

TO: Board of Commissioners
FROM: Administrator/Controller's Office
DATE: February 9, 2018
RE: Michigan Indigent Defense Commission Amended Compliance Plan

BACKGROUND

The State of Michigan has developed a comprehensive approach to the defense of indigent defendants across the state by the passage of the Michigan Indigent Defense Commission Act, PA2013, and effective July 1, 2013, MCLA 780.981-708.1003. Funding units were required to submit a plan to the MIDC by November 20, 2017, to address how they will comply with the first 4 standards. Only a few of the initial compliance plans were approved by the MIDC as written. Most, like Isabella County's, were accepted in part (the plan) and rejected in part (the cost analysis). Our amended compliance plan is due to the MIDC by midnight on February 20, 2018. It can be submitted through the MIDC's internet "Portal."

County Administrator/Controller Margaret McAvoy and MAC Administrator Sara Spencer-Noggle have met repeatedly with Isabella County's MIDC regional manager, Barb Klimaszeski, and her supervisor, Marla McCowan, in order to determine what changes are being requested to the cost analysis of our compliance plan. In short, the MIDC is requesting additional documentation to support our funding requests. It is also questioning our request for security (video cameras, card readers, and monitors), for the new Public Defender office.

In order to meet the MIDC's request for documentation to support our funding request, Ms. McAvoy and Ms. Spencer-Noggle requested and received estimates from companies, past invoices, comparisons to the Prosecuting Attorney's budget, and individual pages from the DBI office supply catalog and Staples website.

In order to address the MIDC's concerns regarding paying for security, we have requested a more detailed estimate from SecurAlarm Systems, Inc., the company that provided our original

estimate, in order to examine whether there are items that can be eliminated from the cost analysis in order to satisfy the MIDC.

The Ad Hoc Committee on the MIDC standards met on February 6, 2018. The Committee requested that additional items be added to the cost analysis, including estimates for case tracking software, custodial services for the PD office, utilities for the PD office, and liability coverage from the MMRMA. As of the time of this writing, these estimates have been received and included in the cost analysis and estimates for additional services have been requested.

On February 7, 2018, the Governor made his proposed State Budget public. The budget calls for \$46 million in new spending for indigent defense. The original funding requests from the funding units totaled \$87 million. Therefore, the Governor has proposed funding for approximately half of what the counties are requesting for their indigent defense compliance plans.

ALTERNATIVES

The County could choose not to submit an amended compliance plan to MIDC by February 20, 2018. Such action will eliminate Isabella County from consideration for funding from the State for District and Circuit Court criminal defense costs. Additionally, the MIDC would bring legal action to compel Isabella County to implement the new standards.

FINANCIAL IMPACT

The financial impact of meeting the MIDC Standards will be significant. The hope is that by submitting a plan in line with the Standards that a majority of that impact will be covered. Estimates for the recommendation of the Ad Hoc Committee is approximately \$1.5 million. The County is not required to follow the compliance Plan unless it receives the funding from the State to do so. The Compliance Plan does not address Juvenile Criminal Indigent Defense or Probate Court Indigent Defense. The County will not receive any state funding for these and will continue to be required to cover those expenses from the General Fund.

OTHER CONSIDERATIONS

The recommendation of the consultant, the MIDC Regional Manager and the AD Hoc Committee is a County Public Defender Office as a County department and a Managed Assigned Counsel system managed by the Public Defender Office. As MIDC and the Legislature has determined that the Public Defender compliance is not to be under the direction and control of the judiciary, the Public Defender Office director would be a direct report to the County Administrator/Controller.

RECOMMENDATIONS

Consider submitting an amended compliance plan to the Michigan Indigent Defense Commission that meets the MIDC Standards 1-4. The Plan is to develop a Public Defenders Office for 75% of indigent cases and a Managed Assigned Counsel agreement for 25% of indigent cases.

ATTACHMENTS

Amended Draft MIDC Compliance Plan for Indigent Defense Standards 1-4, with attached additional documentation.



MICHIGAN INDIGENT DEFENSE COMMISSION

Compliance Plan for Indigent Defense Standards 1 – 4

INSTRUCTIONS

Local indigent defense systems have until **November 20, 2017**, to submit to the Michigan Indigent Defense Commission (MIDC) a plan for compliance with the first four approved minimum standards for indigent criminal defense services. This document includes instructions and a compliance plan structure for the submission and information on how to calculate your request for state funding. All application questions must be answered within the requirements, and all attachments and signatures included for a complete application. Failure to submit a complete application will result in the application being disapproved and returned, per MCL 780.993(4). Applications should be submitted through the MIDC's web portal at <http://portal.michiganidc.gov/>.

The application document includes the following sections: Applicant Information, Compliance Plan Narrative, Cost Analysis, Local Share Calculation, Data Collection, and Grant Calculation. The MIDC website, <http://michiganidc.gov>, hosts helpful information for compliance planning including additional guidelines, detailed white papers on each of the four standards and several model plans including sample cost analyses for different local indigent defense delivery systems.

Guidelines for the Cost Analysis and Local Share in the Compliance Plan

All proposed, estimated, or actual expenditures reported in either the Cost Analysis or the Local Share should be reflective of direct indigent defense system activities. For any funding requests for ancillary agencies, the claimed expense must be reasonably and directly related to the indigent defense function, with a clear justification and compelling rationale. The Local Share calculation – which acts as a baseline for continued funding unit contribution to the indigent defense system – may be reported as an estimate if the actual funding level cannot be calculated. If an estimate is provided for the Local Share, the methodology to calculate the estimate must be reported. All Local Share calculations must be certified by the authorizing official on the application. The following instructions provide general guidance for the Cost Analysis and, specifically, the enhanced costs to meet the provisions of the four standards. The costs, expenditures, and rates proposed are presumed reasonable; variations will be considered on a case-by-case basis.

Standard 1 - Indigent defense systems may achieve this standard by having attorneys register for a specific training or by facilitating a local or regional training program. Registration for CLE hours will be allowed at the rate of \$25 per credit hour. Instructors for training programs will be reimbursed at reasonable consultant rates commensurate with the local market. A guideline for illustrative purposes may be up to \$75/hr with allowance for program development and preparation time for the training. Travel expenses for the attorneys to attend training or instructors for training programs will be reimbursed at current State of Michigan travel rates for mileage, meals, and lodging, if needed.

Standard 2 - Attorney time to meet this standard will be reimbursed according to reasonable local attorney rates, whether salaried, contract, or assigned attorneys. To facilitate early communication, practical use of technologies available for digital face-to-face communication may be employed. Supplies and equipment needed for technology-based communications will be considered. If it is necessary to create or alter building space to provide a confidential setting for attorneys and their clients, renovation expenses are allowed up to a maximum of \$25,000 per location. Requests exceeding \$25,000 will be reviewed with higher due diligence and considered with accompanying documentation for justification.

Standard 3 - Expenses for investigators will be considered at hourly rates not to exceed \$75. Expenses for expert witnesses will follow a tiered level of compensation based on education level and type of expert,* not to exceed these amounts:

High School or Equivalent	\$30/hr
Associate's Degree	\$50/hr
Bachelor's Degree	\$70/hr
Master's Degree	\$85/hr
Crime Scene and Related Experts	\$100/hr
CPA/Financial Expert	\$100/hr
Pharmacy/PharmD	\$125/hr
Information Technology Experts	\$150/hr
Ph.D./Licensed Doctor	\$200/hr

**The table of expert hourly rates is adopted from the guidelines published by the North Carolina Indigent Defense Services Commission. Variations will be considered on a case-by-case basis.*

Each indigent defense system will be limited to a capped amount of funds for investigators and experts based on the total new circuit adult criminal filings within the jurisdiction in the most recent calendar

year, as reported and certified with the State Court Administrative Office. Systems within district courts of the 3rd class are considered in Tier I unless special circumstances are presented.

0 - 499 cases/year = Tier I - \$10,000

500 - 999 cases/year = Tier II - \$25,000

1,000 – 9,999 cases/year = Tier III - \$50,000

Over 10,000 cases/year = Tier IV – To be determined bases on further discussion and review of records of the system(s)

Standard 4 - Attorney time to meet this standard should be reimbursed according to reasonable attorney rates, whether salaried, contract, or assigned attorneys. Methods for implementation can include on-call or appointed attorney systems, or other efficient models.

APPLICANT INFORMATION

Applicant Funding Unit(s): **Isabella County**

Trial Courts Included in this Compliance Plan Submission: **Isabella County Trial Court**

Fiduciary Funding Unit: **Isabella County**

Federal ID Number: **38-6004859**

Street Address/City/Zip Code: **200 North Main Street, Suite 205, Mount Pleasant, Michigan 48858**

AUTHORIZED OFFICIAL (Person Authorized to Enter into Agreements):

Name and Title **George Green, Chairman, Isabella County Board of Commissioners**

Street Address/City/Zip **200 North Main Street, Suite 205, Mount Pleasant, Michigan 48858**

Telephone **989-317-4053**

Email Address **mmcavoy@isbellacounty.org**

Signature

Date

CONTACT INFORMATION

PRIMARY CONTACT

(Person Responsible for Oversight and Reporting of Standards Implementation):

Name and Title **Margaret McAvoy, Isabella County Administrator/Controller**

Street Address/City/Zip **200 North Main Street, Suite 205, Mount Pleasant, MI 48858**

Telephone **989-317-4053**

Email Address **mmcavoy@isabellacounty.org**

Signature

Date

FINANCIAL CONTACT

(Person Responsible for Grant Accounting):

Name and Title **Margaret McAvoy, Isabella County Administrator/Controller**

Street Address/City/Zip **200 North Main Street, Suite 205, Mount Pleasant, MI 48858**

Telephone **989-317-4053**

Email Address **mmcavoy@isabellacounty.org**

Signature

Date

COMPLIANCE PLAN NARRATIVE

Briefly describe the indigent defense delivery system(s) – contract, assigned counsel, or public defender – that the funding unit(s), for which this application is being considered, employed to deliver services before the MIDC Act took effect (July 1, 2013).

Prior to the MIDC Act, Isabella County utilized a flat-fee contract system. The same system is currently in use.

Generally, how does the system(s) intend to comply with the MIDC standards 1-4? Please address whether you will continue with the model in place above, whether you have already made a transition to a new delivery system, or whether you intend to transition to a new delivery system.

The system will transition from a flat-fee contract system to a blended system with a Public Defender Office (PDO) taking 75% of the cases and a Managed Assigned Counsel (MAC) system taking about 25% of the cases.

Please identify the name and position held (e.g., county administrator, judge, defense attorney, etc.) for each person involved in the compliance planning process for this delivery system.

The Chairperson of the Isabella County Board of Commissioners appointed an Ad Hoc Committee of the Board that is tasked with creating this compliance plan. The Committee consists of the following persons:

- 1. Sara Spencer-Noggle, defense attorney, Chair of the Ad Hoc Committee**
- 2. Margaret McAvoy, County Administrator/Controller, Vice Chair**
- 3. Risa Hunt-Scully, Prosecuting Attorney for the County of Isabella**
- 4. Kerri Curtiss, Trial Court Administrator**
- 5. Michael Main, Isabella County Sheriff**
- 6. Frank Engler, Isabella County Commissioner**
- 7. Jerry Jaloszynski, Isabella County Commissioner**

Provide an attachment with the names, license or P#'s, and years of criminal defense experience for all attorneys the funding unit(s) intends to have deliver services as part of the local indigent defense system.

The Public Defender Office is expected to hire seven (7) attorneys. Additionally, the Funding Unit will enter into a contract with a private attorney as MAC Attorney-Administrator. Please see the attached list of the expected local indigent defense attorneys.

Standard 1 – Training and Education

Attorneys with fewer than two years of experience practicing criminal defense in Michigan shall participate in one basic skills acquisition class. Do any of the attorneys included in this plan have fewer than the required experience and require this training? How many?

The County anticipates that it will hire three additional attorneys with fewer than two years of experience as assistant defenders in the proposed public defender office.

All attorneys shall annually complete at least 12 hours of continuing legal education. How many attorneys require training in this plan?

Approximately twelve.

How will the funding unit(s) ensure that the attorneys satisfy the 12 hours of continuing legal education during the plan year?

The Public Defender will ensure that all Public Defender Office attorneys with fewer than two years of experience will attend CDAM's Trial Practice College during their first or second year of employment. The Public Defender will ensure that all Public Defender Office attorneys will have a SADO subscription and will be required to participate in CDAM trainings. The attorneys may choose between CDAM conferences or webinar in the future as available. Any attorney who wishes to attend will be permitted to attend CDAM's Trial Practice College if practicable. The MAC Attorney-Administrator will ensure that all MAC attorneys complete the required CLE using the aforementioned resources as well. This system will be utilized for the first two years of new system. After that, the PDO will assume responsibility for providing the continuing legal education opportunities within the County.

The Public Defender will provide any relevant documentation for attendance at the trainings to the MIDC for data collection purposes, pursuant to Michigan Supreme Court Administrative Order 2016-2. Documentation will be submitted to the MIDC no later than 30 days after completion of the courses. The MAC Attorney-Administrator will do the same for MAC attorneys.

Standard 2 – Initial Interview

When a client is in local custody, counsel shall conduct an initial client intake interview within three business days after appointment. When a client is not in custody, counsel shall promptly deliver an introductory communication so that the client may follow-up and schedule a meeting. To be successful, this requires immediate notification of appointment and client contact information.

How does the plan facilitate immediate attorney assignment and notification of new cases? How will the system ensure attorneys are completing their interviews within three business days? How will the initial interview be accomplished?

The Public Defender Office will receive an email from the Court Administrator or his/her designee with the Order of Assignment (SCAO Form MC222) that includes complete contact information for the defendant. When the Public Defender Office has reached its caseload quota, or when there is a conflict, the SCAO forms will be provided to the MAC Attorney-Administrator for assignment to the MAC attorneys.

Public Defender Office attorneys and MAC attorneys will conduct the interview for their respective clients. An initial interview will be part of the job responsibilities for the assigned defender and the contracting requirements for MAC attorneys. The Public Defender will ensure compliance for Public Defender Office attorneys. The MAC Attorney-Administrator will ensure compliance through the monitoring of the billing statements of the MAC attorneys, which will require the attorney to disclose the date and length of the initial interview.

The initial interview of incarcerated defendants may be conducted in person or via videoconference. Each attorney will be provided with secure video conferencing capabilities on his/her computer. The Sheriff's Department/jail will provide a private space and video monitor for videoconferencing with incarcerated clients. This cost will be included in this funding request.

This standard further requires a confidential setting be provided for all client interviews.

Does the jail have confidential space for attorney-client interviews? Describe the space available for the interviews or the plan to provide confidential space.

Generally speaking, it does. However, some limited renovation will be required to facilitate videoconferencing, along with soundproofing. The cost of these renovations/soundproofing will be included in this funding request.

Does the courthouse have confidential space for attorney-client interviews? Describe the space available for the interviews or the plan to provide confidential space.

Yes, but soundproofing will be necessary both in the holding cells and the conference rooms for out-of-custody defendants. These costs will be included in this funding request.

Standard 3 – Experts and Investigators

This standard requires counsel to conduct an independent investigation. When appropriate, counsel shall request funds to retain an investigator to assist with the client’s defense. Counsel shall request the assistance of experts where it is reasonably necessary to prepare the defense and rebut the prosecution’s case. Counsel has a continuing duty to evaluate a case for appropriate defense investigations or expert assistance.

How will this standard be complied with by the delivery system?

The Public Defender Office will hire an investigator in a full-time capacity. The funding unit will also contract with an outside investigator for up to 100 hours per year to provide service to the MAC attorneys as needed.

Expert witnesses will need to be retained as needed by the Public Defender Office and MAC attorneys, approved by either the Public Defender or the MAC Attorney-Administrator, through a budget item not to exceed the hourly rates published by the MIDC, for a combined (conflict investigator and expert witness) maximum of \$25,000 in the compliance plan year.

The request for \$25,000 exceeds what would be expected under MIDC guidelines for the following reason: From 2015-2017, Isabella County spent a total of \$27,399.99 on experts and investigators in indigent cases. This is equivalent to an average of \$9,133.33 per year. It is expected that the creation of a public defender office and the MIDC guidelines will incentivize indigent defense attorneys to request additional funding for experts and investigators each year. For example, Isabella County indigent defense attorneys represented clients charged with criminal sexual conduct (CSC) crimes on forty-four (44) occasions from 2015-2017. This is an average of 15 CSC cases each year. Isabella County public defenders have, for a long time, desired for expert witnesses and reports in these cases for their clients, conducted by an expert in sexual predation assessments. These experts were rarely granted by the courts, despite their usefulness to the defense. The assessments alone are \$800 each. Expert testimony, according to MIDC guidelines, would be \$200/hour by the assessor who performs them. If each CSC defendant has one assessment, that alone would cost \$12,000 per year. That amount alone, plus the current spending of \$9,133.33 per year, equals \$21,133.33. This is almost the entire amount being requested in this grant proposal. It is reasonable to expect that this amount, plus the additional funds requested for public defenders who are more vigorously defending their clients, will total \$25,000 per year, which is the amount of this grant request.

Standard 4 – Counsel At First Appearance and Other Critical Stages of the Case

Counsel shall be appointed to provide assistance to the defendant as soon as the defendant’s liberty is subject to restriction by a magistrate or judge. All persons determined to be eligible for indigent criminal defense services shall also have appointed counsel at pre-trial proceedings, during plea negotiations and at other critical stages, whether in court or out of court.

How will this standard be complied with by the delivery system?

The Public Defender Office will have an Assistant Public Defender on staff to handle all of the arraignments. During the rare occasion when more than one attorney is needed due to an excessive number of arraignments, a second Public Defender Office attorney will provide assistance.

COST ANALYSIS

The MIDC Act requires funding unit(s) to provide a cost analysis as part of a request for state funding. The cost analysis should include all total indigent criminal defense services costs for compliance with minimum standards and the amount of funds in excess of the local share necessary to comply with the standards.

Refer to the instructions guide for grant allowances.

Personnel

Include staff, if any, whose work is or will be reasonably and directly related to the indigent defense function.

Name	Position	Computation	Total
TBD	Public Defender full time	\$85,000/year	\$85,000
TBD	Chief Assistant Defender full time	\$65,472.75/year	\$65,472.75
TBD	Senior Assistant Defender full time (two positions, felony attorneys)	\$62,355.30/year each	\$124,710.60
TBD	Assistant Defenders full time (two positions, misdemeanor attorneys)	\$50,949.97/year each	\$101,899.94
TBD	Assistant Defender full time, arraignments	\$47,434.92/year	\$47,434.92
TBD	Office manager full time	\$43,368.00/year	\$43,368.00
TBD	Investigator full time	\$43,368.00/year	\$43,368.00
TBD	Administrative Assistant part-time to serve MAC (contract, no benefits)	\$20,000/year	\$20,000.00
TBD	Legal Secretary full time (two positions)	\$36,378.00/year	\$72,756.00
TBD	Receptionist full time	\$27,690.00/year	\$27,690.00
	Total		\$631,700.21

Describe the duties of the positions listed (whether full-time or part-time) the number of hours worked, and rate of pay. Identify whether the positions will be a new cost as a result of the compliance plan.

All positions are new costs as a result of the compliance plan. In order to assist the funding unit to determine the personnel requirements necessary to meet the requirements of the MIDC, the funding unit hired a consultant to conduct a feasibility study. The above-referenced personnel requests are based in part on the expert recommendation of the consultant’s study, after careful consideration of the particular characteristics of our current and proposed systems and all accompanying data. A copy of the study is available upon request. The funding unit believes that all personnel requests are reasonable and necessary. The number of attorneys is based on the likely caseload of the office. The funding unit believes that an office with seven attorneys, one investigator, and multiple clerical staff requires an Office Manager in order to, among other duties, supervise personnel and staffing issues and ensure the routine functioning of the office on a daily basis. The funding unit believes that two legal secretaries is an appropriate request to assist seven attorneys and an investigator. The funding unit believes that a PDO that handles or assigns about 1100 cases per year requires the use of a receptionist to manage the clientele. The funding unit believes that a part-time administrative assistant is necessary to manage the MAC caseload and assist the MAC Attorney-Administrator.

Fringe Benefits	Percentage	Total
Employer FICA		
Retirement		
Hospital Insurance		
Dental Insurance		
Vision Insurance		
Unemployment		
Worker’s Compensation		
Life Insurance		
Other		
Other		
TOTAL		\$244,680.09*

Describe the fringe benefits listed here with the positions above.

***Fringe benefits for each position with benefits totals approximately 40% of the position’s salary, which is illustrated on page 9.**

Contractual

For assigned counsel, you may group all attorney contracts in one line item. You may list the computation as “various” to indicate various rates of pay and provide detail below for the pay structure. List contractors for training programs. Also, list contractors who will be providing construction services for confidential space, if needed. Confidential space costs should be discussed in detail below but costs cannot exceed \$25,000 per location. Requests exceeding \$25,000 will be reviewed with higher due diligence and considered with accompanying documentation for justification. List contracts for investigators and experts here.

CONTRACTOR	COMPUTATION	SERVICES TO BE PROVIDED	TOTAL
Assigned Counsel	Various	Legal representation	\$284,000.00
MAC Attorney/Administrator	\$24,000/year	Administer MAC system	\$24,000.00
Speech Privacy Systems	\$14,295.30	Sound masking of courthouse	\$14,295.30 (please see attached bid)
JBS Contracting, Inc	\$25,767.00	Sound masking/creation of confidential space in jail	\$25,767.00 (please see attached bid)
Investigator/MAC	\$75/hour * 100 hours	Investigative services for MAC attorneys and overflow from PDO	\$7500.00
Experts at MIDC rates up to max Tier III	\$25,000	Expert services	\$25,000.00
J Ewing LLC	\$2800	Move Polycom equipment within jail to facilitate video arraignments	\$2800 (please see attached bid)
TOTAL			\$383,362.30

Provide detail for the types of contractors listed above, rates and hours, and services to be provided. Identify if the contractor will be a new cost or includes cost enhancements for implementation of the compliance plan.

All costs are new costs as a result of compliance planning. MAC attorneys will be compensated at a rate of \$100 per hour for misdemeanor cases. The above request estimates 5 billable hours per misdemeanor case and estimates 300 misdemeanor cases. MAC attorneys will be compensated at a

rate of \$110 per hour for non-life offense felony cases. The above request estimates 10 billable hours per non-life offense felony case and estimates 100 cases. Life offense felony cases are expected to be assigned to the PDO. Additionally, the PDO will accept one open murder case every other year at most. In the unlikely event that there are two open murder cases within that period, the funding unit will contract with a private attorney to handle that case. This compliance plan does not request funds for that scenario.

Travel and Training

Include registrations for continuing legal education hours and training. Travel expenses should adhere to local funding unit travel policies, not to exceed State of Michigan standardized travel rates.

TYPES OF TRAVEL/TRAINING	COMPUTATION	TOTAL
SADO/CRDC subscriptions for five MAC attorneys	\$50/each	\$250
CDAM Conference registration for twelve attorneys	\$300/each	\$3850
Meals for conference participants for twelve attorneys	\$59/DAY * 2 DAYS = \$118/each (Per Isabella County guidelines. Please see attached policy)	\$1416
Mileage two and from conference for twelve attorneys	140.4 MILES ROUND TRIP * \$.535/mile	\$901.37
Lodging for conference participants for twelve attorneys	\$100/NIGHT * 2 NIGHTS PER ATTORNEY	\$2400
CDAM Trial College for three attorneys	\$600 all inclusive	\$1800
TOTAL		\$10,367.37

Provide detail for the types of travel and training expenses with applicable rates. Identify whether the expense is new as a result of the compliance plan.

All expenses are new costs as a result of the compliance plan. It is anticipated that, for the first two years of the existence of the new system, the attorneys will participate in the above-referenced trainings in order to complete their CLE requirements. After that, the PDO will assume responsibility for CLE trainings within the county.

Supplies and Other

Include all other expenses not provided elsewhere in the cost analysis.

ITEM	COMPUTATION	TOTAL
Office space	<p>All estimates are based on current Isabella County PAO office.</p> <p>Isabella County PAO office is 4411 sq feet for 13 staff members. Proposed PD office will also have 13 staff members. Anticipate same square footage needs. Please see attached layout of PAO office.</p> <p>Rent 4400 square feet at \$13.50 per square foot (per local rates). Please see attached rental listing from possible rental space for PDO.</p> <p>Total = \$59,400.</p> <p>Utilities (electric/natural gas/water/sewer). Please see attached utility bills.</p> <p>Total = \$9,023.15.</p> <p>Custodial. Please see attached estimate.</p> <p>Total = \$12,700.08</p> <p>Insurances (property, general liability, public official liability). Please see attached estimates.</p> <p>Total = \$3183.99.</p> <p>Landscaping. Please see attached estimate = \$425.04.</p>	\$84,732.26 (was 74,800)
Furniture for PDO office	<p>Office furniture for 13 staff members at \$1142.43 each. Desk, bridge, lateral drawer, hutch, pedestal, plus delivery. Please see attached DBI invoice for prior purchase by Isabella County. Total = \$14,851.59.</p>	\$31,032.40 (was 46,900)

	<p>Four lateral four drawer file cabinets at \$699.99 each. Please see attached Staples invoice. Total = \$2799.96.</p> <p>Thirteen two drawer lateral file cabinets. Please see attached Staples invoice. Total = \$5078.97.</p> <p>Thirteen chair mats. Please see attached DBI invoice. Total = \$740.87.</p> <p>Thirteen office chairs. Please see DBI invoice. Total = \$4029.87</p> <p>Black coat rack with bottom rack for boots. See DBI invoice. Total = \$459.99</p> <p>Binding machine. See DBI invoice. Total = \$349.99</p> <p>Bookshelf for each attorney office, plus office manager and investigator. Total of 9. Please see attached Staples website printout. Total = \$746.91.</p> <p>Conference table. Please see Staples website printout. Total = \$355.99.</p> <p>Four chairs for waiting area. Please see attached Staples website printout. Total = \$677.56.</p> <p>Seven chairs for conference table. Please see attached Staples website printout. Total = \$695.03.</p>	
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	<p>Three tables for laserjet printers (see below). See attached Staples website printout. Total = \$245.67.</p>	
<p>Technology for PDO office, including software (Microsoft Office, Adobe Acrobat, Adult Case Management Software, etc)</p>	<p>Thirteen computer towers, keyboards, mice, and monitors. Please see attached Dell invoice. Total = \$19,950.06 Three laserjet printers. Please see attached Precision Data Products invoice. Total = \$507.00 Three sheetfeed scanners. Please see attached Precision Data Products invoice. Total = \$940.00 Central copier/scanner for larger than personal use. Please see Ricoh invoice. Total = \$7195.94 JusticeWorks case management software at \$2/case at approximately 1173 cases (based on 2016 case numbers). Please see attached brochure. Total = \$2346.00</p>	<p>\$30,939.00 (was 31,820)</p>
<p>Office supplies for PDO office, printing and binding, postage, books, services, dues and subscriptions, fees.</p>	<p>Supplies for an office of approximately thirteen people: Folders, pens, pencils, file cabinets, mouse pads, USB drives, notepads, paper clips, binder clips, binders, dividers, plastic sleeves, scissors, staplers, three ring hole punches, inboxes, sticky notes, copier paper,</p>	<p>\$35,800 (was 25,000)</p>

	business cards, laptop bags, highlighters, letterhead, overhead signage for above office door in hallway, sign for door, envelopes, stamps, etc. Estimate based on the 2018 Adopted budget for the PAO.	
Westlaw for PDO	\$11,000	\$11,000
Security for PDO (security cameras, monitors, card readers panic buttons)	Based on estimate from SecurAlarm Systems, Inc. Package includes Access Control for six doors (two exterior and four interior), a Duress Alarm system, and Video Surveillance package (four exterior camera packages and four interior camera packages). Estimate is based on current Prosecuting Attorney's Office, minus access control for 10 additional interior doors, which the PAO has but the PD office is not requesting. Total = \$72,930	\$72,930 (was 100,000)
Installation of phone system	Based on recent installation of new phone system at Isabella County Sheriff's Department. Cost will be half of proposal for Sheriff's Department based on number of units to be installed. Please see Frontier Invoice. Total = \$20,076.94	\$20,076.94 (was 10,000)
TOTAL		\$286,510.60 (was 309,520)

Provide details for supplies and other expenses. Identify whether the expense is new as a result of the compliance plan.

All expenses are new expenses for the public defender office resulting from the compliance plan.

Total Cost Analysis (sum of all expenditure sections)

\$1,556,620.57 (was 1,579,629.97)

The MIDC Act, MCL 780.993(2), allows for an indigent defense system to request reimbursement as part of the total grant for the cost of developing the compliance plan. If submitting a claim for this expense, provide an explanation and calculation with details of all plan development costs. Attach a separate document with the compliance plan submission if needed.

<u>GRANT CALCULATION</u>	
TOTAL COST ANALYSIS	\$1,556,620.57
COMPLIANCE PLANNING COSTS	+ \$ 11,250.00
(consultant/study, please see attached contract) + \$675.00 (9 hours * \$75/hour. Please see attached MAC contract).	
LOCAL SHARE	- \$233,306.88
COMPLIANCE PLAN GRANT REQUEST	\$1,335,238.69 (was \$1,357,573.09).
	Difference of \$22,334.40.

The Local Share is defined as an indigent criminal defense system’s average annual direct expenditures for adult criminal defense services for three fiscal years preceding the creation of the MIDC Act (effective July 1, 2013). Collections or reimbursements made to the system for partially indigent defendants are applied to the calculation.

Expenditures to be included in the calculation:

- Payments to criminal defense attorneys (contracts, public defenders, appointed systems, hybrid systems) for providing indigent adult criminal defense services including services for expedited docket programs, criminal contempt, juveniles waived into adult court, appeals from district to circuit court or eligible interlocutory appeals to the Court of Appeals
- Payments to experts and investigators
- Other expenses including attorney supplies, travel, or training

Services not included as expenditures:

- Post-sentencing appeals
- Probate, Juvenile Delinquency, Abuse and Neglect cases
- Civil Contempt
- Counsel at lineup (before charges are filed)

Reimbursements:

- Fees paid by or on behalf of a defendant for indigent criminal defense services including payments by the Michigan Department of Corrections and grant payments that include indigent defense services as eligible grant expenditures (i.e. expedited docket programs)

If the actual expenses and reimbursements cannot be calculated as exact, identify that you are providing estimates and discuss the methodology for determining the estimated local share.

Isabella County is submitting an estimated local cost share for several reasons. The first is that our indigent defense contract is based on a calendar year as does the record keeping for assignment of cases. However, the court’s budget is based on a fiscal year. Therefore, we could potentially have some minor differences between the total budget expenditures and the cases assigned. Secondly, all indigent defense is paid from one line item including juvenile, neglect and abuse and appeals cases as well as any additional fee authorized in the contract. We were unable to separate the additional fees to an exact number for each case type as those records were not readily available.

The methodology used was to average the number of case types for each year and established the percentage of the total amount that applied to each case type. We then removed that percentage of the year’s costs for neglect and abuse, juvenile delinquency and appeals cases.

FISCAL YEAR	TOTAL EXPENSES	REIMBURSMENTS	NET EXPENSES
2010	\$400,523.43	\$145,843.03	\$254,680.40
2011	\$348,425.71	\$145,110.41	\$203,315.30
2012	\$373,370.15	\$131,445.22	\$241,924.93
Average of Three Fiscal Years	\$374,106.43	\$140,799.55	\$233,306.88*

*Estimated

Certification: I certify to the best of my knowledge and belief that the calculation of the local share is correct and complete and that all fiscal details included are direct indigent defense system expenditures and reimbursements in the given fiscal years.

Authorizing Official Name _____
 (Printed) (Signature)

Title _____ Date _____

Data Collection

In the future, the MIDC expects to collect data on the following topics related to the first four standards. Data points include “system-wide data” (pertaining to each indigent defense system), “attorney-level data” (pertaining to each attorney) and “case-level data” (pertaining to each individual court case). This list is not exhaustive but offers guidance on the types of data that will be critical to demonstrating standards compliance.

System-Wide Data Points

- Local requirements for training
- Existence of local training options
- Structure of any local administrative bodies responsible for identifying training needs and implementing training
- Mechanism(s) and timeline for notifying attorneys of new appointments
- Existence of confidential space for attorney-client interviews in holding facilities and courthouses
- Mechanism(s) by which attorneys request investigators or expert witnesses
- Delivery models for provision of counsel at first appearance

Attorney-Level Data Points

- P numbers and contact information
- Total number of annual completed CLE credits
- Location, date and content of all completed training courses

Case-Level Data Points

- Defendant request for appointed counsel
- Court appointment of counsel and date
- Date of attorney notification of appointment
- Date of initial client interview
- Request for investigator, date granted or denied
- Request for expert witness, date granted or denied
- Presence of counsel at first appearance
- Mechanism by which counsel at first appearance was provided
- Type and amount of bail issued, if any

The MIDC Act, MCL 780.993 (9), requires the state to appropriate funds for the reasonable costs associated with data required to be collected by the MIDC in excess of the local government’s data costs for other purposes. Costs associated with data collection are not required to be submitted with this compliance plan submission but will be addressed at a future date and are remarked here for informational purposes.

CONSULTANT CONTRACT

Attorneys intended to deliver services as part of the Isabella County indigent defense system

Public Defender Office Attorneys: TBD. Expected three attorneys will have less than two years of experience.

MAC Attorneys:

Andrew Brockman (recent law school graduate, recently sworn in, no P# as of this date)

William Shirley (P20382)

Charles Moses (P63853)

Tony Moses (P63874)

Thomas Bromell (P38634)

PROFESSIONAL SERVICE AGREEMENT

This Agreement is made and entered into this 15th day of August, 2017, by and between the COUNTY OF ISABELLA (hereinafter called "COUNTY"), of 200 N. Main Street, Mt. Pleasant, Michigan 48858, and Rodney J. O'Farrell (hereinafter called "CONSULTANT"), of 1609 Court Street, Saginaw, Michigan 48602.

WHEREAS, CONSULTANT is a licensed attorney who has knowledge and experience in the area of indigent criminal defense; and

WHEREAS, the COUNTY desires CONSULTANT to provide consultative services in this area and in accordance with this Agreement;

NOW THEREFORE, in consideration of the mutual covenants set forth, the parties agree as follows:

ARTICLE 1

Services to be Provided by Consultant

CONSULTANT shall conduct a feasibility study of Isabella County's Indigent Criminal Defense System. The feasibility study will explore a Public Defender System, a Contract Defender System, and an Assigned Counsel System. CONSULTANT will also develop a compliance plan as required by Michigan law.

