



CLINTON OFFICE
 1307 E. Townsend Rd.
 Saint Johns, MI 48879-9036
 (989) 224-2195

GRATIOT OFFICE
 151 Commerce Dr.
 Ithaca, MI 48847-1627
 (989) 875-3681

MONTCALM OFFICE
 615 N. State St.
 Stanton, MI 48888-9702
 (989) 831-5237

BOARD OF HEALTH:	Bruce DeLong David Pohl	George Bailey Timothy Gay	Phil Kohn Adam Petersen
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MID-MICHIGAN DISTRICT HEALTH DEPARTMENT (MMDHD)
 BOARD OF HEALTH
 FINANCE COMMITTEE MEETING
Clinton Office, Saint Johns, Michigan
Conference Rooms A & B

Wednesday, May 24, 2023
8:30 a.m.

AGENDA

We take action to protect, maintain, and improve the health of our community.

COMMITTEE MEMBERS: Bruce DeLong, Adam Petersen, and George Bailey (Chairperson)

STAFF: Mari E. (Liz) Braddock, Health Officer; Melissa Selby, Director of Administrative Services; Lonnie Smith, Director of Environmental Health; Sarah Doak, Director of Community Health and Education Division; Hailey Brewer, Administrative Services Supervisor; Krishna Santana, Board Secretary

- A. MMDHD’s Expenses for April 8 through May 4, 2023 – **Included.**
- B. MMDHD’s Monthly Balance Sheet, Revenue and Expenditure Report for April 2023 – **Included.**
- C. Vaccine Storage Unit Replacement (Gratiot Office) – **Included.**
- D. Access Control System – **Included.**
- E.

BOARD OF HEALTH:	Bruce DeLong	George Bailey	Phil Kohn
	David Pohl	Timothy Gay	Adam Petersen

Board of Health Finance Committee Synopsis of Actions Needed
May 24, 2023 Finance Meeting

Item A.	EXPENSES FOR APRIL 8 THROUGH MAY 5, 2023
Motion to recommend payment of the Mid-Michigan District Health Department's Expenses for April 8 through May 4, 2023, totaling \$527,571.24.	
Item B.	BALANCE SHEET, REVENUE AND EXPENDITURE REPORT FOR APRIL 2023
Motion to recommend the approval of the Balance Sheet, Revenue and Expenditure Report for April 2023 and place on file.	
Item C.	VACCINE STORAGE UNIT REPLACEMENT - GRATIOT
Motion to recommend the purchase of the K2 Scientific unit at a cost of \$5,444.88 with funding from the COVID/FLU grant.	
Item D.	ACCESS CONTROL SYSTEM
Motion to recommend MMDHD purchase an access control system from TKS Security for a one-time cost of \$46,295.00 plus \$399.00 per month (\$4,788/year) with a grant from MMRMA in the amount of \$36,851.65 and the remaining balance covered by the CDC Rural Health Initiative Grant funding.	

**MONTHLY EXPENSES FOR
April 8, 2023 - May 5, 2023**

<i>EV 2003</i>	<i>4/21/2023</i>	\$	<i>268,992.58</i>
<i>EV 2004</i>	<i>5/4/2023</i>	\$	<u><i>258,578.66</i></u>
TOTAL		\$	527,571.24



Expense Voucher # 2003

4/21/2023

Payables

108159 - 108199 Acumatica Checks & ACH \$ 96,325.29

Payroll

Ameriprise NBS \$ 100.00

MERS 457 \$ 1,907.00

MERS Defined Benefit - Employee \$ 4,464.95

Nationwide \$ 2,180.00

EFT Payroll Tax

Federal \$ 35,928.10

State \$ 5,720.42

MERS Defined Benefit - Empl \$ 1,122.94

Direct Deposit Payroll \$ 113,896.29

Direct Deposit HSA \$ 7,347.59

TOTAL

\$ 268,992.58

AP Payment Register

Account	Description
CASH AP	CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108159	Closed	4/21/2023	FOUR01	4IMPRINT, INC	0.00	1,648.30

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		11054507	LIP BALM, HAND	1,648.30	USD	0.00	1,648.30
						Document Total:	1,648.30
						Payment Method Total:	1,648.30
						Cash Account Total:	1,648.30

Account	Description
CASH AP	CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108160	Closed	4/21/2023	AMAZON01	AMAZON CAPITAL SERVICES	0.00	56.01

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		1J3P-4YYC-4XFQ	BASKET ORGANIZ	56.01	USD	0.00	56.01
						Document Total:	56.01
						Payment Method Total:	56.01
						Cash Account Total:	56.01

Account	Description
CASH AP	CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108161	Closed	4/21/2023	ARRO01	ARROW SWIFT	0.00	881.09

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		99426	WRAPPED UP CO	881.09	USD	0.00	881.09
						Document Total:	881.09
						Payment Method Total:	881.09
						Cash Account Total:	881.09

Account	Description
CASH AP	CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108162	Closed	4/21/2023	BROM01	BROMBERG & ASSOCIATES	0.00	97.60

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		21696	MARCH TRANSLA	97.60	USD	0.00	97.60
						Document Total:	97.60
						Payment Method Total:	97.60
						Cash Account Total:	97.60

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108163	Closed	4/21/2023	CAPI01	CAPITAL AREA UNITED WAY	0.00	32.00

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		APRIL2023	EMPLOYEE DONA	32.00	USD	0.00	32.00
						Document Total:	32.00
						Payment Method Total:	32.00
						Cash Account Total:	32.00

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108164	Closed	4/21/2023	CDWG01	CDW GOVERNMENT, INC.	0.00	2,540.49

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		HR90740	SEAGATE 2TB SK	62.99	USD	0.00	62.99
BILL		HT50387	LVO E 15 , LVO UI	2,227.50	USD	0.00	2,227.50
BILL		ZR00334563	WEBEX SUBSCRI	250.00	USD	0.00	250.00
						Document Total:	2,540.49
						Payment Method Total:	2,540.49
						Cash Account Total:	2,540.49

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108165	Closed	4/21/2023	CENT02	CENTRAL MICHIGAN DIST HEALTH DEPARTMENT	0.00	5,347.57

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		MARCH2023	MD FOR MARCH 2	5,347.57	USD	0.00	5,347.57
						Document Total:	5,347.57
						Payment Method Total:	5,347.57
						Cash Account Total:	5,347.57

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108166	Closed	4/21/2023	CLIN01	CLINTON COUNTY ADMINISTRATION/ACCOUNTING	0.00	1,966.67

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		AC-2023-035	MAY RENT	1,966.67	USD	0.00	1,966.67
						Document Total:	1,966.67
						Payment Method Total:	1,966.67
						Cash Account Total:	1,966.67

CASH AP CASH ACCOUNT FOR AP							
Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108167	Closed	4/21/2023	COUS01	COUSINEAU JENNIFER	0.00	150.00
Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		040223	MARCH SENIOR\	150.00	USD	0.00	150.00
						Document Total:	150.00
						Payment Method Total:	150.00
						Cash Account Total:	150.00

CASH AP CASH ACCOUNT FOR AP							
Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108168	Closed	4/21/2023	EATO01	EATON RESA	0.00	2,606.88
Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		008132	2Q2023 DRUG FR	2,606.88	USD	0.00	2,606.88
						Document Total:	2,606.88
						Payment Method Total:	2,606.88
						Cash Account Total:	2,606.88

CASH AP CASH ACCOUNT FOR AP							
Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108169	Closed	4/21/2023	ENVI01	ENVIRO-MASTER	0.00	2,800.00
Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		NMI-26076	CLEANING ITHAC	2,800.00	USD	0.00	2,800.00
						Document Total:	2,800.00
						Payment Method Total:	2,800.00
						Cash Account Total:	2,800.00

CASH AP CASH ACCOUNT FOR AP							
Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108170	Closed	4/21/2023	FRIE01	FRIEDLAND INDUSTRIES, INC.	0.00	270.00
Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		6447	4/3/23 DISTRICT V	270.00	USD	0.00	270.00
						Document Total:	270.00
						Payment Method Total:	270.00
						Cash Account Total:	270.00

CASH AP CASH ACCOUNT FOR AP							
Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108171	Closed	4/21/2023	HOSP03	HOSPITAL NETWORK HEALTHCARE SERVICES	0.00	536.66
Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		85691	3/7 MONTCALM &	536.66	USD	0.00	536.66
						Document Total:	536.66
						Payment Method Total:	536.66
						Cash Account Total:	536.66

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108172	Closed	4/21/2023	INSP01	INSPIRATION STUDIO DESIGNS	0.00	11,708.99

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		3298	2 BUSINESS CARI	72.00	USD	0.00	72.00
BILL		3305	BUSINESS CARD\$	36.99	USD	0.00	36.99
BILL		3315	MARIJUANA SOCI	11,600.00	USD	0.00	11,600.00
Document Total:							11,708.99
Payment Method Total:							11,708.99
Cash Account Total:							11,708.99

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108173	Closed	4/21/2023	MCKE01	MCKESSON MEDICAL	0.00	437.23

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		20460571	SHOTBLOCKER D	313.24	USD	0.00	313.24
BILL		20461056	DIAPERS,SHARP\$	123.99	USD	0.00	123.99
Document Total:							437.23
Payment Method Total:							437.23
Cash Account Total:							437.23

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108174	Closed	4/21/2023	MERC01	MERCK SHARP & DOHME LLC	0.00	2,687.68

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		7016840333	GARDASIL VACCI	2,687.68	USD	0.00	2,687.68
Document Total:							2,687.68
Payment Method Total:							2,687.68
Cash Account Total:							2,687.68

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108175	Closed	4/21/2023	MICH06	MICHIGAN DEPARTMENT OF AGRICULTURE	0.00	248.00

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		791-11088767	FOOD FEES	248.00	USD	0.00	248.00
Document Total:							248.00
Payment Method Total:							248.00
Cash Account Total:							248.00

CASH AP CASH ACCOUNT FOR AP							
Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108176	Closed	4/21/2023	MICH11	MICHIGAN NURSES ASSOCIATION	0.00	511.12
Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		APRIL2023	DUES FOR APRIL	511.12	USD	0.00	511.12
						Document Total:	511.12
						Payment Method Total:	511.12
						Cash Account Total:	511.12

CASH AP CASH ACCOUNT FOR AP							
Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108177	Closed	4/21/2023	MISD01	MISDU - FRIEND OF COURT	0.00	283.91
Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		04222023	4/22/23 EMPLOYE	283.91	USD	0.00	283.91
						Document Total:	283.91
						Payment Method Total:	283.91
						Cash Account Total:	283.91

CASH AP CASH ACCOUNT FOR AP							
Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108178	Closed	4/21/2023	MONT03	MONTCALM AREA INTERMEDIATE SCHOOL DISTRICT	0.00	40,103.81
Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		865	2Q2023 HRA	40,103.81	USD	0.00	40,103.81
						Document Total:	40,103.81
						Payment Method Total:	40,103.81
						Cash Account Total:	40,103.81

CASH AP CASH ACCOUNT FOR AP							
Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108179	Closed	4/21/2023	MOTO02	MOTOROLA SOLUTIONS	0.00	6,520.48
Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		1187097051	2 RADIOS, TRUNK	6,520.48	USD	0.00	6,520.48
						Document Total:	6,520.48
						Payment Method Total:	6,520.48
						Cash Account Total:	6,520.48

CASH AP CASH ACCOUNT FOR AP							
Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108180	Closed	4/21/2023	NURS01	NURSE ADMINISTRATORS FORUM	0.00	150.00
Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		MAY2023	TRAINING	150.00	USD	0.00	150.00
						Document Total:	150.00
						Payment Method Total:	150.00
						Cash Account Total:	150.00

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108181	Closed	4/21/2023	PETT01	PETTY CASH FUND - ADMINISTRATION	0.00	87.48

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		04102023	POSTAGE, DISTIL	87.48	USD	0.00	87.48
Document Total:							87.48
Payment Method Total:							87.48
Cash Account Total:							87.48

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108182	Closed	4/21/2023	PREIN01	PREIN&NEWHOF	0.00	1,724.00

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		106146	WATER LABS	1,724.00	USD	0.00	1,724.00
Document Total:							1,724.00
Payment Method Total:							1,724.00
Cash Account Total:							1,724.00

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108183	Closed	4/21/2023	RELI01	RELIAS MEDIA	0.00	466.95

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		2023	CONTRACEPTIVE	466.95	USD	0.00	466.95
Document Total:							466.95
Payment Method Total:							466.95
Cash Account Total:							466.95

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108184	Closed	4/21/2023	SANO01	SANOFI PASTEUR INC	0.00	1,857.21

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		920174406	FLU VACCINE 637	509.39	USD	0.00	509.39
BILL		920400487	MENQUADFI VAC	1,347.82	USD	0.00	1,347.82
Document Total:							1,857.21
Payment Method Total:							1,857.21
Cash Account Total:							1,857.21

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108185	Closed	4/21/2023	SEN01	SENSORYPATHS.COM	0.00	969.00

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		32723	SENSORY MATS	969.00	USD	0.00	969.00
Document Total:							969.00
Payment Method Total:							969.00
Cash Account Total:							969.00

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108186	Closed	4/21/2023	SJCA01	ST CALL-IN COALITION	0.00	50.00

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		06032023	2023 ST JOHNS P	50.00	USD	0.00	50.00
						Document Total:	50.00
						Payment Method Total:	50.00
						Cash Account Total:	50.00

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108187	Closed	4/21/2023	STAP01	STAPLES	0.00	112.88

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		3534268763	MAGNETIC WALL	66.98	USD	0.00	66.98
BILL		3534268767	BATTERIES,WHIT	45.90	USD	0.00	45.90
						Document Total:	112.88
						Payment Method Total:	112.88
						Cash Account Total:	112.88

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108188	Closed	4/21/2023	STAT01	STATCOURIER	0.00	2,201.00

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		1019-3095	MARCH COURIER	2,201.00	USD	0.00	2,201.00
						Document Total:	2,201.00
						Payment Method Total:	2,201.00
						Cash Account Total:	2,201.00

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108189	Closed	4/21/2023	STAT03	STATE OF MICHIGAN-EGLE	0.00	1,732.00

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		761-11094406	2022 TEMPORAR`	1,732.00	USD	0.00	1,732.00
						Document Total:	1,732.00
						Payment Method Total:	1,732.00
						Cash Account Total:	1,732.00

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108190	Closed	4/21/2023	STAT04	STATE OF MICHIGAN-LAB	0.00	57.50

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		20230401-10	LABS	57.50	USD	0.00	57.50
						Document Total:	57.50
						Payment Method Total:	57.50
						Cash Account Total:	57.50

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108191	Closed	4/21/2023	TEAM02	TEAMSTERS LOCAL 214	0.00	1,929.99

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		APRIL2023	DUES FOR APRIL	1,929.99	USD	0.00	1,929.99
						Document Total:	1,929.99
						Payment Method Total:	1,929.99
						Cash Account Total:	1,929.99

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108192	Closed	4/21/2023	THER02	THERMOWORKS, INC.	0.00	207.99

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		INV-12239046	THERMAPENS	207.99	USD	0.00	207.99
						Document Total:	207.99
						Payment Method Total:	207.99
						Cash Account Total:	207.99

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108193	Closed	4/21/2023	TOMA01	TOMASZEWSKI ABBEY	0.00	195.00

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		310000505023	REFUND VACANT	195.00	USD	0.00	195.00
						Document Total:	195.00
						Payment Method Total:	195.00
						Cash Account Total:	195.00

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108194	Closed	4/21/2023	UNIT02	UNITED WAY OF GRATIOT COUNTY	0.00	156.00

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		APRIL2023	EMPLOYEE DONA	156.00	USD	0.00	156.00
						Document Total:	156.00
						Payment Method Total:	156.00
						Cash Account Total:	156.00

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108195	Closed	4/21/2023	UNIT03	UNITED WAY OF MONTCALM COUNTY	0.00	46.00

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		APRIL2023	EMPLOYEE DONA	46.00	USD	0.00	46.00
						Document Total:	46.00
						Payment Method Total:	46.00
						Cash Account Total:	46.00

CASH AP CASH ACCOUNT FOR AP							
Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108196	Closed	4/21/2023	UNOD01	UNODEUCE	0.00	1,875.00

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		INV-2424	PAYMENT PART 2	1,875.00	USD	0.00	1,875.00
						Document Total:	1,875.00
						Payment Method Total:	1,875.00
						Cash Account Total:	1,875.00

