,566.00
Price Proposal Ranking	3	2	6	7	4	8	5	1

Vendor Short List

	Plante & Moran	MTG Mgmt	Crowe Horwath
Post Interview Ranking	1	3	2

REQUEST FOR BOARD CONSIDERATION-COUNTY OF MUSKEGON

COMMITTEE COURTS AND PUBLIC SAFETY		BUDGETED <input type="checkbox"/> NON-BUDGETED <input type="checkbox"/> PARTIALLY BUDGETED <input type="checkbox"/>		
REQUESTING DEPARTMENT Prosecutor	COMMITTEE DATE 2/7/12	REQUESTOR SIGNATURE Tony Tague		
SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)				
<p>The Prosecutor is requesting authorization to submit an amendment request to the State of Michigan, Department of Human Services, for the FY2012 Title IV-D Cooperative Reimbursement Program Contract for Muskegon County - CS/PA-12-61002 - which provides funding for the Prosecutor's child support and paternity establishment program. Due to an increase in Administrative Expense, based on the 2010 Cost Allocation Plan prepared by Maximus, as well as a decrease to some of the fringe benefits, i.e., medical insurance, pension and retirees benefits, a net increase to the total program cost has resulted. It is therefore necessary to request additional funds to cover all program costs and to align the County's budget with contract budget. The approved contract budget is \$332,383: \$219,373 State share (66%) and \$113,010 County share (34%). The adopted FY12 County budget approved a total program cost of \$310,218: \$204,744 State share and \$105,474 County share. This amendment will request a contract budget of \$333,072: State share \$219,696 and \$113,376 County share. The contract covers the fiscal year for 2012.</p>				
SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)				
<p>I move to approve submission of the Prosecutor's FY2012 Cooperative Reimbursement Contract amendment request with a total program cost of \$333,072.</p>				
ADMINISTRATIVE ANALYSIS (AS APPLICABLE)				
<u>HUMAN RESOURCES ANALYSIS:</u>		<u>FINANCE & MANAGEMENT ANALYSIS</u> 		
<u>CORPORATE COUNSEL ANALYSIS:</u>		<u>ADMINISTRATOR RECOMMENDATION:</u> 		
AGENDA DATE 2/7/12	AGENDA NO.: CPS12/02-08	BOARD DATE: 2/14/12	PAGE NO	

REQUEST FOR BOARD CONSIDERATION-COUNTY OF MUSKEGON

COMMITTEE Courts & Public Safety		BUDGETED X	NON-BUDGETED	PARTIALLY BUDGETED
REQUESTING DEPARTMENT Sheriff's Office	COMMITTEE DATE 2/7/11	REQUESTOR SIGNATURE Dean C. Roesler		
<p>SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)</p> <p>The Purchasing Department has received bids from vendors who responded to the recent request for bids for the purchase of two new patrol vehicles for the PINS program; one new administrative vehicle and one new replacement general fleet patrol vehicle that was involved in a collision and declared a total loss.</p> <p>For the patrol vehicles, bids were received from four vendors: two Ford dealers and two Chrysler (Dodge) dealers. The Dodge vehicles are not available with an all-wheel drive drivetrain whereas both Ford dealers provided a bid for a Ford Police Interceptor which is an all-wheel drive vehicle. Based on this important feature which adds only a minimal cost, the Sheriff's Office is requesting to purchase the replacement general fleet vehicle from Great Lakes Ford in Muskegon at a cost of \$26,810.00. Of that cost, \$9,078 will be paid from insurance and the remainder, \$16,732, will be charged to the Equipment Rent Revolving Fund and charged back to the Road Patrol budget over a two-year period. A request to replace the PINS vehicles will be made under a separate motion.</p> <p>For the administrative vehicle, two vendors submitted bids for a Chevy Tahoe SSV. The low bid was submitted by Berger Chevrolet in Grand Rapids, MI with a bid price of \$32,987.00. The Sheriff's Office is requesting to purchase a 2012 Chevy Tahoe SSV from Berger Chevrolet, at a cost of \$32,987.00 which will be charged to the Equipment Rent Revolving Fund and charged back to the Road Patrol budget over a four-year period.</p>				
<p>SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)</p> <p>Move to authorize the Sheriff to purchase one 2013 Ford Police Interceptor from Great Lakes Ford at a cost of \$26,180 and to purchase one 2012 Chevy Tahoe SSV from Berger Chevrolet at a cost of \$32,987.</p>				
ADMINISTRATIVE ANALYSIS (AS APPLICABLE)				
<p><u>HUMAN RESOURCES ANALYSIS:</u></p>		<p><u>FINANCE & MANAGEMENT ANALYSIS:</u></p> <p style="text-align: center;"><i>Recommend Approval [Signature]</i></p>		
<p><u>CORPORATE COUNSEL ANALYSIS:</u></p>		<p><u>ADMINISTRATOR RECOMMENDATION:</u></p> <p style="text-align: center;"><i>Approval [Signature]</i></p>		
AGENDA DATE: 2/7/12	AGENDA NO.: CPS 12/02-09	BOARD DATE: 2/14/12	PAGE NO	

MUSKEGON COUNTY SUMMARY

COMMODITY #: 070-00

 X BID QUOTATION PROPOSAL RFB 12-1938

No. of Bids Emailed	11
No of Bids Received	4
No of No-Bids Received	0
No. of Non-Response	7
No. of Web Bids Received	0

PRODUCT / SERVICE: Police Vehicles

DEPT: Sheriff

OPENING DATE: 1/4/12

Vendor Name	Police Sedan Make Model Price	Police SUV Make Model Price					
Signature Ford 1960 E. Main Street Owosso, MI 48867	Ford Police Sedan \$26,795.00 each	No Bid					Police sedans are E85
Great Lakes Ford 2469 Apple Avenue Muskegon, MI 49442	Ford Police Sedan \$26,810.00 each	No Bid					Police sedans are E85
Slingerland Chrysler 3640 E. M-21 Corunna, MI 48817	Dodge Charger SE \$26,688.00 each	No Bid					Flex Fuel
Preferred Chrysler 3146 Henry Street Muskegon, MI 49441	Dodge Charger Police \$30,000.00	No Bid					Flex Fuel
Berger Chevrolet 2525 28th Street SE Grand Rapids, MI 49512	No Bid	Chevy Tahoe SSV \$32,987.00					
Shaheen Chevrolet 632 American Road Lansing, MI 48911	No Bid	Chevy Tahoe SSV \$34,561.55					

DEPARTMENT
RECOMMENDATION:

Sedans - Great Lakes Ford
SUV - Berger Chevy

BUYER RESPONSIBLE FOR BID Name: Christian Toebe

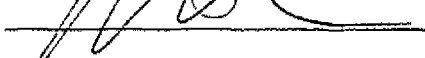
WITNESS Name: Christine R. Johnson

Signature: 

PURCHASING
RECOMMENDATION:

Sedans - Signature Ford
SUV - Berger Chevy

FINANCE & MGMT DIRECTOR Name: Heath Kaplan Signature:



RESPONSIBLE CONTRACTOR / SUBCONTRACTOR CHECKLIST: N/A

THIS BID, PROPOSAL OR QUOTATION WAS AWARDED TO:

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