CONSULTANT shall render such other services as may be required by the County Administrator/Controller.

ARTICLE 2

Duration and Termination of Agreement

CONSULTANT shall commence performance of the services and obligations required of him on or about the date first set forth above, and shall complete all services by September 27, 2017. Termination of this Agreement, with or without cause, may be by either party with fifteen (15) days written notice to the other. Renewal or extension of this Agreement shall be by written concurrence of both parties.

ARTICLE 3

Compensation

CONSULTANT shall be compensated at the rate of \$150.00 per hour for all services. Unless otherwise approved by the County Administrator/Controller, the total payment for the services rendered under this Agreement shall not exceed \$11,250.00 (or 75 hours of work). Payment will be made to CONSULTANT bi-monthly by COUNTY, following receipt of invoice for services.

ARTICLE 4
Indemnification and Insurance

CONSULTANT shall indemnify and hold harmless COUNTY and its officers, employees, agents, or representatives, from and against all claims, damages, losses and expenses, including reasonable attorneys fees, arising out of performance of the services herein, which are caused in whole or in part by any act or omission of the CONSULTANT. CONSULTANT shall perform the services required under this Agreement in accordance with generally accepted standards of practice of the profession, and CONSULTANT shall carry professional liability insurance in an amount standard to the industry. A certificate of insurance shall be provided to COUNTY upon request.

ARTICLE 5
Record Forms

In the event COUNTY furnishes forms for any of the reports required under this Agreement, such forms shall be used by CONSULTANT.

ARTICLE 6
Equal Employment Opportunity

CONSULTANT, as required by law, shall not discriminate against a person to be served or an employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment, or a matter directly or indirectly related to employment because of race, color, religion, national origin, sex, disability, height, weight, or marital status. CONSULTANT shall adhere to all applicable Federal, State and local laws, ordinances, rules and regulations prohibiting discrimination. Breach of this section shall be considered a material breach of this Agreement.

ARTICLE 7
Compliance with the Law

CONSULTANT shall provide all professional consultative services to be performed under this Agreement in complete compliance with all applicable Federal, State and local laws, ordinances, rules and regulations.

ARTICLE 8
Independent Contractor

It is expressly understood and agreed that CONSULTANT is an independent contractor. CONSULTANT shall in no way be deemed to be and shall not hold himself out as the employee, servant or agent of COUNTY. CONSULTANT shall not be entitled to any fringe benefits of COUNTY such as, but not limited to, health and accident insurance, life insurance, paid vacation leave, paid sick leave or longevity. CONSULTANT shall be responsible for the withholding and payment of all applicable

taxes, including, but not limited to, income and Social Security taxes, to the proper Federal, State and local governments. CONSULTANT shall carry workers' compensation coverage for his employees, to the extent required by law, and shall provide COUNTY with proof of coverage, if requested.

ARTICLE 9
Waivers

No failure or delay on the part of the COUNTY in exercising any right, power, or privilege under this Agreement shall operate as a waiver, nor shall a single or partial exercise of any right, power or privilege preclude any other or future exercise of any other right, power or privilege.

ARTICLE 10
Modifications, Amendments or Waivers of Provisions of the Agreement

All modifications, amendments or waivers of any provision of this Agreement may be made only by the written mutual consent of the parties.

ARTICLE 11
Assignment of Subcontracting

CONSULTANT shall not assign, subcontract or otherwise transfer his duties and/or obligations under this Agreement unless expressly approved in writing by COUNTY.

ARTICLE 12
Disregarding Titles

The titles of the sections set forth in this Agreement are inserted for the convenience of reference only and shall be disregarded when construing or interpreting any of the provisions of this Agreement.

ARTICLE 13
Completeness of the Agreement

This Agreement, and any additional or supplementary documents incorporated by specific reference, contains all the terms and conditions agreed upon by the parties, and no other agreements, oral or otherwise, regarding the subject matter of this Agreement or any part thereof shall have any validity or bind any of the parties.

ARTICLE 14
Non-Beneficiary Contract

This Agreement is not intended to be a third-party beneficiary contract, and confers no rights on anyone other than the parties.

ARTICLE 15
Invalid Provision

If any provision of this Agreement is held to be invalid, the remainder of the Agreement shall not be affected thereby, except where the invalidity of the provision would result in the illegality and/or unenforceability of this Agreement.

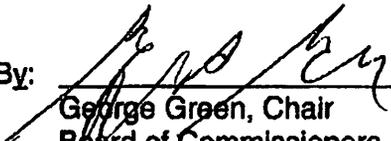
ARTICLE 16
Certification

The persons signing on behalf of CONSULTANT and COUNTY certify by their signatures that they are duly authorized to sign this Agreement on behalf of CONSULTANT and COUNTY, and that this Agreement has been authorized by CONSULTANT and COUNTY.

IN WITNESS WHEREOF, the parties have fully executed this agreement on the day and year first above written.

COUNTY OF ISABELLA

CONSULTANT

By:  _____
George Green, Chair
Board of Commissioners

By:  _____
Rodney J. O'Farrell

Date: 8/15/17

Date: 8/11/17

LANDSCAPING

2017 COUNTY BUILDING LOG OF PARKS & REE LANDSCAPING

DATE	CREW #	JOB Site TIME IN	JOB Site TIME OUT	TOTAL HRS	RIDING MOWER	WALK-BEHIND MOWER	PUSH MOWER	WEED WHIP	BACK-PACK BLOWER	HEDGE TRIM.	EDGE R	OTHER	SUPPLIES	SUPPLIES	SUPV	NOTES
4/4/2017	2	11:50 AM	1:30 PM	9.50					1.5							
4/15/2017	2	8:40 AM	2:00 PM	12.87					1.5							
4/18/2017	2	12:45 PM	2:45 PM	4.17												
4/18/2017	2	10:00 AM	10:25 AM	0.25												put down mulch (1.5 yds)
4/25/2017	2	1:25 PM	3:45 PM	4.87												pick up stones from unplanting
4/28/2017	2	1:30 PM	4:20 PM	6.60												
5/1/2017	2	1:15 PM	3:55 PM	4.67	1.5	0.5	1.25									
5/1/2017	2	2:20 PM	4:05 PM	6.78	1.5	1	1.5									
5/2/2017	3	1:30 PM	3:20 PM	5.20	1.25	1	1.5	0.8								
5/2/2017	3	1:35 PM	3:25 PM	5.50	1.25	1	1.5	0.8								
5/2/2017	3	1:25 PM	2:45 PM	4.25	1	0.75	1	0.25								
5/15/2017	3	1:30 PM	3:30 PM	6.07	1.25	1	1.5	0.25								
5/15/2017	3	1:20 PM	3:30 PM	6.00	1.5	1	1	0.5								10 MINUTE WALK THROUGH SITE
5/25/2017	3	12:20 PM	1:20 PM	4.56	1	1.5	1.5									
5/25/2017	3	1:20 PM	3:25 PM	6.25	1.5	1.5	1.5									
5/25/2017	3	1:20 PM	3:40 PM	6.20	1.5	1.5	1.5	0.20			0.5					WORKED ON METAL, EDGED ALONG JAIL
5/25/2017	3	1:30 PM	3:50 PM	3.80												WORKED ON METAL, EDGED ALONG JAIL & STARTED TO TRIM SHRUBS IN FRONT OF JAIL
5/25/2017	3	1:20 PM	3:15 PM	6.25	1.5	1.75	1.5	0.5								
5/25/2017	3	1:20 PM	1:45 PM	6.25	1	1	1.5	0.5								
5/25/2017	3	1:25 PM	2:50 PM	0.75						0.25						WORKED ON SHRUBS AT JAIL AND PICK UP
5/25/2017	3	1:25 PM	2:40 PM	4.75						0.25						Trim metal and pick up
5/25/2017	3	1:20 PM	2:45 PM	4.25	1	1	1.5									
5/25/2017	2	12:15 PM	2:40 PM	9.20												
5/25/2017	2	1:20 PM	2:20 PM	4.87	1.5	1.5	0.25	0.5	0.5							
5/27/2017	2	11:45 AM	2:00 PM	4.20	1	1	0.75	0.5	0.5							
5/30/2017	2	10:45 AM	12:20 PM	3.50	1	1	0.75	0.5	0.5							
5/30/2017	3	12:20 PM	1:20 PM	4.50	1	1.5	1									
5/18/2017	3	1:20 PM	2:10 PM	3.50	1	0.75	0.75	0.5								
5/24/2017	3	12:45 PM	2:15 PM	4.50	1	1	1	0.5		0.50						
10/1/2017	3	12:15 PM	1:20 PM	3.75	1	0.75	0.75	0.5								trim shrubs in front of jail
10/1/2017	2	1:45 PM	2:20 PM	3.20	1	1	0.75	0.5								shear site to new layout, 15 min
10/1/2017	3	1:15 PM	2:20 PM	4.78	1.25	1	0.75	0.25								
10/23/2017	3	8:20 AM	7:00 PM	12.50							1.5					Edging and cleanup
11/4/2017	2	8:20 AM	1:15 PM	14.25							2					Pick up leaves (2 loads to DWP - removed at)
11/5/2017	3	8:20 AM	3:45 PM	19.75							4					Pick up leaves (2 loads to DWP)
11/11/2017	2	8:20 AM	3:20 PM	7.00							1.5					Pick up leaves (2 loads to DWP)
11/15/2017	1	9:30 AM	3:20 PM	6.20							1					mulch leaves, pick up leaves (2 loads to DWP)
				0.00												
				0.00												
TOTAL				215.50	24.5	27.75	29.80	7.60	18.87	0.74	4	0.25			0	
30 000 sq. ft. for fuel																
% of Total				25.23												

$$\frac{215.50 \text{ hours at County Bldg.}}{851.75 \text{ TOTAL hours}} = 25.3\%$$

$$\$17,500.00 \text{ ANNUAL CONTRACT} \times 25.3\% = \$4,427.50$$

$$\$4,427.50 \times 9.6\% \text{ for PA OFFICE SHARE} = \$425.04$$

ISABELLA COUNTY IN STATE TRAVEL POLICY

In-State Travel

**Approved: September 6, 2005
Amended: August 19, 2008**

- A. Purpose**
The objective of this Policy is to establish administrative regulations which standardize the procedures utilized by employees and Elected Officials for travel in the State of Michigan for conducting County business and/or attendance at seminars, conferences and training sessions at a location other than their normal work location.
- B. Authority**
The Isabella County Board of Commissioners.
- C. Application**
The regulations and procedures outlined in this Policy are to apply to all Isabella County employees and Elected Officials traveling in the State of Michigan on approved County business, seminars, conferences and training sessions.
- D. Responsibility**
The authority to approve expenditures related to travel is the responsibility of the Isabella County Board of Commissioners. Approval of the Department Head, Elected Official or County Administrator shall be required before travel arrangements are made. The County Administrator shall be responsible for the administration of this Policy.
- E. Exceptions**
Any exceptions or unusual circumstances not provided for in this Policy must have specific prior approval from the Isabella County Board of Commissioners.
- F. Mileage**
County employees and Elected Officials required to use a privately-owned vehicle to conduct County business shall be reimbursed at a rate established by the IRS. The County Administrator's Office will notify departments of changes in the IRS rate.

 - 1. When traveling to out-of-county activities, transportation must be shared whenever possible. Economical use of County funds has priority over personal convenience or preference.

Isabella County In-State Travel Policy

2. All mileage shall be computed from the normal work location to the destination point and return except in the following situations:
 - a. Mileage will be computed from residence to destination if actual departure is from the residence and if the distance is less than the distance from work location to destination.
 - b. If the distance is greater from the residence, the employee may leave from that location, however, mileage will be calculated from the work location to destination.
 - c. Under no circumstances is mileage allowed between residence and normal work location.

G. Meals

A per diem meal allowance is provided for official County business travel. The per diem allowance shall not exceed the rate published by the United States General Service Agency (USGSA – www.policyworks.gov). Receipts are required for the per diem allowance, and reimbursement shall not exceed to sum total of the receipts. Expenditures in excess of the per diem allowance will not be reimbursed. Meal expenses that are included in registration fees shall be paid at the rate charged by the sponsors of the event. When computing allowance rates, meals included in registration costs will be excluded and prorated accordingly.

The per diem allowance will be prorated for any partial days at the beginning or end of the travel per the following table:

Breakfast (20%)		Lunch (30%)		Dinner (50%)	
Departing before 8:00 a.m.	and	Returning after 6:00 p.m.		Per Diem Allowed = 100%	
Departing before 8:00 a.m.	and	Returning before 5:00 p.m.		Per Diem Allowed = 50%	
Departing after 8:00 a.m.	and	Returning before 5:00 p.m.		Per Diem Allowed = 30%	
Departing after 8:00 a.m.	and	Returning after 6:00 p.m.		Per Diem Allowed = 80%	

H. Accommodations

1. Reimbursement may be made for overnight accommodations subject to the following restrictions and limitations:
 - a. If the destination is 50 miles or more from the normal work location (see [Figure 1](#)), and if the individual must be at the destination at or before 9:00 a.m., travel may commence after lunch on the day preceding.
 - b. If official business terminates after 5:00 p.m. and the location is 50 miles or more from the normal work location (see [Figure 1](#)), the

employee or Elected Official may remain overnight and commence travel the following morning. In this case, the employee is expected to report to work no later than noon the day of travel.

- c. If the temporary work location is 50 miles or more from the work location (see Figure 1) and the duration is more than one day, the nights between such work days may be spent in the immediate vicinity and reimbursement claimed for reasonable cost of lodging.
- d. Reimbursement for overnight accommodations is limited to the cost of a single room at prevailing rates, however;
- e. Double accommodations may be utilized when appropriate.
- f. If a “double” is shared by County employees or Elected Officials, each may claim reimbursement for one-half (½) the rate.
- g. If the cost of a “double” is shared with a non-County employee, reimbursement may be claimed for the actual expenditure or an amount equal to the rate for a single occupancy accommodation, whichever is less.

I. Incidental Expenditures

Incidental expenditures must be kept to a minimum and will only be reimbursed if it is determined that they were essential and efficient to the conduct of County business.

J. Budget for Travel-Related Expenses

Expenses associated with attendance at meetings, conferences, and seminars within the State of Michigan shall be requested by the Department Head or Elected Official during the preparation of the annual budget. No additional funds will be transferred for travel related expenses after the adoption of the budget without approval of the County Administrator, and/or County Board of Commissioners when appropriate.

- 1. Department Heads or Elected Officials, and/or their designees, are allowed to attend their national and state professional conferences or conventions in the State of Michigan, provided it is within the travel budget. Designated employees attending these functions have the approval of the Department Head/Elected Official.

Isabella County In-State Travel Policy

2. Travel within the State requiring overnight stay will be allowed subject to approval of the Department Head or Elected Official (or County Administrator in the case of a Department Head) and the availability of funds within the department budget.
3. Travel within the State for the purposes of transacting County business, i.e., meeting with State Officials or to discuss common concerns with other governmental officials will be allowed subject to approval of the Department Head or Elected Official (or County Administrator in the case of a Department Head) and no overnight stay is required.
4. Expenditures for hospitality or alcoholic beverages will not be reimbursed under any circumstances.

K. Travel Expense Voucher

Authorized expenses will be paid to a County employee, Department Head or Elected Official upon submission of a County Travel Expense Log along with all proper receipts. The log shall identify the appropriate line items being charged for the expenses.

1. Receipts submitted for reimbursement must be the originals whenever possible. Receipts showing signs of erasures or alterations will be returned to the employee for a statement of facts explaining the reason for the alterations before the expense will be approved for payment.
2. All expenses that reimbursement is requested must be submitted no more than 30 days after the expenses have incurred.

L. Use of County Vehicles

When traveling to out-of-county activities, transportation must be shared whenever possible. Economical use of County funds has priority over personal convenience or preference, therefore, a County vehicle should be utilized whenever possible. Use of personal vehicles shall be subject to approval of the Department Head or Elected Official (or County Administrator in the case of a Department Head).

M. Violation of Policy

If there is any infraction of this policy, no reimbursement of expenses will be allowed.

N. Administrative Procedures

1. **Exceptions.** Any exceptions or unusual circumstances not provided for in this policy must have specific approval from the County Administrator.

2. **Appeals.** Any decision made by the County Administrator regarding this policy may be appealed to the Isabella County Board of Commissioners.

O. County Administrator - Legal Counsel Review

The County Administrator has determined that this policy as submitted to the Board of Commissioners contains the necessary substance in order to carry out the purpose of the policy. The County Prosecuting Attorney has determined that this policy as submitted contains content that appears to be legal activities of the Isabella County Board of Commissioners.

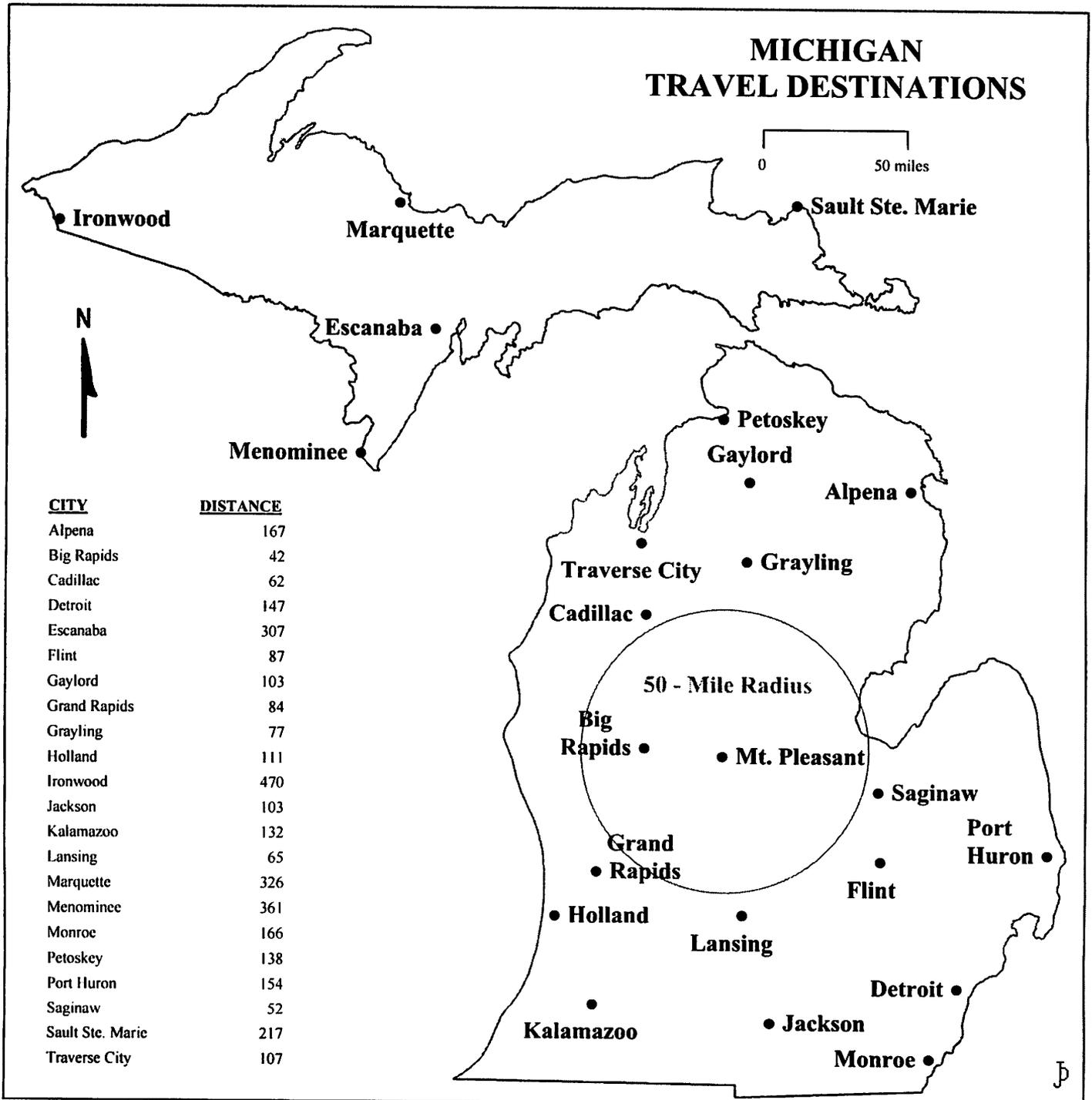


Figure 1: Travel destinations map.

CUSTODIAL



Versa | real estate

BIG

25900 West 11 Mile Road
Suite 250
Southfield, MI 48304
248.966.1711 fax
248.996.1712
www.versacos.com

Labor/day 2 hours @ 14.49/hr

Supplies

TP 5 rolls/day	40¢/roll	\$2.00		
Single fold Towels	\$1.00/roll x 2	= 2.00		2.00
Clear Scented Tamol bags	5¢/100	1/day	1.00	61¢
Small Bays	1.00/roll	1/day	1.00	1.00
Cleaner	9¢/gal	200/day	18.00	2.00
dial soap	13.8¢/gal	100/day	13.80	1.00
				7.00 / DAY

AS ESTIMATED BY FACILITIES DIRECTOR
RICK JAKUBIEC

WAGES:

(Detail Attached)

\$43.47/day x 248 workdays =
\$10,780.56

SUPPLIES:

\$7.74/day x 248 workdays =
\$1,919.52

TOTAL
CUSTODIAL:
\$12,700.08

CUSTODIAL WAGES!

Payroll User: NFR0ST DB: Isabella County Group: ISABELLA COUNTY Version: 01/15/2018

File View Navigation Data Entry Tasks Reports Utilities BSSA Applications Help

Audit Tools Notes (0) Attachments (0) Calc Reminders

Task Management
Employee Information
Pay Codes
GL Distributions
Leave Banks
Direct Deposit
Ded./Exp.
Workers' Comp
HR Information
Tax and W2 In
Year to Date In
Check History
Dependents

Quick Search
Emp # 64
Employee ID 65
Last Name 66

HR Event
Self Service Requests
Employee Information

Viewing Existing Employee

Sort Index: Employee ID

Reminders (0)

Employee ID: 3033 Full Name: NEMOHEK, COURTNEY E

Priority Pay Code Distribution Rate Default Hours
REGHOURS 101-285-704-000 \$14.4900 75.00 Change Clear

Home GL Number: Default Workers' Comp Code: 9015

Order	Pay Code	Distribution	Rate Step	Rate	Start Date	End Date	Default Hours	Pay	Record Status
1	REGHOURS	101-285-704-000	3		14-4900	1/1	75.00	79.00	Active
2	VACATION	101-285-704-000	0		14-4900	1/1		0.00	Active
3	REGHOURS	101-285-704-000			14-4900	1/1		0.00	Active

Building & Grounds Staff
Hourly Wage: \$14.49

$\times 2 \text{ hours/day} = \$28.98 \times 1.5 \text{ (fringe benefit rate)} = \43.47

$52 \text{ weeks} \times 5 \text{ workdays/week} = 260 \text{ days} - 12 \text{ holidays} = 248$

248 workdays $\times \$43.47/\text{day wages} = \$10,780.56$

Follex Distributing Co.
1952 W. Houghton Lake Dr.

INVOICE

Houghton Lake, MI 48629
(989) 366-8985

Invoice 112127	Page 1 of 1
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SOLD TO:	Acct: ISABE100
ISABELLA CO. BLDG. & GROUNDS 200 N. Main St.	
Mt. Pleasant	MI 48858

SHIPPED TO:
ISABELLA CO. BLDG. & GROUNDS 200 N. Main St.
Mt. Pleasant MI 48858

Invoice Date	Customer P.O. Number	Salesman	Payment Terms
30-Oct-2017		DICK	Net 15
Ship Date	Carrier	FOB	Order Date
30-Oct-2017	Our Truck	Destination	20-Oct-2017

Description	Product	Size	ShipQty	Price	Amount
SURE-FLO SOAP DISP VALVE 2111-79	PARTSPEC	ORDER	0	0.00	0.00
S/S SOAP DISP HORIZONTAL IMP4020	CHEMSPEC	ORDER	0	0.00	0.00
GLEME GLASS CLEANER 12CM/CS 505 CLAIRE	GLEME	CASE	2	35.95	71.90
CHERRY BERRY URINAL SCREENS/BX	CHEMSPEC	ORDER	0	0.00	0.00
S/S CLEANER AEROSOL 12-15OZ/CS OIL-BASED	CPC5197	CASE	1	63.00	63.00
BATH TISS. 2PLY ECONOMY 96RL/CS V00344	TP962	CASE	5	38.65	193.25
SINGLEPLY BROWN TOWEL 4M/CS HT 40003	ENC4835	CASE	5	21.95	109.75
MULTIPLY BROWN TOWEL 4M/CS HT 400021	ENC4825	CASE	5	20.95	104.75
WYPAL ECONOMZR 1/4 FOLD 1000/ DIAL BASIC LOTION SOAP 13.98 46AL/CS	KC05812	CASE	5	54.95	274.75
FRESH & CLEAN NEUTRAQUAT 4GL/CS ARROW LEMON NEUTRAQUAT 4GL/CS	BX000628	CASE	3	55.90	167.70
NEUTRAL DISIN. CLEANER FACIAL TISSUE 2PLY 30-100BH/CS V00331	ARR253	CASE	2	40.50	81.00
LINER 35X10X45X2 56GL CL 1H/CS	ARR252L	CASE	0	38.75	0.00
	FT302	CASE	3	22.55	67.65
	BC10098C	CASE	6	59.95	359.70

Merch Total	1,493.45
Taxable Sales	0.00
0.00% Sales Tax	0.00
Ship/Handling	0.00
Ppd Depos:	0.00
-TOTAL DUE	1,493.45

SEND CHECKS TO FOLLEX DISTRIBUTING @
P.O. BOX 2725, PETOSKEY, MI 49770

6 Med Cases of Med 30x36

PH 303710N

101-265-776-001

INVOICE

Invoice: 13838

Date: Dec 31, 2017

Page: 1

PENDO

PO Box 2425
 Petoskey, MI 49770
 USA

BILL TO
ISABELLA CO. BLDG. & GROUNDS 200 N. Main St. Mt. Pleasant, MI 48858

SHIP TO
ISABELLA CO. BLDG. & GROUNDS 200 N. Main St. Mt. Pleasant, MI 48858

CUSTOMER ID	CUSTOMER PO	PAYMENT TERMS	
ISABELLA CO. BLDG. &		Net 15 Days	
SALES REP ID	SHIPPING METHOD	SHIP DATE	DUE DATE
	Best Way		1/15/18

Quantity	Item	Item Description	Unit Price	Amount	S/O Qty	Tax
1.00	253004	ARROW FRESH & CLEAN NEUTRAQUAT	40.50	40.50		
	10098C	33X10X48X2 56 GAL CLEAR LINER	59.95		6.00	
	HT400031	EMPRESS SINGLE FOLD NATURAL	21.95			
	HT400021	NATURAL MULTIFOLD TOWEL 9.06	20.95			
	V00344	TOILET TISSUE ROLL 4.5 W X 3	38.65			

Check/Credit Memo No:

Subtotal	40.50
Sales Tax	
Total Invoice Amount	40.50
Payment/Credit Applied	

TOTAL	40.50
--------------	--------------

PHONE (231) 881-1999

Overdue invoices are subject to late charges.

PENDO / FOLLEX

101-265-776-001

INVOICE

PO Box 2425
 Petoskey, MI 49770
 USA

Invoice: 14098
 Date: Jan 22, 2018
 Page: 1

BILL TO:
ISABELLA CO. BLDG. & GROUNDS 200 N. Main St. Mt. Pleasant, MI 48858

SHIP TO:
ISABELLA CO. BLDG. & GROUNDS 200 N. Main St. Mt. Pleasant, MI 48858

CUSTOMER ID	CUSTOMER PO	PAYMENT TERMS	
ISABELLA CO. BLDG. &		Net 15 Days	
SALES REP ID	SHIPPING METHOD	SHIP DATE	DUE DATE
	Best Way	1/22/18	2/6/18

Quantity	Item	Item Description	Unit Price	Amount	B/O Qty	Tax
	AWUS231-BX	AIRWORKS URINAL SCREEN	17.75		2.00	B/C
	PH303710N	30X36 CLEAR HI-DENSITY LINER	25.95		5.00	B/C
5.00	HT400031	EMPRESS SINGLE FOLD NATURAL	21.95	109.75		
	05812	L30 WYPALL ECONOMIZER WHITE WI	54.95		3.00	B/C
5.00	HT400021	NATURAL MULTIFOLD TOWEL 9.06	20.95	104.75		
	FG618300YEL	VINYL CART BAG REPLACEMENT	112.00		1.00	B/C
2.00	2140035	KLEENEX FACIAL TISSUE. POP UP	52.95	105.90	3.00	
	26012	SOFT SOAP W/ALOE WHT 7.5OZ	25.25		1.00	B/C
2.00	252L	ARROW LEMOM FRESH NEUTRAQUAT (4)	38.75	77.50		
5.00	V00344	TOILET TISSUE ROLL 4.5 W X 3 <i>R rolls</i>	38.65	193.25		
1.00	C-050	CLAIRE GLEME AEROSOL GLASS CLE	35.95	35.95	1.00	
	16Z-LB1B	16 OZ BLUE LOOPEND MOP HEAD	59.95		4.00	B/C

Check/Credit Memo No:	Subtotal	627.10
	Sales Tax	
	Total Invoice Amount	627.10
	Payment/Credit Applied	

TOTAL 627.10

PHONE: Follex (989) 366-8985

PLEASE MAKES CHECKS PAYABLE TO PENDO AND PLEASE USE NEW REMITTANCE ADDRESS

Overdue invoices are subject to late charges.

PDO SECURITY ESTIMATE

To: Margaret McAvoy
From: Gloria Lubben, CPP

Subject: New Facility – Security Budget

Thank you for inviting us to participate in the budget process for this new facility. The following system will be an extension of your current enterprise-wide security management system. Please review the budget assumptions detailed below.

At your request, a subtotal budget has been provided for each system type, as well as an approximate budget for each package within that system type. Package budgets include all materials, cabling, and labor required to install, program, test and commission the items that are integral to each feature.

Access Control:

- 3 – Control panels with 12V & 24V power supplies and rechargeable back-up batteries
- 1 – Lenel LNL-2220 intelligent controller with dual-reader subcontroller
- 7 – Lenel LNL-1320 dual-reader subcontrollers
- 1 – Lenel LNL-1100 input subcontroller
- 1 – Lenel LNL-1200 output subcontroller
- 2 – Exterior entrance card readers
- 4 14 – Interior suite/room card readers – *interior entrance*
- 6 16 – Door position switches – *chief's office*
- 6 16 – Request-to-exit sensors – *1 Asst. office*
- 6 16 – Points-of-connection to electronic door hardware (provided by others) (budget allowance) – *1 conference / safety room*
- Lot – 200 foot cabling allowance per card reader door

Budget per Controller Package (3)	\$1,500
Budget per Intelligent Controller (1)	\$2,000
Budget per Input / Output Subcontroller (2)	\$800
Budget per Door Package (16) 6	\$1,700
Hardware Allowance per Door (16) 6	\$700
Project Management, Misc Materials, Freight	\$2,200

Access Control Budget Subtotal

\$48,770 = 24,700

Duress Alarm System:

- 1 – Bosch control panel and accessories
- 1 – Bosch alarm monitoring & dispatch communication module
- 1 – Bosch annunciator panel
- 1 – Bosch wireless receiver
- 6 – Duress alarm buttons

Budget per Controller Package (1)	\$1,800
Budget per Duress Alarm (6)	\$200
Project Management, Misc Materials, Freight	\$760

Duress Alarm System Budget Subtotal

\$3,760

Video Surveillance:

- 1 – Network video recorder
- 8 – Lenel video channel software licenses
- 4 – Axis interior network cameras and mounting brackets
- 4 – Axis exterior network cameras and mounting brackets
- Lot – 300 foot cabling allowance per camera
- Network POE switches to be provided by Isabella County IT

Budget for Network Video Recorder (1)	\$12,600
Budget per Interior Camera Package (4)	\$1,800
Budget per Exterior Camera Package (4)	\$2,800
Project Management, Misc Materials, Freight	\$2,470

Video Surveillance System Budget Subtotal **\$33,470**

Total Purchase & Installation Budget
Total Electronic Door Hardware Allowance

61,930
~~\$86,000~~
\$11,000
= 72,930

Please let us know if you have any questions, or require additional clarification. Please also let us know as soon as a site has been identified, so that we can fine-tune the budget and provide you with a more accurate or tighter number.