CASH AP CASH ACCOUNT FOR AP							
Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108197	Closed	4/21/2023	VERT01	VERTILOCITY	0.00	940.00

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		31006980	MONTHLY BILLING	940.00	USD	0.00	940.00
						Document Total:	940.00
						Payment Method Total:	940.00
						Cash Account Total:	940.00

CASH AP CASH ACCOUNT FOR AP							
Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108198	Closed	4/21/2023	WATK02	WATKINS SURGICAL SUPPLY	0.00	102.80

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		0000549581	TRICHLOROACET	68.20	USD	0.00	68.20
BILL		0000549652	LIDOCAINE 5 % O	34.60	USD	0.00	34.60
						Document Total:	102.80
						Payment Method Total:	102.80
						Cash Account Total:	102.80

CASH AP CASH ACCOUNT FOR AP							
Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108199	Closed	4/21/2023	WOOD01	WOOD SARAH	0.00	30.00

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		04012023	4/1 CONTRACTUA	30.00	USD	0.00	30.00
						Document Total:	30.00
						Payment Method Total:	30.00
						Cash Account Total:	30.00

Doc. Type	Count	Amount Paid (USD)
Check	41	96,325.29
Prepayment	0	0.00
Refund	0	0.00
Void Check	0	0.00
Company Total:	41	96,325.29



Expense Voucher #2004

5/5/2023

Payables

108200 - 108227 Acumatica Checks & ACH \$ 33,302.53

Payroll

Ameriprise NBS \$ 100.00

MERS 457 \$ 1,907.00

MERS Defined Benefit - Employee \$ 4,511.83

Nationwide \$ 2,180.00

EFT Payroll Tax

 Federal \$ 36,581.75

 State \$ 5,788.91

MERS Defined Benefit - Employer \$ 45,277.55

Direct Deposit Payroll \$ 121,355.18

Direct Deposit HSA \$ 7,347.59

Fees

Huntington e-Banking fee Apr-23 \$ 251.84

Huntington Bank Interest Apr-23 \$ (25.52)

TOTAL

\$ 258,578.66

AP Payment Register

Account	Description
CASH AP	CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108200	Closed	5/5/2023	FOUR01	4IMPRINT, INC	0.00	1,487.47

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		11089109	GEL PACKS	1,487.47	USD	0.00	1,487.47
						Document Total:	1,487.47
						Payment Method Total:	1,487.47
						Cash Account Total:	1,487.47

Account	Description
CASH AP	CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108201	Closed	5/5/2023	AGRO01	AGROLIQUID	0.00	275.00

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		19685819	ROOM RENTAL 6/	275.00	USD	0.00	275.00
						Document Total:	275.00
						Payment Method Total:	275.00
						Cash Account Total:	275.00

Account	Description
CASH AP	CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108202	Closed	5/5/2023	ALPH01	ALPHA FAMILY CENTER	0.00	200.00

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		MAY2023	2 CLINICS FOR M	200.00	USD	0.00	200.00
						Document Total:	200.00
						Payment Method Total:	200.00
						Cash Account Total:	200.00

Account	Description
CASH AP	CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108203	Closed	5/5/2023	AMAZON01	AMAZON CAPITAL SERVICES	0.00	269.18

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		1RMM-XT7C-373W	ACRYLIC SIGNS	109.95	USD	0.00	109.95
BILL		13TD-1KDG-6V6C	CERTIFICATE HO	84.26	USD	0.00	84.26
BILL		17YL-7FW7-6CHG	OFFICE CHAIR WI	74.97	USD	0.00	74.97
						Document Total:	269.18
						Payment Method Total:	269.18
						Cash Account Total:	269.18

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108204	Closed	5/5/2023	BELCHER	BELCHER, MARK	0.00	255.00

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		04262023	REFUND PERMIT	255.00	USD	0.00	255.00
						Document Total:	255.00
						Payment Method Total:	255.00
						Cash Account Total:	255.00

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108205	Closed	5/5/2023	CDWG01	CDW GOVERNMENT, INC.	0.00	305.20

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		HZ79857	LENOVO THINKP/	91.56	USD	0.00	91.56
BILL		JC34222	TRIPP THUNDERE	213.64	USD	0.00	213.64
						Document Total:	305.20
						Payment Method Total:	305.20
						Cash Account Total:	305.20

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108206	Closed	5/5/2023	COHL01	COHL, STOKER & TOSKEY, P.C.	0.00	156.00

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		54497	MARCH LEGAL	156.00	USD	0.00	156.00
						Document Total:	156.00
						Payment Method Total:	156.00
						Cash Account Total:	156.00

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108207	Closed	5/5/2023	COVE01	COVENANT MEDICAL CENTER	0.00	20.26

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		22592974	LAB	20.26	USD	0.00	20.26
						Document Total:	20.26
						Payment Method Total:	20.26
						Cash Account Total:	20.26

CASH AP CASH ACCOUNT FOR AP							
Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108208	Closed	5/5/2023	EAT001	EATON RESA	0.00	100.00
Doc. Type	Branch	Vendor Ref.	Description	Original Amount Currency		Discount Taken	Amount Paid
BILL		4600	DWIGHT WASHIN	50.00 USD		0.00	50.00
BILL		1307	SARA THELEN 5/3	50.00 USD		0.00	50.00
Document Total:							100.00
Payment Method Total:							100.00
Cash Account Total:							100.00

CASH AP CASH ACCOUNT FOR AP							
Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108209	Closed	5/5/2023	GILBERT	GILBERT, RODNEY	0.00	525.00
Doc. Type	Branch	Vendor Ref.	Description	Original Amount Currency		Discount Taken	Amount Paid
BILL		175931	REFUND PERMIT	525.00 USD		0.00	525.00
Document Total:							525.00
Payment Method Total:							525.00
Cash Account Total:							525.00

CASH AP CASH ACCOUNT FOR AP							
Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108210	Closed	5/5/2023	GRAT07	GRATIOT ISABELLA RESD	0.00	1,189.50
Doc. Type	Branch	Vendor Ref.	Description	Original Amount Currency		Discount Taken	Amount Paid
BILL		11314	3/8/23 COFFEE/TA	1,189.50 USD		0.00	1,189.50
Document Total:							1,189.50
Payment Method Total:							1,189.50
Cash Account Total:							1,189.50

CASH AP CASH ACCOUNT FOR AP							
Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108211	Closed	5/5/2023	KKZO01	KKZO LLC	0.00	270.00
Doc. Type	Branch	Vendor Ref.	Description	Original Amount Currency		Discount Taken	Amount Paid
BILL		#2023-Q1	CD REPORTING T	270.00 USD		0.00	270.00
Document Total:							270.00
Payment Method Total:							270.00
Cash Account Total:							270.00

CASH AP CASH ACCOUNT FOR AP							
Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108212	Closed	5/5/2023	MICH03	MALPH	0.00	2,917.00
Doc. Type	Branch	Vendor Ref.	Description	Original Amount Currency		Discount Taken	Amount Paid
BILL		2Q2023	MALPH 2Q PROF	2,917.00 USD		0.00	2,917.00
Document Total:							2,917.00
Payment Method Total:							2,917.00
Cash Account Total:							2,917.00

CASH AP CASH ACCOUNT FOR AP							
Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108213	Closed	5/5/2023	MCKE01	MCKESSON MEDICAL	0.00	172.12
Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		20543023	POUCH SELF SE	80.57	USD	0.00	80.57
BILL		20519893	SPEED CLEANER	91.55	USD	0.00	91.55
						Document Total:	172.12
						Payment Method Total:	172.12
						Cash Account Total:	172.12

CASH AP CASH ACCOUNT FOR AP							
Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108214	Closed	5/5/2023	MICH06	MICHIGAN DEPARTMENT OF AGRICULTURE	0.00	95.00
Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		791-11095373	FOOD FEES	95.00	USD	0.00	95.00
						Document Total:	95.00
						Payment Method Total:	95.00
						Cash Account Total:	95.00

CASH AP CASH ACCOUNT FOR AP							
Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108215	Closed	5/5/2023	MISD01	MISDU - FRIEND OF COURT	0.00	283.91
Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		05052023	5/5/23 EMPLOYEE	283.91	USD	0.00	283.91
						Document Total:	283.91
						Payment Method Total:	283.91
						Cash Account Total:	283.91

CASH AP CASH ACCOUNT FOR AP							
Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108216	Closed	5/5/2023	MUTU01	MUTUAL OF OMAHA	0.00	5,449.49
Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		MAY2023	ER LIFE, EE VOLL	5,449.49	USD	0.00	5,449.49
						Document Total:	5,449.49
						Payment Method Total:	5,449.49
						Cash Account Total:	5,449.49

CASH AP CASH ACCOUNT FOR AP							
Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108217	Closed	5/5/2023	NEWLOOK01	NEW LOOK COMPUTER & DATA	0.00	7,571.80
Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		54369	D/W CABLE INST/	7,571.80	USD	0.00	7,571.80
						Document Total:	7,571.80
						Payment Method Total:	7,571.80
						Cash Account Total:	7,571.80

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108218	Closed	5/5/2023	CASA01	POINT BROADBAND	0.00	875.00

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		808801	INTERNET, FIBER	875.00	USD	0.00	875.00
						Document Total:	875.00
						Payment Method Total:	875.00
						Cash Account Total:	875.00

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108219	Closed	5/5/2023	PREIN01	PREIN&NEWHOF	0.00	18.00

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		106259	WATER LAB	18.00	USD	0.00	18.00
						Document Total:	18.00
						Payment Method Total:	18.00
						Cash Account Total:	18.00

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108220	Closed	5/5/2023	QUIC01	QUICKTROPHY	0.00	43.20

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		120129	NAMEPLATE A FR	25.10	USD	0.00	25.10
BILL		120808	NAME PLATE ADA	18.10	USD	0.00	18.10
						Document Total:	43.20
						Payment Method Total:	43.20
						Cash Account Total:	43.20

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108221	Closed	5/5/2023	STAT03	STATE OF MICHIGAN-EGLE	0.00	66.00

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		761-11096585	WATER LABS	66.00	USD	0.00	66.00
						Document Total:	66.00
						Payment Method Total:	66.00
						Cash Account Total:	66.00

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108222	Closed	5/5/2023	STAT04	STATE OF MICHIGAN-LAB	0.00	57.50

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		20230401-22		34.50	USD	0.00	34.50
BILL		20230401-26		23.00	USD	0.00	23.00
Document Total:							57.50
Payment Method Total:							57.50
Cash Account Total:							57.50

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108223	Closed	5/5/2023	TRO01	TROUBLE SHOOTERS OF MID-MICHIGAN, INC	0.00	150.00

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		101571	FRIDGE REPAIR C	150.00	USD	0.00	150.00
Document Total:							150.00
Payment Method Total:							150.00
Cash Account Total:							150.00

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108224	Closed	5/5/2023	VERI01	VERIZON	0.00	3,774.52

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		9933310281	4/24-5/23 CELL PH	3,774.52	USD	0.00	3,774.52
Document Total:							3,774.52
Payment Method Total:							3,774.52
Cash Account Total:							3,774.52

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108225	Closed	5/5/2023	WINN01	WINN TELECOM	0.00	4,135.13

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		MAY2023	LOCAL/LONG DIS	4,135.13	USD	0.00	4,135.13
Document Total:							4,135.13
Payment Method Total:							4,135.13
Cash Account Total:							4,135.13

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108226	Closed	5/5/2023	WOOD01	WOOD SARAH	0.00	341.25

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		APR2023	4/3-4/26 CONTRA	341.25	USD	0.00	341.25
						Document Total:	341.25
						Payment Method Total:	341.25
						Cash Account Total:	341.25

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108227	Closed	5/5/2023	YEOY01	YEO & YEO PC CPA	0.00	2,300.00

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		572177	FINAL AUDIT END	2,300.00	USD	0.00	2,300.00
						Document Total:	2,300.00
						Payment Method Total:	2,300.00
						Cash Account Total:	2,300.00

Doc. Type	Count	Amount Paid (USD)
Check	28	33,302.53
Prepayment	0	0.00
Refund	0	0.00
Void Check	0	0.00
Company Total:	28	33,302.53

Balance Sheet

As of April 30, 2023

Assets

Cash & Cash Equivalents	2,851,156.77
Account Receivable	128,036.15
Other Receivables	230,001.27
Prepaid Expenses	8,220.00
VFC Inventory	42,167.91

Total Assets **3,259,582.10**

Liabilities

Employee Deductions	44,058.47
Accounts Payable	30,005.44
Due to Others	297,612.62
VFC Inventory	42,167.92
Trust Funds	17,987.17
Deferred Revenues	0.00
Other Long-term Liabs	198,633.00
38901-FUND BALANCE RESTRICTED DENTAL	95,208.84
39001-FUND BALANCE	163,207.96
39004-FUND BALANCE - TECHNICAL/EQUIP	489,494.46
39005-FUND BALANCE-FACILITY DEV.	137,523.00
39007-FUND BALANCE-SELF INS BONDS	13,949.72
39008-FUND BALANCE-FUTURE RETIREMENT	192,269.58
39009-FUND BALANCE-COMPENSATED LEAVE	549,707.51
39010-FUND BALANCE-UNEMPLOYMENT	55,000.00
39012-FUND BALANCE - TRAINING	35,000.00
39013-FUND BALANCE - BRFS	11,522.00
39014-FUND BALANCE-HEALTH INSURANCE	160,000.00
39015-FUND BALANCE-POTENTIAL CLAIMS	168,289.00
39017-FUND BALANCE CHW	200,000.00
39018-FUND BALANCE OPEB	77,778.00
Net Income / (Loss)	280,167.41

Total Liabilities **3,259,582.10**

Difference 0.00

REVENUE-EXPENSE

As of April 30, 2023

ALL PROGRAMS	BUDGET	CURRENT MONTH	YEAR TO DATE	BUDGET BALANCE	% YTD
REVENUE					
ELPHS	1,147,315.00	79,763.00	748,500.20	398,814.80	65%
MDHHS GRANTS	3,503,257.00	299,992.00	2,137,184.15	1,366,072.85	61%
MDHHS FEE FOR SERVICE	70,000.00	0.00	16,861.06	53,138.94	24%
EGL E GRANTS	85,015.00	14,655.95	43,326.45	41,688.55	51%
OTHER GRANTS	858,000.00	11,493.81	368,730.04	489,269.96	43%
VFC SUPPLIES	300,000.00	6,453.93	71,492.15	228,507.85	24%
MEDICAID FULL COST	282,000.00	44,277.00	132,831.00	149,169.00	47%
MEDICAID OUTREACH	53,355.00	0.00	2,582.17	50,772.83	5%
MISC INCOME	22,000.00	8,118.41	56,335.42	-34,335.42	256%
CHED ADMINISTRATION	1,000.00	0.00	0.00	1,000.00	0%
ORAL HEALTH	0.00	0.00	1,465.00	-1,465.00	
ORAL HEALTH K-ASSESSMENT	0.00	2,325.00	4,305.00	-4,305.00	
CLINICAL VARNISH	10,000.00	70.00	1,774.20	8,225.80	18%
HEARING	21,000.00	1,010.00	8,850.60	12,149.40	42%
VISION	21,000.00	1,028.80	7,734.80	13,265.20	37%
FAMILY PLANNING	108,000.00	2,344.57	31,493.03	76,506.97	29%
BCCCP	1,000.00	0.00	549.20	450.80	55%
WOMENS HEALTH PROGRAM	0.00	230.00	230.00	-230.00	
BLOOD LEAD	8,100.00	331.53	1,701.05	6,398.95	21%
HIV	1,000.00	0.00	0.00	1,000.00	0%
STD/STI	4,000.00	111.66	2,292.94	1,707.06	57%
IMMUNIZATIONS	130,000.00	3,237.98	100,127.48	29,872.52	77%
COMMUNICABLE DISEASE	2,000.00	0.00	570.00	1,430.00	29%
BODY ART	1,500.00	0.00	0.00	1,500.00	0%
FOOD PROGRAM	315,000.00	25,178.00	280,347.00	34,653.00	89%
WATER PROGRAM	185,000.00	13,954.00	73,598.00	111,402.00	40%
SEWAGE PROGRAM	195,000.00	21,210.00	93,518.00	101,482.00	48%
EH MISC	45,000.00	3,957.00	34,301.08	10,698.92	76%
EH ADMIN	1,000.00	50.07	343.36	656.64	34%
ADMINISTRATION	200.00	0.00	-50.00	250.00	-25%
SPACE	296,599.99	23,825.11	168,989.11	127,610.88	57%
APPROPRIATIONS	1,133,504.01	94,622.92	664,570.69	468,933.32	59%
TOTAL REVENUE	8,800,846.00	658,240.74	5,054,553.18	3,746,292.82	57%

