

IT / EQUALIZATION COMMITTEE

Martin D. Marshall
County Administrator

301 N. Main St, Adrian, MI 49221
p: 517-264-4508 | f: 517-264-4512
lenawee.mi.us



MEMBERS

Chris Wittenbach, Dawn Bales, Dustin Krasny

MEETING LOCATION

Chambers
301 N. Main Street
Adrian, MI 49221

AGENDA: Thursday, April 7, 2022 – 1:30 p.m.

- I. Approval of Minutes** – March 3, 2021
- II. Information Technology**
 - A. Finance Report
 - B. Department Reports / System Concerns
 - C. IT Report
 - D. Capital Improvement Plan Request(s)
 - i. Annual Computer Replacement Program
 - ii. Server Replacement Project
 - iii. ID Badge / Card Printer / Software Project
 - iv. Access Control Project
 - v. **IPADS** – Maintenance Department
 - vi. Laptops, Scanners, Printer, Headsets – Medical Examiner
 - vii. Citrix Upgrade
 - viii. Firewall Upgrade (Robertson and Human Services Building)
 - E. Updates / Other Business
- III. Equalization**
 - A. Updates / Other Business
 - B. Public comment
- IV. Adjournment**



Action Request Form

To: IT/Equalization Committee

www.lenawee.mi.us

DATE:

MARCH 30, 2022

FROM: Matt Richardson

DEPT: Information Technology

To go before the Committee at the meeting set for

DATE:

APRIL 7, 2022

**1) DESCRIPTION OF
REQUEST**

2022 COMPUTER REPLACEMENT PROJECT - NOT TO EXCEED \$50,000

Amount Requested: \$50,000

Account Number: CIP

List Attachments:

**Request Submitted
by:**

Matt Richardson

Upcoming agenda items shall be reported to the Administrator at least seven (7) days prior to the meeting. All supporting information shall be submitted to the Administrator's Office no later than **3:30 pm the day preceding** the meeting, or by noon on the day of scheduled evening meetings. Exceptions may only be approved by the Chairperson, or in his/her absence, the Vice Chairperson of that Committee.

Request reviewed and is to be placed on the agenda: _____

Martin D. Marshall, Administrator

Date



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MARCH 30, 2022

FROM: Matt Richardson

DEPT: Information Technology

To go before the Committee at the meeting set for

DATE:

APRIL 7, 2022

**1) DESCRIPTION OF
REQUEST**

**2022 SERVER REPLACEMENT PROJECT - NOT TO EXCEED \$60,000 - 2+ SERVER
TO REPLACE 4-6 AGING SERVERS.**

Amount Requested: \$60,000

Account Number: CIP

List Attachments:

**Request Submitted
by:**

Matt Richardson

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Martin D. Marshall, Administrator

Date



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DATE:

MARCH 30, 2022

FROM: Matt Richardson

DEPT: Information Technology

To go before the Committee at the meeting set for

DATE:

APRIL 7, 2022

**1) DESCRIPTION OF
REQUEST**

**2022 ID BADGE/CARD PRINTER/ SOFTWARE PROJECT - NOT TO EXCEED
\$7,000 - REPLACE OLD CARD PRINTER/SOFTWARE TO WORK WITH OUR NEW
ACCESS CONTROL SYSTEM.**

Amount Requested: \$7,000

Account Number: CIP

List Attachments:

**Request Submitted
by:**

Matt Richardson

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MARCH 30, 2022

FROM: Matt Richardson

DEPT: Information Technology

To go before the Committee at the meeting set for

DATE:

APRIL 7, 2022

**1) DESCRIPTION OF
REQUEST**

**2022 ACCESS CONTROL PROJECT - NOT TO EXCEED \$10,000 - CONVERT
ACCESS CONTROL SYSTEMS COMPATIBLE WITH THE NEW SERVER.**

Amount Requested: \$10,000

Account Number: CIP

List Attachments:

**Request Submitted
by:**

Matt Richardson

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Martin D. Marshall, Administrator

Date



Action Request Form

To: IT/Equalization Committee

www.lenawee.mi.us

DATE:

APRIL 5, 2022

FROM: Matt Richardson

DEPT: Information Technology

To go before the Committee at the meeting set for

DATE:

APRIL 7, 2022

1) DESCRIPTION OF REQUEST

2022 CIP PROJECT FOR 13 IPADS- NOT TO EXCEED \$12,200. THIS WILL ALLOW EMPLOYEES TO ENTER WORK COMPLETED IN REAL-TIME, WHICH WILL STOP DUPLICATE TASKS.

Amount Requested: \$12,200

Account Number: CIP

List Attachments:

Request Submitted by:

Matt Richardson

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DATE:

MARCH 30, 2022

FROM: Matt Richardson

DEPT: Information Technology

To go before the Committee at the meeting set for

DATE:

APRIL 7, 2022

1) DESCRIPTION OF REQUEST

2022 MEDICAL EXAMINER CIP - NOT TO EXCEED \$9,900 - REPLACE 2 OLDER SCANNERS AND 1 PRINTER. PURCHASE 2 NEW LAPTOPS WITH SOFTWARE AND 2 NEW HEADSETS.

Amount Requested: \$9,900

Account Number: CIP

List Attachments:

Request Submitted by:

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DEPT: Information Technology

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**1) DESCRIPTION OF
REQUEST**

**2022 CIRTIX UPGRADE PROJECT - NOT TO EXCEED \$ - YEAR 1 = \$18,482.40,
YEAR 2 = \$10,982.40, YEAR 3 = \$11,012.49 (3 YEAR TOTAL = \$40,477.29)**

Amount Requested: **\$40,477.29 over 3 years**

Account Number: **CIP**

List Attachments:

**Request Submitted
by:**

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FROM: Matt Richardson

DEPT: Information Technology

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**1) DESCRIPTION OF
REQUEST**

**2022 FIREWALL UPGRADE PROJECT - NOT TO EXCEED \$44,050 - REPLACE
END OF LIFE, END OF SUPPORT FIREWALLS (2 @ ROBERTSON, AND 1 @
HUMAN SERVICES BUILDING)**

Amount Requested: \$44,050

Account Number: CIP

List Attachments:

**Request Submitted
by:**

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