Sincerely,
Gloria Lubben
616-293-6385

OFFICE SUPPLIES -PAO

2018 Adopted Budget
GENERAL FUND EXPENDITURES

Isabella County General Fund Budget

	2016 Actual	2017 Amended Budget	2018 Requested	2018 Adopted
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718	RETIREMENT EXPENSE	40,737	29,475	37,250	37,303
719	WORKERS COMPENSATION INS	1,256	730	770	785
726	OFFICE SUPPLIES	2,176	3,000	3,000	3,000
729	POSTAGE	-	100	100	100
749	OIL & GAS	106	500	250	250
802	SERVICES	114,452	149,200	145,000	145,000
803	DUES & SUBSCRIPTIONS	900	1,000	1,000	1,000
850	TELEPHONE	1,415	1,850	1,550	1,550
851	COPY MACHINE COSTS	417	500	500	500
852	FAX MACHINE COSTS	1	25	25	25
860	TRAVEL	12	-	-	-
861	PERSONAL CAR MILEAGE	336	500	500	500
865	MEALS & LODGING	34	300	300	300
902	ADVERTISING	576	800	800	800
931	EQUIPMENT REPAIR & MAINT	1,100	1,100	1,100	1,100
957	EDUCATION & SEMINARS	275	1,000	750	750
978	EQUIPMENT	4,138	500	500	500
EQUALIZATION DEPARTMENT TOTAL		347,513	325,368	330,567	332,506

DEPT 226 HUMAN RESOURCES

726	OFFICE SUPPLIES	249	500	500	500
802	SERVICES	11,624	13,000	13,000	13,000
830	ATTORNEY FEES	12,695	35,000	35,000	35,000
860	TRAVEL	-	-	-	-
865	MEALS & LODGING	1,158	1,600	1,600	1,600
901	LEGAL NOTICES	-	-	-	-
902	ADVERTISING	7,984	7,000	7,000	7,000
956	MISCELLANEOUS	436	1,000	1,000	1,000
957	EDUCATION & SEMINARS	525	1,500	1,500	1,500
HUMAN RESOURCES TOTAL		34,671	59,600	59,600	59,600

DEPT 229 PROSECUTING ATTORNEY

703	SALARIES & WAGES-SUPERVISOR	101,710	103,395	103,395	105,463
704	SALARIES & WAGES-REGULAR	540,742	552,750	546,893	557,831
706	SALARIES & WAGES-PART TIME	30,940	23,563	26,500	27,030
712	SALARIES & WAGES-OVERTIME	-	-	-	-
715	FICA-EMPLOYER EXPENSE	51,134	51,998	51,350	52,377
716	HEALTH INSURANCE	190,578	200,524	217,150	217,268
717	LIFE INSURANCE	1,274	741	1,010	1,010
718	RETIREMENT EXPENSE	157,762	191,405	229,700	230,160
719	WORKERS COMPENSATION INS	1,719	1,681	2,600	2,652
720	UNEMPLOYMENT EXPENSE	-	-	-	-
726	OFFICE SUPPLIES	5,554	6,500	6,200	6,200
728	PRINTING & BINDING	3,625	3,200	3,700	3,700
729	POSTAGE	1,109	1,500	1,200	1,200
730	BOOKS	10,226	11,420	12,000	12,000
802	SERVICES	663	3,000	2,500	2,500
803	DUES & SUBSCRIPTIONS	2,505	3,500	3,200	3,200
805	FEES	5,232	7,500	7,000	7,000
835	PUBDEF-OTHER INVESTIG	-	300	300	300
850	TELEPHONE	4,959	4,600	4,600	4,600

OFFICE SUPPLIES -PAO

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Home > Furniture > Home & Office Tables > Folding Tables > Staples® Rectangle Melamine Wood Folding Table, Walnut, 29.5"H x 30"W x 72"L (27096)

Staples® Rectangle Melamine Wood Folding Table, Walnut, 29.5"H x 30"W x 72"L (27096)

Item: 1321933 Model: 27096/51255 (43) | Write a Review



Product Details

- Folding banquet table for serving or spare seating
- Walnut finish masks stains
- Rectangular table is 29 1/2" H x 30" W x 72" L

[View Full Product Details](#)

[Add to Favorites](#)

Delivery

1

ADD TO CART

\$81.89
Each

Delivered by **Tue, Feb 06**
with Next-Day Delivery

Not Sold in Stores

Save more with a **Staples Membership** [Learn More](#)

Also Consider

- 3-Yr Furniture Protection (Under \$100) \$9.99
- Staples Furniture Assembly (\$0-\$99.99) \$80.00

• Special Financing Available

2018 CHEVROLET MALIBU

FOR QUALIFIED BUYERS

0% APR FOR 72 MONTHS¹ PLUS **\$500 CASH ALLOWANCE**

ON MOST 2018 MALIBU MODELS WHEN YOU FINANCE WITH GM FINANCIAL

CHEVROLET

[Learn More](#)

1. Example: \$1,000. Monthly payment is \$19.99 for every \$1,000 financed. Example shown per credit. 2. GM Fleet Finance with GM Financial. Some restrictions and limitations apply. See dealer for details. 3. Excludes Malibu. See dealer for details. 4. Excludes some vehicles. See dealer for details. 5. See dealer for details. 6. See dealer for details. 7. See dealer for details. 8. See dealer for details. 9. See dealer for details. 10. See dealer for details.

Frequently Bought Together

<p>Staples® Rectangle Melamine Wood Folding Table, Walnut, 29.5"H x 30"W x 72"L (27096)</p>	<div style="border: 1px solid black; padding: 5px;"> <p>square trade</p> <p>3-Yr Furniture Protection (Under \$100)</p> <p>ACCIDENT PROTECTION PLAN (224)</p> <p>Add \$9.99</p> </div>	<div style="border: 1px solid black; padding: 5px;"> <p>SPAR</p> <p>Staples Furniture Assembly (\$0-\$99.99)</p> <p>(9)</p> <p>Add \$80.00</p> </div>	<p>\$81.89</p> <p>Total price</p> <div style="border: 1px solid black; padding: 5px; display: inline-block;"> <p>ADD 1 ITEM TO CART</p> </div>
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SHOP DEALS

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0 ITEM(S)

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STAPLES

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Home > Furniture > Chairs & Seating > Office Chairs > OFM™ Essentials Fabric Teachers/Managers Task Chair With Mesh Back, Black (E1000)

OFM™ Essentials Fabric Teachers/Managers Task Chair With Mesh Back, Black (E1000)

Item: 1147664 Model: 845123025123

(1) | Write a Review



Product Details

- Black stain resistant fabric upholstery
- Fixed arms
- Dimensions: 35 3/4" - 39 1/2"H x 26 3/4"W x 26 3/4"D

[View Full Product Details](#)

[Add to Favorites](#)

Delivery

\$99.29
Each

1

ADD TO CART

Delivered within 5 - 10 Business Days

Not Sold in Stores

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Also Consider

- 3-Yr Furniture Protection (Under \$100) \$9.99
- Staples® Flat Pile Carpet Chair Mat 36" x 48", Lip \$29.99

• Special Financing Available

*x 7 box
conference
table
= 695.
03*

Ink and toner, ordered automatically. Introducing smart ordering with Auto Restock.

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SHOP DEALS

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FIND OUT MORE

Home > Furniture > Chairs & Seating > Reception & Waiting Room Chairs > Alera® Reception Lounge Series Guest Chair, Cherry/Black

Alera® Reception Lounge Series Guest Chair, Cherry/Black

Item: ALERL4319C Model: RL4319C (2) | Write a Review



Delivery

\$169.39
Each

1

ADD TO CART

Delivered within 1 - 6 Business Days

Not Sold in Stores

x 4 for waiting room

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Also Consider

- 3-Yr Furniture Protection (\$100-499.99) \$29.99
- Staples Furniture Assembly (1 Chair) \$45.00

• Special Financing Available

= 677.56

Product Details

- Medium cherry soft leather, black wood armrest
- Arch style arms
- Dimensions: 33 1/4"(H) x 24"(W) x 17 7/8"(D)

[View Full Product Details](#)

[Add to Favorites](#)



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FIND OUT MORE

PRODUCT DETAILS | SPECIFICATIONS | REVIEWS | SUPPLIES & ACCESSORIES

Product Details

Alera® Reception Lounge Series Guest chair in medium cherry/black color is an economical choice to complement any lounge or reception environment for relaxing in comfort.

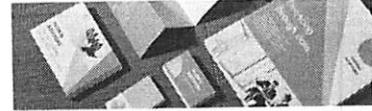
Alera® Reception Lounge Series Guest chair in medium cherry/black color has strong wood frame construction with fabric /soft leather upholstery for durability. Chair in arch arm style features leveling glides to compensate for uneven floors.

- Medium cherry soft leather, black wood armrest
- Arch style arms
- Dimensions: 33 1/4"(H) x 24"(W) x 17 7/8"(D)

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STAPLES

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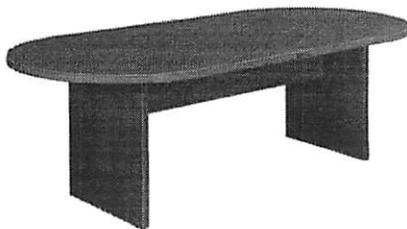


Home > Furniture > Home & Office Tables > Conference Room Tables > DMI Office Furniture Fairplex 71" Oval Conference Table, Cognac Cherry (7005-720)

DMI Office Furniture Fairplex 71" Oval Conference Table, Cognac Cherry (7005-720)

Item: 1500528 Model: 7005-720

Be the first to Write a Review



Product Details

- Cognac cherry finished laminate construction
- Dimensions: 29"H x 71"W x 35"D
- Adjustable levelers

[View Full Product Details](#)

[Add to Favorites](#)

Delivery

1

ADD TO CART

\$355.99
Each

Delivered within 7 - 14 Business Days

Not Sold in Stores

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Also Consider

- 3-Yr Furniture Protection (\$100-499.99) \$29.99
- Staples Furniture Assembly (\$300-\$399.99) \$140.00

• Special Financing Available

STAPLES

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[PRODUCT DETAILS](#) | [SPECIFICATIONS](#) | [REVIEWS](#) | [SUPPLIES & ACCESSORIES](#)

Product Details

Accessorize your conference room with the "DMI Office Furniture Fairplex 7005720 71" Laminate Racetrack Conference Table, Cognac Cherry"

Choose the "DMI Office Furniture Fairplex 7005720 71" Laminate Racetrack Conference Table, Cognac Cherry" for creating a comfortable meeting place. This conference table offers you plenty of table top space to conduct your meetings efficiently. Featuring a modern charm, it is available in a rich cherry finish that enhances the overall appeal of your office decor. With oval-shaped design, the conference table offers enough room for a meeting. Measuring 29"H x 71"W x 35"D, this conference table is perfect for any office setting. This conference table addresses all your conference room requirements.

- Cognac cherry finished laminate construction

SHOP BY CATEGORY

SHOP SERVICES

SHOP DEALS

INK & TONER FINDER

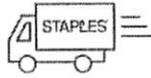
YOUR STORE Mt. Pleasant...

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MY ACCOUNT Please Sign In

0 ITEM(S)

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FREE NEXT-DAY DELIVERY
on orders over \$49.99.

Home > Furniture > Bookcases & Bookshelves > Hayden 5-Shelf Laminate Bookcase, Hilton Cherry

Hayden 5-Shelf Laminate Bookcase, Hilton Cherry

Item: 952808 Model: 9615 016P

(81) | Write a Review



5-shelf, Cherry

Delivery

1

ADD TO CART

\$82.99
Each

Delivered by **Mon, Feb 05**
with Next-Day Delivery

Not Sold in Stores

Save more with a **Staples Membership** [Learn More](#)

Also Consider

- 3-Yr Furniture Protection (Under \$100) \$9.99
- Staples Furniture Assembly (\$0-\$99.99) \$80.00

- Special Financing Available
- ShopRunner Eligible [learn more](#) | [sign in](#)

Product Details

- Durable hilton cherry laminate finish provides lasting beauty
- Dimensions: 72 x 28 x 12 inches (HxWxD)
- Middle shelf weight capacity (evenly distributed): 35 pounds

[View Full Product Details](#)

[Add to Favorites](#)



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CUSTOMERS ALSO VIEWED





DBI...WE DO OFFICE
 912 E. MICHIGAN AVENUE
 LANSING, MI 48912
 517-485-3200 FAX: 517-485-3202

Invoice
 No. 03JQ5597

CUSTOMER NUMBER	Invoice NUMBER	Invoice DATE	PACKING SLIP	TERMS	WHSE
259497	03JQ5597	10/26/17	03IM4097001	NET 30 DAYS	003

BILL TO:
 ISABELLA COUNTY
 200 N MAIN
 MT PLEASANT, MI 48858

SHIPPED TO:
 ISABELLA COUNTY
 200 N MAIN
 ADMINISTRATION
 ROOM 205
 MT. PLEASANT, MI 48858

RECEIVED

OCT 26 2017

ISABELLA COUNTY
 ADMINISTRATION

Dept: ADMINISTRATION ISABELLA COUNTY Contact/Phone: /989-772-0911

YOUR P.O. NUMBER	ORDER DATE	SALESPERSON	SHIPPED VIA	CARTONS
MARGARET	10/24/17	069 ERIC JELLISON	000023 ALMA A	1

ITEM	DESCRIPTION	UNIT	ORDER QTY	BACK ORDERED	INV QTY	NET PRICE	EXT PRICE
QRT-20225	RACK, GARMENT, SINGLE SIDE, BLACK	EA	1	0	1	459.99	459.99
FBL-5216701	BINDING, PULSAR E, LGY	EA	1	0	1	349.99	349.99

TOTAL PURCHASE	FREIGHT	TAX PCT	TAX AMT	INVOICE TOTAL	PAYMENTS	BALANCE DUE
809.98	0.00		0.00	809.98	0.00	809.98

QUESTIONS? CALL CINDY MILLER

Thanks for buying local. If you have questions regarding your account please call us at 800-968-1324

101.172.726.000

CUSTOMER NAME
 ISABELLA COUNTY

PLEASE RETURN THIS PORTION FOR PROPER PROCESSING

CUSTOMER NUMBER	Invoice NUMBER	DATE	TOTAL PURCHASE	FREIGHT	TAX	PAYMENTS
259497	03JQ5597	10/26/17	809.98	0.00	0.00	0.00

DBI
 912 EAST MICHIGAN AVE
 LANSING, MI 48912

Invoice BALANCE DUE: 809.98



Ricoh USA, Inc
 Attn: Customer Administration
 70 Valley Stream Parkway
 Malvern PA US 19355

INVOICE

RICOH

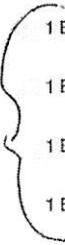
*Central copier/scanner for
 for larger than
 personal use.*



Invoice Number	Invoice Date
1058287766	10/13/2015
Purchase Order Number	Order Number
09579	56162448
Customer Name	
COUNTY OF ISABELLA	

Equipment Details	QTY / UOM / Unit Price	Amount	Sales Tax	Total
OC-MPC6003-DF / DOCUMENT FINISHING OPTION CLASS FOR RICOH MPC6003	1 EA @ 0.00	0.00	0.00	0.00
MP3054SP-RIC / RICOH MP3054SP CONFIGURABLE PTO MODEL	1 EA @ 0.00	0.00	0.00	0.00
OC-MPC6003-IMG / IMAGING OPTION CLASS FOR RICOH MPC6003	1 EA @ 0.00	0.00	0.00	0.00
MPC6003-RIC / MPC6003 CONFIGURABLE PTO MODEL	1 EA @ 0.00	0.00	0.00	0.00
MPC6003-RIC / MPC6003 CONFIGURABLE PTO MODEL	1 EA @ 0.00	0.00	0.00	0.00
MPC6003-C / CONFIGURE ASSEMBLY FOR MPC6003	1 EA @ 0.00	0.00	0.00	0.00
OC-MPC6003-PH / PAPER HANDLING OPTION CLASS FOR RICOH MPC6003	1 EA @ 0.00	0.00	0.00	0.00
OC-MPC6003-AC / ACCESSORY OPTION CLASS FOR RICOH MPC6003	1 EA @ 0.00	0.00	0.00	0.00
OC-MPC6003-DEV / DEVICE OPTION CLASS FOR RICOH MPC6003	1 EA @ 0.00	0.00	0.00	0.00
MPC6003-RIC-SET / RICOH MPC6003	1 EA @ 0.00	0.00	0.00	0.00
OC-416534 / ITEM OPTION CLASS FOR BASE UNIT	1 EA @ 0.00	0.00	0.00	0.00
SUS-MPC6003 / RICOH MPC6003 STARTUP SUPPLIES	1 EA @ 0.00	0.00	0.00	0.00
416534 / MP C6003-120V MAINFRAME	1 EA @ 6,671.15	6,671.15	0.00	6,671.15
416544 / PAPER FEED UNIT TYPE PB3160	1 EA @ 434.82	434.82	0.00	434.82
006428MIU / XG-PCS 120/15D RIC AMP SURGE PROTECTOR	1 EA @ 89.97	89.97	0.00	89.97
SUS-MP3054SP-1 / MP3054SP STARTUP SUPPLIES	1 EA @ 0.00	0.00	0.00	0.00
417014 / MP 3054SP (120V)	1 EA @ 2,171.17	2,171.17	0.00	2,171.17
416539 / FINISHER SR3140	1 EA @ 501.84	501.84	0.00	501.84
100478FNG / CABINET TYPE F	1 EA @ 61.33	61.33	0.00	61.33
006428MIU / XG-PCS 120/15D RIC AMP SURGE PROTECTOR	1 EA @ 84.88	84.88	0.00	84.88
MP3054SP-C / CONFIGURE ASSEMBLY FOR RICOH MP3054SP	1 EA @ 0.00	0.00	0.00	0.00
OC-MP3054SP-DEV / DEVICE OPTION CLASS FOR RICOH MP3054SP	1 EA @ 0.00	0.00	0.00	0.00
MP3054SP-RIC-SET / RICOH MP3054SP	1 EA @ 0.00	0.00	0.00	0.00
OC-417014 / ITEM OPTION CLASS FOR BASE UNIT	1 EA @ 0.00	0.00	0.00	0.00

*COPIER
 #7,195.94*





Precision Data Products, Inc.

P.O. Box 8367
Grand Rapids, MI 49518
(616) 698-2242 Fax: (616) 698-9047
Email: sales@precision.com
Federal I.D. # 38-3635440

Invoice	ID000492427
Order	0000767881
Master No.	445750
Date	8/15/2017
Page	1

Bill To:

ISABELLA COUNTY
MICHELLE DOHERTY
200 NORTH MAIN ST
MOUNT PLEASANT, MI 48858

Ship To:

ISABELLA COUNTY
MICHELLE DOHERTY
200 NORTH MAIN ST
MOUNT PLEASANT, MI 48858

Purchase Order No.	Customer ID	Salesperson ID	Shipping Method	Payment Terms	Ship Date	Due Date
MICHELLE	ISAB000	NIKOLIB	UPS Ground	Net 30	8/11/2017	9/14/2017
Ordered	Shipped	B/O	Item Number	Description	Unit Price	Ext. Price
1	1		0 CE505D	HP 05A P2035/2055 DUAL PACK BLACK TONER CARTRIDGE	\$152.00	\$152.00
3	3		0 CF280XD	HP 80X LASERJET PRO 400 HIGH YIELD TONER CARTRIDGE	\$294.00	\$882.00
1	1		0 PA03670-B055	FUJITSU FI-7160 SHEETFED SCANNER COLOR DUPLEX	\$940.00	\$940.00
5	5		0 RL1-3307-000	HP LASERJET PRO 400 TRAY 1 PICK UP ROLLER	\$16.80	\$84.00

*P.O. office need 3
3 @ \$940.00
Total: \$2,780.00*

N	Subtotal	\$2,058.00
	State Sales Tax	\$0.00
	Freight	\$0.00
	Trade Discount	\$0.00
	Order Total	\$2,058.00
	Payment	\$0.00
	Total	\$2,058.00

Payment is due and payable in accordance with the terms provided in this Invoice. You agree to pay Precision Data Products a late charge of 1.5% per month if your payment is late. All claims for shortage, damage, or error must be made within 10 working days after receipt of shipment.



Precision Data Products, Inc.

P.O. Box 8367
 Grand Rapids, MI 49518
 (616) 698-2242 Fax: (616) 698-9047
 Email: sales@precision.com
 Federal I.D. # 38-3635440

Invoice	10000497527
Order	0000773463
Master No.	451296
Date	11/6/2017
Page	1

Bill To:

ISABELLA COUNTY
 MICHELLE DOHERTY
 200 NORTH MAIN ST
 MOUNT PLEASANT, MI 48858

Ship To:

ISABELLA COUNTY
 MICHELLE DOHERTY
 200 NORTH MAIN ST
 MOUNT PLEASANT, MI 48858

Purchase Order No.	Customer ID	Salesperson ID	Shipping Method	Payment Terms	Ship Date	Due Date
MICHELLE	ISAB000	NIKOLIB	UPS Ground	Net 30	11/2/2017	12/6/2017
Ordered	Shipped	B/O	Item Number	Description	Unit Price	Ext. Price
7	7	0	C5F93A#BGJ	HP LASERJET PRO M402N PRINTER	\$169.00	\$1,183.00
			1.00	PHBHJ33000		
			1.00	PHBHJ33005		
			1.00	PHBHJ33010		
			1.00	PHBHJ33012		
			1.00	PHBHJ33014		
			1.00	PHBHJ33017		
			1.00	PHBHJ33019		

IS. Replacements
P.D. office would need 3 @ \$169.00 each total: \$507.00

N	Subtotal	\$1,183.00
	State Sales Tax	\$0.00
	Freight	\$0.00
	Trade Discount	\$0.00
	Order Total	\$1,183.00
	Payment	\$0.00
	Total	\$1,183.00

Payment is due and payable in accordance with the terms provided in this Invoice. You agree to pay Precision Data Products a late charge of 1.5% per month if your payment is late. All claims for shortage, damage, or error must be made within 10 working days after receipt of shipment.



DELL MARKETING L.P.
One Dell Way
Round Rock, TX 78682

FID Number: 74-2616805
For Sales: (800)274-1550
Customer Service: (800)274-1550
Technical Support: (800)274-1550
Dell Online: <http://www.dell.com>

Invoice

BILL TO:

ISABELLA COUNTY
ACCOUNTS PAYABLE
200 N MAIN ST
MOUNT PLEASANT, MI 48858-2390

SHIP TO:

ISABELLA COUNTY
MICHELLE DOHERTY
200 N MAIN ST
INFORMATION SYSTEMS
MOUNT PLEASANT, MI 48858

PLEASE REVIEW DELL'S TERMS & CONDITIONS OF SALE AND POLICIES, WHICH GOVERN THIS TRANSACTION
VIEW YOUR ORDER DETAILS ONLINE

Invoice No: 10201396315	Customer No: 14812631	Order No: SEE BELOW	Page 1 of 2
-------------------------	-----------------------	---------------------	-------------

Purchase Order: 258273	Order Date: 11/03/2017
Payment Terms: Due 30 days from the invoice date	Sales Rep: MEGAN BOLEN
Due Date: 12/09/2017	Shipped Via: SEE BELOW
Invoice Date: 11/09/2017	Customer Agreement No: MHEC-07012015
Waybill Number: 1Z6514940333055491	Contract Number: 99AGZ

Item Number	Description	Qty	Unit	Unit Price	Amount
210-AKOJ	OptiPlex 7050 Mini Tower XCTO System Service Tags:HJ5N0M2, HJ6G0M2, HJ6H0M2, HJ6J0M2, HJ6K0M2, HJ6L0M2, HJ6M0M2, HJ6N0M2, HJ7G0M2, HJ7H0M2	10	EA	1,340.84	13,408.40
A3945800	Logitech MK520 Wireless Keyboard and Mouse	10	EA	42.99	429.90
210-AIIB	Dell 23 Monitor P2317H System Service Tags:1GS8RB2, 1HS8RB2, 4LS8RB2, 8LS8RB2, BFS8RB2, BGS8RB2, CFS8RB2, FFS8RB2, GFS8RB2, JKS8RB2	10	EA	150.79	1,507.90

P.D. will need
13 x 1,534.62
19,950.06

\$ 1,534.62

FOR SHIPMENTS TO CALIFORNIA, A STATE ENVIRONMENTAL FEE OF UP TO \$5 PER ITEM WILL BE ADDED TO INVOICES FOR ALL ORDERS CONTAINING A DISPLAY GREATER THAN 4 INCHES. PLEASE KEEP ORIGINAL BOX FOR ALL RETURNS. COMPREHENSIVE ONLINE CUSTOMER CARE INFORMATION AND ASSISTANCE IS A CLICK AWAY AT WWW.DELL.COM/PUBLIC-ECARE TO ANSWER A VARIETY OF QUESTIONS REGARDING YOUR DELL ORDER.

USD	
Sub-Total:	\$ 15,346.20
Ship. &/or Handling:	\$ 0.00
ENVIRO FEE:	\$ 0.00
Taxable:	
\$ 0.00	Tax:
Non-Taxable:	\$ 0.00
\$ 15,346.20	
Invoice Total:	\$ 15,346.20



DETACH AT LINE AND RETURN WITH PAYMENT
Invoice Number: 10201396315
Customer Name: ISABELLA COUNTY
Customer Number: 14812631
Purchase Order: 258273

Make check payable / remit to :

Dell Marketing L.P.
C/O Dell USA L.P.
PO Box 643561
Pittsburgh, PA 15264-3561

USD	
Sub-Total:	\$ 15,346.20
Ship. &/or Handling:	\$ 0.00
ENVIRO FEE:	\$ 0.00
Taxable:	
\$ 0.00	Tax:
Non-Taxable:	\$ 0.00
\$ 15,346.20	
Invoice Total:	\$ 15,346.20
Balance Due:	\$ 15,346.20
Amount Enclosed:	

0102013963150000001534620000000148126312



Catalog Home | [DBIyes.com](#) | [Login Help](#) | [Contact Us](#) | [My Profile](#) | [Returns](#) | [My Shopping Lists](#) | [Change Password](#) | [Sign out](#)

Enter Item # or Keyword Search

0 Item(s) \$0.00

[Viewcart](#) | [Checkout](#) | [Shopping List](#)

[Office Supplies](#) | [Technology](#) | [Maintenance & Breakroom](#) | [Furniture](#) | [Ink and Toner Finder](#) | [Order By Item#](#)

Welcome JESSICA

Home > Catalog > Catalog Result > HONIT105NT10

Customer # 259497

Expand All

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 - [My Savings](#)
 - [Purchase History Report](#)

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 - [My Saved Orders](#)
 - [Frequently Purchased Items](#)
 - [My Favorites](#)

- User Management

- Customer Services



HON.

Ignition Series Low-Back Task Chair, Black Fabric Upholstery

SKU: HON IT105NT10

- Offers comfortable support for the active worker.
- 100% polyester upholstery with Nano-Tex® for superior stain resistance.
- Height- and width-adjustable arms for custom comfort.
- Five-star base with casters for easy mobility.

Add Line Message

Price: \$309.99 /EA

[ADD TO](#)

[ADD TO MY LIST](#)

X 13 = \$4,029.87



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[View similar items](#)

[Xpress Checkout](#)

[Checkout](#)

[Save Order](#)

[Product Details](#) | [Warranty](#)

Offers comfortable support for the active worker. 100% polyester upholstery with Nano-Tex® for superior stain resistance. Height- and width-adjustable arms for custom comfort. Five-star base with casters for easy mobility.

Pneumatic Seat Height Adjustment	Yes
Seat Height Maximum	21 1/2"
Weight Capacity (text)	Supports up to 300 lbs.
Post-Consumer Recycled Content Percent	38%
Base Color	Black
Seat Height Minimum	17"
Back Material	100% Polyester
Seat Width Maximum	19"
Back Width Maximum	17 1/2"
Distance Between Arms	17" to 19 1/2"
Arm Style	T-Bar
Pre-Consumer Recycled Content Percent	3%
Seat Material	100% Polyester
Wheel Tread	Hard
Arm Options	Height Adjustable, Width Adjustable
Caster/Glide/Wheel	Five standard casters.
Series Name	HON® Ignition® Series
Seat Depth Maximum	15 3/4"
Arm Height From Seat	8" to 11"
Recommended Applications	General Office & Task
Arms Included	Yes
Base Material	Plastic
Armrest Material	Polyurethane
Compliance Standards	Level 2 Certified, Meets or exceeds ANSI/BIFMA Standards, SCS Indoor Advantage Certified, SCS Indoor Advantage Gold Certified
Overall Depth Maximum	27"
Global Product Type	Chairs/Stools-Office Chairs
Quantity	1 each
Back Height Adjustment	Yes
Back Height Maximum	21 3/4"
Tilt Tension/Tilt Lock	Yes
Total Recycled Content Percent	41%
Overall Width Maximum	27"
Armrest Color	Black
Overall Height Maximum	41"
Back Height Minimum	18 3/4"
Disclaimer Statement	Casters supplied with this chair are not suitable for all floor types.

<< Back to previous page

Also Consider



HON2091SR11T

HON®

2090 Pillow-Soft Series Executive Leather High-Back Swivel/Tilt Chair, Black

\$359.99 /EA



HONMH01MM10C

HON®

Boda Series High-Back Work Chair, Padded Mesh Seat, Mesh Back, Black

\$429.99 /EA



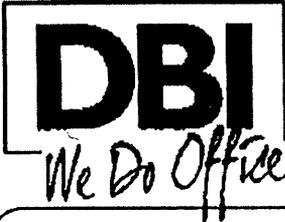
ALEM54419

Alera®

Alera Maxxis Series Big and Tall Leather Chair, Black/Chrome

\$449.99 /EA





DBI...WE DO OFFICE
 912 E. MICHIGAN AVENUE
 LANSING, MI 48912
 517-485-3200 FAX: 517-485-3202

Invoice
 No. 03JS7521

CUSTOMER NUMBER	Invoice NUMBER	Invoice DATE	PACKING SLIP	TERMS	WHSE
259497	03JS7521	01/23/18	03IN9831001	NET 30 DAYS	003

BILL TO:
 ISABELLA COUNTY
 200 N MAIN
 MT PLEASANT, MI 48858

SHIPPED TO:
 ISABELLA COUNTY
 200 N MAIN
 ADMINISTRATION
 ROOM 205
 MT. PLEASANT, MI 48858

Dept: ADMINISTRATION ISABELLA COUNTY Contact/Phone: JESSICA JAROSIEWICZ/989-772-0911

YOUR P.O. NUMBER	ORDER DATE	SALESPERSON	SHIPPED VIA	CARTONS
	01/22/18	069 ERIC JELLISON	000023 ALMA A	1

ITEM	DESCRIPTION	UNIT	ORDER QTY	BACK ORDERED	INV QTY	NET PRICE	EXT PRICE
	Web Confirmation# AU7228						
DEF-CM13443F	CHAIRMAT,46X60NOLIP,BVL	EA	1	0	1	56.99	56.99

TOTAL PURCHASE	FREIGHT	TAX PCT	TAX AMT	INVOICE TOTAL	PAYMENTS	BALANCE DUE
56.99	0.00		0.00	56.99	0.00	56.99

QUESTIONS? CALL CINDY MILLER

Thanks for buying local. If you have questions regarding your account
 please call us at 800-968-1324

101.172.726.000 56.99 + 13 = \$ 740.87

CUSTOMER NAME	PLEASE RETURN THIS PORTION FOR PROPER PROCESSING
ISABELLA COUNTY	

CUSTOMER NUMBER	Invoice NUMBER	DATE	TOTAL PURCHASE	FREIGHT	TAX	PAYMENTS
259497	03JS7521	01/23/18	56.99	0.00	0.00	0.00

DBI
 912 EAST MICHIGAN AVE
 LANSING, MI 48912

Invoice BALANCE DUE: 56.99



SHOP BY CATEGORY

SHOP SERVICES

SHOP DEALS

INK & TONER FINDER

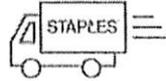
YOUR STORE Mt. Pleasant,...

EASY REORDER

MY ACCOUNT Please Sign In

0 ITEMS

Search over 1.7 million products and services



FREE NEXT-DAY DELIVERY
on orders over \$49.99.

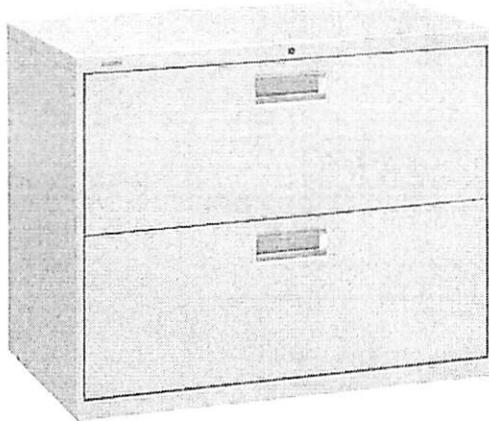
Home > Furniture > File Cabinets > HON® Brigade 600 Series Lateral File Cabinet, A4/Legal/Letter, 2-Drawer, Putty, 19 1/4"D (682LL) NEXT2017 NEXT2Day

HON® Brigade 600 Series Lateral File Cabinet, A4/Legal/Letter, 2-Drawer, Putty, 19 1/4"D (682LL) NEXT2017 NEXT2Day

Item: 794743 Model: H682LL

(2) | Write a Review

Putty



Product Details

- Lateral File Cabinet
- 2 Drawers
- 28.36"H x 36"W x 19 1/4"D

[View Full Product Details](#)

[Add to Favorites](#)

Delivery

\$390.69
Each
\$2.99 Item Delivery Fee added in Cart

13 =

ADD TO CART

Delivered by Fri, Feb 02 with Next-Day Delivery

\$5,078.97

Not Sold in Stores

Save more with a [Staples Membership](#) [Learn More](#)

Also Consider

3-Yr Furniture Protection (\$100-499.99) \$29.99

- Special Financing Available

STAPLES

Printed materials that wow.
Whatever you need, we can help.



CUSTOMERS ALSO VIEWED

55% (1)

55% (1)

SHOP BY CATEGORY

SHOP SERVICES

SHOP DEALS

INK & TONER FINDER

YOUR STORE Mt. Pleasant,...

EASY REORDER

MY ACCOUNT Please Sign In

0 ITEMS

Search over 1.7 million products and services



IT'S HERE! MEMBERSHIP REWARDS® PAY WITH POINTS. Shop with points for anything you need.