ALL PROGRAMS	BUDGET	CURRENT MONTH	YEAR TO DATE	BUDGET BALANCE	% YTD
EXPENSE					
SALARIES	4,336,979.00	324,502.81	2,372,783.68	1,964,195.32	55%
FICA	331,775.00	23,880.77	173,882.18	157,892.82	52%
HEALTH INSURANCE	913,058.00	74,153.32	524,759.11	388,298.89	57%
DENTAL INSURANCE	57,645.00	4,038.72	29,250.16	28,394.84	51%
RETIREMENT	723,303.00	46,400.49	335,586.28	387,716.72	46%
OTHER BENEFITS	43,786.00	1,480.56	17,671.56	26,114.44	40%
OFFICE SUPPLIES	92,700.00	3,518.87	78,904.95	13,795.05	85%
COMPUTER SUPPLIES	70,000.00	9,116.17	47,086.39	22,913.61	67%
MEDICAL SUPPLIES	48,800.00	786.07	27,666.75	21,133.25	57%
BIOLOGICS	60,500.00	4,568.84	46,452.46	14,047.54	77%
VFC	300,000.00	6,453.93	71,492.15	228,507.85	24%
OTHER SUPPLIES	0.00	12,815.34	13,510.34	-13,510.34	
CAPITAL EXPENSE	0.00	0.00	29,052.73	-29,052.73	
SOFTWARE PURCHASES	0.00	0.00	32,075.00	-32,075.00	
CONTRACTUAL	1,056,400.00	71,046.57	464,869.33	591,530.67	44%
LABS	4,200.00	135.26	2,304.16	1,895.84	55%
COMMUNICATIONS	59,400.00	8,653.22	67,904.70	-8,504.70	114%
TRAVEL/TRAINING	171,900.00	12,054.46	89,162.18	82,737.82	52%
MEMBERSHIPS	25,600.00	716.95	17,862.19	7,737.81	70%
ADVERTISING	34,100.00	11,600.00	19,809.56	14,290.44	58%
LIABILITY INSURANCE	33,000.00	0.00	46,866.75	-13,866.75	142%
LEASE & MAINTENANCE	111,100.00	7,090.00	72,663.41	38,436.59	65%
RENT	31,000.00	2,371.67	16,039.66	14,960.34	52%
SPACE	285,600.00	23,825.11	168,989.11	116,610.89	59%
MISC EXPENSE	10,000.00	1,023.33	7,740.98	2,259.02	77%
TOTAL EXPENSE	8,800,846.00	650,232.46	4,774,385.77	4,026,460.23	54%
Net Income (Loss)	0.00	8,008.28	280,167.41	-280,167.41	

BOARD OF HEALTH:	Bruce DeLong	George Bailey	Michael R. Beach
	Dwight Washington, Ph.D.	Chuck Murphy	Adam Petersen

May 24, 2023

ADMINISTRATOR: Sarah Doak

SUBJECT: Vaccine Storage Unit replacement (Gratiot office)

Information Only Action Needed

I. Authority for This Action:

- Local Policy 703.044 A Proper Storage and Handling of Vaccine; CDC Vaccine Storage and Handling Toolkit
- Law or Rule ___

II. Summary:

Vaccine storage and handling is a top priority for the agency. Proper storage and handling of vaccine ensures vaccine doses are not compromised, which can lead to costly revaccination efforts or replacing of lost vaccine. Proper storage and handling efforts lead to maintaining patient confidence in our practice. The current Follett storage unit in Ithaca requires service, but parts are no longer available. We are currently unable to use it for vaccine storage.

III. Strategic Objective, Health Issue, or other Need Addressed:

Each office is equipped with two refrigerator storage units due to the volume of vaccine we have. With GBO being centrally located, it serves as a 'back-up' storage site for the other offices in case of power failure etc.

IV. Fiscal Impact and Cost:

A quote from Follett for their 25 cu ft unit totaled \$6730.91

A quote from K2 Scientific for their 25 cu ft unit totaled \$5444.88

A quote from Helmer for their 20 cu ft unit totaled \$ 6534.03

V. Alternatives Considered:

Service to the current unit is not an option as parts are no longer available. A new unit must be purchased.

VI. Recommendation:

We recommend the purchase of the K2 Scientific unit at a cost of \$5444.88. We have been approved by MDHHS to use funding from the COVID/FLU vaccine grant.

VII. Monitoring and Reporting Time Line:


Monitoring of the agency's fiscal resources will continue

To:
 MIDMICHIGAN DIST HLTH DEPT
 Ruby Suarez
 615 N State St.
 Stanton, MI 48888
 989-831-3628 (Contact)

Project:
 MMDH0012
 151 Commerce drive
 Ithaca, MI 48847

From:
 Follett Products, LLC (Middleby)
 Bobby Milleville
 HealthSoft
 Canton, MI 48187
 610-252-7301
 734-620-8311 (Contact)

**Quote Number:
 MMDH0012**

Item	Qty	Description	Sell	Sell Total
1	1 ea	MEDICAL REFRIGERATOR  Follett Healthcare Model No. REF25-PH-R0000G Medical-grade upright pharmacy refrigerator, single door, 24.6 cu ft capacity, with LCD touchscreen user interface, right-hinged glass door with ADA-compliant full length locking handle, stainless steel construction on interior/exterior, integral data and event logging, user-programmable temperature display and integral alarming functions, top temperature probe and 16 oz bottle of glycerine, heavy-duty dual casters, 6 roll-out baskets. Voltage: 115/60.	\$5,130.91	\$5,130.91
	1 ea	AS2 FIRST UNIT Authorized installation, first unit (Single door upright refrigerators and freezers) ((NET) NO FURTHER DISCOUNTS APPLY)	\$500.00	\$500.00
	1 ea	INSTALL Services include: deliver the specified equipment to the point of use, uncrate and set in place, install casters or levelling legs and shelves/drawers (if required), complete set-up to ensure the unit is working fully, and remove and discard all debris.		
	1 ea	2 year parts & labor, 5 year compressor parts only, standard		
			ITEM TOTAL:	\$5,630.91
2	1 ea	FREIGHT Follett Healthcare Model No. AS FREIGHT Transportation to the address above via the contracted installation service provider. This in addition to the AS onsite services service quoted above.	\$1,100.00	\$1,100.00
			ITEM TOTAL:	\$1,100.00
			Total	\$6,730.91

Vizient Contract CE3341 pricing expires on 3/31/24.
 Vizient Contract CE2851 pricing expires on 3/31/24.
 Non-contract pricing expires 60 days after the date of quotation.
 After that date, please contact your sales representative.
 Specifications subject to change without notice

*****When submitting your purchase order, please include this quote and note the quotation number on your purchase order.*****

This quote contains confidential pricing information intended only for the use of the individual or entity named above and may be legally privileged. If you are not an employee or agent of the intended recipient, you are hereby notified that any disclosure, copying, or distribution, in part or in whole, to any party not associated with the acceptance of this specific quote, or the taking of any action based on the contents of this quote, is strictly prohibited.

Freight Terms

Freight is an additional charge. Standard delivery rates include dock-to-dock services. Special services such as lift gate or inside delivery are not included. Please advise Follett Products, LLC at time of order if special services are needed.

All freight is to be inspected upon delivery. When shipped with Follett's carrier, any freight received damaged must be refused or signed for as damaged. Follett Customer Service must be notified of any damage within 48 hours of delivery. If you choose to contract for the delivery of your equipment with your own third-party carrier, Follett is prohibited from submitting claims for freight damage on your behalf and cannot provide restitution for freight damage expenses. Should you experience freight damage with your own third-party carrier, Follett will help you document the event so that you can file the claim with your carrier.

Return Policy

Follett equipment may be returned under the following conditions:

1. The equipment is new, unused, and not installed.
2. A return materials authorization (RMA) accompanies the returned equipment. Such RMA must be requested from Follett Customer Service within 45 days after shipment
3. Equipment must be received at the Follett factory in Easton, PA within 30 days of the issuance of the RMA by Follett
4. There is a 20% re-stocking fee for all returns after equipment is inspected at Follett. If the cost to return the equipment to stock exceeds 20%, the actual cost will be deducted
5. Return freight is the responsibility of the customer returning the equipment.
6. Units to be returned must be in brand new condition and in the original packaging. If you do not have the original packaging, please contact Follett Customer Service to order new packaging. If returned equipment is damaged because of improper packaging, Follett will not be held responsible.

Please Note: Special quote request (SQR) items are not returnable to Follett.

WARRANTY STATEMENT

Symphony Plus dispensers and Maestro Plus ice makers: 3 year parts and labor on entire machine, 5 year parts on compressor

Slope front bins: 3 year parts, 1 year labor

Medical-Grade Refrigerators and Freezers: 2 year parts and labor on entire machine, 5 year parts on compressor

Unless otherwise specified, all warranties cover repair or replacement of the product by an authorized service company. For full warranty terms, conditions, and exclusions please refer to the Warranty Statements available at <http://follettice.com/support/>.



REF25 Upright

laboratory and pharmacy refrigerators

Features

Powerful refrigeration system and superior plenum air distribution

- modular refrigeration system with microprocessor controller provides a ± 1 C (1.8 F) performance throughout
- industry-exclusive plenum air distribution delivers cold air at six different levels
- auto-evaporating condensate

User-friendly interface

- 7" LCD capacitive touchscreen digital temperature display available in user-programmable C or F
- integral event and data logging with easy downloading via convenient USB port

Protection for your valuable products

- audible and visual high/low temperature, door open, power failure, low battery alarms
- dry contacts for remote alarming

Full stainless steel cabinet and high quality components

- full stainless steel interior and exterior provide resistance to rust and corrosion
- quick-connect RTD product temperature probe easily accessible inside storage cabinet
- dished stainless floor contains spills for easy clean up
- heavy-duty dual casters roll easily and lock securely
- 2.75" (6.98 cm) of CARB compliant non-HFC foam throughout
- four heavy-duty epoxy-coated shelves standard on LB models, six baskets standard on PH models

Heavy-duty door for ease of use and energy savings

- dual-pane glass door with ADA-compliant full length locking handle
- energy efficient low-E glass coating to reduce energy loss by 30 - 50% compared to non-coated glass
- glass remains condensation-free to 27 C (80 F) at 60% RH and eliminates need for heated doors in most applications
- self-closing hinges lock open at 90 degrees for easy product loading

Cool, energy-efficient LED lights

- full length LED light bars illuminate all shelves or baskets
- instant-on LEDs eliminate delay of fluorescent lights and deliver longer life
- energy-efficient LEDs allow products to be placed next to lights
- auto on with door opening; ON/OFF front panel switch

Model configurations					
Storage system	Hinging	Heated door	Keypad	Door style	Item number
4 shelves	right	yes	yes	glass	REF25-LB-RHTKPG
4 shelves	right	yes	no	glass	REF25-LB-RHT00G
4 shelves	right	no	yes	glass	REF25-LB-R00KPG
4 shelves	right	no	yes	stainless steel	REF25-LB-R00KPS
4 shelves	right	no	no	glass	REF25-LB-R0000G
4 shelves	right	no	no	stainless steel	REF25-LB-R0000S
4 shelves	left	yes	yes	glass	REF25-LB-LHTKPG
4 shelves	left	yes	no	glass	REF25-LB-LHT00G
4 shelves	left	no	yes	glass	REF25-LB-L00KPG
4 shelves	left	no	yes	stainless steel	REF25-LB-L00KPS
4 shelves	left	no	no	glass	REF25-LB-L0000G
4 shelves	left	no	no	stainless steel	REF25-LB-L0000S
6 baskets	right	yes	yes	glass	REF25-PH-RHTKPG
6 baskets	right	yes	no	glass	REF25-PH-RHT00G
6 baskets	right	no	yes	glass	REF25-PH-R00KPG
6 baskets	right	no	yes	stainless steel	REF25-PH-R00KPS
6 baskets	right	no	no	glass	REF25-PH-R0000G
6 baskets	right	no	no	stainless steel	REF25-PH-R0000S
6 baskets	left	yes	yes	glass	REF25-PH-LHTKPG
6 baskets	left	yes	no	glass	REF25-PH-LHT00G
6 baskets	left	no	yes	glass	REF25-PH-L00KPG
6 baskets	left	no	yes	stainless steel	REF25-PH-L00KPS
6 baskets	left	no	no	glass	REF25-PH-L0000G
6 baskets	left	no	no	stainless steel	REF25-PH-L0000S

Features (continued)

Warranty

- 2 year parts and labor
- 5 year compressor parts only
- optional extended one year warranty (item# EW12)
 - 3 year parts and labor
 - 5 year compressor parts only
- optional extended three year warranty (item# EW36)
 - 5 year parts and labor

Certifications



Commercial Refrigerator
SAFETY US/CA – SA12646

Factory-installed options

- Left-hinged door, facing unit (right-hinged door standard)
 - Integral keypad and electronic locking system with keyed access manual override
 - Solid stainless steel door with 2.60" (6.60 cm) thick insulation and ADA-compliant full-length locking handle (full-length glass door standard)
 - Heated glass door and frame (recommended for ambients above 27 C (80 F), 60% RH)(glass door only)
- NOTE: Factory-installed options must be specified at time of order – for details contact factory or you local sales representative.

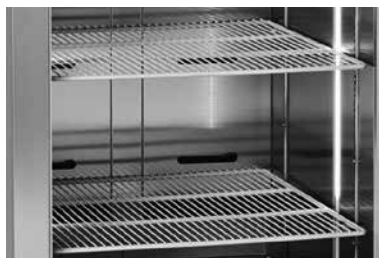
Accessories

- Replacement CRS (Complete Refrigeration System) module. 2 years parts, 5 years compressor parts, 2 years labor warranty. (item# 00939785)
 - Additional shelves (2), REF25-LB (item# 00927269)
 - Replacement "quick-connect" RTD probe with certificate of NIST-traceable calibration (item# 01140458)
 - Pyxis® compatible door bracket (item# 00927202)
 - Omniceil® compatible door bracket (item# 00966432)
 - medDISPENSE® compatible door bracket (item# 00978296)
 - Glycerine, 16 oz (item# 00959296)
 - Additional key for glass door (item# 00945436)
 - Additional key for solid door (item# 01035013)
 - Wall bracket kit, seismic anchoring (item# 00927194)
- NOTE: Accessories ship separately.

