



COUNTY ADMINISTRATOR
220 NORTH MAIN STREET, P.O. BOX 8645
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(734) 222-6850
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TO: Conan Smith, Chair
Ways & Means Committee

THROUGH: Robert E. Guenzel
County Administrator

FROM: Dale Vanderford, Director
Support Services Information Technology

DATE: February 18, 2009

SUBJECT: Pittsfield Township Interim Services Revenue Contract

BOARD ACTION REQUESTED:

It is requested that the Washtenaw County Board of Commissioners authorize the Administrator to sign the revenue contract with Pittsfield Township to provide interim Information Technology support.

BACKGROUND:

Washtenaw County is in early conversations with Pittsfield Township on the development of a shared services support arrangement. Pittsfield Township recently experienced the loss of its sole Information Technology employee and has requested interim support from Washtenaw County in this area.

DISCUSSION:

As the discussions on shared services between the two parties are in its infancy stage while both entities are exploring areas of opportunity, there is an imminent need by the Township to provide an interim measure of support. Washtenaw County has agreed to provide Information Technology support and repair services to Pittsfield Township in the interim while discussions for a longer term support arrangement may be finalized.

Pittsfield Township has agreed to compensate the County for temporary employee support in the amount not to exceed \$1,125 weekly for this interim period ending May 31, 2009.

IMPACT ON HUMAN RESOURCES:

Washtenaw County Information Technology will hire a temporary employee to augment and fulfill the services for Pittsfield Township.

IMPACT ON BUDGET:

Pittsfield Township has agreed to pay the fully loaded cost of the part time temporary employee. Washtenaw County IT will be compensated at a rate not to exceed \$1,125 weekly for the duration of the contract.

IMPACT ON INDIRECT COSTS:

None.

IMPACT ON OTHER COUNTY DEPARTMENTS/AGENCIES:

This revenue contract represents a commitment to the community and collaboration between local units of government.

CONFORMITY OF POLICIES/PROCEDURES:

This action is in conformity with the County's Policies and Procedures.

ATTACHMENTS:

Resolution
Revenue Contract

A RESOLUTION AUTHORIZING THE ADMINISTRATOR TO SIGN THE REVENUE CONTRACT WITH PITTSFIELD TOWNSHIP FOR INTERIM INFORMATION TECHNOLOGY SUPPORT AND REPAIR SERVICES FOR THE PERIOD FEBRUARY 10, 2009 THROUGH MAY 31, 2009 AT THE WEEKLY RATE OF \$1,125

WASHTENAW COUNTY BOARD OF COMMISSIONERS

February 18, 2009

WHEREAS, Washtenaw County and Pittsfield Township are currently exploring opportunities for a shared services support program; and

WHEREAS, Pittsfield Township recently experienced the loss of its sole Information and Technology employee and has requested interim support from Washtenaw County; and

WHEREAS, as the discussions on shared services between the two parties are in its infancy stage, Pittsfield Township has an imminent need for support on the interim; and

WHEREAS, Washtenaw County has agreed to provide Information Technology support and repair services to Pittsfield Township in the interim while discussions for a longer term support arrangement may be finalized; and

WHEREAS, Pittsfield Township has agreed to compensate the County for temporary support at the rate not to exceed \$1,125 weekly for this interim period ending May 31, 2009; and

WHEREAS, Washtenaw County Information Technology will hire a temporary employee to augment the services for Pittsfield Township; and

WHEREAS, this matter has been reviewed by Corporation Counsel, the Finance Department, the County Administrator's Office, and the Ways & Means Committee.

NOW THEREFORE BE IT RESOLVED that the Washtenaw County Board of Commissioners hereby authorizes the County Administrator to sign the revenue contract with Pittsfield Township at the rate not to exceed \$1,125 per week for the period February 10, 2009 through May 31, 2009, as on file with the County Clerk.

CONTRACT
Pittsfield Township

AGREEMENT is made this 9th day of February, 2009, by Pittsfield Township ("Township") located at 6201 West Michigan Avenue, Ann Arbor, Michigan 48108 and the COUNTY OF WASHTENAW, a municipal corporation, with offices located in the County Administration Building, 220 North Main Street, Ann Arbor, Michigan 48107("County").

In consideration of the promises below, the parties mutually agree as follows:

ARTICLE I - SCOPE OF SERVICES

The COUNTY will provide Information Technology support and repair services to Pittsfield Township in an interim measure while discussions for a longer term support arrangement are discussed. Pittsfield Township is responsible for the purchase of all parts and equipment needed.

ARTICLE II - COMPENSATION

Upon completion of the above services and submission of Pittsfield Township will pay the COUNTY an amount not to exceed One Thousand, One Hundred and twenty five dollars (\$1,125) weekly. The Township will be billed and the County compensated on a monthly basis.

ARTICLE III - TERM

This contract begins on February 10, 2009 and ends on May 31, 2009.

ARTICLE IV - EQUAL EMPLOYMENT OPPORTUNITY

The County will not discriminate against any employee or applicant for employment because of race, creed, color, sex, sexual orientation, national origin, physical handicap, age, height, weight, marital status, veteran status, religion and political belief (except as it relates to a bona fide occupational qualification reasonably necessary to the normal operation of the business).

The County will take affirmative action to eliminate discrimination based on sex, race, or a handicap in the hiring of applicant and the treatment of employees. Affirmative action will include, but not be limited to: Employment; upgrading, demotion or transfer; recruitment advertisement; layoff or termination; rates of pay or other forms of compensation; selection for training, including apprenticeship.

The County agrees to post notices containing this policy against discrimination in conspicuous places available to applicants for employment and employees. All solicitations or advertisements for employees, placed by or on the behalf of the County, will state that all qualified applicants will receive consideration for employment without regard to race, creed, color, sex, sexual orientation, national origin, physical handicap, age, height, weight, marital status, veteran status, religion and political belief.

ARTICLE V - EQUAL ACCESS

The County shall provide the services set forth in Article I without discrimination on the basis of race, color, religion, national origin, sex, sexual orientation, marital status, physical handicap, or age.

ARTICLE VI - ASSIGNS AND SUCCESSORS

This contract is binding on Pittsfield Township and the County, their successors and assigns. Neither the County nor Pittsfield Township will assign or transfer its interest in this contract without the written consent of the other.

ARTICLE VII - TERMINATION OF CONTRACT

Section 1 - Termination without cause. Either party may terminate the contract by giving thirty (30) days written notice to the other party.

ARTICLE VIII - CHANGES IN SCOPE OR SCHEDULE OF SERVICES

Changes mutually agreed upon by Pittsfield Township and the County, will be incorporated into this contract by written amendments signed by both parties.

ARTICLE IX - CHOICE OF LAW AND FORUM

This contract is to be interpreted by the laws of Michigan. The parties agree that the proper forum for litigation arising out of this contract is in Washtenaw County, Michigan.

ARTICLE X - EXTENT OF CONTRACT

This contract represents the entire agreement between the parties and supersedes all prior representations, negotiations or agreements whether written or oral.

ATTESTED TO:

WASHTENAW COUNTY

By: _____
Lawrence Kestenbaum (DATE)
County Clerk/Register

By: _____
Robert E. Guenzel (DATE)
County Administrator

APPROVED AS TO CONTENT:

Pittsfield Township

By: _____
Dale Vanderford (DATE)
Director, Information Technology

By: _____
Mandy Grewal, Supervisor (DATE)

APPROVED AS TO FORM BY

BY: _____
Curtis N. Hedger (DATE)
Office of Corporation Counsel