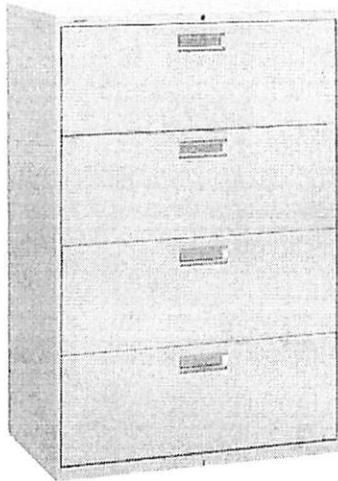
FIND OUT MORE

Home > Furniture > File Cabinets > HON® Brigade 600 Series Lateral File Cabinet, A4/Legal/Letter, 4-Drawer, Putty, 19 1/4"D (684LL) NEXT2017 NEXT2Day

HON® Brigade 600 Series Lateral File Cabinet, A4/Legal/Letter, 4-Drawer, Putty, 19 1/4"D (684LL) NEXT2017 NEXT2Day

Item: 794800 Model: H684LL

Be the first to Write a Review



Product Details

- Lateral File Cabinet
- 4 Drawers
- 53 1/4"H x 36"W x 19 1/4"D

View Full Product Details

Add to Favorites

Putty

Delivery

\$722.99

\$699.99 x 4 =

Each
Offer Details

1

ADD TO CART

Delivered by Fri, Feb 02 with Next-Day Delivery

\$2,799.96

Not Sold in Stores

Save more with a Staples Membership [Learn More](#)

Business Exclusive Price

See Details

Also Consider

3-Yr Furniture Protection (\$500 - \$999) \$74.99

- Special Financing Available

SAVE AN EXTRA \$70.00

With the STAPLES Brand Equivalent



Staples Commercial 36" Wide 4-Drawer Lateral File Cabinet, Putty

11 Reviews

\$629.99 Each Details

1

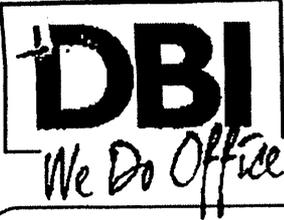
ADD TO CART



Mount Pleasant, MI: This Brilliant Company Is Disrupting A \$200 Billion Industry

EVERNOTE

CUSTOMERS ALSO VIEWED



DBI...WE DO OFFICE
 912 E. MICHIGAN AVENUE
 LANSING, MI 48912
 517-485-3200 FAX: 517-485-3202

Invoice
 No. 03JR9599

CUSTOMER NUMBER	Invoice NUMBER	Invoice DATE	PACKING SLIP	TERMS	WHSE
259497	03JR9599	12/20/17	03IN2509001	NET 30 DAYS	003

BILL TO:
 ISABELLA COUNTY
 200 N MAIN
 MT PLEASANT, MI 48858

Staff leave work station

SHIPPED TO:
 ISABELLA COUNTY
 200 N MAIN
 ADMINISTRATION
 ROOM 205
 MT. PLEASANT, MI 48858

RECEIVED
 DEC 27 2017
 ISABELLA COUNTY
 ADMINISTRATION

Dept: ADMINISTRATION ISABELLA COUNTY Contact/Phone: /989-772-0911

YOUR P.O. NUMBER	ORDER DATE	SALESPERSON	SHIPPED VIA	CARTONS
JESSICA	12/08/17	069 ERIC JELLISON	000023 ALMA A	1

ITEM	DESCRIPTION	UNIT	ORDER QTY	BACK ORDERED	INV QTY	NET PRICE	EXT PRICE
LLR-69373	DESK,LAM,60X30	EA	2	0	2	143.24	286.48
LLR-69391	BRIDGE,RECT,LAM,42X24"	EA	1	0	1	77.30	77.30
LLR-69399	<i>Pay Full Amt Damaged</i> LATERAL,2-DRW,LOCKING <i>Replacement Rec'd</i>	EA	1	0	1	227.03	227.03
LLR-69912	HUTCH,W/DOOR,LAM,60"	EA	1	0	1	183.78	183.78
LLR-69395	PEDESTAL,B/B/F,MOBILE	EA	1	0	1	161.62	161.62
LLR-69397	PEDESTAL,F/F,MOBILE	EA	1	0	1	156.22	156.22
DELIVERY-WHL	FURNITURE DELIVERY	EA	1	0	1	50.00	50.00

TOTAL PURCHASE	FREIGHT	TAX PCT	TAX AMT	INVOICE TOTAL	PAYMENTS	BALANCE DUE
1142.43	0.00		0.00	1142.43	0.00	1142.43

QUESTIONS? CALL CINDY MILLER

Thanks for buying local. If you have questions regarding your account
 please call us at 800-968-1324

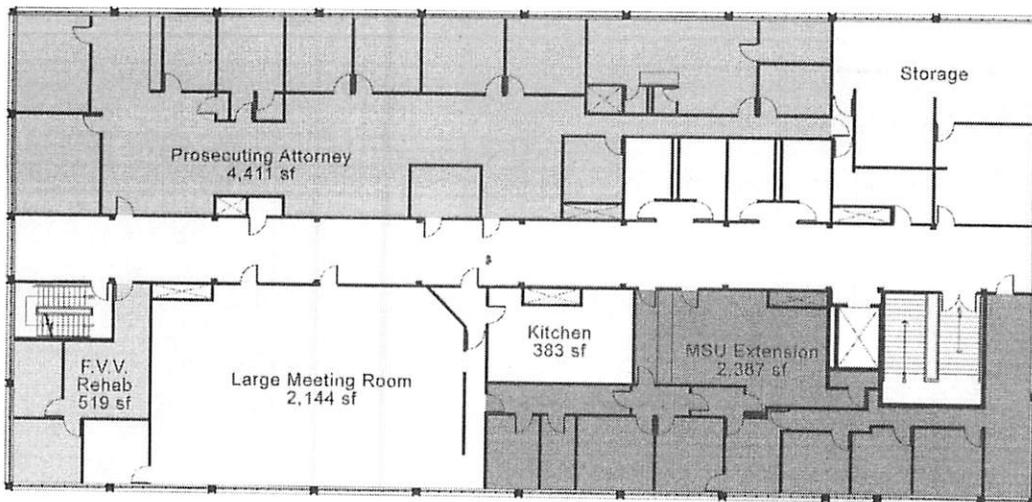
161.172.978.000

*13 x \$ 1,142.43 =
 \$ 14,851.59*

*** Continued on Next Page ***

PDO BUILDING LISTING AND PAO OFFICE FOR COMPARISON

Isabella County PAO = 4411 sf.



Level 3 GSF: 15,270 sf

- Federal Veterans Vocational Rehabilitation
- Prosecuting Attorney
- Michigan State University Extension



Potential
PDD

Edward J DeGroat, Broker



Edward DeGroat

— (989) 791-1099

2284 Enterprise Dr

Mount Pleasant, MI 48858 · Office For Lease

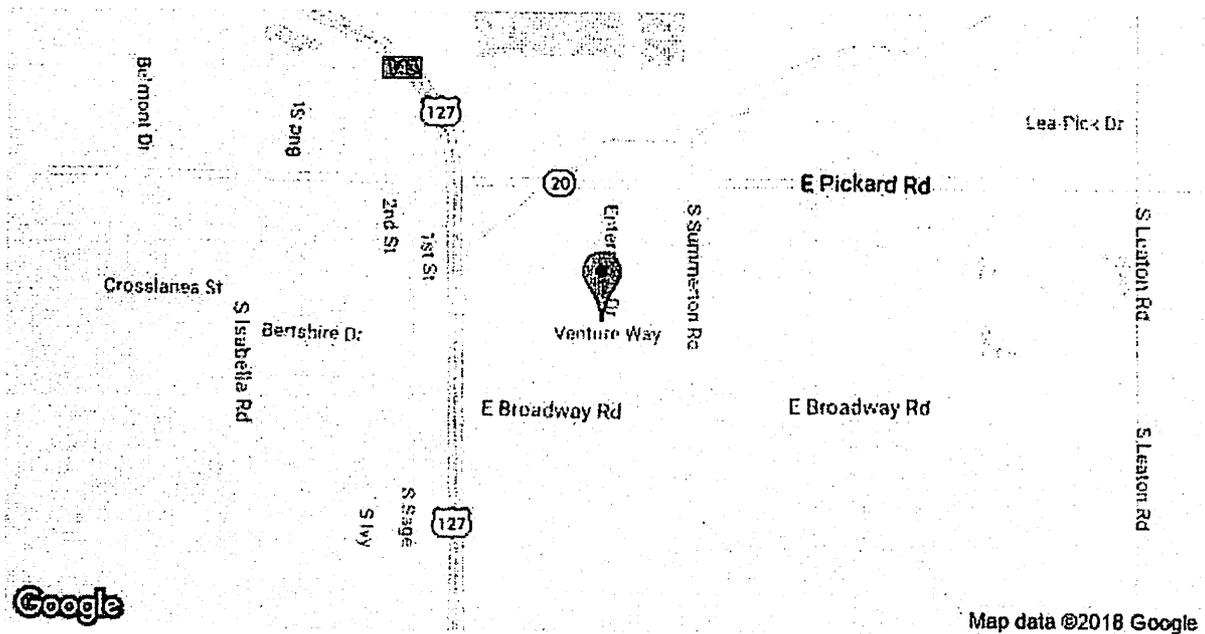
\$13.50
/SF/Yr



Office Property For Lease

Rental Rate	\$13.50 /SF/Yr	Rentable Building Area	5,367 SF
Property Type	Office	Year Built	1982
Building Class	B	Walk Score ®	15 (Car-Dependent)
Listing ID: 4093302	Date Created: 07/12/2007 Last Updated:		

Map of 2284 Enterprise Dr Mount Pleasant, MI 48858



MAC CONTRACT – MAC ADMIN TIME

AGREEMENT FOR ATTORNEY SERVICES FOR
INDIGENT INDIVIDUALS
2018-2019

THIS AGREEMENT made and entered into this 1st day of January, 2018, by and between the COUNTY OF ISABELLA, a municipal corporation and political subdivision of the State of Michigan (referred to as the "County") and

Sara Spencer-Noggle
SPENCER LAW GROUP, PLLC
MAC Administrator
407 E Broadway
Mount Pleasant, MI 48858
989-317-8053
J.D. 2006, Mich Bar #70038

(Referred to as the Managed Assigned Counsel ("MAC") Administrator; and

William J. Shirley
108 South University Avenue, STE 4
Mount Pleasant, MI 48858
989-772-2445
J.D. 1969, Mich Bar #20382;

Thomas Bromell
P.O. Box 344
Mount Pleasant, MI 48804-0344
989-621-5082
J.D. 1985, Mich Bar #38634;

Chuck Moses
122 Kinney
P.O. Box 1361
Mount Pleasant, MI 48858
989-560-4547
J.D. 2001, Mich Bar 63853;

Tony Moses
215 West Broadway
Mount Pleasant, MI 48858
989-953-4304
J.D. 2000, Mich Bar #63874;

Sara Spencer-Noggle
SPENCER LAW GROUP, PLLC
407 E Broadway
Mount Pleasant, MI 48858
989-317-8053
J.D. 2006, Mich Bar #70038

David Barberi
2305 Hawthorn Dr, Ste C
Mount Pleasant, MI 48858
989-773-3423
J.D. 2013, Mich Bar #77651

Jennifer Galloway
108 S University Ave #5

Mount Pleasant, MI 48858
989-953-3532
J.D. 1994, Mich Bar #47788

Andrew Brockman
JANES & BACKUS, PC
115 S University Ave
Mount Pleasant, MI 48858
989-773-9941
J.D. 2017, Mich Bar #81919

WHEREAS, the County requires attorney services for indigent individuals appearing before the Court; and

WHEREAS, the County intends to implement a Managed Assigned Counsel ("MAC") system as a transitional system in order to work toward compliance with current and future MIDC standards, including independence from the judiciary; and

WHEREAS, the Assigned Counsel are licensed to practice law in the State of Michigan and are willing and qualified to perform such services as assigned by the Court.

NOW, THEREFORE, in consideration of the mutual covenants hereinafter contained, IT IS MUTUALLY AGREED, as followed:

1) **DUTIES OF THE MAC ADMINISTRATOR**

a. **Scope of Services.**

- i. The MAC Administrator will have the responsibility of assigning the Assigned Counsel to the individual cases and courts. Once a case has been assigned to an Assigned Counsel by the MAC Administrator, the case becomes the sole responsibility of the Assigned Counsel and all subsequent changes in scheduling from the original notice must be communicated directly to the Assigned Counsel to minimize conflicts in the schedule of both the court and the Assigned Counsel. The Assigned Counsel is not an employee of the MAC Administrator and will not hold himself out as such. Once the case is assigned to Assigned Counsel, the MAC Administrator bears no further responsibility for the case and no liability to the indigent defendant. The indigent defendant is not a client of the MAC Administrator. Should the MAC Administrator be unavailable due to vacation, illness, or other short-term reason, the MAC administrator will designate another Assigned Counsel as interim MAC Administrator. water
- ii. The MAC Administrator has the sole discretion to add or remove Assigned Counsel from the MAC. This provision is intended to comply with proposed MIDC Standard 5.
- iii. The MAC Administrator will ensure that cases assigned to the Assigned Counsel match the Assigned Counsel's training, experience, and ability. The MAC Administrator will systematically review each Assigned Counsel's efficiency and effectiveness of his/her representation. This service is designed to comply with proposed MIDC standard 7 to the extent practicable.
- iv. The MAC Administrator, or her designee, will receive compensation by submitting a monthly payment voucher delivered to the County Administrator/Controller, or her designee, for approval and payment. The

MAC Administrator's voucher for payment shall be based upon a \$300.00 flat appointment fee per case. The MAC Administrator will provide a print out of all appointments for the month (e.g., \$300 x 104 appointments = \$31,200.00).

- v. The MAC Administrator agrees to accept appointment to 100 cases, which are included in her compensation. If need arises, the MAC Administrator will represent additional indigent clients at the same rate as other Assigned Counsel, which is a flat fee of \$300.00 per case.
- vi. The MAC Administrator will continue to act as the Chairperson of the County's Ad Hoc Committee on the MIDC unless replaced by the Chairman of the Isabella County Board of Commissioners. The MAC Administrator will provide expertise, advice, and assistance in writing and amending the County's MIDC Compliance Plan in cooperation with the County Administrator/Controller.
- vii. The MAC Administrator will, prior to the expiration of this contract period, and in cooperation with the County Administrator/Controller, propose to the Board of Commissioners a plan for the creation of a public defender office in compliance with the County's MIDC Compliance Plan. The plan will include specific goals, with timelines and costs associated with them.
- viii. The MAC Administrator will amend the MIDC Compliance Plan to include the costs of compliance planning, specifically, the costs associated with the MAC Administrator's duties listed in section 1) vi. and 1) vii.
- ix. The MAC Administrator or her designee shall provide "on call" services whereby the proper law enforcement authorities and/or the Court can contact, by phone, the MAC Administrator, if the urgency of the situation demands immediate attention.
- x. The MAC Administrator will seek out free and low cost continuing legal education opportunities for the Assigned Counsel and advise them of such. The MAC Administrator will ensure that each Assigned Counsel participates in at least four hours of continuing legal education during the period of this Agreement.
- xi. The MAC Administrator or her designee shall be available for seminars or speaking engagements regarding the criminal justice system or any aspect thereof (not specific pending cases) upon request of the County or the Court.

\$11,250/mo
= \$75/hour

- xii. The MAC Administrator shall maintain a full-time office, telephone service and secretarial staff in Isabella County for the duration of this Agreement.
- xiii. In exchange for the duties outlined in this section, the County will compensate the MAC Administrator \$135,000.00 payable in monthly installments of \$11,250.00. The MAC Administrator will decline to seek or accept clients in retained cases.
- xiv. The MAC Administrator is required to continue her law practice for the duration of this Agreement. If MAC Administrator's law practice discontinues for any reason, the County may terminate this Agreement or relevant provisions of this Agreement. If Assigned Counsel is unable to provide legal services as required by this Agreement, the County may terminate this Agreement as to said Assigned Counsel. "Unable" is intended to cover situations such as death, a long-term disability or illness, or loss of suspension of a license to practice law.

2) **DUTIES OF THE ASSIGNED COUNSEL**

- a. **Scope of Services**. During the term of the agreement the Assigned Counsel agree to provide the following representation for each indigent defendant to whom they are assigned by the MAC Administrator pursuant to this agreement:
 - i. Appearances at preliminary examinations, circuit court arraignments, motions, hearings, trials, pleas, sentencing, lineups, extradition matters, paternity, probation violation proceedings, child support contempt proceedings, juvenile offenses, guardian ad litem in guardianship cases filed pursuant to child protective proceeding cases, juvenile contempt proceedings for parents and juveniles, neglect and abuse petitions, personal protection order violations, mental commitment hearings and the attorney/guardian ad litem for the child to appear at the Foster Care Review Board hearings and any other related matters. If the attorney/guardian ad litem cannot make the Foster Care Review Board hearing for good reason, he/she may provide written information to the Foster Care Review Board with the approval of the judge handling the case; and
 - ii. Appeals to Circuit Court; and
 - iii. Representation of residents of other counties in mental commitment and judicial admission hearings.
 - iv. Assigned Counsel's services under this agreement do not include defense of appeal by Prosecution or Defense to the Michigan Court of Appeals or the Michigan Supreme Court, nor does it include representation upon

remand or reversal by the Court of Appeals or the Michigan Supreme Court, if the Order of Remand or Reversal is entered after the term of this Agreement.

b. Assigned Cases.

- i. A case is considered appointed to the Assigned Counsel when an Isabella County Trial Court Judge signs an Order for Appointment of Counsel and the Assigned Counsel has received the Order from the MAC Administrator or her designee. The Assigned Counsel shall interview their incarcerated clients at the Isabella County Jail within three business days of receiving the assignment from the MAC Administrator. The Assigned Counsel will attempt to make contact with out-of-custody clients as soon as practicable. All client interviews will be conducted in a private and confidential setting to the extent possible. This provision is intended to comply with MIDC Standard 2 to the extent practicable at this time.
- ii. Assigned Counsel will evaluate whether the indigent client is capable of participation in his/her representation, understands the charges, and has some basic understanding of the criminal procedure. Assigned Counsel will request Competency Evaluations and/or the services of an interpreter as soon as the need becomes apparent. This provision is intended to comply with MIDC Standard 2 to the extent practicable at this time.
- iii. Assigned Counsel appointment applies only in the court in which it is made, or to which the action is transferred, until a final judgment is entered disposing of all claims by or against the party whom the Assigned Counsel represents and the time for appeal of right has passed. If an appointment is withdrawn, or the Assigned Counsel is discharged from a case, the withdrawal or discharge shall constitute final disposition under the agreement. Should another Assigned Counsel be reappointed to such a case, the reappointment shall be processed as a new separate case.
- iv. **Continued Representation.** Appointed cases which shall continue beyond this Agreement's termination date shall be completed by the Assigned Counsel at no additional cost for a period of 18 months. In the event representation continues beyond 18 months after the Agreement's termination date, services rendered by the Contractor shall be compensated at a rate that is consistent with the compensation provided for in this Agreement. Appointed cases shall be those for which the appointment is made under this Agreement or any extension thereof between January 1, 2018 and December 31, 2018. A list of those cases shall be compiled by the MAC Administrator and presented to the County Administrator/Controller or her designee within 14 days after the termination of his Agreement.

- v. **Appointment/Subcontracting and Continuation of Law Practice.** The Assigned Counsel shall not assign, subcontract, or otherwise transfer duties and/or obligations under this Agreement without the prior written approval of the MAC Administrator. No additional payments shall be made for the services of the subcontractor. The compensation of subcontractors shall be the responsibility of the Assigned Counsel. In order to minimize scheduling problems due to multiple appearances, illness, vacation, or for any reason, the Assigned Counsel may employ another Assigned Counsel to handle a particular hearing, with the approval of the appropriate Judge and client.
- vi. **Appearances and Discovery Requests.** The Assigned Counsel will file Appearances in all cases to which they are assigned within three business days of assignment. The Assigned Counsel will forward copies of all Appearances and discovery requests to the MAC Administrator at the same time that they are filed with the court and/or served on the Prosecuting Attorney. The Assigned Counsel will make requests for discovery as needed in a timely manner. Failure of an Assigned Counsel to comply with these provisions will be grounds for immediate removal from the MAC.
- vii. **Continuing Legal Education.** The Assigned Counsel will complete at least four hours of continuing legal education within the period of this Agreement and provide proof of such to the MAC Administrator. The Assigned Counsel may utilize free and low-cost resources, such as webinars, to complete this requirement. The MAC Administrator will advise the Assigned Counsel of free and low cost continuing legal education opportunities as they become available. The Assigned Counsel will be paid \$75 per hour of continuing education, up to four hours, for a total of \$300. The Assigned Counsel may be compensated for travel to continuing education opportunities outside of the County of Isabella at the County's mileage rate, unless transportation is otherwise provided by the County.

3) **TERMS OF COMPENSATION**

- a. **TERM.** This Agreement shall commence on the 1st day of January, 2018 and shall continue through the 31st day of December, 2018, at which time it shall terminate, unless renewed by the parties. The County shall have the option to renew this Agreement for up to two additional two-year periods, on the same terms and conditions. Either the County or MAC Administrator may terminate this Agreement for any or no reason upon sixty (60) days prior written notification to the other party.
- b. **Basic Assigned Counsel Compensation.** The Assigned Counsel will represent indigent defendants in all cases appointed by the Court and assigned by the MAC Administrator during the term of this Agreement and compensation shall be

THREE HUNDRED AND NO/100 DOLLARS (\$300.00) per case ("Flat Fee"). In addition to the flat fee, the County shall pay the Assigned Counsel \$400.00 per day and \$200.00 per half day for every trial in an assigned case ("Trial Fee"). The trial fee shall commence the first day of trial. This paragraph is intended to comply with and satisfy the holding in Recorder's Court Bar Ass'n v. Wayne Circuit Court, 443 Mich 110, 503 NW 2d 885 (1993). The County shall also pay \$75 per hour for all motions written and filed by Assigned Counsel only when incurred pursuant to prior written approval of the MAC Administrator.

- c. **Extraordinary Expenses.** The Assigned Counsel will receive additional compensation for costs reasonably incurred for necessary expenses, including but not limited to costs for police report, expenses for obtaining necessary medical and legal records, expert witness examinations, fees for depositions, investigative fees, competency and other medical tests, fees for transcripts, filing witness and service fees, mileage for necessary appearance(s) outside of the County of Isabella at the County's mileage rate, unless transportation is otherwise provided by the County and any other court charges incurred by the Assigned Counsel in the performance of the services to be provided under the Agreement. These expenses shall be reimbursed by the County only when incurred pursuant to prior written approval of the MAC Administration.

Assigned Counsel to Abuse and Neglect cases, are entitled to the equivalent of one flat fee of (\$300.00) per year they maintain said case post adjudication. On Abuse and Neglect cases attorneys/guardian ad litem are entitled to mileage at the County's mileage rate for trips to visit minor child(ren).

Assigned Counsel's appointment to either the Adult or Juvenile Drug Court teams will receive flat fees (\$600.00) per year, if Assigned Counsel attends at least 70% of the meetings. The fees will be paid after verification of meeting attendance by the appropriate judge and MAC Administrator.

In the event Assigned Counsel is appointed to an extraordinary case, the Assigned Counsel may petition the MAC Administrator for additional fees. An extraordinary case is one that demands extensive amount of time, preparation or pretrial motions when compared to an ordinary case.

*** Capital murder cases will be handled outside the parameters of this Agreement. ***

4) **MISCELLANEOUS PROVISIONS**

- a. **Applicable Law and Venue.** This Agreement shall be construed according to the laws of the State of Michigan. In the event any actions arising under this Agreement are brought by or against the parties hereto, the venue for such actions shall be established in accordance with the statutes of the State of Michigan and/or Michigan Court Rules. In the event that any actions is brought under this

Agreement in Federal Court, the venue for such action shall be the Federal Judicial District of Michigan, Eastern District – North Division.

- b. **Compliance with the Law.** The Assigned Counsel shall render the services required by this Agreement in compliance with all applicable Federal, State, and local laws, ordinances, rules and regulations, including but not limited to, all applicable OSHA/MIOSHA requirements, the Americans with Disabilities Act, Federal and/or State licensing and/or certification requirements of persons to provide services under this Agreement, and with all applicable policies, rules and regulations of the Court.
- c. **Compliance with the Health Insurance Portability and Accountability Act (HIPAA) of 1996.** To the extent the Assigned Counsel has access to health information of participants in which is protected by the (HIPAA), Public Law 104-191, as amended, Assigned Counsel shall comply with all applicable requirements of HIPAA and the rules and regulations which are promulgated pursuant thereto, 45 CFR Parts 160 and 164, as amended.

Access shall be limited to the minimum necessary to provide the applicable service. Breach of this section shall be material breach of this contract.

- d. **Insurance Requirements.** The Assigned Counsel must obtain and maintain during the term of this Agreement the following insurance coverage requirements. All coverages shall be with insurance companies licensed and admitted to do business in the State of Michigan. All coverage's shall be with insurance carriers acceptable to the County and have an A.M. Best Company's Insurance Reports Rating of A or A- (excellent).
- i. The Assigned Counsel shall carry Worker's Disability Compensation and Employer's Liability Insurance Coverage, as required by law. In the event that the Assigned Counsel uses subcontractors and sub-subcontractors for the performance of services required under this proposal, the Assigned Counsel shall ensure that said subcontracts and sub-subcontractors carry Workers' Disability Compensation and Employer's Liability Insurance coverage, as required by law.
 - ii. The Assigned Counsel shall be responsible for insuring all its equipment and all materials which it may use and/or leave at Court. The County shall not be responsible for any loss or damage to Assigned Counsel's equipment and materials.
 - iii. The Assigned Counsel shall procure and maintain during the terms of the contract Professional Liability Insurance on an "occurrence base" with limits of liability of not less than \$100,000.00/\$300,000.00 to insure against any and all liability arising through the acts or omissions of the firm/attorney(s) under this Agreement.

iv. Cancellation Notice: Professional Liability Insurance, as described above shall include an endorsement stating the following "it is understood and agreed that Thirty (30) days Advance Written Notice of Cancellation, Non-Renewal, Reduction, and/or Material Change shall be sent to: Isabella County Purchasing, Attention County Administrator, 200 North Main Street, Mount Pleasant, MI 48858.

If any of the above coverages expire during the term of this contact, the Assigned Counsel shall deliver renewal certificates and/or policies to County Administrator at least ten (10) days prior to the expiration date.

- e. **Non-discrimination.** The Assigned Counsel shall not discriminate against a person to be served under this agreement because of race, color, religion, national origin, sex disability, height, weight, marital status, political affiliation or beliefs, or citizenship. The Assigned Counsel shall adhere to all Federal, State and local laws, ordinances, rules and regulations prohibiting discrimination with regard to persons seeing employment. The Assigned Counsel shall not discriminate against an employee or applicant for employment with respect to hire, tenure, employment because of race, color, religion, national origin, age, sex, disability, height, weight, marital status, political affiliation or beliefs or citizenship. Breach of the covenants set forth in this paragraph shall be regarded as material breach of this Agreement.
- f. **Independent Contractor.** It is expressly understood and agreed that the Assigned Counsel is an independent contractor and not an employee of the Court, County, or MAC Administrator. The employees, servants and agents of the Assigned Counsel shall in no way be deemed to be and shall not hold themselves out as employees, servants or agents of the Court, County, or MAC Administrator. The Assigned Counsel's employees servants and agents shall not be entitled to any fringe benefits of the Court or County, such as but not limited to, health and accident insurance, life insurance, paid vacation leave, paid sick leave or longevity. The Assigned Counsel shall be responsible for the withholding of any payment of applicable taxes, including, but not limited to local governments. The Assigned Counsel shall carry work's compensation and unemployment compensation coverage for its employees as required by law.
- g. **Indemnification and Hold Harmless.** The Assigned Counsel shall, at its own expense, protect, defend, indemnify and hold harmless the Court, Isabella County, its elected and appointed officers, employees and agents, and the MAC Administrator from all claims, damages, (including but not limited direct, indirect, incidental, consequential, special and punitive damages), costs lawsuits and expenses including, but not limited to, all cost form administrative proceedings, court costs, and attorney fees, that they may incur as a result of any acts, omissions or negligence of the Assigned Counsel, its employees or agents or its

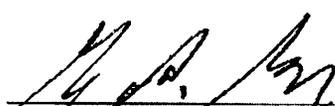
omissions or negligence of the Assigned Counsel, its employees or agents or its subcontractors, or any of their officers, employees or agents which may arise out of the Agreement.

The Assigned Counsel's indemnification responsibilities shall include the sum of damages, costs and expenses which are in excess of the sum paid out on behalf of or reimbursed to the Court, Isabella County or its elected and appointed officer, employees, agents, or the MAC Administrator or by the insurance coverage obtained and/or maintained by the Assigned Counsel pursuant to the requirements of this Agreement.

- h. **Waivers.** No failure or delay on the part of either of the parties to this Agreement in exercising any right, powers or privilege shall operate as a waiver nor shall a single or partial exercise of any right, power or privilege preclude any other or further exercise of any other right, power or privilege.
- i. **Modification of Agreement.** Modification, amendments or waivers of any provision of this Agreement may be made only with the written consent of the parties.
- j. **Disregarding Titles.** The titles of the paragraphs in this Agreement are inserted for the convenience of reference only and shall be disregarded when construing or interpreting any provision of this agreement.
- k. **Completeness of the Agreement.** This Agreement contains all the terms and conditions agreed to by the parties and no other agreements, oral or otherwise, regarding the subject matter of this Agreement, or any part, shall have any validity or bind any of the parties.
- l. **Invalid Provisions.** If any provision of this Agreement is held to be invalid, the remainder of this Agreement shall not be affected.
- m. **Certification.** The persons signing on behalf of the parties certify by their signatures that they are duly authorized to sign this Agreement on behalf of the parties and that this Agreement has been authorized by the parties.

IN WITNESS WHEREOF, the authorized representative of the parties hereto have fully signed this Agreement on the day and year first above written.

ISABELLA COUNTY:

By: 
ITS: Chairman, Board of Commissioners

ATTORNEY:


By: Sara Spencer-Noggle
SPENCER LAW GROUP, PLLC
ITS: MAC Administrator/Assigned Counsel



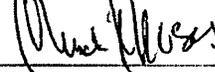
By: William J. Shirley
ITS: Assigned Counsel



By: Thomas Bromell
ITS: Assigned Counsel



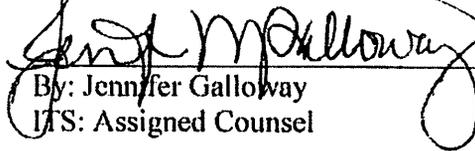
By: Tony Moses
ITS: Assigned Counsel



By: Chuck Moses
ITS: Assigned Counsel



By: David Barberi
ITS: Assigned Counsel



By: Jennifer Galloway
ITS: Assigned Counsel

By: Andrew Brockman
ITS: Assigned Counsel

By: William J. Shirley
ITS: Assigned Counsel

By: Thomas Bromell
ITS: Assigned Counsel

By: Tony Moses
ITS: Assigned Counsel

By: Chuck Moses
ITS: Assigned Counsel

By: David Barberi
ITS: Assigned Counsel

By: Jennifer Galloway
ITS: Assigned Counsel

By: Andrew Brockman
ITS: Assigned Counsel
JANES & BACKUS, P.C.

EXPERT/INVESTIGATOR REQUESTS AND CSC CASES

Expert / Investigator Requests

<u>2015</u>	<u>2016</u>	<u>2017</u>
3 @ 1085.43	5 @ 18859.38	7 @ 7455.18
Total for 3 years:	\$27,399.99	

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Windows | Web | Mobile



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Windows

Robust Case Management System for Microsoft Windows based PCs.

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- Template Editor & Auto Docs
- Document Search
- Alerts & Tasks
- Reporting
- Conflict Management
- Legal Pad

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- iPad
- Android based Tablets
- Windows Tablets

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- Android based devices
- Windows Phone

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- No license, startup, or up-front fees
- No term commitment – cancel at any time
- First 30 days are free (for workload/time study projects, use of the system is free for the duration of the study) – add as many cases as you want at no cost. This is a great time to load historical and active cases into defenderData
- **Option 1: Per Case Pricing Option**
 - Ongoing cost is \$2 for each new case added to the system
 - A “case” is defined as a single defendant and any number of charges resulting from a single arrest or a single incident date. Probation violations are separate cases.
 - No user fees - Add as many users as you’d like
- **Option 2: Per User Pricing Option**
 - Ongoing cost is \$25 per month per user
 - A “user” is defined as a distinct individual with access to defenderData
 - No limit to cases
- System carries a \$50 per month minimum per firm under either pricing option

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Phone: 866-387-6260

**MMRMA LIABILITY QUOTE/UTILITIES/SEWER/WATER BASED
ON PAO**

Nicole Frost

From: Craig Manser <craigm@ibexagency.com>
Sent: Thursday, February 08, 2018 3:27 PM
To: 'Nicole Frost'
Cc: Chelsea O'Malley
Subject: [SPAM] RE: Isabella County Request

Importance: Low

Hi Nicole,

So here's what I can tell you. Since the prosecuting attorneys office is part of the main County building, it would be impossible to break out that office space from the overall county building. But if we use my knowledge of building values, which may be sketchy, and use a value of \$200 a sq. ft., then we could use a value of \$882,000. If we compare that to the overall building coverage for the County of \$55,045,772 and a premium for property of \$53,850, I would use a price for the new building of just about \$800 annually. Please keep in mind that contents of a building that size would need to be added to this and it would be done the exact same way since we rate contents the same as buildings.

The personnel issue is definitely a different story. We don't have any numbers for charges related to personnel on a per person basis, the only thing we would have is pricing using budgetary expenditures. For General Liability, the MMRMA uses a budget of \$33,772,250 with an associated premium of \$25,376. Another line item that would need to be contemplated would be Public Official Liability, which covers other various coverages and is also charged by budget. Using the same budget number, the annual premium is \$43,777. So if you can come up with an estimated cost of adding these 13 employees, we could use a cost factor of roughly \$2 per \$1000 of budget. Am I making any sense at all? LOL!

I hope this helps somewhat in trying to calculate an approximate cost to add this department. Please let me know if you have any other questions or if you would like further clarification on this.

Have a great day and we'll talk soon!

Craig

From: Nicole Frost [mailto:nfrost@isabellacounty.org]
Sent: Thursday, February 08, 2018 12:57 PM
To: Craig Manser
Subject: RE: Isabella County Request

Hi Craig,

The hypothetical is that this would be a new 4,411 ft² building. We are using that square footage because the County has been told to mimic the current Prosecuting Attorney's Office (which I have a schematic of the County Building at 200 N. Main St. that shows the PA's Office is 4,411 ft²). These would be 13 new employees and a new budgetary department

with a complete array of new line items. None of these employees would be law enforcement officers. We are putting together estimates of all associated costs, so we do not have a total value for what the entire budget increase would be yet.

Another way to approach this is if the current costs of just the Prosecuting Attorney's Office are known, we could duplicate that. Or if the total costs of the County Building at 200 N. Main St. are known, we can take 9.56% of that, being the ft² of the current PA's Office.

It is also my understanding that the State accepted an estimate from another County (maybe Allegan?) that stated a simple per employee cost for coverage. If we can extrapolate something like that, I can simply multiply it by 13. I do need to have documentation and a justifiable number, regardless of how it is figured.

If you need any further information, please let me know. I really appreciate your help on this!

Enjoy your day,
Nicole

From: Craig Manser [<mailto:craigm@ibexagency.com>]
Sent: Thursday, February 08, 2018 12:25 PM
To: 'Nicole Frost' <nfrost@isabellacounty.org>
Subject: RE: Isabella County Request

Hi Nicole,

I'm sorry, I had this email done and for some reason it didn't send. I have been on the road so I wanted to get back to my office so I could figure out what happened. Ends up it's totally my fault!! Anyway....

Margaret did mentioned to me that you would be starting, I just wasn't sure when....but welcome back to the MMRMA!! The premium charge for something like this would depend on the value of the building and are these new employees creating a new budgetary item? If so, what's the value of budget increase? Would any of these employees be law enforcement officers? That may be a stretch but you never know with courts.