Touchscreen display



Heavy-duty epoxy coated shelves on LB models



"Floating" basket system on PH models



Specification

Nominal capacity	24.6 cu ft
Ventilation clearance	10.00" (25.4 cm) top, 2.00" (5.08 cm) back

Exterior

W1 Width	29.75" (75.6 cm)
D1 Depth with handle	36.50" (92.7 cm)
H1 Height with casters	79.50" (201.9 cm)
Casters	(4) swiveling dual wheel casters with toe locks
D2 Door swing	62.50" (158.8 cm)

Interior

Height	55.94" (142.1 cm)
Lighting	(2) energy efficient full length LED lights
Storage system	(4) full, epoxy-coated shelves, adjustable in 1/2" (1.27 cm) increments on LB models, (6) full extension, epoxy-coated baskets on PH models
Shelf dimensions (LB models)	23.38" W x 25.50" D (59.4 x 64.8 cm)
Overall basket dimensions (PH models)	22.50" W x 24.91" D x 6.38" H (57.2 x 63.3 x 16.21 cm)
Inside basket dimensions PH models)	21.75" W x 24.19" D x 5.88" H (55.2 x 61.4 x 14.94 cm)
Space between baskets (PH models)	8.00" (20.32 cm)
Working load rating per shelf or basket	78 lb (35 kg)
Max. load rating per shelf or basket	117 lb (53 kg)

Door configurations

Door	dual-pane glass door or solid stainless steel
Door lock	cylinder type with one key
Door handle	ADA-compliant, full length handle
Door hinges	torsion rod self-closing with 90° hold open feature
Gasket	magnetic dart style (replaceable)

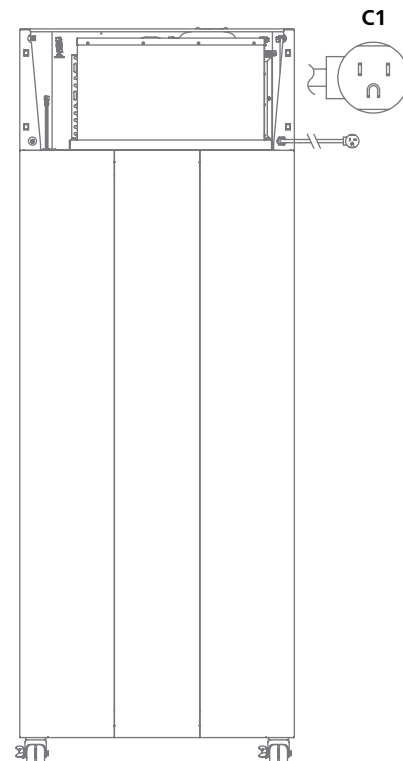
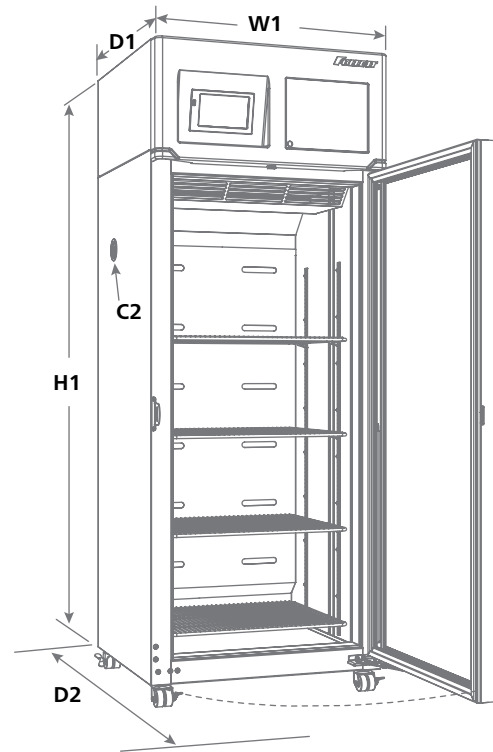
Electrical

C1 Electrical	10.6 run load amps, NEMA 5-15 90° hospital-grade plug. 9' (2.7 m) cord.
Maximum size of branch circuit overcurrent device	15 amps dedicated circuit

Controls

Temperature display	7" LCD capacitive touchscreen digital temperature display available in user-programmable C or F
C2 3rd party probe access	soft access port on left side of cabinet
Product temperature display probe	(1) quick-connect RTD (± 0.4 C, ± 0.7 F)
Temperature probe calibration	top probe calibration in 0.1° increments
Password protection PIN	4 digit password to prevent interface setting/selection changes
Date and time	programmable
Product simulation bottle size	(1) 125 ml
Refrigeration and defrost probes	NTC thermistor type
Refrigeration cycle with probe error	factory set at 4 min on, 8 off, user adjustable

Dimensional drawing



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Programmable operating range	2.2 to 10 C (36 to 50 F)
Factory preset	4.4 C

Alarming

High and low product temperature alarm	audible and visual, user programmable set points in C or F
Power failure alarm	audible and visual
Door ajar alarm	audible and visual
Probe error alarm	audible and visual – product temperature probes, refrigeration and defrost
Alarm mute	10 minute ring-back
Alarm volume	0-10 scale
Low battery alert	audible and visual
Back-up battery status	shows voltage level
Min/max temperature log	shows highest and lowest product temperature since last reset occurred
Remote contacts	NO/NC standard, located behind front panel

Data logging

Information log	graphs or displays temperature data and displays chronological event data (50,000 data points)
Data export	USB export capabilities

System performance

Top-to-bottom temperature consistency	± 1 C (1.8 F)
Refrigeration system	integral top-mounted module with 1/3 hp compressor and air-cooled condenser
Refrigerant and charge	non-CFC R134a refrigerant, 11.4 oz
Air circulation system	ducted air to each storage level through back plenum openings, front face return
Air temperature pull down	24 to 5 C (75 to 41 F) in 30 minutes
Product simulation bottle temperature pull down	24 to 5 C (75 to 41 F) in 120 minutes
Energy consumption	5.4 kWh/day (auto-off defrost)
BTU/hr normal heat rejection, includes duty cycle (75 F ambient)	1060 BTU/hr (311 Watts)
BTU/hr maximum (total) heat rejection, continuous operation (75 F ambient)	3210 BTU/hr (941 Watts)

Shipping

Shipping size	42.00" W x 43.00" D x 86.00" H (106.7 x 109.2 x 218.4 cm)
Approximate refrigeration module net weight	62 lb (28 kg)
Approximate net weight	REF25-LB models – 320 lb (145 kg) REF25-PH models – 415 lb (188 kg)
Approximate ship weight	REF25-LB models – 447 lb (203 kg) REF25-PH models – 538 lb (244 kg)

NOTE: For indoor use only

SHORT FORM SPECIFICATION: Upright refrigerator with 24.6 cu ft of nominal capacity. To include (choose one) ____ (4) full, epoxy-coated shelves, adjustable in 1/2" (1.27 cm) increments or ____ 6 full extension, epoxy-coated "floating" baskets. Environmentally responsible R134a refrigeration system to include an integral top-mounted module with 1/3 hp compressor and air-cooled condenser. 7" LCD capacitive touchscreen with user selectable C or F. Event and data logging with USB download capability. Air circulation system to duct air through back plenum openings with front face return. Storage area to be insulated with CARB compliant non-HFC foam. 9' (2.7 m) power cord with NEMA 5-15 90° hospital-grade plug. UL listed.

REF25 upright laboratory and pharmacy refrigerators

Follett® authorized services¹

refrigerators and freezers



Countertop and undercounter refrigerators and freezers



Double door upright refrigerators

Single door upright refrigerators and freezers

Follett must be advised of any requirements regarding proof of COVID-19 vaccination or proof of a negative COVID-19 test within 48 hours of entry into the premises for contractors.

Authorized installation and start-up

TechTrans will deliver the specified equipment to the point of use, uncrate and set in place, install casters or levelling legs and shelves/drawers (if required), complete set-up to ensure the unit is working fully, and remove and discard all debris. The installation team is not authorized to troubleshoot or provide service (see reverse for standard terms and conditions).

NOTE: This service is not available without a completed and signed Follett site survey², form# 8285. Please return completed site survey with purchase order.

Service includes:

- uncrate and unpack unit
- install casters or leveling legs
- install accessories, including but not limited to shelves, drawers, stacking kits, and pedestals, if applicable
- position unit in final point of use, as directed by user
- plug in the unit⁴
- prepare and install glycerine solution and insert temperature probe in product simulation bottle(s)
- secure battery connections, if applicable
- check door sag and tension, adjust as needed
- confirm door gasket seal
- set time and date in the controller
- change temperature display to Fahrenheit, upon user request
- adjust high and low temperature alarm settings, upon user request
- confirm unit is fully operational
- review operational procedures with user
- deliver operation and service manual to user
- remove all shipping and packing debris from site

Item number	Description
AS1	Authorized installation, countertop and undercounter refrigerators and freezers
AS2	Authorized installation, single door upright refrigerators and freezers
AS3	Authorized installation, double door upright refrigerators

¹ Authorized services available only with TechTrans freight and does not include dock-to-dock common carrier freight charges.

² If you are unable to complete the site survey, this service is available through TechTrans for \$150.

³ Dock-to-dock common carrier freight charges provided as separate line item.

⁴ See terms and conditions, item 4, for electrical requirements.

FOLLETT AUTHORIZED SERVICES STANDARD TERMS AND CONDITIONS

Installation services are provided by Follett's authorized logistics partner. Please note the installation team is not authorized to troubleshoot or provide service to the unit(s), or recommend temperature or alarm settings for the unit(s). For additional support, please contact Follett Products, LLC at 800.523.9361 or your local sales rep.

Authorized Service quotation assumes the start-up and/or installation site is prepared as follows:

1. All halls, doors and path to the final installation location must provide free and clear access.
2. This service offering does not cover special validation processes required by 3rd party organizations.
3. Site conditions, i.e., ceiling height, cabinet clearances, clearances to walls, structures, adjacent equipment, etc., will be in accordance with Follett's specifications.
4. Dedicated NEMA-5 120 V/60 Hz receptacle is required within 5 feet of the final point of use. See requirements below:
 - Countertop refrigerator or freezer – 15 Amp circuit
 - Undercounter refrigerator or freezer – 15 Amp circuit
 - Single door upright refrigerator – 15 Amp circuit
 - Single door upright freezer – 20 Amp circuit
 - Double door upright refrigerator – 20 Amp circuit
5. Should the installation site not be ready when Follett or the installer arrives, any additional expenses will be charged to the customer.
6. Acquisition and cost of permits, inspections, variances, etc., are not included in this quotation and will be the responsibility of others.
7. Reinforcement of walls, floors, or modifications to any structural or functional item that needs to be completed to facilitate the installation of the Follett equipment will be the responsibility of others.
8. Special installation items, materials, or conditions required by local, municipal, or state codes are not included in this quotation and are the responsibility of others.
9. Special anchors, hurricane ties, seismic anchoring, etc. and labor that may be required for securing are the responsibility of others.
10. Follett or the installer reserves the right to decline services, materials, labor, etc., that will create or require Follett or the installer to work in an unsafe environment.
11. Follett or the contractor is not responsible for acts of God, fire, weather, theft, or vandalism that result in additional charges not included in this quotation.

FOLLETT and FOLLETT HEALTHCARE are registered trademarks of Follett Products, LLC, registered in the US. Follett reserves the right to change specifications at any time without obligation. Certifications may vary depending on country of origin.

Pre-installation site survey

refrigerators and freezers

Please return completed site survey to customerservice@follettice.com along with your purchase order to prevent a delay in order processing.

Does the site have any requirements regarding proof of COVID-19 vaccination or proof of a negative COVID-19 test within 48 hours of entry into the premises for contractors? Yes No

Authorized installation and start-up

This form is required to help ensure smooth delivery and installation of your equipment. Please complete this checklist for each piece of equipment being installed and return as soon as possible. Follett Authorized Delivery and Installation cannot be offered without a completed and signed Site Survey.

Service and charges approved by

Printed Name

Signature

Date

Contact at delivery site

Printed Name

email

Phone

Customer purchase order number: _____

Follett quote number (if available): _____

Installation address

Name of Facility: _____

Street Address: _____

Suite/Floor: _____

City: _____ State: _____ Zip: _____

Additional site information to assist delivery team: _____

Site-specific survey questions for installation

Receiving

1. Is the facility tractor-trailer accessible? Yes No
2. Will a tractor-trailer be able to stay in its parked location without creating issues? Yes No
3. Is there a shipping/receiving dock at the facility? Yes No
4. Is the shipping/receiving dock tractor-trailer accessible? Yes No

Delivery

5. Do you require a specific delivery window? (Additional charges will apply). Yes No
6. Are there any obstructions or required security clearances from the delivery site to the point-of-install site (delivery path)? Yes No
7. Are there any turns along the delivery path? Yes No
If yes, confirm unit(s) will fit around any corners.
8. Are there any stairs/steps along the delivery path? Yes No
9. How many doorways are along the delivery path (upright models only)? _____
Provide the dimensions of each doorway (including obstructing hardware) (inches):

_____ W x _____ H _____ W x _____ H _____ W x _____ H
 _____ W x _____ H _____ W x _____ H _____ W x _____ H

10. Will use of an elevator be required to install the unit? Yes No
Freight Elevator? Yes No Dimensions: _____
11. What type of flooring will the unit be installed on? _____
12. Will the unit be installed on top of a platform? Yes No
13. Please confirm that any existing units have been relocated from the installation location. Yes
14. Ceiling height where equipment will be installed (upright models only)? _____
15. If available, please submit the following photos with return of this completed document (upright models only):
 1. Photo of install footprint
 2. Photo of doorway(s)
 3. Photo of loading dock
 4. Photo of elevator (if any)
 5. Photo of stairs (if any)

Authorized Installation

16. What type of electrical outlet* do you have in the footprint? 15 A 20 A

* **DEDICATED CIRCUIT REQUIRED.** 15 Amp dedicated circuit required for all compact refrigerators and freezers, and single door upright refrigerators. 20 Amp dedicated circuit required for all single door upright freezers and double door upright refrigerators.

Please return completed site survey to customerservice@follettice.com along with your purchase order to prevent a delay in order processing.

Site-specific survey questions for installation

Receiving

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_____ W x _____ H

_____ W x _____ H

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Freight Elevator? Yes No Dimensions: _____
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12. Will the unit be installed on top of a platform? Yes No
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Authorized Installation

16. What type of electrical outlet* do you have in the footprint? 15 A 20 A

* **DEDICATED CIRCUIT REQUIRED.** 15 Amp dedicated circuit required for all compact refrigerators and freezers, and single door upright refrigerators. 20 Amp dedicated circuit required for all single door upright freezers and double door upright refrigerators.

Please return completed site survey to customerservice@follettice.com along with your purchase order to prevent a delay in order processing.



QUOTATION

Creation Date: 5/8/2023 2:12:35 PM

Toll Free: 800.743.5637
 EMAIL or FAX orders to:
orders@helmerinc.com
 317-773-9082

Quote #:
QUO-200704-G6D6T7
 Rev: 0

PLEASE REFER TO THIS QUOTE NUMBER ON ALL CORRESPONDENCES AND ORDERS

YOUR REPRESENTATIVE:
 Nicholas Reusser
 1-317-764-5216 Ext: 3817
 nreusser@helmerinc.com

Requestor: Ruby Suarez
 rsuarez@mmdhd.org
 9898313628

Facility ID:

Mid-Michigan District Health Department
615 N. STATE ST.
Suite 2
STANTON MI 48888

Ship to:

MidMichigan Health Department
151 Commerce Drive

Ithaca MI 48847

CONTRACT	Vizient T1	CE3342
Terms: NO Days	FOB: Destination	Shipping Charge: Prepaid and Add
Effective Date		2023-05-08
Expiration Date		2023-06-09

Ln No	Part#	Model	Description / Details	QTY	Price Each	Total /Extended
1	5116120-1	HPR120-GX	HPR120-GX Horizon Series™ Pharmacy Refrigerator, 20.2 cu ft (572 Liters) (with NSF/ANSI 456 Vaccine Storage Certified Labeling and Certificate of Calibration)	1	\$4,624.89	\$4,624.89
2	890011-3	TrueBlue Service Agreement	TrueBlue Service Agreement	1	\$491.63	\$491.63
3	890050-2		TrueBlue Delivery and Set Up	1	\$1,417.51	\$1,417.51

Sub Total: \$6,534.03

Shipping Method: -

We accept Visa, Mastercard and American Express

Total Amount:

All prices are in USD

\$6,534.03

Notes:



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YOUR REPRESENTATIVE:
 Nicholas Reusser
 1-317-764-5216 Ext: 3817
 nreusser@helmerinc.com

This quotation is subject to Helmer Scientific's standard terms and conditions, please visit <https://www.helmerinc.com/terms/general>.

SHIPPING: Standard cost is dock-to-dock delivery. Inside delivery (white glove) and lift gate is an additional cost and will be quoted upon request.

ORDERING INSTRUCTIONS:

Purchase Orders: Email to orders@helmerinc.com or Fax to (317) 773-9082. Please include the Helmer Quote Number on your PO.

Credit Card Orders: Please contact Customer Service at: (800) 743-5637 (8-5 EST M-F) to provide information securely over the phone.

Helmer may request new customers and established customers complete our credit application to create or update current credit files. This requirement will be contingent on order amount and prior history with Helmer.