If I can get estimates on these figures, I would be able to give you a very rough estimate of what the increase in premium would be.

Have a great day and let me know if you have some of this information and I'll get right on it. Talk to you soon.

Craig

From: Nicole Frost [<mailto:nfrost@isabellacounty.org>]
Sent: Tuesday, February 06, 2018 11:52 AM
To: Craig Manser
Subject: Isabella County Request

Hi Craig!

I am not sure if Margaret informed you that I came onboard here in Isabella County in December.....but I'm here! I am so glad to be back with an organization that is a member of MMRMA and looking forward to continuing to work with you!

Margaret is currently on vacation, and I am reaching out to you on her behalf. A request for information has come to us this morning from a Commissioner/Committee in regards to information they are putting together for a funding request.

We need to know the cost of additional property and liability insurance for a new 4,411 ft² building with 13 employees. This hypothetical office would house a Public Defender's Office.

Please let me know your thoughts.

Thank you and enjoy your day,
Nicole

Nicole F. Frost

Isabella County

Deputy Administrator/Controller

Office: (989) 317-4055

Cell: (989) 423-6741



So here's what I can tell you. Since the prosecuting attorneys office is part of the main County building, it would be impossible to break out that office space from the overall county building. But if we use my knowledge of building values, which may be sketchy, and use a value of \$200 a sq. ft., then we could use a value of \$882,000. If we compare that to the overall building coverage for the County of \$55,045,772 and a premium for property of \$53,850, I would use a price for the new building of just about \$800 annually. Please keep in mind that contents of a building that size would need to be added to this and it would be done the exact same way since we rate contents the same as buildings.

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$$\$200/\text{ft}^2$$

$$4,411 \text{ ft}^2 \times \$200/\text{ft}^2 = \$882,200$$

$$\frac{\$53,850 \text{ property premium}}{\$55,045,772 \text{ property value}}$$

$$= .000978$$

$$\times \$882,200 \text{ prop. value} = \$862.79$$

So here's what I can tell you. Since the prosecuting attorneys office is part of the main County building, it would be impossible to break out that office space from the overall county building. But if we use my knowledge of building values, which may be sketchy, and use a value of \$200 a sq. ft., then we could use a value of \$882,000. If we compare that to the overall building coverage for the County of \$55,045,772 and a premium for property of \$53,850, I would use a price for the new building of just about \$800 annually. Please keep in mind that contents of a building that size would need to be added to this and it would be done the exact same way since we rate contents the same as buildings.

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$$\frac{\text{Gen Liab. } \$25,376 \text{ premium}}{33,772,250 \text{ Budget}} = .00075$$

$$\text{FY 17/18 } \cancel{\$500} \text{ 229 Budget: } \$1,254,041$$

$$\frac{\text{Public Official Liab.}}{\text{Liab.}} \cdot .00075 = \$940.55$$

$$\begin{aligned} \text{TOTAL PA WAGES} &= \$690,224 / 1000 \approx 690.32 \\ &\times 2 = \\ & \$1,380.65 \end{aligned}$$

GL NUMBER	DESCRIPTION	2017-18 ADOPTED BUDGET
Dept 229 - PROSECUTING ATTORNEY		
101-229-703.000	SALARIES & WAGES-SUPERVIS	105,463
101-229-704.000	SALARIES & WAGES-REGULAR	557,831
101-229-706.000	SALARIES & WAGES-PART TIME	27,030
101-229-715.000	FICA-EMPLOYER EXPENSE	52,377
101-229-716.000	HEALTH INSURANCE	206,000
101-229-716.001	CASH IN LIEU-HEALTH INS	5,200
101-229-716.021	DISIBILITY INS	6,068
101-229-717.000	LIFE INSURANCE	1,010
101-229-718.000	RETIREMENT EXPENSE	23,460
101-229-718.001	DB RETIREMENT EXPENSE	206,700
101-229-719.000	WORKERS COMPENSATION INS	2,652
101-229-726.000	OFFICE SUPPLIES	4,000
101-229-726.001	COMPUTER SUPPLIES	2,200
101-229-728.000	PRINTING & BINDING	3,700
101-229-729.000	POSTAGE	1,200
101-229-730.000	BOOKS	12,000
101-229-802.001	PROFESSIONAL SERVICES	2,500
101-229-803.000	DUES & SUBSCRIPTIONS	3,200
101-229-805.000	WITNESS FEES	3,000
101-229-805.001	WITNESS FEES-PROFESSIONAL	4,000
101-229-835.000	MEDICAL INVESTIGATION	300
101-229-850.000	TELEPHONE	2,600
101-229-850.001	LONG DISTANCE	1,000
101-229-850.002	CELL PHONES/PAGERS	1,000
101-229-851.000	COPY MACHINE COSTS	750
101-229-852.000	FAX MACHINE	120
101-229-861.000	PERSONAL CAR MILEAGE	1,000
101-229-862.000	EXTRADITION FEES	4,000
101-229-865.000	MEALS & LODGING	1,800
101-229-931.000	EQUIPMENT REPAIR & MAINT	10,500
101-229-956.001	MISC-CRIME VICTIMS-PAAM	400
101-229-957.000	EDUCATION & SEMINARS	500
101-229-978.000	NEW EQUIPMENT	500
Totals for dept 229 - PROSECUTING ATTORNEY		1,254,061

2017
200 N. MAIN ST.

CONSUMERS
-ELECTRIC

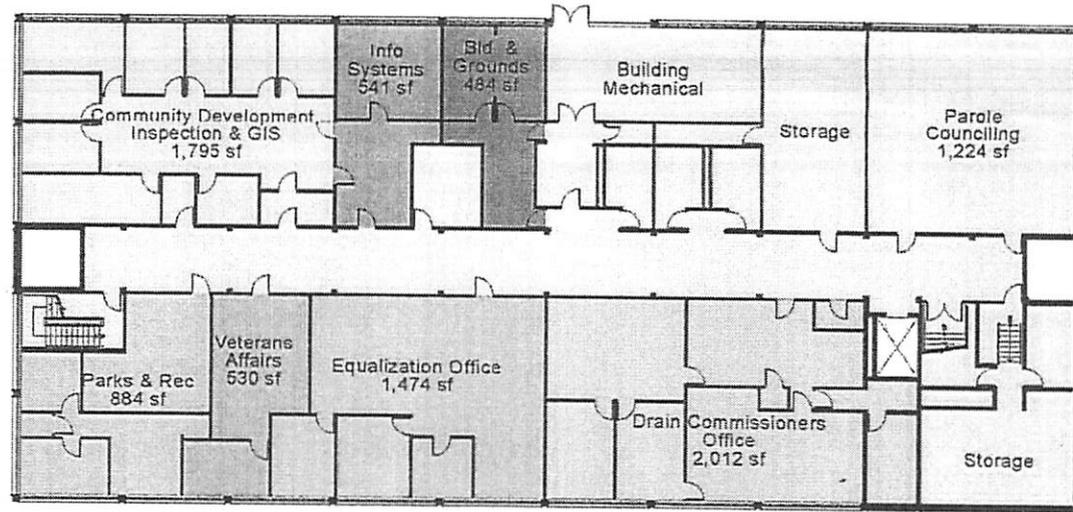
DTE
- NATURAL GAS

CITY OF MT. PLEASANT
- WATER/SEWER

- SPRINKLER 1
- SPRINKLER 2

	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL:	PA OFFICE 9.60%
CONSUMERS -ELECTRIC	\$5,692.38	\$5,579.32	\$5,308.25	\$5,764.18	\$5,465.13	\$7,383.46	\$7,651.70	\$7,666.03	\$6,164.20	\$6,341.27	\$4,940.24	\$4,127.55	\$72,083.71	\$ 6,920.04
DTE - NATURAL GAS	\$3,920.45	\$2,933.79	\$2,775.35	\$2,390.96	\$ 991.95	\$ 65.97	\$ 47.17	\$ 45.23	\$ 36.05	\$ 268.02	\$2,547.65	\$2,780.92	\$18,803.51	\$ 1,805.14
CITY OF MT. PLEASANT - WATER/SEWER	\$ 198.58	\$ 218.35	\$ 238.13	\$ 238.13	\$ -	\$ 231.70	\$ 178.80	\$ -	\$ 198.58	\$ 228.24	\$ 214.04	\$ 252.07	\$ 2,166.62	\$ 210.88
- SPRINKLER 1	\$ 20.17	\$ 20.17	\$ 20.17	\$ 20.17	\$ -	\$ 79.51	\$ 85.62	\$ 116.57	\$ 56.53	\$ 61.38	\$ 28.28	\$ 25.21	\$ 533.78	\$ 51.24
- SPRINKLER 2	\$ 20.17	\$ 20.17	\$ 20.17	\$ 20.17	\$ -	\$ -	\$ -	\$ 118.99	\$ 58.96	\$ 61.38	\$ 28.28	\$ 25.21	\$ 373.50	\$ 35.86
GRAND TOTAL:													\$ 9,023.15	

Administration Building Existing Floor Plan – Level 1

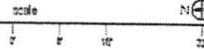


Level 1 GSF: 15,270 sf

- Drain Commissioners Office
- Parks & Recreation
- Community Development, Inspection & GIS
- Equalization Office
- Buildings & Grounds
- Veterans Affairs
- Information Systems



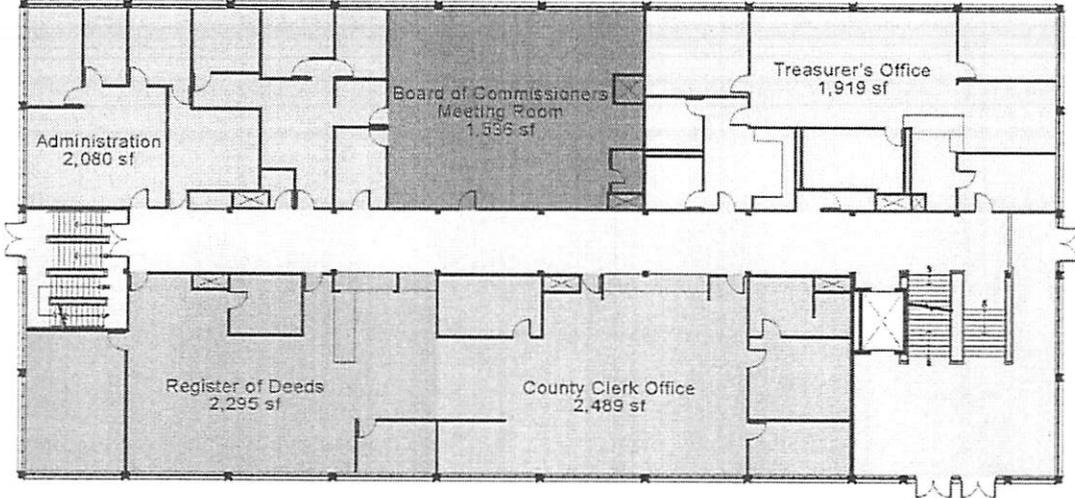
Administration Building
Level 1 | existing plan



2015.0217 15 August 2016

Isabella County

Administration Building Existing Floor Plan – Level 2



Level 2 GSF: 15,270 sf

- Administration
- County Clerk Office
- Treasurer's Office
- Board of Commissioners Meeting Room
- Register of Deeds



Administration Building
Level 2 | existing plan



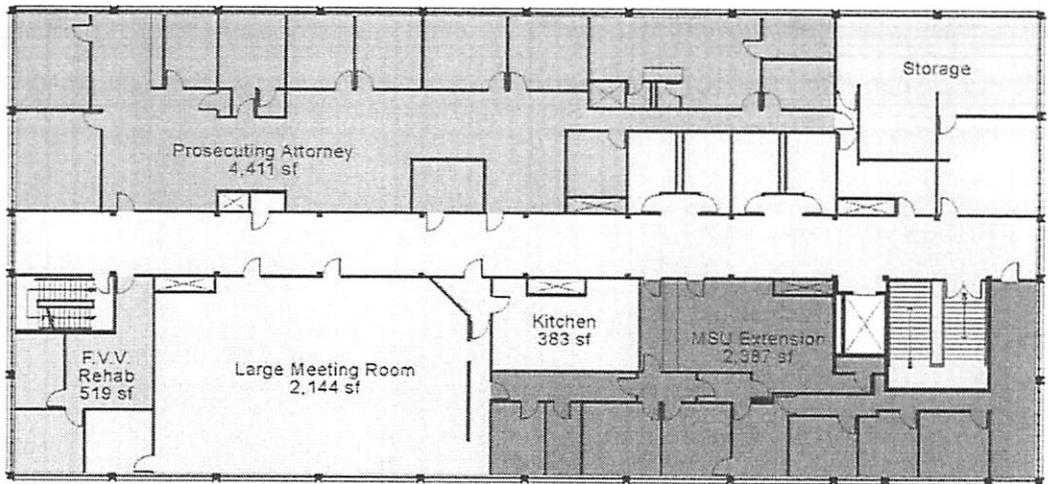
26151217 15 August 2016
Isabella County

Administration Building Existing Floor Plan – Level 3

PA OFFICE:
4,411 ft²

TOTAL ft²:
45,810

= 9.6%

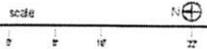


Level 3 GSF: 15,270 sf

- Federal Veterans Vocational Rehabilitation
- Prosecuting Attorney
- Michigan State University Extension



Administration Building
Level 3 | existing plan



20161217 15 August 2018
Isabella County

Consumers Energy

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Hearing/speech impaired: Call 7-1-1

386

Service Address:
200 N MAIN ST; MOUNT PLEASANT MI
48858-2390
Account: **1000 0013 0417**

Account Information

Bill Month: January
Service dates: 12/20/2016 - 01/18/2017
Days Billed: 30
Portion: 13 01/17

Rate Information

Elec Gen Sec Rate GSD Com
Rate: 1120
Billing Demand: 161.0
Historical Max kW: 269.0
Power Factor: 0.77
60% June Thru Sept

Meter Information

Your next scheduled meter read
date is on or around 02/16/2017

Electric Service:

Standard Meter
Meter Number: 8208046
POD Number: 0000003562983
Beginning Read Date: 12-20
Ending Read Date: 01-18
Beginning Read: 19960
Ending Read: 20164 (Actual)
Differential: 204
Constant: 200
Usage: 40800 kWh

Total Metered Energy Use: 40800 kWh

January Energy Bill

Invoice: 206077095275

Account Summary

Last Month's Account Balance \$5,836.91
Payment on January 06, 2017 \$5,836.91-
Balance Forward \$0.00

Payments applied after Jan 19, 2017 are not included.

Electric Charges

Power Supply Capacity kW	161@ 8.000000	\$1,288.00
Energy	40800@ 0.065996	\$2,692.64
PSCR	40800@ 0.001050	\$42.84
System Access		\$30.00
Delivery Capacity kW	161@ 1.150000	\$185.15
Distribution	40800@ 0.029848	\$1,217.80
Energy Efficiency		\$55.39
Electric Interim Surch U-17990	40800@ 0.005255	\$214.40
Power Plant Securitization	40800@ 0.001247	\$50.88
Low-Income Assist Fund		<u>\$0.96</u>

Total Electric \$5,692.38

Total Energy Charges \$5,692.38

Amount Due: \$5,692.38
by February 10, 2017

If you pay after the due date, a 2% late payment charge
will be added to your next bill.

Please make any inquiry or complaint about this bill before the due date listed on the front.
Visit ConsumersEnergy.com/aboutmybill for details about the above charges.

101.265.920.011

NEWS AND INFORMATION

Please see the insert for details on available rate options and the environmental characteristics of electricity delivered to customers.

ALERT - Beware of phone and email scams regarding utility payments: Consumers Energy never demands

payment using only a prepaid card. Many options at www.ConsumersEnergy.com/waystopay.

Understanding Your Electric Bill: Power supply charges include electric generation and transmission costs based on the amount of kilowatt-hours (kWh) used. Different rates are charged depending on the time of year and the amount of

energy used. Consumers Energy does not make a profit on the cost of fuel or purchased power.

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Service Address:
200 N MAIN ST; MOUNT PLEASANT MI
48858-2390
Account: **1000 0013 0417**

Account Information

Bill Month: February
Service dates: 01/19/2017 - 02/16/2017
Days Billed: 29
Portion: 13 02/17

386

February Energy Bill

Invoice: 206877845518

Rate Information

Elec Gen Sec Rate GSD Com
Rate: 1120
Billing Demand: 161.0
Historical Max kW: 269.0
Power Factor: 0.79
60% June Thru Sept

Meter Information

Your next scheduled meter read
date is on or around 03/16/2017

Electric Service:

Standard Meter
Meter Number: 8208046
POD Number: 0000003562983
Beginning Read Date: 01-19
Ending Read Date: 02-16
Beginning Read: 20164
Ending Read: 20361 (Actual)
Differential: 197
Constant: 200
Usage: 39400 kWh

Total Metered Energy Use: 39400 kWh

Account Summary

Last Month's Account Balance	\$5,692.38
Payment on January 31, 2017	\$5,692.38
Balance Forward	\$0.00

Payments applied after Feb 16, 2017 are not included.

Electric Charges

Power Supply Capacity kW	161@ 8.000000	\$1,288.00
Energy	39400@ 0.065996	\$2,600.24
PSCR	39400@ 0.000320-	\$12.61-
System Access		\$30.00
Delivery Capacity kW	161@ 1.150000	\$185.15
Distribution	39400@ 0.029848	\$1,176.01
Energy Efficiency		\$55.39
Electric Interim Surch U-17990	39400@ 0.005255	\$207.05
Power Plant Securitization	39400@ 0.001247	\$49.13
Low-Income Assist Fund		<u>\$0.96</u>

Total Electric \$5,579.32

Total Energy Charges \$5,579.32

Amount Due: \$5,579.32
by March 10, 2017

If you pay after the due date, a 2% late payment charge will be added to your next bill.

Please make any inquiry or complaint about this bill before the due date listed on the front.
Visit ConsumersEnergy.com/aboutmybill for details about the above charges.

101.265.920.011

REVIEWED
Isabella
County Clerk

APPROVED FOR PAYMENT
ADMIN.

NEWS AND INFORMATION

ALERT - Beware of phone and email scams regarding utility payments: Consumers Energy never demands payment using only a prepaid card. Many options at www.ConsumersEnergy.com/waystopay.

Understanding Your Electric Bill: Power supply charges include electric generation and transmission costs based on the amount of kilowatt-hours (kWh) used. Different rates are charged depending on the time of year and the amount of energy used. Consumers Energy does not make a profit on

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386

Service Address:
200 N MAIN ST; MOUNT PLEASANT MI
48858-2390
Account: **1000 0013 0417**

Account Information

Bill Month: March
Service dates: 02/17/2017 - 03/17/2017
Days Billed: 29
Portion: 13 03/17

Rate Information

Elec Gen Sec Rate GSD Com
Rate: 1120
Billing Demand: 161.0
Historical Max kW: 269.0
Power Factor: 0.79
60% June Thru Sept

Meter Information

Your next scheduled meter read
date is on or around 04/17/2017

Electric Service:

Standard Meter
Meter Number: 8208046
POD Number: 0000003562983
Beginning Read Date: 02-17
Ending Read Date: 03-17
Beginning Read: 20361
Ending Read: 20549 (Actual)
Differential: 188
Constant: 200
Usage: 37600 kWh

Total Metered Energy Use: 37600 kWh

March Energy Bill

Invoice: 207144397736

Account Summary

Last Month's Account Balance \$5,579.32
Payment on February 27, 2017 ~~\$5,579.32~~
Balance Forward \$0.00

Payments applied after Mar 17, 2017 are not included.

Electric Charges

Power Supply Capacity kW	161@ 8.000000	\$1,288.00
Energy	23200@ 0.065996	\$1,531.11
Energy	14400@ 0.065743	\$946.70
PSCR	37600@ 0.000610-	\$22.94-
System Access		\$30.00
Delivery Capacity kW	161@ 1.150000	\$185.15
Distribution	23200@ 0.029848	\$692.47
Distribution	14400@ 0.030042	\$432.60
Energy Efficiency		\$55.39
Electric Interim Surch U-17990	23200@ 0.005255	\$121.92
Power Plant Securitization	37600@ 0.001247	\$46.89
Low-Income Assist Fund		\$0.96

Total Electric \$5,308.25

Total Energy Charges \$5,308.25

Amount Due:
by April 10, 2017

If you pay after the due date, a 2% late payment charge
will be added to your next bill.

REVIEWED
Isabella
County Clerk

Please make any inquiry or complaint about this bill before the due date listed on the front.
Visit ConsumersEnergy.com/aboutmybill for details about the above charges.

101.265.920.011

APPROVED FOR PAYMENT

Many options on other side and at
www.consumersenergy.com/waysstopay

Consumers Energy never demands payment
using only a prepaid card.

Stay 25 feet away. Call from
a safe location.
If you smell natural gas,
If the "rotten egg" odor of
gas is apparent, call from a
safe location.



Need to talk to us? Visit ConsumersEnergy.com
or call **800-805-0490**
Hearing/speech impaired: Call 7-1-1

386

Service Address:
200 N MAIN ST; MOUNT PLEASANT MI
48858-2390
Account: **1000 0013 0417**

Account Information

Bill Month: April
Service dates: 03/18/2017 - 04/18/2017
Days Billed: 32
Portion: 13 04/17

Rate Information

Elec Gen Sec Rate GSD Com
Rate: 1120
Billing Demand: 185.0
Historical Max kW: 269.0
Power Factor: 0.79

Meter Information

Your next scheduled meter read
date is on or around 05/16/2017

Electric Service:

Standard Meter
Meter Number: 8208046
POD Number: 0000003562983
Beginning Read Date: 03-18
Ending Read Date: 04-18
Beginning Read: 20549
Ending Read: 20758 (Actual)
Differential: 209
Constant: 200
Usage: 41800 kWh

Total Metered Energy Use: 41800 kWh



April Energy Bill

Invoice: 206611012850

Account Summary

Last Month's Account Balance \$5,308.25
Payment on April 05, 2017 \$5,308.25-

Balance Forward \$0.00

Payments applied after Apr 18, 2017 are not included.

Electric Charges

Power Supply Capacity kW	185@ 8.000000	\$1,480.00
Energy	41800@ 0.065743	\$2,748.06
PSCR	41800@ 0.001950-	\$81.51-
System Access		\$30.00
Delivery Capacity kW	185@ 1.150000	\$212.75
Distribution	41800@ 0.030042	\$1,255.76
Energy Efficiency		\$55.39
Power Plant Securitization	41800@ 0.001247	\$52.12
Power Factor Adjustment		\$10.65
Low-Income Assist Fund		\$0.96

Total Electric \$5,764.18

Total Energy Charges \$5,764.18

Amount Due: \$5,764.18
by May 10, 2017

If you pay after the due date, a 2% late payment charge
will be added to your next bill.

Please make any inquiry or complaint about this bill before the due date listed on the front.
Visit ConsumersEnergy.com/aboutmybill for details about the above charges.

101.265.920.011

**APPROVED FOR PAYMENT
ADMIN.**

NEWS AND INFORMATION

We have filed a request with the Michigan Public Service
Commission in Case U-18322 to adjust electric rates. This will
help make improvements to enhance reliability, customer

service and benefit the environment. A copy of our filing and
explanation of proposed changes may be viewed at our
offices and <http://efile.mpsc.state.mi.us/efile>.

Questions about your bill? Get an explanation of charges
and learn more at www.ConsumersEnergy.com/business.

Consumers Energy

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or call **855-477-9027**
Hearing/speech impaired: Call 7-1-1

Service Address:

200 N MAIN ST; MOUNT PLEASANT MI
48858-2390
Account: **1000 0013 0417**

Account Information

Bill Month: May
Service dates: 04/19/2017 - 05/16/2017
Days Billed: 28
Portion: 13 05/17

386

May Energy Bill

Invoice: **206522046233**

Rate Information

Elec Gen Sec Rate GSD Com
Rate: 1120
Billing Demand: 181.0
Historical Max kW: 269.0
Power Factor: 0.80

Meter Information

Your next scheduled meter read date is on or around 06/15/2017

Account Summary

Last Month's Account Balance \$5,764.18
Payment on May 03, 2017 \$5,764.18-
Balance Forward \$0.00

Payments applied after May 17, 2017 are not included.

Electric Charges

Power Supply Capacity kW	181@ 8.000000	\$1,448.00
Energy	39000@ 0.065743	\$2,563.98
PSCR	39000@ 0.001580-	\$61.62-
System Access		\$30.00
Delivery Capacity kW	181@ 1.150000	\$208.15
Distribution	39000@ 0.030042	\$1,171.64
Energy Efficiency		\$55.39
Power Plant Securitization	39000@ 0.001247	\$48.63
Low-Income Assist Fund		<u>\$0.96</u>

Total Electric \$5,465.13

Total Energy Charges \$5,465.13

Amount Due: \$5,465.13

by June 08, 2017

If you pay after the due date, a 2% late payment charge will be added to your next bill.

Please make any inquiry or complaint about this bill before the due date listed on the front. Visit ConsumersEnergy.com/aboutmybill for details about the above charges.

101.265.920.011

**APPROVED FOR PAYMENT
ADMIN.**

Refer to job order

NEWS AND INFORMATION

ALERT - Beware of phone and email scams regarding utility payments: Consumers Energy never demands payment using only a prepaid card. Many options at www.ConsumersEnergy.com/waystopay.

Understanding Your Electric Bill: Power supply charges include electric generation and transmission costs based on the amount of kilowatt-hours (kWh) used. Different rates are charged depending on the time of year and the amount of energy used. Consumers Energy does not make a profit on

the cost of fuel or purchased power. More at www.ConsumersEnergy.com/business.

Questions about your bill? Get an explanation of charges and learn more at www.ConsumersEnergy.com/business.



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or call **800-805-0490**
Hearing/speech impaired: Call 7-1-1

Service Address:
200 N MAIN ST; MOUNT PLEASANT MI
48858-2390
Account: **1000 0013 0417**

Account Information

Bill Month: June
Service dates: 05/17/2017 - 06/16/2017
Days Billed: 31
Portion: 13 06/17

Rate Information

Elec Gen Sec Rate GSD Com
Rate: 1120
Billing Demand: 202.0
Historical Max kW: 269.0
Power Factor: 0.80

Meter Information

Your next scheduled meter read
date is on or around 07/17/2017

Electric Service:

Standard Meter
Meter Number: 8208046
POD Number: 0000003562983
Beginning Read Date: 05-17
Ending Read Date: 06-16
Beginning Read: 20953
Ending Read: 21210 (Actual)
Differential: 257
Constant: 200
Usage: 51400 kWh

Total Metered Energy Use: 51400 kWh

June Energy Bill

Invoice: 207055803741

Account Summary

Last Month's Account Balance \$5,465.13
Payment on June 01, 2017 \$5,465.13-
Balance Forward \$0.00

Payments applied after Jun 16, 2017 are not included.

Electric Charges

Power Supply Capacity kW	202@10.000000	\$2,020.00
Energy	51400@ 0.067209	\$3,454.54
PSCR	51400@ 0.000350-	\$17.99-
System Access		\$30.00
Delivery Capacity kW	202@ 1.150000	\$232.30
Distribution	51400@ 0.030042	\$1,544.16
Energy Efficiency		\$55.39
Power Plant Securitization	51400@ 0.001247	\$64.10
Low-Income Assist Fund		<u>\$0.96</u>

Total Electric \$7,383.46

Total Energy Charges \$7,383.46

Amount Due: \$7,383.46

by July 10, 2017

If you pay after the due date, a 2% late payment charge
will be added to your next bill.

Please make any inquiry or complaint about this bill before the due date listed on the front.
Visit ConsumersEnergy.com/aboutmybill for details about the above charges.

**APPROVED FOR PAYMENT
ADMIN.**

NEWS AND INFORMATION

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224

Service Address:
200 N MAIN ST; MOUNT PLEASANT MI
48858-2390
Account: **1000 0013 0417**

Account Information

Bill Month: July
Service dates: 06/17/2017 - 07/17/2017
Days Billed: 31
Portion: 13 07/17

Rate Information

Elec Gen SecRate GSD Com
Rate: 1120
Billing Demand: 209.0
Historical Max kW: 269.0
Power Factor: 0.81

Meter Information

Your next scheduled meter read
date is on or around 08/15/2017

Electric Service:

Standard Meter
Meter Number: 8208046
POD Number: 0000003562983
Beginning Read Date: 06-17
Ending Read Date: 07-17
Beginning Read: 21210
Ending Read: 21478 (Actual)
Differential: 268
Constant: 200
Usage: 53600 kWh

Total Metered Energy Use: 53600 kWh

July Energy Bill

Invoice: 207055838132

Account Summary

Last Month's Account Balance	\$7,383.46
Payment on July 05, 2017	\$7,383.46
Balance Forward	\$0.00

Payments applied after Jul 18, 2017 are not included.

Electric Charges

Power Supply Capacity kW	209@10.00000	\$2,090.00
Energy	53600@ 0.067209	\$3,602.40
PSCR	53600@ 0.000830-	\$44.49-
System Access		\$30.00
Delivery Capacity kW	209@ 1.150000	\$240.35
Distribution	53600@ 0.030042	\$1,610.25
Energy Efficiency		\$55.39
Power Plant Securitization	53600@ 0.001247	\$66.84
Low-Income Assist Fund		\$0.96

Total Electric \$7,651.70

Total Energy Charges \$7,651.70

Amount Due:

by August 09, 2017

\$7,651.70

If you pay after the due date, a 2% late payment charge will be added to your next bill.

REVIEWED
Isabella
Billing Clerk

Please make any inquiry or complaint about this bill before the due date listed on the front.
Visit ConsumersEnergy.com/aboutmybill for details about the above charges.

101.265920.031

NEWS AND INFORMATION

Please see the insert for details on available rate options and the environmental characteristics of electricity delivered to customers.

www.ConsumersEnergy.com/waystopay.

www.ConsumersEnergy.com/business.

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or call **800-805-0490**
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Service Address:
200 N MAIN ST; MOUNT PLEASANT MI
48858-2390
Account: **1000 0013 0417**

Account Information

Bill Month: August
Service dates: 07/18/2017 - 08/15/2017
Days Billed: 29
Portion: 13 08/17

Rate Information

Elec Gen Sec Rate GSD Com
Rate: 1120
Billing Demand: 211.0
Historical Max kW: 233.0
Power Factor: 0.81

Meter Information

Your next scheduled meter read
date is on or around 09/14/2017

Electric Service:

Standard Meter
Meter Number: 8208046
POD Number: 0000003562983
Beginning Read Date: 07-18
Ending Read Date: 08-15
Beginning Read: 21478
Ending Read: 21749 (Actual)
Differential: 271
Constant: 200
Usage: 54200 kWh

Total Metered Energy Use: 54200 kWh

August Energy Bill

Invoice: 204208554770

Account Summary	
Last Month's Account Balance	\$7,651.70
Payment on August 09, 2017	\$7,651.70
Balance Forward	\$0.00

Payments applied after Aug 16, 2017 are not included.

Electric Charges

Power Supply Capacity kW	211@ 10.000000	\$2,110.00
Energy	54200@ 0.067209	\$3,642.73
PSCR	54200@ 0.002560	\$138.75
System Access		\$30.00
Delivery Capacity kW	211@ 1.150000	\$242.65
Distribution	54200@ 0.030042	\$1,628.28
Energy Efficiency		\$85.82
Power Plant Securitization	54200@ 0.001187	\$64.34
Low-Income Assist Fund		\$0.96
Total Electric		\$7,666.03

Total Energy Charges \$7,666.03

Amount Due:	\$7,666.03
by September 07, 2017	
If you pay after the due date, a 2% late payment charge will be added to your next bill.	

Please make any inquiry or complaint about this bill before the due date listed on the front.
Visit ConsumersEnergy.com/aboutmybill for details about the above charges.

NEWS AND INFORMATION

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Questions about your bill? Get an explanation of charges and learn more at www.ConsumersEnergy.com/business.

Account: 1000 0013 0417



Questions:
Visit: ConsumersEnergy.com
Call us: 800-805-0490

Amount Due: **\$7,666.03**
Please pay by: **September 07, 2017**

BUILDING ADMINISTRATION
ISABELLA COUNTY
200 N MAIN ST
MOUNT PLEASANT MI 48858-2390

▶ **Thank You** - We received your last payment of \$7,651.70 on August 09, 2017

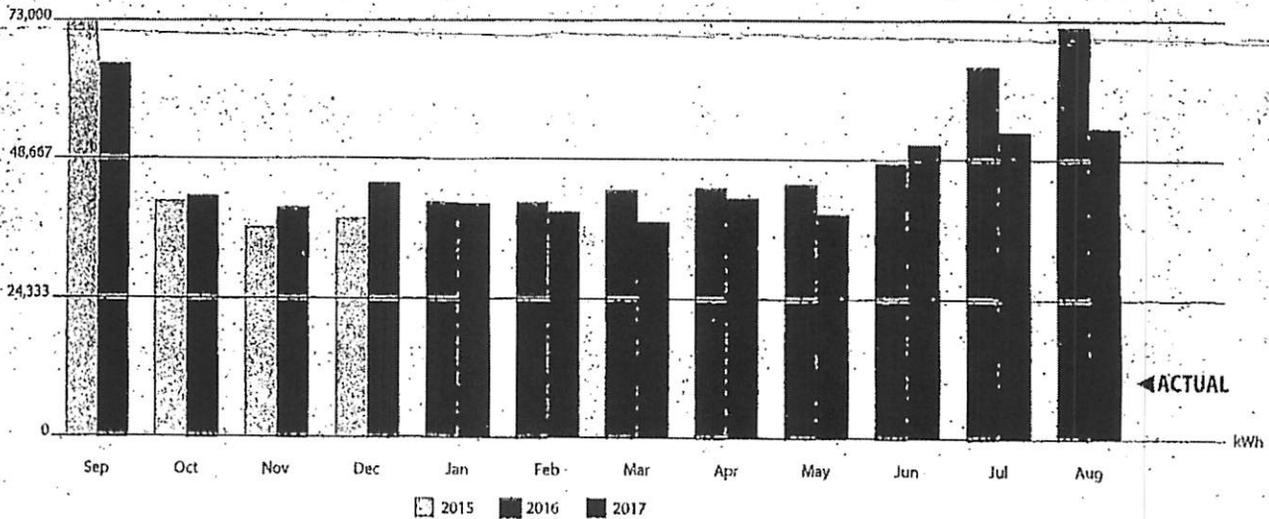
▶ **Service Address:** 101-265-920 01
200 N MAIN ST
MOUNT PLEASANT MI
48858-2390



August Energy Bill

Service dates: July 18, 2017 - August 15, 2017 (29 days)

Total Electric Use (kWh - kilowatt-hour)



August Electric Use

54,200 kWh
August 2016 use: 71,800 kWh

Cost per day:

\$264.35

kWh per day:

1,869

Prior 12 months electric use:

549,600 kWh

STAY SAFE: Call 9-1-1 and 800-477-5050.
We'll respond day or night.



Downed power lines.
Stay 25 feet away. Call from a safe location.



If you smell natural gas.
If the "rotten egg" odor of gas is apparent, call from a safe location.



Explore Energy Efficiency Solutions for Your Business

Discover the many ways your business can save, or tell us a little about your business to find the solutions best suited to you.

Get started

www.ConsumersEnergy.com/startsaving



Fold, detach and mail this portion with your check made payable to Consumers Energy. Please write your account number on your check.

You can pay your bill by mail, by phone or online



Need to talk to us? Visit ConsumersEnergy.com
or call 800-805-0490
Hearing/speech impaired: Call 7-1-1

Service Address:
200 N MAIN ST; MOUNT PLEASANT MI
48858-2390
Account: 1000 0013 0417

Account Information

Bill Month: September
Service dates: 08/16/2017 - 09/13/2017
Days Billed: 29
Portion: 13 09/17

Rate Information

Elec Gen Sec Rate GSD Com
Rate: 1120
Billing Demand: 196.0
Historical Max kW: 211.0
Power Factor: 0.81

Meter Information

Your next scheduled meter read
date is on or around 10/13/2017

Electric Service:

Standard Meter
Meter Number: 8208046
POD Number: 0000003562983
Beginning Read Date: 08-16
Ending Read Date: 09-13
Beginning Read: 21749
Ending Read: 21953 (Actual)
Differential: 204
Constant: 200
Usage: 40800 kWh

Total Metered Energy Use: 40800 kWh

September Energy Bill

Invoice: 203674654793

Account Summary	
Last Month's Account Balance	\$7,666.03
Payment on September 09, 2017	\$7,666.03
Balance Forward	\$0.00

Payments applied after Sep. 15, 2017 are not included.

Electric Charges

Power Supply Capacity kW	196@ 10.000000	\$1,960.00
Energy	40800@ 0.067209	\$2,742.13
PSCR	40800@ 0.003780	\$154.22
System Access		\$30.00
Delivery Capacity kW	196@ 1.150000	\$225.40
Distribution	40800@ 0.030042	\$1,225.71
Energy Efficiency		\$85.82
Power Plant Securitization	40800@ 0.001187	\$48.43
Low-Income Assist Fund		\$0.93

Total Electric \$6,164.20

Total Energy Charges \$6,164.20

Amount Due:	\$6,164.20
by October 09, 2017	

If you pay after the due date, a 2% late payment charge will be added to your next bill.

Please make any inquiry or complaint about this bill before the due date listed on the front.
Visit ConsumersEnergy.com/aboutmybill for details about the above charges.

NEWS AND INFORMATION

ALERT - Beware of phone and email scams regarding utility payments: Consumers Energy never demands payment using only a prepaid card. Many options at www.ConsumersEnergy.com/waystopay.

Understanding Your Electric Bill: Power supply charges include electric generation and transmission costs based on the amount of kilowatt-hours (kWh) used. Different rates are charged depending on the time of year and the amount of energy used. Consumers Energy does not make a profit on

the cost of fuel or purchased power. More at www.ConsumersEnergy.com/business.

Questions about your bill? Get an explanation of charges and learn more at www.ConsumersEnergy.com/business.

Account: 1000 0013 0417



Questions:
Visit: ConsumersEnergy.com
Call us: 800-805-0490

Amount Due: \$6,164.20
Please pay by: October 09, 2017

BUILDING ADMINISTRATION
ISABELLA COUNTY
200 N MAIN ST
MOUNT PLEASANT MI 48858-2390

▶ **Thank You** - We received your last payment of \$7,666.03 on **September 05, 2017**

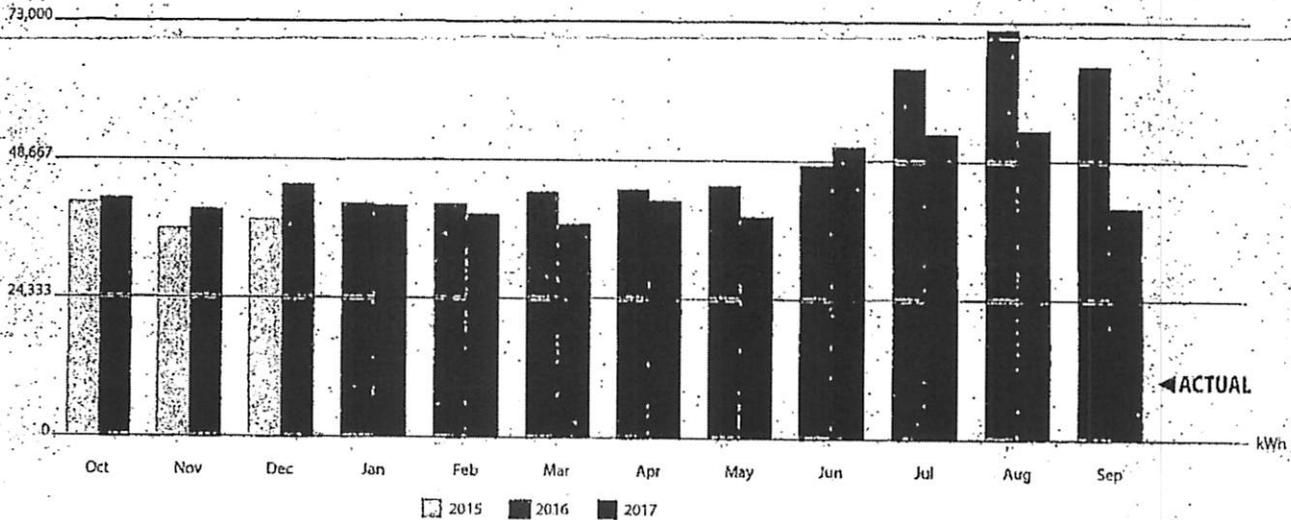
▶ **Service Address:**
200 N MAIN ST
MOUNT PLEASANT MI
48858-2390



September Energy Bill

Service dates: August 16, 2017 - September 13, 2017 (29 days)

Total Electric Use (kWh - kilowatt-hour)



September Electric Use

40,800 kWh
September 2016 use: 65,400 kWh

Cost per day:
\$212.56

kWh per day:
1,407

Prior 12 months electric use:
525,000 kWh

STAY SAFE: Call 9-1-1 and 800-477-5050. We'll respond day or night.



Downed power lines. Stay 25 feet away. Call from a safe location.



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or call 800-805-0490
Hearing/speech impaired: Call 7-1-1

Service Address:
200 N MAIN ST; MOUNT PLEASANT MI
48858-2390
Account: 1000 0013 0417

Account Information

Bill Month: October
Service dates: 09/14/2017 - 10/13/2017
Days Billed: 30
Portion: 13 10/17

Rate Information

Elec Gen Sec Rate GSD Com
Rate: 1120
Billing Demand: 212.0
Historical Max kW: 212.0
Power Factor: 0.81

Meter Information

Your next scheduled meter read
date is on or around 11/13/2017

Electric Service:

Standard Meter
Meter Number: 8208046
POD Number: 0000003562983
Beginning Read Date: 09-14
Ending Read Date: 10-13
Beginning Read: 21953
Ending Read: 22181 (Actual)
Differential: 228
Constant: 200
Usage: 45600 kWh

Total Metered Energy Use: 45600 kWh

October Energy Bill

Invoice: 206077463342

Account Summary	
Last Month's Account Balance	\$6,164.20
Payment on October 04, 2017	\$6,164.20
Balance Forward	\$0.00

Payments applied after Oct 16, 2017 are not included.

Electric Charges

Power Supply Capacity kW	212@ 8.000000	\$1,696.00
Energy	45600@ 0.065743	\$2,997.88
PSCR	45600@ 0.004780	\$217.97
System Access		\$30.00
Delivery Capacity kW	212@ 1.150000	\$243.80
Distribution	45600@ 0.030042	\$1,369.92
Energy Efficiency		\$85.02
Electric Interim Surcharge	19800@ 0.004079	\$80.76
Power Plant Securitization	45600@ 0.001187	\$54.13
Low-income Asslt Fund		\$0.93

Total Electric \$6,341.27

Total Energy Charges \$6,341.27

Amount Due:	\$6,341.27
by November 07, 2017	
If you pay after the due date, a 2% late payment charge will be added to your next bill.	

Please make any inquiry or complaint about this bill before the due date listed on the front.
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NEWS AND INFORMATION

Your bill includes the U-18322 electric self-implementation rate adjustment, which reflects major investments to improve reliability, customer service and benefit the environment. The Michigan Public Service Commission has until March 2018 to make a final ruling. Learn more at <http://efile.mpsc.state.mi.us/efile> and www.ConsumersEnergy.com/ratesblz.

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Account: 1000 0013 0417



Questions:
Visit: ConsumersEnergy.com
Call us: 800-805-0490

Amount Due: \$6,341.27
Please pay by: **November 07, 2017**

**BUILDING ADMINISTRATION
ISABELLA COUNTY
200 N MAIN ST
MOUNT PLEASANT MI 48858-2390**

▶ **Thank You** - We received your last payment of \$6,164.20 on **October 04, 2017**

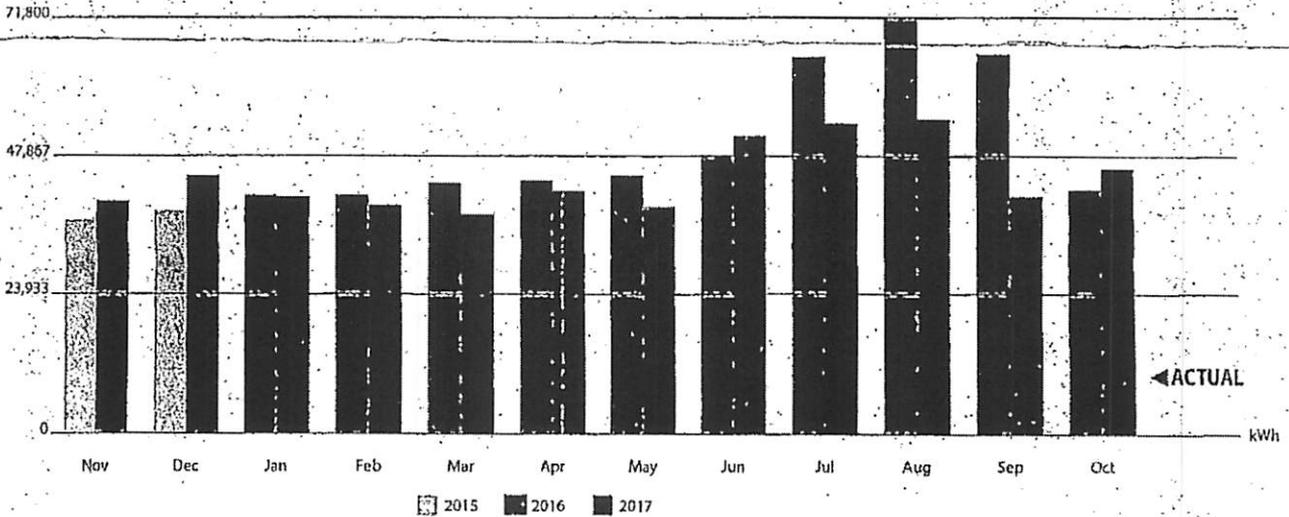
▶ **Service Address:**
200 N MAIN ST
MOUNT PLEASANT MI
48858-2390



October Energy Bill

Service dates: September 14, 2017 - October 13, 2017 (30 days)

Total Electric Use (kWh - kilowatt-hour)



October Electric Use

45,600 kWh
October 2016 use: 42,000 kWh

Cost per day:
\$211.38

kWh per day:
1,520

Prior 12 months electric use:
528,600 kWh

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Hearing/speech impaired: Call 7-1-1

Service Address:
200 N MAIN ST; MOUNT PLEASANT MI
48858-2390
Account: **1000 0013 0417**

Account Information

Bill Month: November
Service dates: 10/14/2017 - 11/10/2017
Days Billed: 28
Portion: 13 11/17

Rate Information

Elec Gen Sec Rate GSD Com
Rate: 1120
Billing Demand: 172.0
Historical Max kW: 212.0
Power Factor: 0.81

Meter Information

Your next scheduled meter read
date is on or around 12/13/2017

Electric Service:

Standard Meter
Meter Number: 8208046
POD Number: 0000003562983
Beginning Read Date: 10-14
Ending Read Date: 11-10
Beginning Read: 22181
Ending Read: 22353 (Actual)
Differential: 172
Constant: 200
Usage: 34400 kWh

Total Metered Energy Use: 34400 kWh

November Energy Bill

Invoice: 206166462141

Account Summary	
Last Month's Account Balance	\$6,341.27
Payment on November 07, 2017	\$6,341.27
Balance Forward	\$0.00
Payments applied after Nov 14, 2017 are not included.	

Electric Charges

Power Supply Capacity kW	172@ 8.000000	\$1,376.00
Energy	34400@ 0.065743	\$2,261.56
PSCR	34400@ 0.006340-	\$218.10-
System Access		\$30.00
Delivery Capacity kW	172@ 1.150000	\$197.80
Distribution	34400@ 0.030042	\$1,033.44
Energy Efficiency		\$85.82
Electric Interim Surcharge	34400@ 0.004079	\$140.32
Power Plant Securitization	34400@ 0.001187	\$40.83
U-12505 Residual Balance Sur.	34400@ 0.000243-	\$8.36-
Low-Income Assist Fund		\$0.93

Total Electric \$4,940.24

Total Energy Charges \$4,940.24

Amount Due:	\$4,940.24
by December 06, 2017	
If you pay after the due date, a 2% late payment charge will be added to your next bill.	

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NEWS AND INFORMATION

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Questions about your bill? Get an explanation of charges and learn more at www.ConsumersEnergy.com/business.

101-265-920-011

Account: 1000 0013 0417

Consumers Energy

Count on Us®

Questions:

Visit: ConsumersEnergy.com

Call us: 800-805-0490

Amount Due:

\$4,940.24

Please pay by:

December 06, 2017

**BUILDING ADMINISTRATION
ISABELLA COUNTY
200 N MAIN ST
MOUNT PLEASANT MI 48858-2390**



▶ **Thank You** - We received your last payment of \$6,341.27 on November 07, 2017

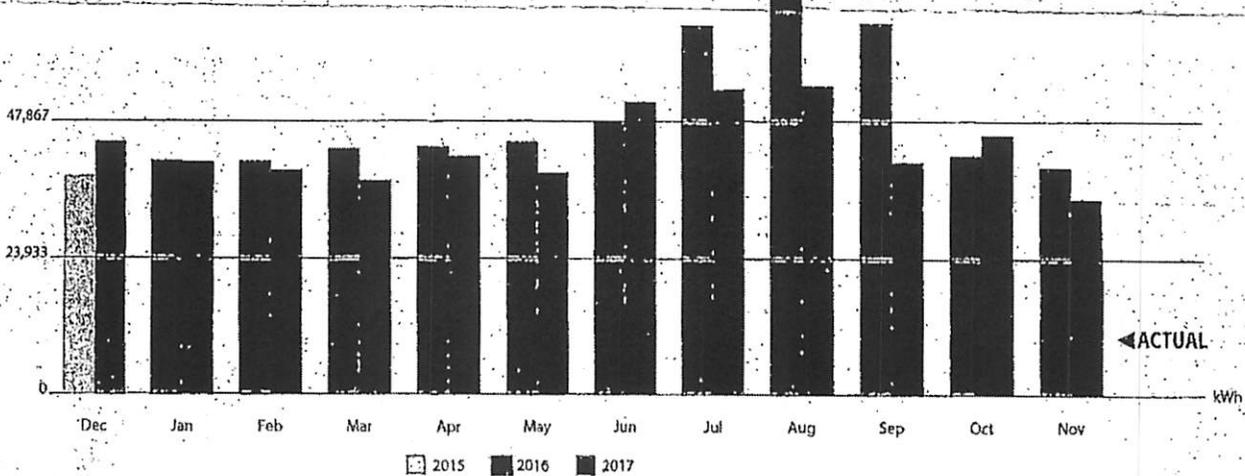
▶ **Service Address:**
200 N MAIN ST
MOUNT PLEASANT MI
48858-2390

November Energy Bill

Service dates: October 14, 2017 - November 10, 2017 (28 days)

Total Electric Use (kWh - kilowatt-hour)

71,800



November Electric Use

34,400 kWh

November 2016 use: 40,000 kWh



Cost per day:

\$176.44



kWh per day:

1,229



Prior 12 months electric use:

523,000 kWh

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Hearing/speech impaired: Call 7-1-1

Service Address:
200 N MAIN ST; MOUNT PLEASANT MI
48858-2390
Account: **1000 0013 0417**

Account Information

Bill Month: December
Service dates: 11/11/2017 - 12/12/2017
Days Billed: 32
Portion: 13 12/17

Rate Information

Elec Gen Sec Rate GSD Com
Rate: 1120
Billing Demand: 127.0
Historical Max kW: 212.0
Power Factor: 0.79
60% June Thru Sept

Meter Information

Your next scheduled meter read
date is on or around 01/17/2018

Electric Service:

Standard Meter
Meter Number: 8208046
POD Number: 0000003562983
Beginning Read Date: 11-11
Ending Read Date: 12-12
Beginning Read: 22353
Ending Read: 22531 (Actual)
Differential: 178
Constant: 200
Usage: 35600 kWh

Total Metered Energy Use: 35600 kWh

December Energy Bill

Invoice: 205988550380

Account Summary	
Last Month's Account Balance	\$4,940.24
Payment on December 07, 2017	\$4,940.24
Balance Forward	\$0.00
Payments applied after Dec 14, 2017 are not included.	

Electric Charges

Power Supply Capacity kW	127@ 8.000000	\$1,016.00
Energy	35600@ 0.065743	\$2,340.45
PSCR	35600@ 0.004530	\$161.27
System Access		\$30.00
Delivery Capacity kW	127@ 1.150000	\$146.05
Distribution	35600@ 0.030042	\$1,069.50
Energy Efficiency		\$85.82
Electric Interim Surcharge	35600@ 0.004079	\$145.21
Power Plant Securitization	35600@ 0.001187	\$42.26
U-18381 Refund	35600@ 0.016500	\$587.40
Low-Income Assist Fund		\$0.93

Total Electric \$4,127.55

Total Energy Charges \$4,127.55

Amount Due:	\$4,127.55
by January 05, 2018	
If you pay after the due date, a 2% late payment charge will be added to your next bill.	

Please make any inquiry or complaint about this bill before the due date listed on the front.
Visit ConsumersEnergy.com/aboutmybill for details about the above charges.

NEWS AND INFORMATION

Your bill includes a one-time refund in Case No. U-18381 related to an earlier electric rate adjustment that was self-implemented. Learn more at <http://efile.mpsc.state.mi.us/efile>.

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Questions about your bill? Get an explanation of charges and learn more at www.ConsumersEnergy.com/business.

101-265-920,11

Account: 1000 0013 0417



Questions:
Visit: ConsumersEnergy.com
Call us: 800-805-0490

Amount Due: \$4,127.55
Please pay by: January 05, 2018

BUILDING ADMINISTRATION
ISABELLA COUNTY
200 N MAIN ST
MOUNT PLEASANT MI 48858-2390



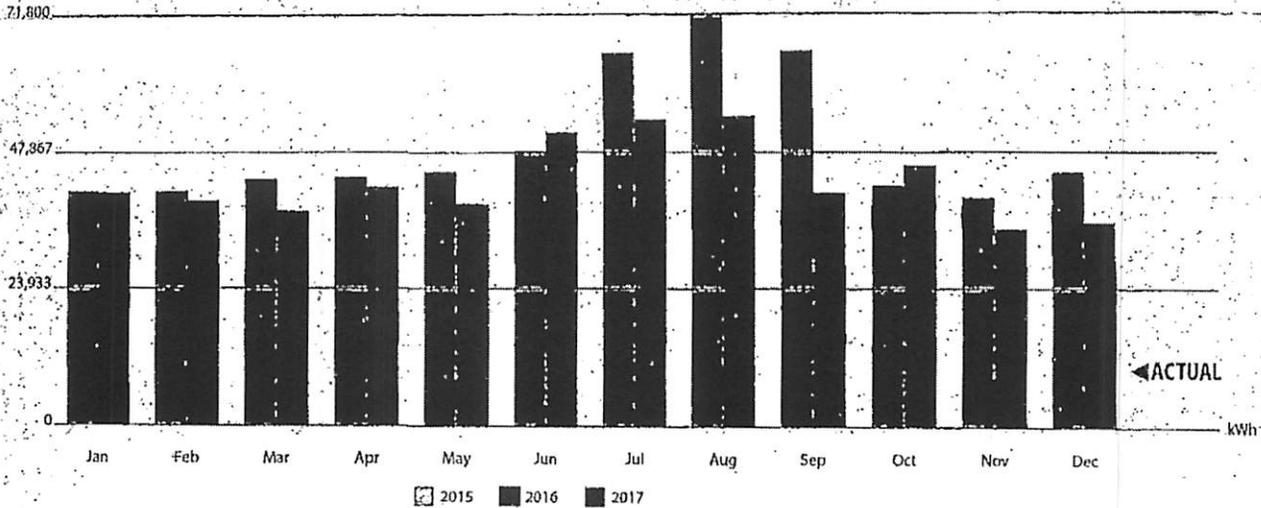
► **Thank You** - We received your last payment of \$4,940.24 on **December 07, 2017**

► **Service Address:**
200 N MAIN ST
MOUNT PLEASANT MI
48858-2390

December Energy Bill

Service dates: November 11, 2017 - December 12, 2017 (32 days)

Total Electric Use (kWh - kilowatt-hour)



December Electric Use

35,600 kWh
December 2016 use: 44,400 kWh



Cost per day:
\$128.99



kWh per day:
1,113



Prior 12 months electric use:
514,200 kWh

STAY SAFE: Call 9-1-1 and 800-477-5050. We'll respond day or night.



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Detail of Current Charges

5993

For Service at 200 N Main St, Mount Pleasant, MI

DTE Gas Company Gas Commercial Heating

Current Charges

Customer Charge				31.00
Gas Distribution Charge	5718	CCF @ 0.28473	1,628.09	
Energy Optimization	5718	CCF @ 0.01328	75.82	
Gas Cost Recovery	5718	CCF @ 0.354	2,024.17	
IRM Surcharge			1.27	
Reservation Charge	5718	CCF @ 0.028	160.10	
Total DTE Gas Company Current Charges				3,920.45

Current Billing Information

Service Period	Dec 20, 2016 - Jan 24, 2017
Days Billed	35
Meter Number	0881420 15
Meter Reading	85774 Actual - 91492 Actual
CCF Used	5718
Your next scheduled meter read date is on or around FEB 21, 2017	

Usage History - Average per day

	Current Month	Last Month	Year Ago
CCF Usage	163	155	168
Change		5%	-2%

For Service at 300 N Main St, Ste 127-2, Mount Pleasant, MI

DTE Gas Company Gas Commercial

Current Charges

Customer Charge				31.00
Gas Distribution Charge	3551	CCF @ 0.28473	1,011.08	
Energy Optimization	3551	CCF @ 0.01328	47.09	
Gas Cost Recovery	3551	CCF @ 0.354	1,257.05	
IRM Surcharge			1.27	
Reservation Charge	3551	CCF @ 0.028	99.43	
Total DTE Gas Company Current Charges				2,446.92

Current Billing Information

Service Period	Dec 20, 2016 - Jan 24, 2017
Days Billed	35
Meter Number	9902298 15
Meter Reading	57140 Actual - 60691 Actual
CCF Used	3551
Your next scheduled meter read date is on or around FEB 21, 2017	

Usage History - Average per day

	Current Month	Last Month	Year Ago
CCF Usage	102	88	105
Change		15%	-3%

Total Current Charges

6,367.37

REVIEWED
Isabella
County

If You Smell Natural Gas and DTE Gas Company is Your Natural Gas Provider, Call 800.947.5000

If the odor is strong, leave the building immediately. Do not use electric switches or an open flame. Open doors and windows.

If Your Electricity Goes Out

Check your fuses or circuit breakers, then see if your neighbors' lights are on. To report an outage or fallen power line, contact your electric company. DTE Electric Company customers, call 800.477.4747 or visit dteenergy.com from a location that has power. Stay at least 20 feet away from a fallen power line and anything it's touching, including metal fences and puddles.

Energy Theft is illegal & dangerous

Confidentially report suspected tampering by calling our theft hotline at 800.441.6698.

For More Information

For more information on your bill or alternative payment methods, call 800.477.4747, visit dteenergy.com, or write to DTE Energy, One Energy Plaza, Detroit, MI 48226-1221.

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101.265.930.012 3920.45
101.266.930.001 2446.92

APPROVED FOR PAYMENT
RECEIVED

Detail of Current Charges

For Service at 200 N Main St, Mount Pleasant, MI

✓ 5943

DTE Gas Company Gas Commercial Heating

Current Charges

Customer Charge			31.00
Gas Distribution Charge	4267	CCF @ 0.28473	1,214.94
Energy Optimization	4267	CCF @ 0.01326	56.58
Gas Cost Recovery	4267	CCF @ 0.354	1,510.52
IRM Surcharge			1.27
Reservation Charge	4267	CCF @ 0.028	119.48
Total DTE Gas Company Current Charges			2,933.79

Current Billing Information

Service Period	Jan 24, 2017 - Feb 21, 2017
Days Billed	28
Meter Number	0881420 15
Meter Reading	91492 Actual - 95759 Actual
CCF Used	4267
Your next scheduled meter read date is on or around MAR 21, 2017	

Usage History - Average per day

	Current Month	Last Month	Year Ago
CCF Usage	152	163	169
Change		-6%	-9%

For Service at 300 N Main St, Ste 127-2, Mount Pleasant, MI

DTE Gas Company Gas Commercial

Current Charges

Customer Charge			31.00
Gas Distribution Charge	2674	CCF @ 0.28473	761.37
Energy Optimization	2674	CCF @ 0.01326	35.46
Gas Cost Recovery	2674	CCF @ 0.354	946.60
IRM Surcharge			1.27
Reservation Charge	2674	CCF @ 0.028	74.87
Total DTE Gas Company Current Charges			1,850.57

Current Billing Information

Service Period	Jan 24, 2017 - Feb 21, 2017
Days Billed	28
Meter Number	9802296 15
Meter Reading	60891 Actual - 63365 Actual
CCF Used	2674
Your next scheduled meter read date is on or around MAR 21, 2017	

Usage History - Average per day

	Current Month	Last Month	Year Ago
CCF Usage	96	102	108
Change		-5%	-11%

Total Current Charges

4,784.36

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101.265.920.012 \$ 2,933.79
 101.266.920.001 1,850.57

Detail of Current Charges

5993

For Service at 200 N Main St, Mount Pleasant, MI

DTE Gas Company Gas Commercial Heating

Current Charges

Customer Charge			31.00
Gas Distribution Charge	4034	CCF @ 0.28473	1,148.60
Energy Optimization	4034	CCF @ 0.01326	53.49
Gas Cost Recovery	4034	CCF @ 0.354	1,428.04
IRM Surcharge			1.27
Reservation Charge	4034	CCF @ 0.028	112.95
Total DTE Gas Company Current Charges			2,775.35

Current Billing Information

Service Period	Feb 21, 2017 - Mar 21, 2017
Days Billed	28
Meter Number	0881420 15
Meter Reading	95759 Actual - 99793 Actual
CCF Used	4034
Your next scheduled meter read date is on or around APR 24, 2017	

Usage History - Average per day

	Current Month	Last Month	Year Ago
CCF Usage	144	152	133
Change		-5%	8%

For Service at 300 N Main St, Ste 127-2, Mount Pleasant, MI

DTE Gas Company Gas Commercial

Current Charges

Customer Charge			31.00
Gas Distribution Charge	2410	CCF @ 0.28473	686.20
Energy Optimization	2410	CCF @ 0.01326	31.96
Gas Cost Recovery	2410	CCF @ 0.354	853.14
IRM Surcharge			1.27
Reservation Charge	2410	CCF @ 0.028	67.48
Total DTE Gas Company Current Charges			1,671.05

Current Billing Information

Service Period	Feb 21, 2017 - Mar 21, 2017
Days Billed	28
Meter Number	9902296 15
Meter Reading	83365 Actual - 65775 Actual
CCF Used	2410
Your next scheduled meter read date is on or around APR 24, 2017	

Usage History - Average per day

	Current Month	Last Month	Year Ago
CCF Usage	86.1	95.5	87.8
Change		-9%	-1%

Total Current Charges

4,446.40

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101.265.920.012 \$ 2,775.35

101.266.920.001 1,671.05

Detailed Current Charges

For Service at 200 N Main St, Mount Pleasant, MI *5993*

DTE Gas Company Gas Commercial Heating

Current Charges

Customer Charge		31.00
Gas Distribution Charge	3640 CCF @ 0.284730	1,036.42
Energy Optimization	3640 CCF @ 0.013260	48.27
Gas Cost Recovery	3640 CCF @ 0.316000	1,150.24
IRM Surcharge		1.27
Reservation Charge	3640 CCF @ 0.034000	123.76
Total DTE Gas Company Current Charges		2,390.96

101.265.920.012

Current Billing Information

Service Period	Mar 22, 2017 - Apr 24, 2017
Days Billed	34
Meter Number	2410881420 15
Meter Reading	99793 Actual - 3433 Actual
CCF Used	3640
Your next scheduled meter read date is on or around MAY 23, 2017	

Usage History - Average per day

	Current Month	Last Month	Year Ago
CCF Usage	107	144	120
Change		-26%	-10%

For Service at 300 N Main St Ste 127-2, Mount Pleasant, MI

DTE Gas Company Gas Commercial Non Heating

Current Charges

Customer Charge		31.00
Gas Distribution Charge	2715 CCF @ 0.284730	773.04
Energy Optimization	2715 CCF @ 0.013260	36.00
Gas Cost Recovery	2715 CCF @ 0.316000	857.94
IRM Surcharge		1.27
Reservation Charge	2715 CCF @ 0.034000	92.31
Total DTE Gas Company Current Charges		1,791.56

101.266.920.000

Current Billing Information

Service Period	Mar 22, 2017 - Apr 24, 2017
Days Billed	34
Meter Number	2829902296 15
Meter Reading	65775 Actual - 68490 Est.
CCF Used	2715
Your next scheduled meter read date is on or around MAY 23, 2017	

Usage History - Average per day

	Current Month	Last Month	Year Ago
CCF Usage	80	86	84
Change		7%	-4%

*REVIEWED
Isabella
County Clerk*

Total Current Charges

4,182.52

If You Smell Natural Gas and DTE Gas Company is Your Natural Gas Provider, Call 800.947.5000

If the odor is strong, leave the building immediately. Do not use electric switches or an open flame. Open doors and windows.

If Your Electricity Goes Out

Check your fuses or circuit breakers, then see if your neighbors' lights are on. To report an outage or fallen power line, contact your electric company. DTE Electric Company customers, call 800.477.4747 or visit dteenergy.com from a location that has power. Stay at least 20 feet away from a fallen power line and anything it's touching, including metal fences and puddles.

Energy Theft is Illegal & dangerous

Confidentially report suspected tampering by calling our theft hotline at 800.441.6898.

For More Information

For more information on your bill or alternative payment methods, call 800.477.4747, visit dteenergy.com, or write to DTE Energy, One Energy Plaza, Detroit, MI 48226-1221.

DTE Electric Company and DTE Gas Company are DTE Energy subsidiaries and are regulated by the Michigan Public Service Commission, Lansing, Michigan.