Domestic Warranties	i.Series and PRO			Horizon Series		
	Compressor	Parts	Labor	Compressor	Parts	Labor
Refrigerators	7 yrs.	2 yrs.	1 yr.	5 yrs.	2 yrs.	1 yr.
-30° Freezers	5 yrs.	2 yrs.	1 yr.	3 yrs.	2 yrs.	1 yr.
Ultra Low Freezers	5 yrs.	2 yrs.	2 yrs.			
Platelet Incubators	5 yrs.	2 yrs.	1 yr.			
Platelet Agitators	2 yrs. Parts, 1 yr. Labor					
Plasma Thawers	2 yrs. Parts, 1 yr Labor					
Cell Washers	2 yrs. Parts, 1 yr. Labor					
Centrifuges	5 yrs. Power Train, 2 yrs. Parts, 1 yr. Labor					

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YOUR REPRESENTATIVE:
Nicholas Reusser
1-317-764-5216 Ext: 3817
nreusser@helmerinc.com

Configured As:

Line No: 1
Model: HPR120-GX
Item Number: 5116120-1
Description: HPR120-GX Horizon Series™ Pharmacy Refrigerator, 20.2 cu ft (572 Liters) (with NSF/ANSI 456 Vaccine Storage Certified Labeling and Certificate of Calibration)

Part Number	Description	Qty	Price Each
5116120-1	HPR120-GX Horizon Series™ Pharmacy Refrigerator, 20.2 cu ft (572 Liters) (with NSF/ANSI 456 Vaccine Storage Certified Labeling and Certificate of Calibration)	1	4,498.39
4010163-1	Power Option: 115V 60Hz (for Horizon Series™ Refrigerators, GX Models, 20 cu ft)	1	0.00
4110006-1	Power Cord Option: 115V 60Hz NEMA 5-15	1	0.00
4020043-1	Exterior Option: Powder Coat (for Refrigerators, GX models, 20 cu ft)	1	0.00
4030042-1	Interior Option: Powder Coat, White (for Refrigerators, GX models, 20 cu ft)	1	0.00
4040023-1	Light Option: Premium (for Laboratory Refrigerators with Powder Coat Interior, GX models, 20 25 cu ft)	1	0.00
4050066-1	Chart Recorder Option: None (for Horizon Series™ Blood Bank Refrigerators, GX models, 20 25 cu)	1	0.00
4060067-1	Lock Option: Standard Key (for Horizon Series™ Refrigerators, GX models, 20 25 cu ft)	1	0.00
4080050-1	Handle Option: Standard (for Refrigerators, GX models, 20/25/45/56 cu ft)	1	0.00
4070203-1	Door Option: Right Hinge, Glass (for iHorizon Series™ Refrigerators, GX models, 20/25/45/56 cu ft)	1	0.00
4090096-1	Storage Option: Shelf, Ventilated, Factory Installed (for Refrigerators, GX models, 20 45 cu ft)	1	0.00
4090097-1	Storage Option: Drawer, Ventilated, Factory Installed (for Refrigerators, GX models, 20 45 cu ft)	1	0.00

QUOTATION

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YOUR REPRESENTATIVE:
Nicholas Reusser
1-317-764-5216 Ext: 3817
nreusser@helmerinc.com

4090097-1	Storage Option: Drawer, Ventilated, Factory Installed (for Refrigerators, GX models, 20 45 cu ft)	1	0.00
4090097-1	Storage Option: Drawer, Ventilated, Factory Installed (for Refrigerators, GX models, 20 45 cu ft)	1	0.00
4090097-1	Storage Option: Drawer, Ventilated, Factory Installed (for Refrigerators, GX models, 20 45 cu ft)	1	0.00
4090097-1	Storage Option: Drawer, Ventilated, Factory Installed (for Refrigerators, GX models, 20 45 cu ft)	1	0.00
4090097-1	Storage Option: Drawer, Ventilated, Factory Installed (for Refrigerators, GX models, 20 45 cu ft)	1	0.00
4090095-1	Storage Option: None (for Refrigerators, GX models, 20 45 cu ft)	1	0.00
4120008-1	Monitoring Option: Ballast, Solid, Factory Installed (for Horizon Series™ Refrigerators, GX models, 20/25 cu ft)	1	126.50
4900098-1	Special Option: Access Port, Left Wall (for Blood Bank Refrigerators, GX models, 13/20/25/45/56 cu ft)	1	0.00

Total Price: \$4,624.89

QUOTATION

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Quote #:
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Rev: 0

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ALL CORRESPONDENCES AND ORDERS

YOUR REPRESENTATIVE:
Nicholas Reusser
1-317-764-5216 Ext: 3817
nreusser@helmerinc.com

Configured As:

Line No: 2
Model: TrueBlue Service Agreement
Item Number: 890011-3
Description: TrueBlue Service Agreement

<i>Part Number</i>	<i>Description</i>	<i>Qty</i>	<i>Price Each</i>
890011-3	TrueBlue Service Agreement	1	0.00
8120111	Ref/Frz, 2yr, New Product	1	491.63

Total Price: \$491.63


Quote #QN360650

Thank you for the opportunity to Quote this for you. Please let us know if you have any questions by replying to this email. This quote was created by **Mackenzie Austin** on May 8th 2023.

Ruby Suarez
 151 Commerce Drive
 Ithaca, Michigan 48847

Notes: Tax will be added at time of purchase, if applicable.

- Benefits of working with K2 Scientific:
- Our direct-from-the-manufacturer pricing makes the K2 brand a value proposition without compromising performance or certification
 - Warranty: Two-year full replacement plus three additional years on the compressor
 - Warranty Match: Most competitive warranty in the marketplace
 - Order will ship within 24-48 hours of order placement
 - Customer Service/ Technical Support: An agent will be available from 8:00 am to 6:00 pm EST via phone, email, or chat. Emergency service available via text
 - Dedicated sales representative
 - Online shopping, chat feature, and online sales and service assistance
 - If you are receiving multiple quotes, K2 has a price match guarantee available for comparable models

	<u>25 Cu. Ft. Glass Door Pharmaceutical / Laboratory High Performance Refrigerator</u>	\$ 4,695.00	x 1	\$ 4,695.00 \$ -341.37 \$ 4,353.63
	Notes: Limited stock; order soon			
	White Glove Delivery: \$916.25			
Image Coming Soon	<u>K225 Shelving Bundle (4)</u>	\$ 350.00	x 1	\$ 350.00 \$ -175.00 \$ 175.00
	Notes: Two Shelves			
Subtotal				\$ 5,045.00
Discount				\$ -516.37
Shipping				\$ 916.25
Total				\$ 5,444.88

Proceed To Checkout

About this Quote/Questions?

Pre-sale lists and stock change daily. All orders are filled in the order received. Price is subject to change until the purchase is complete via PO or credit card.

Full inspection is required at the time of delivery. Please see our warranty requirements here. Please refuse any shipment that has shipping damage at the time of delivery to ensure your replacement arrives promptly and that you don't have to worry about repackaging the unit for return. Be sure to inform the receiving party of these details to ensure proper receipt.

Operational manuals are available on the resources page of our website. Call 800-218-7613 ext 1014 or email mackenzie@K2sci.com for questions or services.

BOARD OF HEALTH:	Bruce DeLong	George Bailey	Phil Kohn
	David Pohl	Timothy Gay	Adam Petersen

May 24, 2023

ADMINISTRATOR: Melissa Selby, Director of Administrative Services

SUBJECT: Purchase of Access Control System

Information Only

Action Needed

I. Authority For This Action:

Local Policy

Law or Rule Public Health Code, Act 368 of 1978, MCL 333.2417

II. Summary:

(Previous board action relating to this item? Background information and if any future action anticipated.)

To increase the safety and security of Mid-Michigan District Health Department's (MMDHD) Gratiot and Montcalm branch offices, Mid-Michigan District Health Department would like to install an access control system to control access to the building. The project would include the installation of 30 electronic card reader access points, approximately 100 proximity cards, and automatic locking and unlocking of main entrance doors. The project is aimed to protect and maintain the safety and security of MMDHD assets.

III. Strategic Objective, Health Issue, or other Need Addressed:

(What priority should be given in relation to goals? Include reason for recommending change in priorities and how the need will be introduced into planning process.)

MMDHD has identified multiple risks that this solution could mitigate. Currently, MMDHD is operating utilizing standard issued keys. Although many attempts have been made at maintaining a key inventory, changing the locks and staff turnover have resulted in MMDHD not being able to keep up with the key inventory. This ultimately has created a safety and security issue within the office. Additionally, when exiting employees are turning in their keys, it is an honor system, meaning MMDHD could have disgruntled former employees with keys to the buildings. This not only increases the safety risk to employees, but it also creates risk for the confidential material, computer equipment, and building assets within the facility.

Furthermore, due to the construction of the buildings, once a member of the public enters one of the department's lobbies it has full access to the building as there are no locked doors restricting movement from public areas to employee only areas. Additionally, there have been instances where a child escapes from their parents and are able to run the entire length of the hallway before being stopped. The lack of locked doors delineating public vs. employee only areas has created a safety risk for employees and members of the public visiting our offices.

Finally, because MMDHD does not have an access control system, there is no ability to limit staff or the public from entering restricted areas such as server rooms, vaccine storage rooms, and confidential filing rooms. Access to these areas could lead to compromised health information, HIPAA violations, and

catastrophic failure of servers and technological equipment. The addition of automatic locking doors would restrict access to vulnerable parts of the buildings that could cost MMDHD hundreds of thousands of dollars in damages should an event occur.

The installation of the door locking system would allow for staff to use access cards which would replace the need for standard keys. MMDHD would not need to maintain a hard inventory of keys rather, all staff issued an access card would be housed electronically. Any staff that are being released from their position or exiting the agency can be immediately denied access to the building. This removes the risk of additional copies of keys being made and keeping track of the keys that are issued to staff. If an access card is lost, the old card can be deactivated and a new card can be issued without the worry of who now has access to that old card. Furthermore, the access control system allows for reduced movement throughout the buildings from the public. MMDHD would be able to keep the public in public approved areas which would reduce the safety and security risk to MMDHD assets and employees. Finally, the ability to limit staff and the public from entering restricted areas such as filing rooms with medical information and server rooms with expensive information technology equipment is of utmost importance. Access to these rooms would be given only to approved staff. This reduces the risk of disgruntled staff or members of the public from accessing these areas out of retribution.

IV. Fiscal Impact and Cost:

(Immediate, ongoing, and future impact.)

MMDHD has obtained three different quotes from various companies across the state of Michigan. MMDHD received a grant from Michigan Municipal Risk Management Authority for 50% of the cost of the project up to \$36,851.65. The quotes are as follows:

- 1) EPS Security – One time cost of \$50,850.00 plus \$504.00 per month (\$6,048/year).
- 2) Security Designs – One time cost of \$69,531.00
- 3) TKS Security – One time cost of \$46,295.00 plus \$399.00 per month (\$4,788/year).

MMDHD has determined that TKS Security is the preferred company as it is cloud based and will require less maintenance overtime avoiding costly upgrades for servers and software.

MMDHD's strategy for covering the remaining cost is to utilize CDC Rural Health Initiative Grant funding. MMDHD has budgeted \$40,000 for this project.

MMDHD's initial cost will be \$27,935.00 with an annual recurring cost of \$4,788.00.

V. Alternatives Considered:

(Scope of options reviewed. Reasons for rejecting alternatives.)

MMDHD met with the two other companies, and it was decided that EPS Security was more expensive than the other options. Security Designs, while a onetime cost is appealing, the long term maintenance on a server hosted system would be more expensive in the long run and MMDHD would not have access to a remote help desk for issues.

VI. Recommendation:

(Advantages/benefits of proposal. Expected results. Possible problems or disadvantages of proposal. Effect of action on agency. Consequences of not approving recommendation or taking action.)

MMDHD recommends the Board of Health authorize the agency to purchase an access control system from TKS Security.

VII. Monitoring and Reporting Timeline:

(Evaluation method and timeline. Next report to the Board.)

In accordance with the grant, MMDHD will begin implementation as soon as possible.



Mid Michigan District Health

615 N State St STE 1

Stanton MI 48888

RE: Ithaca CA



The proposed EPS access control system will be programmed and managed by EPS you or your staff on site. This system enables EPS you to manage and record the activity of all card holders within the specified areas. The programmability of this systems allows control not only who has access but at what time and to which area.

Access Control Equipment to be Installed

- 1 ADA Opener Tie-In
- 1 DSX 8-Door Memory Upgrade (CPU Only)
- 1 DSX 2-Door Panel with Nonvolatile Memory
- 2 DSX 27V Strike Power Supply
- 8 Battery 12v 7ah
- 2 9' Power Supply Cord
- 10 Honeywell Standard Reader
- 10 Door Contact 3/4" Flush Mt.White
- 10 White Rex Motion Detector
- 800 Wire Structured Cable Windy City
- 3 Misc Hardware/Consumables
- 1 AC Plug Strip
- 1 Lantronix Network Terminal Server
- 1 Relay Sensitive

Access Control System Investment

One Time Installation Charge \$17,980.00 Plus Tax

Tax Exempt (If checked, Plus Tax above is void)

Monthly Services \$180.00

- Service Agreement
- Administration
- Reports
- Preventative Maintenance

Photo ID Badging System:

- Badging Software
- Printer
- Camera, Lighting Kit & Tripod
- Color Ribbon & Cleaning Kit

Installation and Proposal Terms

The installation charges in this proposal include all design, wiring, mounting of control equipment programming, final system testing and user training. The system design is based upon our best estimate of the system you are requesting. Additional equipment may be added by you at additional costs. The service agreement covers repair and replacement of any and all equipment that fault due to normal causes.

Pricing is valid for a period of 90 days from date of proposal. Sales tax is not included in the pricing and, if applicable, will be added at the time of invoicing.

Customer acknowledges and agrees permit fees will be billed direct to customer as a passthrough cost on the final invoice.

Additional Notes and Exclusions

Customer to provide power and wall space for panels.

Customer to provide IP, network connection & port forwarding as needed. Door closers are NOT a part of the scope of work.

Door handles and lock-sets are NOT a part of the scope of work.

All door are described as simple strike reader combos with no exotic programming.

Existing Equipment: If EPS is connecting to existing equipment, the existing equipment will be tested and inspected by an EPS technician. If equipment is discovered to not be in good working order or is not compatible with the new EPS equipment EPS is installing, it will be the responsibility of the customer for the repair or replacement of the equipment.

Kerry J. Bairski

Security Consultant

(616) 459-0281 ext. 120

kbairski@epssecurity.com

04/28/2023



Proposal For:

**Mid-Michigan District Health Department
Access Control Installation (2 Locations)**

Project Location:

615 N. State Street #2
Stanton, MI 48888

Prepared For:

Hailey Brewer

Prepared By:

Joel Marquez



**ACCESS
CONTROL**



VIDEO



FIRE



**BURGLAR
ALARM**

Hailey Brewer

Mid-Michigan District Health Department

615 North State Street

Stanton, Michigan 48888

hbrewer@mmdhd.org • 989-831-3662

05 / 15 / 2023

Hello Hailey. It is my pleasure to present this estimate for your Access Control Installation (2 Locations). Our proposals are pretty. Right? They're loaded with great information too. Let's be honest, though. I know what you are looking for... **THE PRICE!** Let me save you some time. Here it is: **\$46,295.00** (*Don't worry, this number is at the end too - along with where it came from.*)

Phew! That's done. Now you can see that TKS is not in the business of wasting your time. I would love the opportunity to tell you what we are in the business of: **Securing YOU - the right way.** When it comes to access control, video systems, burglar alarms and fire alarms; TKS Security is 100% committed to providing our customers with gold-standard products, installation and service! This starts with being a licensed, bonded and insured security integrator. Here is what that means for you:

- **Eliminate the unnecessary risk that comes with unqualified installers or poor quality equipment.**
- **We choose to be Licensed by the State of Michigan (It's true! Integrators are not required to be licensed to install alarms)**
- **Regular background checks on our employees**
- **Knowledgeable, expert installers**
- **Only NDAA Compliant Equipment**

Please review the included scope of work and related pricing. If you have any questions or need anything at all, do not hesitate to reach out. I am here to help!

Thank you very much for this opportunity. I am looking forward to going to work for you soon!

Sincerely,

Joel Marquez

COO, Co-Founder

(616) 255-4155

JMarquez@GoTKS.com

www.GoTKS.com

Project Information

Project Name: Mid-Michigan District Health Department Access Control Installation (2 Locations)

Project Location(s): 615 N. State Street #2, Stanton, MI 48888

On-Site Contact Name/Info:

Customer Responsibilities: TKS Security will have access to the location above, Monday-Friday from 8a-5p. A 120V/AC power outlet and an internet connection must also be provided (can use existing when available). For projects containing a fire alarm, dedicated 120V/AC power with lockout must be provided at the panel location.