**APPROVED FOR PAYMENT
ADMIN.**

Detail of Current Charges

For Service at 200 N Main St, Mount Pleasant, MI

DTE Gas Company Gas Commercial Heating

Current Charges

Customer Charge		31.00
Gas Distribution Charge	1481 CCF @ 0.284730	421.69
Energy Optimization	1481 CCF @ 0.013280	19.64
Gas Cost Recovery	1481 CCF @ 0.316000	468.00
IRM Surcharge		1.27
Reservation Charge	1481 CCF @ 0.034000	50.35
Total DTE Gas Company Current Charges		991.95

Current Billing Information

Service Period	Apr 25, 2017 - May 23, 2017
Days Billed	29
Meter Number	2410881420 15
Meter Reading	3433 Actual - 4914 Actual
CCF Used	1481
Your next scheduled meter read date is on or around JUN 22, 2017	

Usage History - Average per day

	Current Month	Last Month	Year Ago
CCF Usage	51	107	54
Change		-52%	-8%

For Service at 300 N Main St Ste 127-2, Mount Pleasant, MI

DTE Gas Company Gas Commercial Non Heating

Current Charges

Customer Charge		31.00
Gas Distribution Charge	750 CCF @ 0.284730	213.55
Energy Optimization	750 CCF @ 0.013280	9.95
Gas Cost Recovery	750 CCF @ 0.316000	237.00
IRM Surcharge		1.27
Reservation Charge	750 CCF @ 0.034000	25.50
Total DTE Gas Company Current Charges		518.27

Current Billing Information

Service Period	Apr 25, 2017 - May 23, 2017
Days Billed	29
Meter Number	2829902296 15
Meter Reading	68490 Est. - 69240 Actual
CCF Used	750
Your next scheduled meter read date is on or around JUN 22, 2017	

Usage History - Average per day

	Current Month	Last Month	Year Ago
CCF Usage	26	80	65
Change		-68%	-80%

Total Current Charges

1,510.22

If You Smell Natural Gas and DTE Gas Company is Your Natural Gas Provider, Call 800.947.5000

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Detail of Current Charges

For Service at 200 N Main St, Mount Pleasant, MI

DTE Gas Company Gas Commercial Heating

Current Charges

Customer Charge		31.00
Gas Distribution Charge	52 CCF @ 0.284730	14.81
Energy Optimization	52 CCF @ 0.013260	0.69
Gas Cost Recovery	52 CCF @ 0.316000	16.43
IRM Surcharge		1.27
Reservation Charge	52 CCF @ 0.034000	1.77
Total DTE Gas Company Current Charges		65.97

Current Billing Information

Service Period	May 24, 2017 - Jun 22, 2017
Days Billed	30
Meter Number	2410881420 15
Meter Reading	4914 Actual - 4966 Actual
CCF Used	52
Your next scheduled meter read date is on or around JUL 24, 2017	

Usage History - Average per day

	Current Month	Last Month	Year Ago
CCF Usage	2	51	1
Change		-97%	143%

For Service at 300 N Main St Ste 127-2, Mount Pleasant, MI

DTE Gas Company Gas Commercial Non Heating

Current Charges

Customer Charge		31.00
Gas Distribution Charge	60 CCF @ 0.284730	17.08
Energy Optimization	60 CCF @ 0.013260	0.80
Gas Cost Recovery	60 CCF @ 0.316000	18.96
IRM Surcharge		1.27
Reservation Charge	60 CCF @ 0.034000	2.04
Total DTE Gas Company Current Charges		71.15

Current Billing Information

Service Period	May 24, 2017 - Jun 22, 2017
Days Billed	30
Meter Number	2829902296 15
Meter Reading	69240 Actual - 69300 Actual
CCF Used	60
Your next scheduled meter read date is on or around JUL 24, 2017	

Usage History - Average per day

	Current Month	Last Month	Year Ago
CCF Usage	2	26	2
Change		-92%	18%

Total Current Charges

137.12

If You Smell Natural Gas and DTE Gas Company is Your Natural Gas Provider, Call 800.947.5000

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Detail of Current Charges

For Service at 200 N Main St, Mount Pleasant, MI

DTE Gas Company Gas Commercial Heating

Current Charges

Customer Charge		31.00
Gas Distribution Charge	23 CCF @ 0.284730	6.55
Energy Optimization	23 CCF @ 0.013260	0.30
Gas Cost Recovery	23 CCF @ 0.316000	7.27
IRM Surcharge		1.27
Reservation Charge	23 CCF @ 0.034000	0.78
Total DTE Gas Company Current Charges		47.17

Current Billing Information

Service Period	Jun 23, 2017 - Jul 24, 2017
Days Billed	32
Meter Number	2410881420 15
Meter Reading	4966 Actual - 4989 Actual
CCF Used	23
Your next scheduled meter read date is on or around AUG 22, 2017	

Usage History - Average per day

	Current Month	Last Month	Year Ago
CCF Usage	1	2	1
Change		-59%	17%

For Service at 300 N Main St Ste 127-2, Mount Pleasant, MI

DTE Gas Company Gas Commercial Non Heating

Current Charges

Customer Charge		31.00
Gas Distribution Charge	33 CCF @ 0.284730	9.40
Energy Optimization	33 CCF @ 0.013260	0.44
Gas Cost Recovery	33 CCF @ 0.316000	10.43
IRM Surcharge		1.27
Reservation Charge	33 CCF @ 0.034000	1.12
Total DTE Gas Company Current Charges		53.66

Current Billing Information

Service Period	Jun 23, 2017 - Jul 24, 2017
Days Billed	32
Meter Number	2829902296 15
Meter Reading	69300 Actual - 69333 Actual
CCF Used	33
Your next scheduled meter read date is on or around AUG 22, 2017	

Usage History - Average per day

	Current Month	Last Month	Year Ago
CCF Usage	1	2	1
Change		-50%	-9%

Total Current Charges

100.83

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Confidentially report suspected tampering by calling our theft hotline at 800.441.6698.

Account Number	9300 025 8887 7
Due Date:	September 18, 2017
Total Due:	\$100.83

86343 1 AV 0.370**T296*2*P00*M07***AUTO**SCH 5-DIGIT 4886
 ISABELLA COUNTY
 STE 245
 200 N MAIN ST
 MOUNT PLEASANT MI 48858-2549



Mail Payments to:

DTE Energy
 P.O. Box 740786
 Cincinnati OH 45274-0786

For address corrections, please visit dteenergy.com
 or call 800.477.4747.

Return upper portion with your payment 40015008447

Keep lower portion for your records

Contact Information

Gas Leak or Gas Emergency 800.947.5000
 Customer Service or Power Outage 855.DTE.4BIZ (855.383.4249)
 Hearing-Impaired TDD Line 800.888.6886 (Mon-Fri 8am-5pm)
 Web Site dteenergy.com

Programs you are enrolled in

Summary of Charges

Account Number 9300 025 8887 7

Account Balance as of Jun 27, 2017	137.12
Payment Received Jul 21, 2017 Thank You!	- 137.12
Balance Prior to Current Charges	0.00
Current Charges	
For Services at 200 N MAIN ST, MOUNT PLEASANT MI	47.17
For Services at 300 N MAIN ST STE 127-2, MOUNT PLEASANT MI	53.66
Total Current Charges	100.83
Account Balance as of Sep 18, 2017	\$100.83

Your current charges are due on September 18, 2017. A 2% late payment charge will be applied if paid after the due date.

Important Information

Account Information

Other Information

Please return all payment coupons with your check or money order, payable to DTE Energy, five business days prior to the due date. Do not send cash or attach notes to the payment coupon.

Be sure to write your account number(s) on your check or money order.

Detail of Current Charges

For Service at 200 N Main St, Mount Pleasant, MI

DTE Gas Company Gas Commercial Heating

Current Charges

Customer Charge		31.00
Gas Distribution Charge	20 CCF @ 0.284730	5.69
Energy Optimization	20 CCF @ 0.013280	0.27
Gas Cost Recovery	20 CCF @ 0.316000	6.32
IRM Surcharge		1.27
Reservation Charge	20 CCF @ 0.034000	0.68
Total DTE Gas Company Current Charges		45.23

Current Billing Information

Service Period Jul 26, 2017 - Aug 22, 2017
 Days Billed 29
 Meter Number 2410881420 16
 Meter Reading 4989 Actual - 5009 Actual
 CCF Used 20
 Your next scheduled meter read date is on or around SEP 21, 2017

Usage History - Average per day

	Current Month	Last Month	Year Ago
CCF Usage	1	1	1
Change		0%	17%

For Service at 300 N Main St Ste 127-2, Mount Pleasant, MI

DTE Gas Company Gas Commercial Non Heating

Current Charges

Customer Charge		31.00
Gas Distribution Charge	62 CCF @ 0.284730	14.81
Energy Optimization	62 CCF @ 0.013280	0.69
Gas Cost Recovery	62 CCF @ 0.316000	18.43
IRM Surcharge		1.27
Reservation Charge	62 CCF @ 0.034000	1.77
Total DTE Gas Company Current Charges		65.97

Current Billing Information

Service Period Jul 26, 2017 - Aug 23, 2017
 Days Billed 30
 Meter Number 2828902286 15
 Meter Reading 69333 Actual - 69385 Actual
 CCF Used 52
 Your next scheduled meter read date is on or around SEP 21, 2017

Usage History - Average per day

	Current Month	Last Month	Year Ago
CCF Usage	2	1	1
Change		70%	70%

Total Current Charges

111.20

If You Smell Natural Gas and DTE Gas Company is Your Natural Gas Provider, Call 800.947.6000

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DTE Electric Company and DTE Gas Company are DTE Energy subsidiaries and are regulated by the Michigan Public Service Commission, Lansing, Michigan.

930002588877 0011120 B



Payment Coupon

Please indicate amount paying \$ _____

Account Number	9300 025 8887 7
Due Date:	September 18, 2017
Total Due:	\$111.20

85855 1 AV 0.370**T230*2*P00*M08***AUTO**SCH 5-DIGIT 4885
 ISABELLA COUNTY
 STE 245
 200 N MAIN ST
 MOUNT PLEASANT MI 48858-2549



Mail Payments to:

DTE Energy
 P.O. Box 740786
 Cincinnati OH 45274-0786

For address corrections, please visit dteenergy.com
 or call 800.477.4747.

Return upper portion with your payment 400010017434

Keep lower portion for your records

Contact Information

Gas Leak or Gas Emergency 800.947.5000
 Customer Service or Power Outage 855.DTE.4BIZ (855.383.4249)
 Hearing-Impaired TDD Line 800.888.6886 (Mon-Fri 8am-5pm)
 Web Site dteenergy.com

Programs you are enrolled in

Summary of Charges

Account Number 9300 025 8887 7

Account Balance as of 00, 0000	100.83
Payment Received Jul 27, 2017 Thank You!	- 100.83
Balance Prior to Current Charges	0.00
Current Charges	
For Services at 200 N MAIN ST, MOUNT PLEASANT MI	45.23
For Services at 300 N MAIN ST STE 127-2, MOUNT PLEASANT MI	65.97
Total Current Charges	111.20
Account Balance as of Sep 18, 2017	\$111.20

FDI 265-920-012
 901-266-920-001

Your current charges are due on September 18, 2017. A 2% late payment charge will be applied if paid after the due date.

Important Information

Account Information

Other Information

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Be sure to write your account number(s) on your check or money order.

Detail of Current Charges

For Service at 200 N Main St, Mount Pleasant, MI

DTE Gas Company Gas Commercial Heating

Current Charges

Customer Charge		31.00
Gas Distribution Charge	29 CCF @ 0.284730	8.26
Energy Optimization	29 CCF @ 0.013260	0.38
Gas Cost Recovery	29 CCF @ 0.316000	9.16
IRM Surcharge		1.27
Reservation Charge	29 CCF @ 0.034000	0.99
U-18327 Gas SI Refund		-15.01
Total DTE Gas Company Current Charges		36.05

Current Billing Information

Service Period	Aug 23, 2017 - Sep 21, 2017
Days Billed	30
Meter Number	2410881420 15
Meter Reading	5009 Actual - 5038 Actual
CCF Used	29
Your next scheduled meter read date is on or around OCT 20, 2017	

Usage History - Average per day

	Current Month	Last Month	Year Ago
CCF Usage	1	1	1
Change		43%	67%

Total Current Charges

36.05

If You Smell Natural Gas and DTE Gas Company is Your Natural Gas Provider, Call 800.947.5000

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930002588877 0003605 B



Payment Coupon

Please indicate amount paying \$ _____

Account Number	9300 025 8887 7
Due Date:	October 16, 2017
Total Due:	\$36.05

65928 1 AV 0.370**T228*2*P00*M09***AUTO**SCH 5-DIGIT 4885
 ISABELLA COUNTY
 STE 245
 200 N MAIN ST
 MOUNT PLEASANT MI 48858-2549

Mail Payments to:

DTE Energy
 P.O. Box 740786
 Cincinnati OH 45274-0786



For address corrections, please visit dteenergy.com or call 800.477.4747.

Return upper portion with your payment 400200007234

Keep lower portion for your records

Contact Information

Gas Leak or Gas Emergency 800.947.5000
 Customer Service or Power Outage 855.DTE.4BIZ (855.383.4249)
 Hearing-Impaired TDD Line 800.888.6886 (Mon-Fri 8am-5pm)
 Web Site dteenergy.com

Programs you are enrolled in

Summary of Charges

Account Number 9300 025 8887 7

Account Balance as of Aug 23, 2017	111.20
Payment Received Aug 23, 2017 Thank You!	- 111.20
Balance Prior to Current Charges	0.00
Current Charges	
For Services at 200 N MAIN ST, MOUNT PLEASANT MI	36.05
Total Current Charges	36.05
Account Balance as of Oct 16, 2017	\$36.05

101-265-720-012

Your current charges are due on October 16, 2017. A 2% late payment charge will be applied if paid after the due date.

Important Information

Account Information

Other Information

Please return all payment coupons with your check or money order, payable to DTE Energy, five business days prior to the due date. Do not send cash or attach notes to the payment coupon.

Be sure to write your account number(s) on your check or money order.

Detail of Current Charges

For Service at 200 N Main St, Mount Pleasant, MI

DTE Gas Company Gas Commercial Heating

Current Charges			Current Billing Information		
Customer Charge		31.00	Service Period	Sep 22, 2017 - Oct 20, 2017	
Gas Distribution Charge	365 CCF @ 0.284730	103.93	Days Billed	29	
Energy Optimization	365 CCF @ 0.013260	4.84	Meter Number	2410881420 15	
Gas Cost Recovery	365 CCF @ 0.316000	115.34	Meter Reading	5038 Actual - 5403 Actual	
IRM Surcharge		1.27	CCF Used	365	
Reservallon Charge	365 CCF @ 0.034000	12.41	Your next scheduled meter read date is on or around NOV 20, 2017		
U-18206 RDM Surch./Credit		-0.77			
Total DTE Gas Company Current Charges		268.02			
			Usage History - Average, per day		
			Current	Last	Year
			Month	Month	Ago
			CCF Usage	13	1 21
			Change	1,160%	-39%

Total Current Charges 268.02

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Payment Coupon

Please indicate amount paying \$ _____

Account Number	9300 025 8887 7
Due Date:	November 16, 2017
Total Due:	\$268.02

84368 1 AB 0.400**T294*2*P00*M10****AUTO**ALL FOR AADC 48
 ISABELLA COUNTY
 STE 245
 200 N MAIN ST
 MOUNT PLEASANT MI 48858-2549

Mail Payments to:

DTE Energy
 P.O. Box 740786
 Cincinnati OH 45274-0786



For address corrections, please visit dteenergy.com
 or call 800.477.4747.

Return upper portion with your payment 400150011663

Keep lower portion for your records

Contact Information

Gas Leak or Gas Emergency 800.947.5000
 Customer Service or Power Outage 855.DTE.4BIZ (855.383.4249)
 Hearing-Impaired TDD Line 800.888.8888 (Mon-Fri 8am-5pm)
 Web Site dteenergy.com

Programs you are enrolled in

101-265-920-012

Summary of Charges

Account Number 9300 025 8887 7

Account Balance as of Sep 22, 2017	36.05
Payment Received Sep 22, 2017 Thank You!	- 36.05
Balance Prior to Current Charges	0.00
Current Charges	
For Services at 200 N MAIN ST, MOUNT PLEASANT MI	268.02
Total Current Charges	268.02
Account Balance as of Nov 16, 2017	\$268.02

Your current charges are due on November 16, 2017. A 2% late payment charge will be applied if paid after the due date.

Important Information

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Other Information

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Detail of Current Charges

For Service at 200 N Main St, Mount Pleasant, MI

DTE Gas Company Gas Commercial Heating

Current Charges		
Customer Charge		31.00
Gas Distribution Charge	3883 CCF @ 0.284730	1,105.61
Energy Optimization	3883 CCF @ 0.013260	51.49
Gas Cost Recovery	3883 CCF @ 0.316000	1,227.03
IRM Surcharge		1.27
Reservation Charge	3883 CCF @ 0.034000	132.02
U-18206 RDM Surch./Credit		-0.77
Total DTE Gas Company Current Charges		2,547.65

Current Billing Information

Service Period	Oct 21, 2017 - Nov 20, 2017
Days Billed	31
Meter Number	2410881420 15
Meter Reading	5403 Actual - 9286 Actual
CCF Used	3883
Your next scheduled meter read date is on or around DEC 20, 2017	

Usage History - Average per day

	Current Month	Last Month	Year Ago
CCF Usage	126	13	100
Change		894%	25%

For Service at 300 N Main St Ste 127-2, Mount Pleasant, MI

DTE Gas Company Gas Commercial Non Heating

Current Charges		
Customer Charge		31.00
Gas Distribution Charge	2167 CCF @ 0.284730	617.01
Energy Optimization	2167 CCF @ 0.013260	28.73
Gas Cost Recovery	2167 CCF @ 0.316000	684.77
IRM Surcharge		1.27
Reservation Charge	2167 CCF @ 0.034000	73.88
U-18206 RDM Surch./Credit		-0.77
Total DTE Gas Company Current Charges		1,436.69

Current Billing Information

Service Period	Oct 21, 2017 - Nov 20, 2017
Days Billed	31
Meter Number	2411667915 15
Meter Reading	910 Actual - 3077 Actual
CCF Used	2167
Your next scheduled meter read date is on or around DEC 20, 2017	

Usage History - Average per day

	Current Month	Last Month	Year Ago
CCF Usage	70	21	56
Change		238%	25%

Total Current Charges

3,983.34

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930002588877 0462825 B



Payment Coupon

Please indicate amount paying \$ _____

Account Number	9300 025 8887 7
Past Due - Pay Now	\$844.91
Due December 18, 2017	\$3,983.34
Total Due:	\$4,628.25

70074 1 AV 0.370**T241*2*P00*M11***AUTO**SCH 5-DIGIT 4885
 ISABELLA COUNTY
 STE 245
 200 N MAIN ST
 MOUNT PLEASANT MI 48858-2649



Mail Payments to:

DTE Energy
 P.O. Box 740786
 Cincinnati OH 45274-0786

For address corrections, please visit dteenergy.com or call 800.477.4747.

Return upper portion with your payment 400060023559

Keep lower portion for your records

Contact Information

Gas Leak or Gas Emergency 800.947.5000
 Customer Service or Power Outage 855.DTE.4BIZ (855.383.4249)
 Hearing-Impaired TDD Line 800.888.6886 (Mon-Fri 8am-5pm)
 Web Site dteenergy.com

Programs you are enrolled in

Summary of Charges

Account Number 9300 025 8887 7

Account Balance as of Nov 06, 2017	912.93
Payment Received Oct 20, 2017 Thank You!	- 268.02
Balance Prior to Current Charges	644.91
Current Charges	
For Services at 200 N MAIN ST, MOUNT PLEASANT MI	2,547.65
For Services at 300 N MAIN ST STE 127-2, MOUNT PLEASANT MI	1,435.69
Total Current Charges	3,983.34
Account Balance as of Dec 18, 2017	\$4,628.25

- 101-265-920-012
 101-266-920-001

Your current charges are due on December 18, 2017. A 2% late payment charge will be applied if paid after the due date.

Important Information

Account Information

Other Information

Please return all payment coupons with your check or money order, payable to DTE Energy, five business days prior to the due date. Do not send cash or attach notes to the payment coupon.

Be sure to write your account number(s) on your check or money order.

Detail of Current Charges

For Service at 200 N Main St, Mount Pleasant, MI

DTE Gas Company Gas Commercial Heating

Current Charges		
Customer Charge		31.00
Gas Distribution Charge	4243 CCF @ 0.284730	1,208.11
Energy Optimization	4243 CCF @ 0.013260	56.28
Gas Cost Recovery	4243 CCF @ 0.318000	1,340.79
IRM Surcharge		1.27
Reservation Charge	4243 CCF @ 0.034000	144.26
U-18208 RDM Surch./Credit		-0.77
Total DTE Gas Company Current Charges		2,780.82

Current Billing Information

Service Period	Nov 21, 2017 - Dec 19, 2017
Days Billed	29
Meter Number	2410881420 16
Meter Reading	9286 Actual - 13529 Actual
CCF Used	4243
Your next scheduled meter read date is on or around JAN 24, 2018	

Usage History - Average per day

	Current Month	Last Month	Year Ago
CCF Usage	146	125	155
Change		17%	-5%

For Service at 300 N Main St Ste 127-2, Mount Pleasant, MI

DTE Gas Company Gas Commercial Non Heating

Current Charges		
Customer Charge		31.00
Gas Distribution Charge	2470 CCF @ 0.284730	703.28
Energy Optimization	2470 CCF @ 0.013260	32.75
Gas Cost Recovery	2470 CCF @ 0.318000	780.52
IRM Surcharge		1.27
Reservation Charge	2470 CCF @ 0.034000	83.98
U-18208 RDM Surch./Credit		-0.77
Total DTE Gas Company Current Charges		1,832.03

Current Billing Information

Service Period	Nov 21, 2017 - Dec 19, 2017
Days Billed	29
Meter Number	2411667915 16
Meter Reading	3077 Actual - 5547 Actual
CCF Used	2470
Your next scheduled meter read date is on or around JAN 24, 2018	

Usage History - Average per day

	Current Month	Last Month	Year Ago
CCF Usage	85	70	88
Change		22%	-3%

Total Current Charges

4,412.85

If You Smell Natural Gas and DTE Gas Company is Your Natural Gas Provider, Call 800.947.5000

If the odor is strong, leave the building immediately. Do not use electric switches or an open flame. Open doors and windows.

If Your Electricity Goes Out

Check your fuses or circuit breakers, then see if your neighbors' lights are on. To report an outage or fallen power line, contact your electric company. DTE Electric Company customers, call 800.477.4747 or visit dteenergy.com from a location that has power. Stay at least 20 feet away from a fallen power line and anything it's touching, including metal fences and puddles.

Energy Theft is Illegal & dangerous

Confidentially report suspected tampering by calling our theft hotline at 800.441.6898.

For More Information

For more information on your bill or alternative payment methods, call 800.477.4747, visit dteenergy.com, or write to DTE Energy, One Energy Plaza, Detroit, MI 48226-1221 before the due date.

DTE Electric Company and DTE Gas Company are DTE Energy subsidiaries and are regulated by the Michigan Public Service Commission, Lansing, Michigan.

930002588877 0441295 B



Payment Coupon

Please indicate amount paying \$ _____

Account Number	9300 025 8887 7
Due Date:	January 16, 2018
Total Due:	\$4,412.95

82528 1 AV 0.370**T282*2*P00*M12***AUTO**SCH 5-DIGIT 4885
 ISABELLA COUNTY
 STE 245
 200 N MAIN ST
 MOUNT PLEASANT MI 48858-2649

Mail Payments to:

DTE Energy
 P.O. Box 740786
 Cincinnati OH 45274-0786



For address corrections, please visit dteenergy.com or call 600.477.4747.

Return upper portion with your payment 400000082338

Keep lower portion for your records

Contact Information

Gas Leak or Gas Emergency 800.947.5000
 Customer Service or Power Outage 855.DTE.4BIZ (855.383.4249)
 Hearing-Impaired TDD Line 800.888.8886 (Mon-Fri 8am-5pm)
 Web Site dteenergy.com

Programs you are enrolled in

RECEIVED
DEC 26 2017
 ISABELLA COUNTY
 ADMINISTRATION

Summary of Charges

Account Number 9300 025 8887 7

Account Balance as of Nov 20, 2017	4,628.25	
Payment Received Oct 29, 2017 Thank You!	- 644.91	
Payment Received Nov 20, 2017 Thank You!	- 3,983.34	
Balance Prior to Current Charges	0.00	
Current Charges		
For Services at 200 N MAIN ST, MOUNT PLEASANT MI	2,780.92	101-260-920-012
For Services at 300 N MAIN ST STE 127-2, MOUNT PLEASANT MI	1,632.03	101-260-920-001
Total Current Charges	4,412.95	
Account Balance as of Jan 16, 2018	\$4,412.95	

Your current charges are due on January 16, 2018. A 2% late payment charge will be applied if paid after the due date.

Important Information

Account Information

Other Information

CITY OF MT PLEASANT

Water/Sewer Services

Description	---- Previous Read Info----		---- Current Read Info----		Usage	Amount
	Read	Date	Read	Date		
Previous Balance						\$0.00
SEWER DEMAND						\$54.93
SEWER GALLONS	5425000	1/3/2017	5441000	1/27/2017	16000	\$40.32
WATER DEMAND						\$64.54
WATER GALLONS	5425000	1/3/2017	5441000	1/27/2017	16000	\$38.79

APPROVED FOR PAYMENT
ADMIN.

5% late fee charged if not paid by DUE DATE.

THE CITY HAS GONE MOBILE!
Download the new app, MP City Link, on your device
to read City news, report non-emergency issues to City staff, and more!

DUE DATE 03/15/2017

TOTAL DUE \$198.58

AFTER DUE DATE: \$208.52

REVIEWED
Isabella
County Clerk

Payments May Be Made:

- * By Mail - P.O. Box 503, Mt. Pleasant, MI 48804-0503
(Must be received by due date - postmarks not accepted)
- * At City Hall, 320 West Broadway, 8-4:30 M-F
- * At City Hall Dropbox east end of parking lot behind building
- * On-line at www.mt-pleasant.org
- * Auto payment form available on-line

Service Address: 200 N MAIN

Reminder: If you were sent a past due notice, payment is due March 2nd. If not paid, entire bill is due @ shut-off.

Account Number: 361-13100-00

CITY OF MT PLEASANT

Water/Sewer Services

Description	--- Previous Read Info---		--- Current Read Info---		Usage	Amount
	Read	Date	Read	Date		
Previous Balance						\$0.00
WATER DEMAND						\$20.17
WATER GALLONS	2856000	1/3/2017	2856000	1/27/2017	0	\$0.00

APPROVED FOR PAYMENT
ADMIN.

5% late fee charged if not paid by DUE DATE.

DUE DATE	03/15/2017
TOTAL DUE	\$20.17
AFTER DUE DATE:	\$21.18

THE CITY HAS GONE MOBILE!
Download the new app, MP City Link, on your device to read City news, report non-emergency issues to City staff, and more!

REVIEWED
Isabella
County Clerk

Payments May Be Made:

- * By Mail - P.O. Box 503, Mt. Pleasant, MI 48804-0503
(Must be received by due date - postmarks not accepted)
- * At City Hall, 320 West Broadway, 8-4:30 M-F
- * At City Hall Dropbox east end of parking lot behind building
- * On-line at www.mt-pleasant.org
- * Auto payment form available on-line

Service Address: 200 N MAIN-LAWN #1

Reminder: If you were sent a past due notice, payment is due March 2nd. If not paid, entire bill is due @ shut-off.

Account Number: 361-13110-00

CITY OF MT PLEASANT

41

Water/Sewer Services

Description	--- Previous Read Info---		--- Current Read Info---		Usage	Amount
	Read	Date	Read	Date		
Previous Balance						\$0.00
WATER DEMAND						\$20.17
WATER GALLONS	2755000	1/3/2017	2755000	1/27/2017	0	\$0.00

APPROVED FOR PAYMENT
ADMIN.

101,265,920.013

Total \$ 238.92

Richard F. Jankowski

5% late fee charged if not paid by DUE DATE.

DUE DATE	03/15/2017
TOTAL DUE	\$20.17
AFTER DUE DATE:	\$21.18

THE CITY HAS GONE MOBILE!
 Download the new app, MP City Link, on your device
 to read City news, report non-emergency issues to City staff, and more!

REVIEWED
Isabella
County Clerk

Payments May Be Made:

- * By Mail - P.O. Box 503, Mt. Pleasant, MI 48804-0503
(Must be received by due date - postmarks not accepted)
- * At City Hall, 320 West Broadway, 8-4:30 M-F
- * At City Hall Dropbox east end of parking lot behind building
- * On-line at www.mt-pleasant.org
- * Auto payment form available on-line

Service Address: 200 N MAIN-LAWN #2

Reminder: If you were sent a past due notice, payment is due March 2nd. If not paid, entire bill is due @ shut-off.

Account Number: 361-13120-00

NT

City MP

Water/Sewer Services

Previous Read Info-----	Current Read Info----		Usage	Amount
Date	Read	Date		
				\$0.00
				\$54.93
1/27/2017	5461000	2/27/2017	20000	\$50.40
				\$64.54
1/27/2017	5461000	2/27/2017	20000	\$48.48

**APPROVED FOR PAYMENT
ADMIN.**

Penalty assessed if not paid by DUE DATE.

NOON ON FRIDAY, APRIL 14TH
USE MOBILE!
Use the City Link, on your device
to report any issues to City staff, and more!

DUE DATE 04/17/2017

TOTAL DUE \$218.35

AFTER DUE DATE: \$229.27

Address:

East Lansing, MI 48804-0503
- postmarks not accepted)
Hours: 8-4:30 M-F
- parking lot behind building

Reminder: If you were sent a past due notice, payment is due April 6th. If not paid, entire bill is due @ shut-off.

Account Number: 361-13100-00

Phone line

Joe A. Main

NT

Water/Sewer Services

Previous Read Info----- Date	Current Read Info----- Read	Date	Usage	Amount
				\$0.00
				\$20.17
1/27/2017	2856000	2/27/2017	0	\$0.00

**APPROVED FOR PAYMENT
ADMIN.**

Due if not paid by DUE DATE.

**NOON ON FRIDAY, APRIL 14TH
CHECK YOUR MOBILE!
Click on the link, on your device
to report any issues to City staff, and more!**

DUE DATE 04/17/2017

TOTAL DUE \$20.17

AFTER DUE DATE: \$21.18

Address:

15000 E. Grand, MI 48804-0503
 - postmarks not accepted)
 Monday, 8-4:30 M-F
 City parking lot behind building

Reminder: If you were sent a past due notice, payment is due April 6th. If not paid, entire bill is due @ shut-off.

Account Number: 361-13110-00

-line

-LAWN #1

CITY OF MT PLEASANT

Water/Sewer Services

Description	Previous Read Info		Current Read Info		Usage	Amount
	Read	Date	Read	Date		
Previous Balance						\$0.00
WATER DEMAND						\$20.17
WATER GALLONS	2755000	1/27/2017	2755000	2/27/2017	0	\$0.00

APPROVED FOR PAYMENT
ADMIN.

Total
258.69

101.265.920.013

5% late fee charged if not paid by DUE DATE.

DUE DATE	04/17/2017
TOTAL DUE	\$20.17
AFTER DUE DATE:	\$21.18

**CITY OFFICES WILL BE CLOSING AT NOON ON FRIDAY, APRIL 14TH
THE CITY HAS GONE MOBILE!**
Download the new app, MP City Link, on your device
to read City news, report non-emergency issues to City staff, and more!

Payments May Be Made:

- * By Mail - P.O. Box 503, Mt. Pleasant, MI 48804-0503
(Must be received by due date - postmarks not accepted)
- * At City Hall, 320 West Broadway, 8-4:30 M-F
- * At City Hall Dropbox east end of parking lot behind building
- * On-line at www.mt-pleasant.org
- * Auto payment form available on-line

Service Address: 200 N MAIN-LAWN #2

REVIEWED
Isabella
County Clerk

Reminder: If you were sent a past due notice, payment is due April 6th. If not paid, entire bill is due @ shut-off.

Account Number: 361-13120-00

CITY OF MT PLEASANT
 PO BOX 503
 MT PLEASANT, MI 48804-0503
 (989) 779-5387

mi
 101-265-920-013

Water/Sewer Services
 Return This Portion With Your Payment



Payment Due Date:

05/15/2017

Amount Due:

\$238.13

Amount Due After Due Date:

\$250.04

ISABELLA COUNTY BUILDING
 200 N MAIN
 MT PLEASANT, MI 48858-2390



Account Number: 361-13100-00

Service Address: 200 N MAIN

Keep This Portion For Your Records

CITY OF MT PLEASANT

Water/Sewer Services

Description	---- Previous Read Info----		---- Current Read Info----		Usage	Amount
	Read	Date	Read	Date		
Previous Balance						\$0.00
SEWER DEMAND						\$54.93
SEWER GALLONS	5461000	2/27/2017	5485000	4/3/2017	24000	\$60.48
WATER DEMAND						\$64.54
WATER GALLONS	5461000	2/27/2017	5485000	4/3/2017	24000	\$58.18

REVIEWED
 City Clerk
 APPROVED FOR PAYMENT
 ADMIN.

5% late fee charged if not paid by DUE DATE.

DUE DATE 05/15/2017

TOTAL DUE \$238.13

AFTER DUE DATE: \$250.04

CITY OFFICES WILL BE CLOSED MONDAY, MAY 29TH
THE CITY HAS GONE MOBILE!
 Download the new app, MP City Link, on your device
 to read City news, report non-emergency issues to City staff, and more!

Payments May Be Made:

- * By Mail - P.O. Box 503, Mt. Pleasant, MI 48804-0503
 (Must be received by due date - postmarks not accepted)
- * At City Hall, 320 West Broadway, 8-4:30 M-F
- * At City Hall Dropbox east end of parking lot behind building
- * On-line at www.mt-pleasant.org
- * Auto payment form available on-line

Service Address: 200 N MAIN

Reminder: If you were sent a past due notice, payment is due May 4th. If not paid, entire bill is due @ shut-off.

Account Number: 361-13100-00

CITY OF MT PLEASANT
 PO BOX 503
 MT PLEASANT, MI 48804-0503
 (989) 779-5387

Water/Sewer Services
 Return This Portion With Your Payment



mi
 101-265-920-073
ph

ISABELLA CO BLDG-LAWN #1
 200 N MAIN
 MT PLEASANT, MI 48858-2390

Payment Due Date:

05/15/2017

Amount Due:

\$20.17

Amount Due After Due Date:

\$21.18



Account Number: 361-13110-00

Service Address: 200 N MAIN-LAWN #1

Keep This Portion For Your Records

CITY OF MT PLEASANT

Water/Sewer Services

Description	---- Previous Read Info----		---- Current Read Info----		Usage	Amount
	Read	Date	Read	Date		
Previous Balance						\$0.00
WATER DEMAND						\$20.17
WATER GALLONS	2856000	2/27/2017	2856000	4/3/2017	0	\$0.00

APPROVED FOR PAYMENT
 ADMIN.

REVIEWED
 Isabella
 Billing Clerk

5% late fee charged if not paid by DUE DATE.

DUE DATE **05/15/2017**

TOTAL DUE **\$20.17**

AFTER DUE DATE: **\$21.18**

CITY OFFICES WILL BE CLOSED MONDAY, MAY 29TH
THE CITY HAS GONE MOBILE!
 Download the new app, MP City Link, on your device
 to read City news, report non-emergency issues to City staff, and more!

Payments May Be Made:

- * By Mail - P.O. Box 503, Mt. Pleasant, MI 48804-0503
 (Must be received by due date - postmarks not accepted)
- * At City Hall, 320 West Broadway, 8-4:30 M-F
- * At City Hall Dropbox east end of parking lot behind building
- * On-line at www.mt-pleasant.org
- * Auto payment form available on-line

Service Address: 200 N MAIN-LAWN #1

Reminder: If you were sent a past due notice, payment is due May 4th. If not paid, entire bill is due @ shut-off.

Account Number: 361-13110-00

CITY OF MT PLEASANT
 PO BOX 503
 MT PLEASANT, MI 48804-0503
 (989) 779-5387

HM

101-265-920-013

Water/Sewer Services
 Return This Portion With Your Payment



Payment Due Date:

05/15/2017

Amount Due:

\$20.17

Amount Due After Due Date:

\$21.18

ISABELLA CO BLDG-LAWN #2
 200 N MAIN
 MT PLEASANT, MI 48858-2390



Account Number: 361-13120-00

Service Address: 200 N MAIN-LAWN #2

Keep This Portion For Your Records

CITY OF MT PLEASANT

Water/Sewer Services

Description	----- Previous Read Info-----		----- Current Read Info-----		Usage	Amount
	Read	Date	Read	Date		
Previous Balance						\$0.00
WATER DEMAND						\$20.17
WATER GALLONS	2755000	2/27/2017	2755000	4/3/2017	0	\$0.00

APPROVED FOR PAYMENT
 ADMIN. *Total*

\$ 278.47

REVIEWED
 Isabella
 County Clerk

5% late fee charged if not paid by DUE DATE.