Scope of Work: *See Orange Text Below*

Access Control (AC): TKS Security will build your cloud-hosted AC account, provide and install any required equipment, and train your team. Authorized users will be able to control your system locally or remotely, from most devices with an internet connection. Your cloud hosted system eliminates the need for server updates, feature upgrades or additional licensing fees.

Video Management System (VMS): TKS Security will provide, install and program any required equipment for your VMS and train your team once complete. Your system along with remote video services (RVS) from TKS will give you the ability to easily view your system and search for security events locally and remotely from most devices with an internet connection.

Burglar Alarm (BA): TKS Security will provide, install and program any required equipment for your BA and train your team once complete. Authorized users will be able to control your system locally or remotely from most devices with an internet connection. Paired with our award winning central station monitoring you will have an easy to operate system that offers the best, most professional protection in the industry.

Fire Alarm (FA): TKS Security will provide, install and program any required equipment for your FA and train your team once complete. Paired with our award winning central station monitoring, you will have a state of the art system that offers the best, most professional protection available in the industry.

Locksmith Services (LS): TKS Security is one of the only security integrators in Michigan with multiple locksmiths on staff. In fact, our team installs the locks for ALL of the major security companies in the State. By eliminating the back and forth between lock and security integrators, we streamline the install and service processes - ultimately saving you time and money!

Add'l Notes: TKS to provide and install all below listed equipment for new Access Control System. This is an Access Control Installation for two locations. Electronic door strikes will be provided. Door handles, door closers, and rekeying if necessary will be done by others. All terminations, wiring, programming, testing, and training will be provided by TKS

Access Control (MBO Location)

Click [here](#) for detailed information about our access control solutions.

QTY	SKU	Name
2	KT-400	Kantech 4-Door Controller (In Enclosure)
1	KT-MUL-MT	Kantech Mullion, MT Reader
7	KT-SG-MT	Kantech Single Gang MT Reader
1	UB-1PN	Universal Pneumatic Exit Button
1	AL168300CB	Power Supply 30 amp 16-18 VAC 8 outputs
1	LC2	120 VAC Pigtail
1	3101C-TJ101-US28	Dynalock Maglock Single Inswing Delay Egress Kit
7	STRIKE	Commercial Grade Electric Door Strike
2	1270	12V 7AH Battery
3	Skip Wrap (500)	Wire 22/6 Grey + 18/4 Grey Skip Wrapped in 3E Kevlar 500 Ft.
8	WIRLBR	Wire Drop Labor - Installation, Termination
1	NETLBR	Network Drop Labor - Installation, Termination
1	MISC-5	Misc. Install Materials, Beam Clamps, Wire Rings, Wire Ties, J Hooks, Wire Mold Etc..
16	INSLBR	Install Labor - Programming, Installation, Testing

Subtotal **\$16,525.00**

Discount **\$0.00**

Total \$16,525.00

Access Control (GBO Location)

Click [here](#) for detailed information about our access control solutions.

QTY	SKU	Name
4	KT-400	Kantech 4-Door Controller (In Enclosure)
50	1386LGGMN	HID Printable Prox Cards
15	P40KEY	Kantech IOProx Keytag (min 25pk)
1	KT-MUL-MT	Kantech Mullion, MT Reader
14	KT-SG-MT	Kantech Single Gang MT Reader
1	AL168600CB	Power Supply 60 amp 16-18 VAC 8 outputs
1	LC2	120 VAC Pigtail
2	UB-1PN	Universal Pneumatic Exit Button
2	3101C-TJ101-US28	Dynalock Maglock Single Inswing Delay Egress Kit
11	STRIKE	Commercial Grade Electric Door Strike
4	1270	12V 7AH Battery
4	Skip Wrap (500)	Wire 22/6 Grey + 18/4 Grey Skip Wrapped in 3E Kevlar 500 Ft.
13	WIRLBR	Wire Drop Labor - Installation, Termination
1	NETLBR	Network Drop Labor - Installation, Termination
1	MISC-5	Misc. Install Materials, Beam Clamps, Wire Rings, Wire Ties, J Hooks, Wire Mold Etc..
28	INSLBR	Install Labor - Programming, Installation, Testing

Subtotal **\$29,770.00**

Discount **\$0.00**

Total \$29,770.00

INITIAL INVESTMENT

Parts, Installation, Programming Testing, Training

\$46,295.00

MONITORING/HOSTING

Click [here](#) for detailed information about our monitoring/hosting solutions.

Quantity	Description	Price	Subtotal
21	*Kantech Hatrix by TKS - 11-20 Hosted AC	\$19.00	\$399.00
	Subtotal		\$399.00
	Discount		\$0.00
	Total		\$399.00

RECOMMENDED SERVICES (OPTIONAL)

Quantity	Description	Price	Subtotal
1	Quality Service Program (OPTIONAL) Each Location <i>Price per Month, per Location. No Additional Cost for Service!</i>	\$195.00	\$195.00
	Subtotal		\$195.00
	Discount		\$0.00
	Total		\$195.00

OPTIONAL- Please select a QSP option:

If Declined: I accept service terms as outlined in contract.

If Accepted: No cost for future parts or labor as long as QSP is paid current. (Excludes physical damage. i.e. vandalism, acts of God, etc.)

I understand the parts/labor terms.

All-In-One Commercial Agreement
Kenneth Kirschenbaum, Esq., Tel. No. (516) 747-6700
KIRSCHENBAUM CONTRACTS@Copyright 1/1/2020

Licensed by the State of Michigan, License No.: 3601206063

TKS SECURITY
220 Cesar E Chavez Ave SW
Grand Rapids, Michigan 49503
(888) 595-1115

STANDARD COMMERCIAL SECURITY AGREEMENT

Date: 05/15/2023

Subscriber's Name: Mid-Michigan District Health Department

Telephone No.: 989-831-3662

Address: 615 North State Street, Stanton, MI and 151 Commerce Dr, Ithaca, MI 48847

Email Address: hbrewer@mmdhd.org

1. TKS SECURITY (hereinafter referred to as "TKS" or "ALARM COMPANY") agrees to sell, install, and program, at Subscriber's premises, and Subscriber agrees to buy an electronic security system consisting of the equipment and services described in the **attached Schedule of Equipment and Services**.

Total Purchase Price: \$46,295.00 + Tax if Applicable

Down Payment: \$23,147.50

Balance due upon completion of installation: \$23,147.50 + Tax if Applicable

2. DESCRIPTION OF EQUIPMENT AND SERVICES (Select Services Provided):

- Monitoring Center Services Repair Service Inspection Remote/Cloud Video Services Video System Access Control Access Control Administration
- Alarm Signal Verification Cellular Network Self-Monitoring Burglar Alarm Fire Alarm Other: (See Attached Schedule of Equipment and Services.)

3. **PASSCODE TO CPU SOFTWARE REMAINS PROPERTY OF TKS / TITLE TO EQUIPMENT:** Provided Subscriber performs this agreement for the full term, upon termination TKS shall at its option provide to Subscriber the passcode to the CPU software or change the passcode to the manufacturer's default code. Software programmed by TKS is the intellectual property of TKS and any unauthorized use of same, including derivative works, is strictly prohibited and may violate Federal Copyright Laws, Title 17 of the United States Code, and may subject violator to civil and criminal penalties. Upon installation the Equipment shall be deemed Subscriber's personal property and shall not be considered a fixture, or an addition to, alteration, conversion, improvement, modernization, remodeling, repair or replacement of any part of the realty, and Subscriber shall not permit the attachment thereto of any apparatus not furnished by TKS. TKS' signs and decals remain the property of TKS and must be removed upon termination of this agreement.

4. CHECK BOX FOR APPROPRIATE SERVICES: Only services selected are included:

SERVICES AND RECURRING CHARGES: All charges are billed in advance and are plus tax, if applicable (select one option):

Billing shall be: Monthly Quarter Annually Semi-Annually Annually

(a) **MONITORING CHARGES:** Subscriber agrees to pay TKS the sum of \$N/A per month for the monitoring of the Security System and/or Fire Alarm System for the term of this agreement.

CELLULAR NETWORK: Subscriber agrees to pay TKS the sum of \$0.00 per month for the term of this agreement.

(b) **SERVICE:** Unless a QSP is selected, subscriber agrees to pay TKS on a per call basis. If this agreement provides for service on a per call basis, Subscriber agrees to pay TKS for all parts and labor at time of service (Standard/Non-Emergency Rate: \$160.00/hour labor plus \$120 trip charge plus parts) . Subscriber is not obligated to call TKS for per call service and TKS is under no duty to provide service except its warranty service during warranty period. Service by anyone other than TKS during warranty period relieves TKS of any further obligations under the Limited Warranty.

Subscriber to initial for per call service option:

(c) **INSPECTION AND TESTING:** Subscriber agrees to pay TKS \$N/A per month for the term of this agreement for inspection service. If this option is selected TKS will make 4 inspection(s) per year. Unless otherwise noted in the Schedule of Equipment and Services inspection service includes testing of all accessible components to insure proper working order. If the system is UL Certified, the inspection will comply with UL requirements. TKS will notify Subscriber 3 days in advance of inspection date. It is Subscriber's responsibility to reschedule or permit access. Testing at inspection tests only that components are in proper working order at time of inspection unless otherwise reported to Subscriber at time of inspection. Inspection does not include repair. If sprinkler alarm or other device monitoring water flow is inspected the inspection does not include inspection or testing of sufficiency of water supply, for which TKS has no responsibility or liability.

(d) **ALARM SIGNAL VERIFICATION:** Subscriber agrees to pay TKS the sum of \$N/A per month for the term of this agreement. If Subscriber selects Alarm Signal Verification as a service to be provided, or if Alarm Signal Verification is required by law, TKS or its designated Monitoring Center shall verify the alarm signal by electronic telephone communication, video verification or such other verification system deemed appropriate by TKS or as required by local law and only verified alarm conditions shall be communicated to police or fire department.

(e) **REMOTE VIDEO SERVICES (RVS) / CLOUD VIDEO SERVICES (CVS):** Subscriber agrees to pay TKS the sum of \$N/A per month for the term of this agreement. (Select Services Provided):

Remote Video Services (RVS) Cloud Video Services (CVS)

(f) **ACCESS CONTROL ADMINISTRATION SERVICES:** Subscriber agrees to pay TKS the sum of \$399.00 per month for the term of this agreement. (Select Services Provided):

Hosted Access Control Managed Access Control

(g) **QSP (Quality Service Plan):** Subscriber agrees to pay TKS the sum of \$N/A per month for the term of this agreement.

(h) **SELF-MONITORING:** Subscriber agrees to pay TKS the sum of \$N/A per month for the term of this agreement, for self-monitoring services. Self-Monitoring is provided by third party vendors who facilitate signals and data from Subscriber's alarm system to Subscriber's Internet or Cellular connected device. Unless Subscriber has selected Monitoring Center Services, signals from Subscriber's security system will not be monitored by and no signals will be received by any professional Monitoring Center.

(i) **CYBER SECURITY: COMPLIANT ENCRYPTION:** Subscriber agrees to pay TKS the sum of \$N/A per month for the term of this agreement for cyber security encryption services as specified in the Schedule of Equipment and Services. Cyber security compliance and conformance programs include guidelines in Underwriters Laboratory (UL), 2090 Cybersecurity Assurance Program or the National Institute of Standards and Technology (NIST) Cybersecurity Framework (CSF). Encryption services are currently available for installation, inspection and monitoring of Camera and Access Control equipment which meets Advanced Encryption Standard specifications for encryption of electronic data established by the US National Institute of Standards and Technology (NIST), UL or any other established criteria for encryption.



IN LIEU OF SEPARATE RECURRING CHARGES IN PARAGRAPHS 4(a)-(i) ABOVE, SUBSCRIBER SHALL PAY \$399.00 PER MONTH WHICH INCLUDES ALL THE CHECKED SERVICES IN PARAGRAPHS 4(a)-(i).

5. TERM OF AGREEMENT / RENEWAL: The term of this agreement shall be for a period of 10 years and shall automatically renew year to year thereafter under the same terms and conditions, unless either party gives written notice to the other of their intention not to renew the agreement at least 30 days prior to the expiration of any term. After the expiration of one year from the date hereof TKS shall be permitted from time to time to increase all charges by an amount not to exceed nine percent each year and Subscriber agrees to pay such increase. TKS may invoice Subscriber in advance monthly, quarterly, or annually at TKS' option. Unless otherwise specified herein, all recurring charges for 4(a)-(i) services shall commence on the first day of the month next succeeding the date hereof, all payments being due on the first day of the month.

6. MONITORING CENTER SERVICES: Upon receipt of an alarm signal, video or audio transmission, from Subscriber's security system, TKS or its designee Monitoring Center shall make every reasonable effort to notify Subscriber and the appropriate municipal police or fire department (First Responders) depending upon the type of signal received. Not all signals or transmissions will require notification to the authorities and Subscriber may obtain a written response policy from TKS. No response shall be required for supervisory, loss of communication pathway, trouble or low battery signals. Subscriber acknowledges that signals transmitted from Subscriber's premises directly to municipal police or fire departments are not monitored by personnel of TKS or TKS' designee Monitoring Center and TKS does not assume any responsibility for the manner in which such signals are monitored or the response, if any, to such signals. Subscriber acknowledges that signals and transmissions are transmitted over telephone lines, wire, air waves, internet, VOIP, radio or cellular, or other modes of communication, and pass through communication networks wholly beyond the control of TKS and are not maintained by TKS except TKS may own the radio network, and TKS shall not be responsible for any failure which prevents transmission signals from reaching the Monitoring Center or damages arising therefrom, or for data corruption, theft or viruses to Subscriber's computers if connected to the alarm communication equipment. Subscriber agrees to furnish TKS with a written Call List of names and telephone numbers of those persons Subscriber wishes to receive notification of alarm signals. Unless otherwise provided in the Call List, TKS will make a reasonable effort to contact the first person reached or notified on the list either via telephone call, text or email message. No more than one call to the list shall be required and any form of notification provided for herein, including leaving a message on an answering machine, shall be deemed reasonable compliance with TKS' notification obligation. All changes and revisions shall be supplied to TKS in writing. Subscriber authorizes TKS to access the control panel to input or delete data and programming. If the equipment contains video or listening devices permitting Monitoring Center to monitor video or sound then upon receipt of an alarm signal, Monitoring Center shall monitor video or sound for so long as Monitoring Center, in its sole discretion, deems appropriate to confirm an alarm or emergency condition. If Subscriber requests TKS to remotely activate or deactivate the system, change combinations, openings or closings, or re-program system functions, Subscriber shall pay TKS \$90.00 for each such service. TKS may, without prior notice, suspend or terminate its services, in TKS' sole discretion, in event of Subscriber's default in performance of this agreement or in event Monitoring Center facility or communication network is nonoperational or Subscriber's alarm system is sending excessive false alarms or runaway signals. Monitoring Center is authorized to record and maintain audio and video transmissions, data and communications, and shall be the exclusive owner of such property. All Subscriber information and data shall be maintained confidentially by TKS.

7. REPAIR SERVICE: Repair service pursuant to paragraph 4(b)(ii), includes all parts and labor, and TKS shall service upon Subscriber's request the security system installed in Subscriber's premises between the hours of 9 a.m. and 5 p.m. Monday through Friday, within reasonable time after receiving notice from Subscriber that service is required, exclusive of Saturdays, Sundays and legal holidays. All repairs, replacement or alteration of the security system made by reason of alteration to Subscriber's premises, or caused by unauthorized intrusion, water, insects, vermin, lightning or electrical surge, or caused by any means other than normal usage, wear and tear, shall be made at the cost of the Subscriber. Batteries, electrical surges, lightning damage, software upgrades and repairs, communication devices no longer supported by communication pathways, obsolete components and components exceeding manufacturer's useful life are not included in service and will be repaired or replaced at Subscriber's expense payable at time of service. No apparatus or device shall be attached to or connected with the security system as originally installed without TKS' written consent.

8. SUBSCRIBER REMOTE ACCESS: If Remote Access is included in the Schedule of Equipment and Services to be installed and services provided by TKS, the equipment will transmit data via Subscriber's high speed Internet, cellular or radio communication service from remote device supplied by TKS or Subscriber's Internet or wireless connection device which is compatible with TKS' remote services. TKS will grant access to server permitting Subscriber to monitor the security system, access the system to arm, disarm and bypass zones on the system, view the remote video camera(s) and control other remote automation devices that may be installed or, when system design permits, connect the system to the Internet, over which TKS has no control. The remote services server is provided either by TKS or a third party. TKS shall install the camera(s) in a permissible legal location in Subscriber's premises to permit Subscriber viewing. TKS shall have no responsibility for failure of data transmission, corruption or unauthorized access by hacking or otherwise and shall not monitor or view the camera data. Electronic data may not be encrypted and wireless components of the alarm system may not meet Advanced Encryption Standard specifications for encryption of electronic data established by the US National Institute of Standards and Technology (NIST) or any other established criteria for encryption and TKS shall have no liability for access to the alarm system by others.

9. WIRELESS AND INTERNET ACCESS CAPABILITIES: Subscriber is responsible for supplying high-speed Internet access and/or wireless services at Subscriber's premises. TKS does not provide Internet service, maintain Internet connection, wireless access or communication pathways, computer, smart phone, electric current connection or supply, or in all cases the remote video server. In consideration of Subscriber making its monthly payments for remote access to the system, TKS will authorize Subscriber access. TKS is not responsible for Subscriber's access to the Internet or any interruption of service or down time of remote access caused by loss of Internet service, radio or cellular or any other mode of communication used by Subscriber to access the system. Subscriber acknowledges that Subscriber's security system can be compromised if the codes or devices used for access are lost or accessed by others and TKS shall have no liability for such third party unauthorized access. TKS is not responsible for the security or privacy of any wireless network system or router. Wireless systems can be accessed by others, and it is the Subscriber's responsibility to secure access to the system with pass codes and lock out codes. TKS is not responsible for access to wireless networks or devices that may not be supported by communication carriers and upgrades to Subscriber's system will be at Subscriber's expense. If Subscriber is Self-Monitoring, no signals will be received unless Subscriber has access to the selected mode of communication pathway such as cellular, radio or Internet service.

10. ACCESS CONTROL SYSTEM OPERATION AND LIMITATIONS / ACCESS CONTROL ADMINISTRATION: If Access Control is selected as a service to be provided and included in the Schedule of Equipment and Services, Access Control equipment shall be connected to a computer supplied by the Subscriber and connected to Subscriber's computer network. If data storage or backup is a selected service TKS or its designee shall store and/or backup data received from Subscriber's system for a period of one year. TKS shall have no liability for data corruption or inability to retrieve data even if caused by TKS' negligence. Subscriber's data shall be maintained confidential and shall be retrieved and released only to Subscriber or upon Subscriber's authorization or by legal process. Internet access is not provided by TKS and TKS has no responsibility for such access or IP address service. TKS shall have no liability for unauthorized access to the system through the internet or other communication networks or data corruption or loss for any reason whatsoever. If Access Control Administration is selected as a service to be provided TKS will maintain the data base for the operation of the Access Control System. Subscriber will advise TKS of all change in personnel and/or changes in access levels of authorization and restrictions, providing access card serial numbers or biometric data and such information that Subscriber deems necessary to identify personnel. All communication by Subscriber to TKS regarding personnel access must be in writing via email or fax to addresses designated by TKS. TKS shall have remote Internet access to the Subscriber's designated access control computer to program and make data base updates to the system. Subscriber is responsible for maintaining its computer and computer network and Internet access.

11. AUDIO / VIDEO SYSTEM OPERATION AND LIMITATIONS: If Audio / Video System is selected as a service to be provided and included in the Schedule of Equipment and Services, and if video equipment is attached to a recorder, it shall not be used for any other purpose. TKS shall be permitted to access and make changes to the system's operation on site and over the internet. If data storage is selected service, TKS shall store data received from Subscriber's system for one year. TKS shall have no liability for data corruption or inability to retrieve data even if caused by TKS' negligence. Subscriber's data shall be maintained confidential and shall be retrieved and released only to Subscriber or upon Subscriber's authorization or by legal process. Telephone or internet access is not provided by TKS and TKS has no responsibility for such access or IP address service. If system has remote access TKS is not responsible for the security or privacy of any wireless network system or router, and it is the Subscriber's responsibility to secure access to the system with pass codes and lock outs. TKS shall have no liability for unauthorized access to the system through the internet or other communication networks or data corruption or loss for any reason whatsoever. If audio or video devices are installed, Subscriber has been advised to independently ascertain that the audio or video devices are used lawfully. TKS has made no representations and has provided no advice regarding the use of audio or video devices, and it is Subscriber's sole responsibility to use the camera and audio devices lawfully.

12. GUARD RESPONSE: If guard response is specified as a service to be provided, upon receipt of an alarm signal, TKS or its subcontractor shall as soon as may be practical send one or more of its guards to the Subscriber's premises. Unless the guard determines that the alarm is a false alarm and that no situation requiring police or fire department services exist, the guard shall notify the Monitoring Center or police or fire department directly that an emergency situation exists and wait up to 15 minutes for the municipal police or fire department personnel or Subscriber to arrive at the premises and if permitted by the police shall assist in making a search of the premises to determine the cause of the alarm condition. If provided with keys to the premises the guard shall endeavor to secure the premises and repair the security equipment. However, Subscriber acknowledges that the guard is not required to enter the premises or to render any service to the security equipment and shall not be required to remain stationed at Subscriber's premises for more than 15 minutes after initial arrival. Subscriber authorizes the guard to take such action the guard deems necessary to secure the premises and reset the alarm, though Subscriber acknowledges that the guard may not be able to or may not have sufficient time to secure the premises or reset the alarm and put same in working order. If Subscriber requests TKS to station its guard at the premises for more than 30 minutes, and TKS has sufficient personnel to provide such service, and TKS makes no such representation that its personnel will be available, then Subscriber agrees to pay TKS \$95.00 per half hour plus tax for such service. Subscriber agrees to confirm the request to TKS to provide extended guard service by email, text or recorded conversation to TKS at the time request is made and TKS is authorized to ignore any request not confirmed within 15 minutes.

LIMITED WARRANTY ON SALE

13. In the event that any part of the security equipment becomes defective, TKS agrees to make all repairs and replacement of parts without costs to the Subscriber for a period of ninety (90) days from the date of installation. TKS reserves the option to either replace or repair the alarm equipment, and reserves the right to substitute materials of equal quality at time of replacement or to use reconditioned parts in fulfillment of this warranty. This warranty does not include batteries, electrical surges, lightning damage, software upgrades and repairs, communication devices that are no longer supported by communication pathways, obsolete components, and components exceeding manufacturer's useful life. TKS is not the manufacturer of the equipment and other than TKS' limited warranty Subscriber agrees to look exclusively to the manufacturer of the

equipment for repairs under its warranty coverage if any. **Except as set forth in this agreement, TKS makes no express warranties as to any matter whatsoever, including, without limitation to, unless prohibited by law, the condition of the equipment, its merchantability, or its fitness for any particular purpose and TKS shall not be liable for consequential damages.** TKS does not represent nor warrant that the security system may not be compromised or circumvented, or that the system will prevent any loss by burglary, hold-up, or otherwise; or that the system will in all cases provide the protection for which it is installed. **TKS expressly disclaims any implied warranties, including implied warranties of merchantability or fitness for a particular purpose.** The warranty does not cover any damage to material or equipment caused by accident, misuse, attempted or unauthorized repair service, modification, or improper installation by anyone other than TKS. Subscriber acknowledges that any affirmation of fact or promise made by TKS shall not be deemed to create an express warranty unless included in this agreement in writing; that Subscriber is not relying on TKS' skill or judgment in selecting or furnishing a system suitable for any particular purpose and that there are no warranties which extend beyond those on the face of this agreement, and that TKS has offered additional and more sophisticated equipment for an additional charge which Subscriber has declined. Subscriber's exclusive remedy for TKS' breach of this agreement or negligence to any degree under this agreement is to require TKS to repair or replace, at TKS' option, any equipment which is non-operational. This Limited Warranty is independent of and in addition to service contracted under paragraph 4(b)(ii) of this agreement. This Limited Warranty gives you specific legal rights and you may also have other rights which vary from state to state. If required by law, TKS will procure all permits required by local law and will provide a Certificate of Workman's Compensation prior to starting work.

GENERAL PROVISIONS

14. DELAY IN DELIVERY / INSTALLATION / RISK OF LOSS OF MATERIAL: TKS shall not be liable for any damage or loss sustained by Subscriber as a result of delay in delivery and/or installation of equipment, equipment failure, or for interruption of service due to electric failure, strikes, walk-outs, war, acts of God, or other causes, including TKS' negligence or failure to perform any obligation. The estimated date work is to be substantially completed is not a definite completion date and time is not of the essence. In the event the work is delayed through no fault of TKS, TKS shall have such additional time for performance as may be reasonably necessary under the circumstances. Subscriber agrees to pay TKS the sum of \$1,000 per day for each business day the work is re-scheduled or delayed by Subscriber or others engaged by Subscriber through no fault of TKS on less than 24 hour notice to TKS. If installation is delayed for more than one year from date hereof by Subscriber or other contractors engaged by Subscriber and through no fault of TKS, Subscriber agrees to pay an additional 5% of the contract Purchase Price upon installation. Subscriber assumes all risk of loss of material once delivered to the job site. Should TKS be required by existing or hereafter enacted law to perform any service or furnish any material not specifically covered by the terms of this agreement Subscriber agrees to pay TKS for such service or material.

15. TESTING OF SECURITY SYSTEM: The parties hereto agree that the security equipment, once installed, is in the exclusive possession and control of the Subscriber, and it is Subscriber's sole responsibility to test the operation of the security equipment and to notify TKS if any equipment is in need of repair. Service, if provided, is pursuant to paragraphs 4 and 7. TKS shall not be required to service the security equipment unless it has received notice from Subscriber, and upon such notice, TKS shall, during the warranty or repair service plan period, service the security equipment to the best of its ability within 36 hours, exclusive of Saturday, Sunday and legal holidays, during the business hours of 9 a.m. and 5 p.m. Subscriber agrees to test and inspect the security equipment and to advise TKS of any defect, error or omission in the security equipment. In the event Subscriber complies with the terms of this agreement and TKS fails to repair the security equipment within 36 hours after notice is given, excluding Saturdays, Sundays, and legal holidays, Subscriber agrees to send notice that the security equipment is in need of repair to TKS, in writing, by certified or registered mail, return receipt requested, and Subscriber shall not be responsible for payments due while the security equipment remains inoperable. In any lawsuit between the parties in which the condition or operation of the security equipment is in issue, the Subscriber shall be precluded from raising the issue that the security equipment was not operating unless the Subscriber can produce a post office certified or registered receipt signed by TKS, evidencing that warranty service was requested by Subscriber.

16. CARE AND SERVICE OF SECURITY SYSTEM: Subscriber agrees not to tamper with, remove or otherwise interfere with the Security System which shall remain in the same location as installed. All repairs, replacement or alteration of the security system made by reason of alteration to Subscriber's premises, or caused by unauthorized intrusion, lightning or electrical surge, or caused by any means other than normal usage, wear and tear, shall be made at the cost of the Subscriber. Batteries, electrical surges, lightning damage, software upgrades and repairs, communication devices that are no longer supported by communication pathways, obsolete components and components exceeding manufacturer's useful life, are not included in warranty or service under paragraph 4(b) (ii) and will be repaired or replaced at Subscriber's expense payable at time of service. No apparatus or device shall be attached to or connected with the security system as originally installed without TKS' written consent.

17. ALTERATION OF PREMISES FOR INSTALLATION: TKS is authorized to make preparations such as drilling holes, driving nails, making attachments or doing any other thing necessary in TKS' sole discretion for the installation and service of the security system, and TKS shall not be responsible for any condition created thereby as a result of such installation, service, or removal of the security system, and Subscriber represents that the owner of the premises, if other than Subscriber, authorizes the installation of the security system under the terms of this agreement.

18. SUBSCRIBER'S DUTY TO SUPPLY ELECTRIC AND TELEPHONE SERVICE: Subscriber agrees to furnish, at Subscriber's expense, all 110 Volt AC power, electrical outlet, ARC Type circuit breaker and dedicated receptacle, Internet connection, high-speed broadband cable or DSL and IP Address, telephone hook-ups, RJ31x Block or equivalent, as deemed necessary by TKS.

19. LIEN LAW: TKS or any subcontractor engaged by TKS to perform the work or furnish material who is not paid may have a claim against purchaser or the owner of the premises if other than the purchaser which may be enforced against the property in accordance with the applicable lien laws.

20. INDEMNITY / WAIVER OF SUBROGATION RIGHTS / ASSIGNMENTS: Subscriber agrees to defend, advance expenses for litigation and arbitration, including investigation, legal and expert witness fees, indemnify and hold harmless TKS, its employees, agents and subcontractors, from and against all claims, lawsuits, including those brought by third-parties or by Subscriber, including reasonable attorneys' fees and losses, asserted against and alleged to be caused by TKS' performance, negligence or failure to perform any obligation under or in furtherance of this agreement. Parties agree that there are no third-party beneficiaries of this agreement. Subscriber on its behalf and any insurance carrier waives any right of subrogation Subscriber's insurance carrier may otherwise have against TKS or TKS' subcontractors arising out of this agreement or the relation of the parties hereto. Subscriber shall not be permitted to assign this agreement without written consent of TKS, which shall not unreasonably be withheld. TKS shall have the right to assign this agreement to a company licensed to perform the services and shall be relieved of any obligations herein upon such assignment.

21. EXCULPATORY CLAUSE: TKS and Subscriber agree that TKS is not an insurer and no insurance coverage is offered herein. The security system, equipment, and TKS' services are designed to detect and reduce certain risks of loss, though TKS does not guarantee that no loss or damage will occur. TKS is not assuming liability, and, therefore, shall not be liable to Subscriber or any other third party for any loss, economic or non-economic, business loss or interruption, consequential damages, in contract or tort, data corruption or inability to retrieve data, personal injury or property damage sustained by Subscriber or others as a result of equipment failure, human error, burglary, theft, hold-up, fire, smoke, water or any other cause whatsoever, regardless of whether or not such loss or damage was caused by or contributed to by TKS' breach of contract, negligent performance to any degree in furtherance of this agreement, any extra contractual or legal duty, strict products liability, or negligent failure to perform any obligation pursuant to this agreement or any other legal duty, except for gross negligence and willful misconduct.

22. INSURANCE / ALLOCATION OF RISK: Subscriber shall maintain a policy of Comprehensive General Liability and Property Insurance for liability, casualty, fire, theft, and property damage under which Subscriber is named as insured and TKS is named as additional insured and which shall on a primary and non-contributing basis cover any loss or damage TKS' services are intended to detect to one hundred percent of the insurable value or potential risk. The parties intend that the Subscriber assume all potential risk and damage that may arise by reason of failure of the equipment, system or TKS' services and that Subscriber will look to its own insurance carrier for any loss or assume the risk of loss. TKS shall not be responsible for any portion of any loss or damage which is recovered or recoverable by Subscriber from insurance covering such loss or damage or for such loss or damage against which Subscriber is indemnified or insured. Subscriber and all those claiming rights under Subscriber waive all rights against TKS and its subcontractors for loss or damages caused by perils intended to be detected by TKS' services or covered by insurance to be obtained by Subscriber, except such rights as Subscriber or others may have to the proceeds of insurance.

23. LIMITATION OF LIABILITY: SUBSCRIBER AGREES THAT, EXCEPT FOR TKS' GROSS NEGLIGENCE AND WILLFUL MISCONDUCT, SHOULD THERE ARISE ANY LIABILITY ON THE PART OF TKS AS A RESULT OF TKS' BREACH OF THIS CONTRACT, NEGLIGENT PERFORMANCE TO ANY DEGREE OR NEGLIGENT FAILURE TO PERFORM ANY OF TKS' OBLIGATIONS PURSUANT TO THIS AGREEMENT OR ANY OTHER LEGAL DUTY, EQUIPMENT FAILURE, HUMAN ERROR, OR STRICT PRODUCTS LIABILITY, WHETHER ECONOMIC OR NON-ECONOMIC, IN CONTRACT OR IN TORT, THAT TKS' LIABILITY SHALL BE LIMITED TO THE SUM OF \$250,00 OR 6 TIMES THE MONTHLY PAYMENT FOR SERVICES BEING PROVIDED AT TIME OF LOSS, WHICHEVER IS GREATER. IF SUBSCRIBER WISHES TO INCREASE TKS' AMOUNT OF LIMITATION OF LIABILITY, SUBSCRIBER MAY, AS A MATTER OF RIGHT, AT ANY TIME, BY ENTERING INTO A SUPPLEMENTAL AGREEMENT, OBTAIN A HIGHER LIMIT BY PAYING AN ANNUAL PAYMENT CONSONANT WITH TKS' INCREASED LIABILITY. THIS SHALL NOT BE CONSTRUED AS INSURANCE COVERAGE AND NOTWITHSTANDING THE FOREGOING, TKS' LIABILITY SHALL NOT EXCEED ITS AVAILABLE INSURANCE COVERAGE.

SUBSCRIBER ACKNOWLEDGES THAT THIS AGREEMENT CONTAINS EXCULPATORY CLAUSE, INDEMNITY, INSURANCE, ALLOCATION OF RISK AND LIMITATION OF LIABILITY PROVISIONS.

24. LEGAL ACTION / BREACH / LIQUIDATED DAMAGES / AGREEMENT TO BINDING ARBITRATION: The parties agree that due to the nature of the services to be provided by TKS, the payments to be made by the Subscriber for the term of this agreement form an integral part of TKS' anticipated profits; that in the event of Subscriber's default it would be difficult if not impossible to fix TKS' actual damages. Therefore, in the event Subscriber defaults in any payment or charges to be paid to TKS, Subscriber shall be immediately liable for any unpaid installation and invoiced charges plus 90% of the balance of all payments for the entire term of this agreement as LIQUIDATED DAMAGES and TKS shall be permitted to terminate all its services, including but not limited to terminating monitoring service, under this agreement and to remotely re-program or delete any programming without relieving Subscriber of any obligation herein.

SUBSCRIBER ACKNOWLEDGES THAT THIS AGREEMENT CONTAINS A LIQUIDATED DAMAGE CLAUSE.

The prevailing party in any litigation or arbitration is entitled to recover its legal fees from the other party. In any action commenced by TKS against Subscriber, Subscriber shall not be permitted to interpose any counterclaim. SUBSCRIBER MAY BRING CLAIMS AGAINST TKS ONLY IN SUBSCRIBER'S INDIVIDUAL CAPACITY, AND NOT AS A CLASS ACTION PLAINTIFF OR CLASS ACTION MEMBER IN ANY PURPORTED CLASS OR REPRESENTATIVE PROCEEDING. ANY DISPUTE BETWEEN THE PARTIES OR ARISING OUT OF THIS AGREEMENT, INCLUDING ISSUES OF ARBITRABILITY, SHALL, AT THE OPTION OF ANY PARTY, BE DETERMINED BY BINDING AND FINAL ARBITRATION BEFORE A SINGLE ARBITRATOR ADMINISTERED BY ARBITRATION SERVICES INC., ITS SUCCESSORS OR ASSIGNS, PURSUANT TO ITS ARBITRATION RULES AT WWW.ARBITRATIONSERVICESINC.COM AND THE FEDERAL ARBITRATION ACT, EXCEPT THAT NO PUNITIVE OR CONSEQUENTIAL DAMAGES MAY BE AWARDED. The arbitrator shall be bound by the terms of this agreement, and shall on request of a party, conduct proceedings by telephone, video, submission of papers or in-person hearing. By agreeing to this arbitration provision the parties are waiving their right to a trial before a judge or jury, waiving their right to appeal the arbitration award and waiving their right to participate in a class action. Service of process or

papers in any legal proceeding or arbitration between the parties may be made by First-Class Mail delivered by the U.S. Postal Service addressed to the party's address designated in this agreement, on file with an agency of the state, or any other address provided by the party in writing to the party making service. The parties submit to the jurisdiction and laws of Michigan, except for arbitration which is governed by the FAA and the arbitration rules and agree that any litigation or arbitration between the parties shall be commenced and maintained in the county where TKS' principal place of business is located or Nassau County, New York. The parties waive trial by jury in any action between them unless prohibited by law. Any action between the parties must be commenced within one year of the accrual of the cause of action or shall be barred. All actions or proceedings by either party must be based on the provisions of this agreement. Any other action that Subscriber may have or bring against TKS in respect to other services rendered in connection with this agreement shall be deemed to have merged in and be restricted to the terms and conditions of this agreement.

SUBSCRIBER ACKNOWLEDGES THAT THIS AGREEMENT CONTAINS AN AGREEMENT TO ARBITRATE DISPUTES AND THAT ARBITRATION IS BINDING AND FINAL AND THAT SUBSCRIBER IS WAIVING SUBSCRIBER'S RIGHT TO TRIAL IN A COURT OF LAW AND OTHER RIGHTS.

25. TKS' RIGHT TO SUBCONTRACT SPECIAL SERVICES: Subscriber agrees that TKS is authorized and permitted to subcontract any services to be provided by TKS to third parties who may be independent of TKS, and that TKS shall not be liable for any loss or damage sustained by Subscriber by reason of fire, theft, burglary or any other cause whatsoever caused by the negligence of third parties. Subscriber appoints TKS to act as Subscriber's agent with respect to such third parties, except that TKS shall not obligate Subscriber to make any payments to such third parties. Subscriber acknowledges that this agreement, and particularly those paragraphs relating to TKS' disclaimer of warranties, exemption from liability, even for its negligence, limitation of liability and indemnification, inure to the benefit of and are applicable to any assignees, subcontractors, manufacturers, vendors and Monitoring Center of TKS.

26. MOLD, OBSTACLES AND HAZARDOUS CONDITIONS: Subscriber shall notify TKS in writing of any undisclosed, concealed or hidden conditions in any area where installation is planned, and Subscriber shall be responsible for removal of such conditions. In the event TKS discovers the presence of suspected asbestos or other hazardous material, TKS shall stop all work immediately and notify Subscriber. It shall be Subscriber's sole obligation to remove such conditions from the premises, and if the work is delayed due to the discovery of suspected asbestos or other hazardous material or conditions then an extension of time to perform the work shall be allowed and Subscriber agrees to compensate TKS for any additional expenses caused by the delay but not less than \$1000.00 per day until work can resume. If TKS, in its sole discretion, determines that continuing the work poses a risk to TKS or its employees or agents, TKS may elect to terminate this agreement on 3 day notice to Subscriber and Subscriber shall compensate TKS for all services rendered and material provided to date of termination. TKS shall be entitled to remove all its equipment and uninstalled equipment and material from the job site. Under no circumstances shall TKS be liable to Subscriber for any damage caused by mold or hazardous conditions or remediation thereof.

27. NON-SOLICITATION: Subscriber agrees that it will not solicit for employment for itself, or any other entity, or employ, in any capacity, any employee of TKS assigned by TKS to perform any service for or on behalf of Subscriber for a period of two years after TKS has completed providing service to Subscriber. In the event of Subscriber's violation of this provision, in addition to injunctive relief, TKS shall recover from Subscriber an amount equal to such employee's salary based on the average three months preceding employee's termination of employment with TKS, times twelve, together with TKS' counsel and expert witness fees.

28. FALSE ALARMS / PERMIT FEES / WITNESS FEES: Subscriber is responsible for all alarm permits and fees, agrees to file for and maintain any permits required by applicable law and indemnify or reimburse TKS for any fees or fines relating to permits or false alarms. TKS shall have no liability for permit fees, false alarms, false alarm fines, the manner in which police or fire department responds, or the refusal of the police or fire department to respond. In the event of termination of police or fire department response this agreement shall nevertheless remain in full force and Subscriber shall remain liable for all payments provided for herein. In the event Subscriber or any third party subpoenas or summons TKS requiring any services or appearances, Subscriber agrees to pay TKS \$160 per hour for such services and appearances. Subscriber shall reimburse TKS for any Monitoring Center charges for excessive, run-a-way or false alarm signals.

29. SECURITY INTEREST / COLLATERAL: To secure Subscriber's obligations under this agreement Subscriber grants TKS a security interest in the security equipment installed by TKS and TKS is authorized to file a financing statement.

30. CREDIT INVESTIGATION: Subscriber and any guarantor authorize TKS to conduct credit investigations from time to time to determine Subscriber's and guarantor's credit worthiness.

31. FULL AGREEMENT / SEVERABILITY: This agreement along with the Schedule of Equipment and Services constitute the full understanding of the parties and may not be amended, modified or canceled, except in writing signed by both parties. Subscriber acknowledges and represents that Subscriber has not relied on any representation, assertion, guarantee, warranty, collateral agreement or other assurance, except those set forth in this Agreement. Subscriber hereby waives all rights and remedies, at law or in equity, arising, or which may arise, as the result of Subscriber's reliance on such representation, assertion, guarantee, warranty, collateral agreement or other assurance. To the extent this agreement is inconsistent with any other document or agreement, whether executed prior to, concurrently with or subsequent to this agreement the terms of this agreement shall govern. This agreement shall run concurrently with and shall not terminate or supersede any existing agreement between the parties unless specified herein. Should any provision of this agreement be deemed void, the remaining parts shall be enforceable.

SUBSCRIBER ACKNOWLEDGES RECEIVING A FULLY EXECUTED COPY OF THIS AGREEMENT AND SCHEDULE OF EQUIPMENT AND SERVICES AT TIME OF EXECUTION.

Turn Key Systems, LLC (DBA: TKS Security)

Mid-Michigan District Health Department

Joel Marquez

Hailey Brewer

COO, Co-Founder

Date Accepted: 05 / 15 / 2023

Date Accepted:

WHY TKS

OUR MISSION is to protect people and property while providing our customers with the best security solutions and service.

OUR VISION is to become Michigan's best security company by being the leader in service, knowledge, design and delivery.

CORE VALUES AND GUIDING PRINCIPLES

- **CUSTOMER-FOCUSED** – We will be respectful, responsive, caring and consistent in all customer relations. We will always keep the customer at the forefront of our decisions and our actions.
- **TEAMWORK** – Every member of the TKS team will contribute their time & talent in a coordinated effort to ensure the company will consistently meet its' strategic goals. We will communicate our Vision, Mission and Values in a clear, consistent & transparent manner so that all team members understand their role & requirements in achieving these goals.
- **INTEGRITY** – In all facets of our business, our actions shall remain consistent. We will gain trust by honoring our commitments, exemplifying honesty and integrity to our customers, our employees and our community.
- **INNOVATIVE** – The products, systems and technologies that we deliver to our customers will represent the leading edge in our industry. We will partner with companies that are forward looking and that provide us with the highest quality custom security solutions available.
- **ACCOUNTABILITY** – Each member of our team agrees to be accountable for ownership of their actions in relation to other members of the team, our various partners and especially to our customers.

Turn Key Systems, LLC | dba: **TKS || SECURITY**

- *Founded in 2010*

- State of Michigan Licensed Security Alarm Contractor, License [#3601206063](#)
- State of Michigan Licensed Fire Alarm Contractor, License [#5103347](#)
- State of Michigan Bureau of Fire Services, Public Act 207 Certification [#A-1158](#)
- 24/7 Emergency Service
- Maintenance and Service Agreements Available in Certain Areas
- 24/7 UL Central Station Monitoring
- Intrusion Detection (Burglar Alarms)
- Fire Alarms
- Access Control
- Intercoms
- Security Video Management Systems (Replacement of CCTV)
- Integrated Systems



May 1, 2023

Mid-Michigan District Health Department
615 State Street
Stanton, MI 48888
Ms. Hailey Brewer

Re: Access Control for Stanton and Ithaca Sites

Dear Ms. Brewer,

Thank you for allowing Security Designs the opportunity to present you with the following proposal for Mid-Michigan District Health Department.

Security Designs installs only quality proven equipment that has been tested under the harshest installation requirements. Our factory trained technicians have been meeting and setting industry standards with their work. Should a question or concern arise with an application or installation, you can depend on a timely and knowledgeable response.

Again, thank you for this opportunity. If you have any questions regarding any of the information provided, please call my office at (734) 421-0077.

Sincerely,

John Humenay



Mid-Michigan District Health Department
615 State Road
Stanton, MI 48888
May 1, 2023

Installation of 17 Card Readers in Stanton,MI

<u>Item</u>	<u>Description</u>
1.	1 – Avigilon Access Control Manager Enterprise Edition
2.	32 – Card Reader License
3.	2 – Avigilon Intelligent Controller
4.	7 –Avigilon Series 3 Two Reader Module
5.	1 –Avigilon 16 Door Power Supply
6.	1 – Avigilon 2 Door Power Supply
7.	17 –HID Proximity Card Reader
8.	16 – Electric Strikes
9.	18 – Door Contacts
10.	50 – Proximity Cards
11.	13 – Door Closers
12.	5 – Door Locks
13.	1 – Door Release
14.	1 – Lot Cable
15.	1 – Connectors, Fittings, Hardware
16.	1 – Labor Installation

Purchase & Installation: \$39,498.00



Mid-Michigan District Health Department
151 Commerce Drive
Ithaca, MI 48847
May 1, 2023

Installation of 13 Card Readers in Ithaca MI

<u>Item</u>	<u>Description</u>
1.	1 – Avigilon Intelligent Controller
2.	6 –Avigilon Series 3 Two Reader Module
3.	1 –Avigilon 16 Door Power Supply
4.	13 –HID Proximity Card Reader
5.	10 – Electric Strikes
6.	14 – Door Contacts
7.	50 – Proximity Cards
8.	10 – Door Closers
9.	4 – Door Locks
10.	1 – Door Release
11.	1 – Lot Cable
12.	1 – Connectors, Fittings, Hardware
13.	1 – Labor Installation

Purchase & Installation: \$30,033.00

Security Designs Inc. standard warranty on the equipment and services provided in this proposal is one (1) year from the commencement of the warranty period.

Authorized By: _____ Date: _____ P.O #: _____.



Mid Michigan District Health

615 N State St STE 1

Stanton MI 48888

RE: Stanton CA



The proposed EPS access control system will be programmed and managed by EPS you or your staff on site. This system enables EPS you to manage and record the activity of all card holders within the specified areas. The programmability of this systems allows control not only who has access but at what time and to which area.

Access Control Equipment to be Installed

- 2 DSX 8-Door Memory Upgrade (CPU Only)
- 1 DSX 2-Door Panel with Nonvolatile Memory
- 3 DSX 27V Strike Power Supply
- 12 Battery 12v 7ah
- 3 9' Power Supply Cord
- 18 Honeywell Standard Reader
- 16 Door Contact 3/4" Flush Mt.White
- 14 White Rex Motion Detector
- 1 Relay Sensitive
- 10 Misc Hardware/Consumables
- 1 Lantronix Network Terminal Server
- 1 DSX Software
- 2000 Wire Structured Cable Windy City
- 2 AC Plug Strip

Access Control System Investment

One Time Installation Charge \$32,870.00 Plus Tax

Tax Exempt (If checked, Plus Tax above is void)

Monthly Services \$324.00

- Service Agreement
- Administration
- Reports
- Preventative Maintenance

Photo ID Badging System:

- Badging Software
- Printer
- Camera, Lighting Kit & Tripod
- Color Ribbon & Cleaning Kit

Installation and Proposal Terms

The installation charges in this proposal include all design, wiring, mounting of control equipment programming, final system testing and user training. The system design is based upon our best estimate of the system you are requesting. Additional equipment may be added by you at additional costs. The service agreement covers repair and replacement of any and all equipment that fault due to normal causes.

Pricing is valid for a period of 90 days from date of proposal. Sales tax is not included in the pricing and, if applicable, will be added at the time of invoicing.

Customer acknowledges and agrees permit fees will be billed direct to customer as a passthrough cost on the final invoice.

Additional Notes and Exclusions

Customer to provide power and wall space for panels.

Customer to provide IP, network connection & port forwarding as

needed. Door closers are NOT a part of the scope of work.

Door handles and lock-sets are NOT a part of the scope of work.

Mag Holders are NOT a part of scope and EPS will provide a set

of contact closures for operation.

All door are described as simple strike reader combos with no

exotic programming.

Customer to provide VM or terminal to host WinDSX software & all

desired workstations.

Existing Equipment: If EPS is connecting to existing equipment, the existing equipment will be tested and inspected by an EPS technician. If equipment is discovered to not be in good working order or is not compatible with the new EPS equipment EPS is installing, it will be the responsibility of the customer for the repair or replacement of the equipment.

Kerry J. Bairski

Security Consultant

(616) 459-0281 ext. 120

kbairski@epssecurity.com

04/28/2023