DUE DATE

05/15/2017

TOTAL DUE

\$20.17

AFTER DUE DATE:

\$21.18

CITY OFFICES WILL BE CLOSED MONDAY, MAY 29TH
THE CITY HAS GONE MOBILE!
 Download the new app, MP City Link, on your device
 to read City news, report non-emergency issues to City staff, and more!

Payments May Be Made:

- * By Mail - P.O. Box 503, Mt. Pleasant, MI 48804-0503
 (Must be received by due date - postmarks not accepted)
- * At City Hall, 320 West Broadway, 8-4:30 M-F
- * At City Hall Dropbox east end of parking lot behind building
- * On-line at www.mt-pleasant.org
- * Auto payment form available on-line

Service Address: 200 N MAIN-LAWN #2

Reminder: If you were sent a past due notice, payment is due May 4th. If not paid, entire bill is due @ shut-off.

Account Number: 361-13120-00

CITY OF MT PLEASANT

101.265.980.013

Water/Sewer Services

Description	--- Previous Read Info---		--- Current Read Info---		Usage	Amount
	Read	Date	Read	Date		
Previous Balance						\$0.00
SEWER DEMAND						\$54.93
SEWER GALLONS	5485000	4/3/2017	5509000	5/5/2017	24000	\$60.48
WATER DEMAND						\$64.54
WATER GALLONS	5485000	4/3/2017	5509000	5/5/2017	24000	\$58.18

Robert Johnson

APPROVED FOR PAYMENT
 Total \$278.49 ADMIN.

5% late fee charged if not paid by DUE DATE.

DUE DATE 06/15/2017

TOTAL DUE \$238.13

AFTER DUE DATE: \$250.04

The City is asking for your input to improve its communication and community engagement efforts. Please complete the short survey at www.mt-pleasant.org

Payments May Be Made:

- * By Mail - P.O. Box 503, Mt. Pleasant, MI 48804-0503 (Must be received by due date - postmarks not accepted)
- * At City Hall, 320 West Broadway, 8-4:30 M-F
- * At City Hall Dropbox east end of parking lot behind building
- * On-line at www.mt-pleasant.org
- * Auto payment form available on-line

Service Address: 200 N MAIN

Reminder: If you were sent a past due notice, payment is due June 1st. If not paid, entire bill is due @ shut-off.

Account Number: 361-13100-00

CITY OF MT PLEASANT

101.265.920.013

Water/Sewer Services

Description	--- Previous Read Info---		--- Current Read Info---		Usage	Amount
	Read	Date	Read	Date		
Previous Balance						\$0.00
WATER DEMAND						\$20.17
WATER GALLONS	2856000	4/3/2017	2856000	5/5/2017	0	\$0.00

APPROVED FOR PAYMENT
ADMIN.

5% late fee charged if not paid by DUE DATE.

The City is asking for your input to improve its communication and community engagement efforts. Please complete the short survey at www.mt-pleasant.org

DUE DATE	06/15/2017
TOTAL DUE	\$20.17
AFTER DUE DATE:	\$21.18

Payments May Be Made:

- * By Mail - P.O. Box 503, Mt. Pleasant, MI 48804-0503
(Must be received by due date - postmarks not accepted)
- * At City Hall, 320 West Broadway, 8-4:30 M-F
- * At City Hall Dropbox east end of parking lot behind building
- * On-line at www.mt-pleasant.org
- * Auto payment form available on-line

Service Address: 200 N MAIN-LAWN #1

Reminder: If you were sent a past due notice, payment is due June 1st. If not paid, entire bill is due @ shut-off.

Account Number: 361-13110-00

Keep This Portion For Your Records

CITY OF MT PLEASANT

101.265.980.013

Water/Sewer Services

Description	---- Previous Read Info----		---- Current Read Info----		Usage	Amount
	Read	Date	Read	Date		
Previous Balance						\$0.00
WATER DEMAND						\$20.17
WATER GALLONS	2755000	4/3/2017	2755000	5/5/2017	0	\$0.00

APPROVED FOR PAYMENT
ADMIN.

5% late fee charged if not paid by DUE DATE.

DUE DATE 06/15/2017

TOTAL DUE \$20.17

AFTER DUE DATE: \$21.18

The City is asking for your input to improve its communication and community engagement efforts. Please complete the short survey at www.mt-pleasant.org

Payments May Be Made:

- * By Mail - P.O. Box 503, Mt. Pleasant, MI 48804-0503 (Must be received by due date - postmarks not accepted)
- * At City Hall, 320 West Broadway, 8-4:30 M-F
- * At City Hall Dropbox east end of parking lot behind building
- * On-line at www.mt-pleasant.org
- * Auto payment form available on-line

Service Address: 200 N MAIN-LAWN #2

Reminder: If you were sent a past due notice, payment is due June 1st. If not paid, entire bill is due @ shut-off.

Account Number: 361-13120-00

CITY OF MT PLEASANT
 PO BOX 503
 MT PLEASANT, MI 48804-0503
 (989) 779-5387

Water/Sewer Services
 Return This Portion With Your Payment



Payment Due Date:

08/15/2017

Amount Due:

\$231.70

Amount Due After Due Date:

\$243.29

ISABELLA COUNTY BUILDING
 200 N MAIN
 MT PLEASANT, MI 48858-2390



Account Number: 361-13100-00

Service Address: 200 N MAIN

Keep This Portion For Your Records

CITY OF MT PLEASANT

Water/Sewer Services

Description	--- Previous Read Info---		--- Current Read Info---		Usage	Amount
	Read	Date	Read	Date		
Previous Balance						\$0.00
SEWER DEMAND						\$54.93
SEWER GALLONS	5525000	5/30/2017	5547700	7/12/2017	22700	\$57.20
WATER DEMAND						\$64.54
WATER GALLONS	5525000	5/30/2017	5547700	7/12/2017	22700	\$55.03

5% late fee charged if not paid by DUE DATE.

DUE DATE 08/15/2017

TOTAL DUE \$231.70

AFTER DUE DATE: \$243.29

The draft character-based zoning code is available at
www.mt-pleasant.org/character.
 Feedback is welcome! Submit comments by August 24th.

Payments May Be Made:

- * By Mail - P.O. Box 503, Mt. Pleasant, MI 48804-0503
 (Must be received by due date - postmarks not accepted)
- * At City Hall, 320 West Broadway, 8-4:30 M-F
- * At City Hall Dropbox east end of parking lot behind building
- * On-line at www.mt-pleasant.org
- * Auto payment form available on-line

Service Address: 200 N MAIN

Reminder: If you were sent a past due notice, payment is due Aug 3rd. If not paid, entire bill is due @ shut-off.

Account Number: 361-13100-00

INVOICE 7/22/2017 200N

CITY OF MT PLEASANT
 PO BOX 503
 MT PLEASANT, MI 48804-0503
 (989) 779-5387

Water/Sewer Services
 Return This Portion With Your Payment



Payment Due Date:

08/15/2017

Amount Due:

\$79.51

Amount Due After Due Date:

\$83.49

ISABELLA CO BLDG-LAWN #1
 200 N MAIN
 MT PLEASANT, MI 48858-2390



Account Number: 361-13110-00

Service Address: 200 N MAIN-LAWN #1

Keep This Portion For Your Records

CITY OF MT PLEASANT

Water/Sewer Services

Description	----- Previous Read Info-----		----- Current Read Info-----		Usage	Amount
	Read	Date	Read	Date		
Previous Balance						\$0.00
WATER DEMAND						\$20.17
WATER GALLONS	2856000	5/30/2017	2880480	7/12/2017	24480	\$59.34

5% late fee charged if not paid by DUE DATE.

DUE DATE 08/15/2017

TOTAL DUE \$79.51

AFTER DUE DATE: \$83.49

The draft character-based zoning code is available at
www.mt-pleasant.org/character.
 Feedback is welcome! Submit comments by August 24th.

Payments May Be Made:

- * By Mail - P.O. Box 503, Mt. Pleasant, MI 48804-0503
 (Must be received by due date - postmarks not accepted)
- * At City Hall, 320 West Broadway, 8-4:30 M-F
- * At City Hall Dropbox east end of parking lot behind building
- * On-line at www.mt-pleasant.org
- * Auto payment form available on-line

Service Address: 200 N MAIN-LAWN #1

Reminder: If you were sent a past due notice, payment is due Aug 3rd. If not paid, entire bill is due @ shut-off.

Account Number: 361-13110-00

7122072005P

CITY OF MT PLEASANT
 PO BOX 503
 MT PLEASANT, MI 48804-0503
 (989) 779-5387

Water/Sewer Services
 Return This Portion With Your Payment



Payment Due Date:

09/15/2017

Amount Due:

\$178.80

Amount Due After Due Date:

\$187.74

ISABELLA COUNTY BUILDING
 200 N MAIN
 MT PLEASANT, MI 48858-2390



Account Number: 361-13100-00

Service Address: 200 N MAIN

Keep This Portion For Your Records

CITY OF MT PLEASANT

Water/Sewer Services

Description	---- Previous Read Info----		---- Current Read Info----		Usage	Amount
	Read	Date	Read	Date		
Previous Balance						\$0.00
Meter Change	5547700	7/12/2017	5547700	7/12/2017	0	\$0.00
SEWER DEMAND						\$54.93
SEWER GALLONS	0	7/12/2017	10000	8/6/2017	10000	\$25.20
SEWER LOW FLOW	0	7/12/2017	2000	8/6/2017	2000	\$5.04
WATER DEMAND						\$64.54
WATER GALLONS	0	7/12/2017	10000	8/6/2017	10000	\$24.24
WATER LOW FLOW	0	7/12/2017	2000	8/6/2017	2000	\$4.85

5% late fee charged if not paid by DUE DATE.

DUE DATE

09/15/2017

TOTAL DUE

\$178.80

AFTER DUE DATE:

\$187.74

**Disaster Assistance & Loans are available
 to help residents & businesses recover from the flood.
 Learn more: www.DisasterAssistance.gov or 800-621-3362**

Payments May Be Made:

- * By Mail - P.O. Box 503, Mt. Pleasant, MI 48804-0503
 (Must be received by due date - postmarks not accepted)
- * At City Hall, 320 West Broadway, 8-4:30 M-F
- * At City Hall Dropbox east end of parking lot behind building
- * On-line at www.mt-pleasant.org
- * Auto payment form available on-line

Service Address: 200 N MAIN

**Reminder: If you were sent a past due
 notice, payment is due Sept 1st. If not
 paid, entire bill is due @ shut-off.**

Account Number: 361-13100-00

CITY OF MT PLEASANT
 PO BOX 503
 MT PLEASANT, MI 48804-0503
 (989) 779-5387

Water/Sewer Services
 Return This Portion With Your Payment



Payment Due Date:

09/15/2017

Amount Due:

\$85.62

Amount Due After Due Date:

\$89.90

ISABELLA CO BLDG-LAWN #1
 200 N MAIN
 MT PLEASANT, MI 48858-2390



Account Number: 361-13110-00

Service Address: 200 N MAIN-LAWN #1

Keep This Portion For Your Records

CITY OF MT PLEASANT

Water/Sewer Services

Description	---- Previous Read Info----		---- Current Read Info----		Usage	Amount
	Read	Date	Read	Date		
Previous Balance						\$0.00
Meter Change	2880480	7/12/2017	2880480	7/12/2017	0	\$0.00
WATER DEMAND						\$20.17
WATER GALLONS	0	7/12/2017	27000	8/6/2017	27000	\$65.45

5% late fee charged if not paid by DUE DATE.

DUE DATE 09/15/2017

TOTAL DUE \$85.62

AFTER DUE DATE: \$89.90

Disaster Assistance & Loans are available to help residents & businesses recover from the flood. Learn more: www.DisasterAssistance.gov or 800-621-3362

Payments May Be Made:

- * By Mail - P.O. Box 503, Mt. Pleasant, MI 48804-0503 (Must be received by due date - postmarks not accepted)
- * At City Hall, 320 West Broadway, 8-4:30 M-F
- * At City Hall Dropbox east end of parking lot behind building
- * On-line at www.mt-pleasant.org
- * Auto payment form available on-line

Service Address: 200 N MAIN-LAWN #1

Reminder: If you were sent a past due notice, payment is due Sept 1st. If not paid, entire bill is due @ shut-off.

Account Number: 361-13110-00

CITY OF MT PLEASANT
 PO BOX 503
 MT PLEASANT, MI 48804-0503
 (989) 779-5387

Water/Sewer Services
 Return This Portion With Your Payment



Payment Due Date:

10/16/2017

Amount Due:

\$116.57

Amount Due After Due Date:

\$122.19

ISABELLA CO BLDG-LAWN #1
 200 N MAIN
 MT PLEASANT, MI 48858-2390



Account Number: 361-13110-00

Service Address: 200-N-MAIN-LAWN-#1

Keep This Portion For Your Records

CITY OF MT PLEASANT

Water/Sewer Services

Description	----- Previous Read Info-----		----- Current Read Info-----		Usage	Amount
	Read	Date	Read	Date		
Previous Balance						\$4.28
WATER DEMAND						\$20.17
WATER GALLONS	27000	8/6/2017	65000	9/19/2017	38000	\$92.12

5% late fee charged if not paid by DUE DATE.

DUE DATE: 10/16/2017

TOTAL DUE \$116.57

AFTER DUE DATE: \$122.19

LEAF COLLECTION SCHEDULE

Rake leaves into street along the curb or to the shoulder
 in uncurbed areas the weeks of Oct 23rd, Nov 6th & Nov 20th.
 Collection to occur the weeks of Oct 30th, Nov 13th & Nov 27th.
 Please avoid covering storm sewer catch basins.

Payments May Be Made:

- * By Mail - P.O. Box 503, Mt. Pleasant, MI 48804-0503
 (Must be received by due date - postmarks not accepted)
- * At City Hall, 320 West Broadway, 8-4:30 M-F
- * At City Hall Dropbox east end of parking lot behind building
- * On-line at www.mt-pleasant.org
- * Auto payment form available on-line

Service Address: 200 N MAIN-LAWN #1

Reminder: If you were sent a past due notice, payment is due Oct 5th. If not paid, entire bill is due @ shut-off.

Account Number: 361-13110-00

17 101-265-920-613

CITY OF MT PLEASANT
 PO BOX 503
 MT PLEASANT, MI 48804-0503
 (989) 779-5387

17 (S)

Water/Sewer Services
 Return This Portion With Your Payment



Payment Due Date:

10/16/2017

Amount Due:

\$118.99

Amount Due After Due Date:

\$124.73

ISABELLA CO BLDG-LAWN #2
 200 N MAIN
 MT PLEASANT, MI 48858-2390



Account Number: 361-13120-00

Service Address: 200-N-MAIN-LAWN-#2

Keep This Portion For Your Records

CITY OF MT PLEASANT

Water/Sewer Services

Description	----- Previous Read Info-----		----- Current Read Info-----		Usage	Amount
	Read	Date	Read	Date		
Previous Balance						\$4.28
WATER DEMAND						\$20.17
WATER GALLONS	27000	8/6/2017	66000	9/19/2017	39000	\$94.54

5% late fee charged if not paid by DUE DATE.

DUE DATE: 10/16/2017

TOTAL DUE: \$118.99

AFTER DUE DATE: \$124.73

LEAF COLLECTION SCHEDULE

Rake leaves into street along the curb or to the shoulder
 in uncurbed areas the weeks of Oct 23rd, Nov 6th & Nov 20th.
 Collection to occur the weeks of Oct 30th, Nov 13th & Nov 27th.
 Please avoid covering storm sewer catch basins.

Payments May Be Made:

- * By Mail - P.O. Box 503, Mt. Pleasant, MI 48804-0503
 (Must be received by due date - postmarks not accepted)
- * At City Hall, 320 West Broadway, 8-4:30 M-F
- * At City Hall Dropbox east end of parking lot behind building
- * On-line at www.mt-pleasant.org
- * Auto payment form available on-line

Service Address: 200 N MAIN-LAWN #2

Reminder: If you were sent a past due notice, payment is due Oct 5th. If not paid, entire bill is due @ shut-off.

Account Number: 361-13120-00

101-265-921-013

CITY OF MT PLEASANT
 PO BOX 503
 MT PLEASANT, MI 48804-0503
 (989) 779-5387

Water/Sewer Services
 Return This Portion With Your Payment



Payment Due Date:

11/15/2017

Amount Due:

\$198.58

Amount Due After Due Date:

\$208.51

ISABELLA COUNTY BUILDING
 200 N MAIN
 MT PLEASANT, MI 48858-2390



Account Number: 361-13100-00

Service Address: 200-N-MAIN

Keep This Portion For Your Records

CITY OF MT PLEASANT

Water/Sewer Services

Description	--- Previous Read Info---		--- Current Read Info---		Usage	Amount
	Read	Date	Read	Date		
Previous Balance						\$0.00
SEWER DEMAND						\$54.93
SEWER GALLONS	21000	9/15/2017	28000	10/7/2017	7000	\$17.64
SEWER LOW FLOW	27000	9/15/2017	36000	10/7/2017	9000	\$22.68
WATER DEMAND						\$64.54
WATER GALLONS	21000	9/15/2017	28000	10/7/2017	7000	\$16.97
WATER LOW FLOW	27000	9/15/2017	36000	10/7/2017	9000	\$21.82

5% late fee charged if not paid by DUE DATE.

DUE DATE 11/15/2017

TOTAL DUE \$198.58

AFTER DUE DATE: \$208.51

CITY OFFICES WILL BE CLOSED NOVEMBER 10, 23 & 24
LEAF COLLECTION- Rake leaves into street along curb or to the shoulder in uncurbed areas the wks of Nov 6 & Nov 20-pickup occurs the wks of Nov 13 & Nov 27- avoid covering storm sewer catch basins.
PUBLIC HEARING on the City's proposed new character-based zoning ordinance & map Monday, Nov 13 @ 7pm.
 Learn more at www.mt-pleasant.org/character

Payments May Be Made:

- * By Mail - P.O. Box 503, Mt. Pleasant, MI 48804-0503 (Must be received by due date - postmarks not accepted)
- * At City Hall, 320 West Broadway, 8-4:30 M-F
- * At City Hall Dropbox east end of parking lot behind building
- * On-line at www.mt-pleasant.org
- * Auto payment form available on-line

Service Address: 200 N MAIN

Reminder: If you were sent a past due notice, payment is due Nov 2nd. If not paid, entire bill is due @ shut-off.

Account Number: 361-13100-00

101-265-920-003

CITY OF MT PLEASANT
 PO BOX 503
 MT PLEASANT, MI 48804-0503
 (989) 779-5387

Water/Sewer Services
 Return This Portion With Your Payment



Payment Due Date:

11/15/2017

Amount Due:

\$56.53

Amount Due After Due Date:

\$59.36

ISABELLA CO BLDG-LAWN #1
 200 N MAIN
 MT PLEASANT, MI 48858-2390



Account Number: 361-13110-00

Service Address: 200 N MAIN-LAWN #1

Keep This Portion For Your Records

CITY OF MT PLEASANT

Water/Sewer Services

Description	--- Previous Read Info---		--- Current Read Info---		Usage	Amount
	Read	Date	Read	Date		
Previous Balance						\$0.00
WATER DEMAND						\$20.17
WATER GALLONS	65000	9/19/2017	80000	10/7/2017	15000	\$36.36

5% late fee charged if not paid by DUE DATE.

--- DUE-DATE

11/15/2017

TOTAL DUE

\$56.53

AFTER DUE DATE:

\$59.36

CITY OFFICES WILL BE CLOSED NOVEMBER 10, 23 & 24
LEAF COLLECTION- Rake leaves into street along curb or to the shoulder in uncurbed areas the wks of Nov 6 & Nov 20-pickup occurs the wks of Nov 13 & Nov 27- avoid covering storm sewer catch basins.
PUBLIC HEARING on the City's proposed new character-based zoning ordinance & map Monday, Nov 13 @ 7pm.
 Learn more at www.mt-pleasant.org/character

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- * At City Hall, 320 West Broadway, 8-4:30 M-F
- * At City Hall Dropbox east end of parking lot behind building
- * On-line at www.mt-pleasant.org
- * Auto payment form available on-line

Service Address: 200 N MAIN-LAWN #1

Reminder: If you were sent a past due notice, payment is due Nov 2nd. If not paid, entire bill is due @ shut-off.

Account Number: 361-13110-00

101-265-920-013,

101-265-920-017

CITY OF MT PLEASANT
PO BOX 503
MT PLEASANT, MI 48804-0503
(989) 779-5387

Water/Sewer Services
Return This Portion With Your Payment



Payment Due Date:

12/15/2017

Amount Due:

\$228.24

Amount Due After Due Date:

\$239.65

ISABELLA COUNTY BUILDING
200 N MAIN
MT PLEASANT, MI 48858-2390



Account Number: 361-13100-00

Service Address: 200 N MAIN

Keep This Portion For Your Records

CITY OF MT PLEASANT

Water/Sewer Services

Description	---- Previous Read Info----		---- Current Read Info----		Usage	Amount
	Read	Date	Read	Date		
Previous Balance						\$0.00
SEWER DEMAND						\$54.93
SEWER GALLONS	28000	10/7/2017	38000	11/10/2017	10000	\$25.20
SEWER LOW FLOW	36000	10/7/2017	48000	11/10/2017	12000	\$30.24
WATER DEMAND						\$64.54
WATER GALLONS	28000	10/7/2017	38000	11/10/2017	10000	\$24.24
WATER LOW FLOW	36000	10/7/2017	48000	11/10/2017	12000	\$29.09

5% late fee charged if not paid by DUE DATE.

DUE DATE 12/15/2017

TOTAL DUE \$228.24

AFTER DUE DATE: \$239.65

City Offices will be closed December 8th from 11:30am to 1:30pm
CITY HOLIDAY CLOSINGS: December 25th, 28th and January 1st
NO PARKING ON CITY STREETS: December 1st - April 1st / 2am-5am

Payments May Be Made:

- * By Mail - P.O. Box 503, Mt. Pleasant, MI 48804-0503
(Must be received by due date - postmarks not accepted)
- * At City Hall, 320 West Broadway, 8-4:30 M-F
- * At City Hall Dropbox east end of parking lot behind building
- * On-line at www.mt-pleasant.org
- * Auto payment form available on-line

Service Address: 200 N MAIN

Reminder: If you were sent a past due notice, payment is due Dec 1st. If not paid, entire bill is due @ shut-off.

Account Number: 361-13100-00

101-265-920-013

CITY OF MT PLEASANT
PO BOX 503
MT PLEASANT, MI 48804-0503
(989) 779-5387

Water/Sewer Services
Return This Portion With Your Payment



Payment Due Date:

12/15/2017

Amount Due:

\$61.38

Amount Due After Due Date:

\$64.45

ISABELLA CO BLDG-LAWN #1
200 N MAIN
MT PLEASANT, MI 48858-2390



Account Number: 361-13110-00

Service Address: 200 N MAIN-LAWN #1

Keep This Portion For Your Records

CITY OF MT PLEASANT

Water/Sewer Services

Description	---- Previous Read Info----		---- Current Read Info----		Usage	Amount
	Read	Date	Read	Date		
Previous Balance						\$0.00
WATER DEMAND						\$20.17
WATER GALLONS	80000	10/7/2017	97000	11/10/2017	17000	\$41.21

5% late fee charged if not paid by DUE DATE...

DUE DATE 12/15/2017

TOTAL DUE \$61.38

AFTER DUE DATE: \$64.45

City Offices will be closed December 8th from 11:30am to 1:30pm
CITY HOLIDAY CLOSINGS: December 25th, 26th and January 1st
NO PARKING ON CITY STREETS: December 1st - April 1st / 2am-6am

Payments May Be Made:

- * By Mail - P.O. Box 503, Mt. Pleasant, MI 48804-0503
(Must be received by due date - postmarks not accepted)
- * At City Hall, 320 West Broadway, 8-4:30 M-F
- * At City Hall Dropbox east end of parking lot behind building
- * On-line at www.mt-pleasant.org
- * Auto payment form available on-line

Service Address: 200 N MAIN-LAWN #1

Reminder: If you were sent a past due notice, payment is due Dec 1st. If not paid, entire bill is due @ shut-off.

Account Number: 361-13110-00

101-265-920-013

CITY OF MT PLEASANT
PO BOX 503
MT PLEASANT, MI 48804-0503
(989) 779-5387

Water/Sewer Services
Return This Portion With Your Payment



Payment Due Date:

12/15/2017

Amount Due:

\$61.38

Amount Due After Due Date:

\$64.45

ISABELLA CO BLDG-LAWN #2
200 N MAIN
MT PLEASANT, MI 48858-2390



Account Number: 361-13120-00

Service Address: 200 N MAIN-LAWN #2

Keep This Portion For Your Records

CITY OF MT PLEASANT

Water/Sewer Services

Description	---- Previous Read Info----		---- Current Read Info----		Usage	Amount
	Read	Date	Read	Date		
Previous Balance						\$0.00
WATER DEMAND						\$20.17
WATER GALLONS	82000	10/7/2017	99000	11/10/2017	17000	\$41.21

5% late fee charged if not paid by DUE DATE.

DUE DATE 12/15/2017

TOTAL DUE \$61.38

AFTER DUE DATE: \$64.45

City Offices will be closed December 8th from 11:30am to 1:30pm
CITY HOLIDAY CLOSINGS: December 25th, 26th and January 1st
NO PARKING ON CITY STREETS: December 1st - April 1st / 2am-5am

Payments May Be Made:

- * By Mail - P.O. Box 503, Mt. Pleasant, MI 48804-0503
(Must be received by due date - postmarks not accepted)
- * At City Hall, 320 West Broadway, 8-4:30 M-F
- * At City Hall Dropbox east end of parking lot behind building
- * On-line at www.mt-pleasant.org
- * Auto payment form available on-line

Service Address: 200 N MAIN-LAWN #2

Reminder: If you were sent a past due notice, payment is due Dec 1st. If not paid, entire bill is due @ shut-off.

Account Number: 361-13120-00

101-265-920 013

CITY OF MT PLEASANT
PO BOX 503
MT PLEASANT, MI 48804-0503
(989) 779-5387

Water/Sewer Services
Return This Portion With Your Payment



Payment Due Date:

01/16/2018

Amount Due:

\$214.04

Amount Due After Due Date:

\$224.17

ISABELLA COUNTY BUILDING
200 N MAIN
MT PLEASANT, MI 48858-2390



Account Number: 361-13100-00

Service Address: 200 N MAIN

Keep This Portion For Your Records

CITY OF MT PLEASANT

Water/Sewer Services

Description	--- Previous Read Info ---		--- Current Read Info ---		Usage	Amount
	Read	Date	Read	Date		
Previous Balance						\$11.41
SEWER DEMAND						\$57.68
SEWER GALLONS	38000	11/10/2017	44000	12/4/2017	6000	\$15.12
SEWER LOW FLOW	48000	11/10/2017	55000	12/4/2017	7000	\$17.64
WATER DEMAND						\$80.67
WATER GALLONS	38000	11/10/2017	44000	12/4/2017	6000	\$14.55
WATER LOW FLOW	48000	11/10/2017	55000	12/4/2017	7000	\$16.97

5% late fee charged if not paid by DUE DATE.

DUE DATE: 01/16/2018

TOTAL DUE: \$214.04

AFTER DUE DATE: \$224.17

CITY OFFICES WILL BE CLOSED JANUARY 1, 2018
NO PARKING ON CITY STREETS: December 1st - April 1st / 2am-5am
Would you like to learn more about your City government?
Apply today for the 2018 Citizens' Academy!
Learn more at www.mt-pleasant.org

Payments May Be Made:

- * By Mail - P.O. Box 503, Mt. Pleasant, MI 48804-0503
(Must be received by due date - postmarks not accepted)
- * At City Hall, 320 West Broadway, 8-4:30 M-F
- * At City Hall Dropbox east end of parking lot behind building
- * On-line at www.mt-pleasant.org
- * Auto payment form available on-line

Service Address: 200 N MAIN

Reminder: If you were sent a past due notice, payment is due Jan 4th. If not paid, entire bill is due @ shut-off.

Account Number: 361-13100-00

101-265-920 013

CITY OF MT PLEASANT
PO BOX 503
MT PLEASANT, MI 48804-0503
(989) 779-5387

Water/Sewer Services
Return This Portion With Your Payment



Payment Due Date:

01/16/2018

Amount Due:

\$28.28

Amount Due After Due Date:

\$29.54

ISABELLA CO BLDG-LAWN #1
200 N MAIN
MT PLEASANT, MI 48858-2390



Account Number: 361-13110-00

Service Address: 200 N MAIN-LAWN #1

Keep This Portion For Your Records

CITY OF MT PLEASANT

Water/Sewer Services

Description	---- Previous Read Info----		---- Current Read Info----		Usage	Amount
	Read	Date	Read	Date		
Previous Balance						\$3.07
WATER DEMAND						\$25.21
WATER GALLONS	97000	11/10/2017	97000	12/4/2017	0	\$0.00

5% late fee charged if not paid by DUE DATE.

DUE DATE **01/16/2018**

TOTAL DUE **\$28.28**

AFTER DUE DATE: **\$29.54**

CITY OFFICES WILL BE CLOSED JANUARY 1, 2018
NO PARKING ON CITY STREETS: December 1st - April 1st / 2am-5am
Would you like to learn more about your City government?
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Learn more at www.mt-pleasant.org

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- * At City Hall, 320 West Broadway, 8-4:30 M-F
- * At City Hall Dropbox east end of parking lot behind building
- * On-line at www.mt-pleasant.org
- * Auto payment form available on-line

Service Address: 200 N MAIN-LAWN #1

Reminder: If you were sent a past due notice, payment is due Jan 4th. If not paid, entire bill is due @ shut-off.

Account Number: 361-13110-00

CITY OF MT PLEASANT
 PO BOX 503
 MT PLEASANT, MI 48804-0503
 (989) 779-5387

101-265-920-013

Water/Sewer Services
 Return This Portion With Your Payment



Payment Due Date:

02/15/2018

Amount Due:

\$252.07

Amount Due After Due Date:

\$264.66

ISABELLA COUNTY BUILDING
 200 N MAIN
 MT PLEASANT, MI 48858-2390



Account Number: 361-13100-00

Service Address: 200 N MAIN

Keep This Portion For Your Records

CITY OF MT PLEASANT

Water/Sewer Services

Description	--- Previous Read Info ---		--- Current Read Info ---		Usage	Amount
	Read	Date	Read	Date		
Previous Balance						\$0.00
SEWER DEMAND						\$57.68
SEWER GALLONS	44000	12/4/2017	55000	1/13/2018	11000	\$27.72
SEWER LOW FLOW	55000	12/4/2017	67000	1/13/2018	12000	\$30.24
WATER DEMAND						\$80.67
WATER GALLONS	44000	12/4/2017	55000	1/13/2018	11000	\$26.67
WATER LOW FLOW	55000	12/4/2017	67000	1/13/2018	12000	\$29.09

5% late fee charged if not paid by DUE DATE.

DUE DATE 02/15/2018

TOTAL DUE \$252.07

AFTER DUE DATE: \$264.66

**Property Owners: For the safety of your family and neighbors,
 please clear your sidewalk of ice and snow
 within 24 hours after winter weather.**

Payments May Be Made:

- * By Mail - P.O. Box 503, Mt. Pleasant, MI 48804-0503
 (Must be received by due date - postmarks not accepted)
- * At City Hall, 320 West Broadway, 8-4:30 M-F
- * At City Hall Dropbox east end of parking lot behind building
- * On-line at www.mt-pleasant.org
- * Auto payment form available on-line

Service Address: 200 N MAIN

**Reminder: If you were sent a past due
 notice, payment is due Feb 1st. If not
 paid, entire bill is due @ shut-off.**

Account Number: 361-13100-00

101-265-920-013

CITY OF MT PLEASANT
PO BOX 503
MT PLEASANT, MI 48804-0503
(989) 779-5387

Water/Sewer Services
Return This Portion With Your Payment



Payment Due Date:

02/15/2018

Amount Due:

\$25.21

Amount Due After Due Date:

\$26.47

ISABELLA CO BLDG-LAWN #1
200 N MAIN
MT PLEASANT, MI 48858-2390



Account Number: 361-13110-00

Service Address: 200 N MAIN-LAWN #1

Keep This Portion For Your Records

CITY OF MT PLEASANT

Water/Sewer Services

Description	---- Previous Read Info----		---- Current Read Info----		Usage	Amount
	Read	Date	Read	Date		
Previous Balance						\$0.00
WATER DEMAND						\$25.21
WATER GALLONS	97000	12/4/2017	97000	1/13/2018	0	\$0.00

5% late-fee-charged if not paid by DUE DATE.

DUE DATE 02/15/2018

TOTAL DUE \$25.21

AFTER DUE DATE: \$26.47

**Property Owners: For the safety of your family and neighbors,
please clear your sidewalk of ice and snow
within 24 hours after winter weather.**

Payments May Be Made:

- * By Mail - P.O. Box 503, Mt. Pleasant, MI 48804-0503
(Must be received by due date - postmarks not accepted)
- * At City Hall, 320 West Broadway, 8-4:30 M-F
- * At City Hall Dropbox east end of parking lot behind building
- * On-line at www.mt-pleasant.org
- * Auto payment form available on-line

Service Address: 200 N MAIN-LAWN #1

Reminder: If you were sent a past due notice, payment is due Feb 1st. If not paid, entire bill is due @ shut-off.

Account Number: 361-13110-00

101-265-920-013

CITY OF MT PLEASANT
PO BOX 503
MT PLEASANT, MI 48804-0503
(989) 779-5387

Water/Sewer Services
Return This Portion With Your Payment



Payment Due Date:

02/15/2018

Amount Due:

\$25.21

Amount Due After Due Date:

\$26.47

ISABELLA CO BLDG-LAWN #2
200 N MAIN
MT PLEASANT, MI 48858-2390



Account Number: 361-13120-00

Service Address: 200 N MAIN-LAWN #2

Keep This Portion For Your Records

CITY OF MT PLEASANT

Water/Sewer Services

Description	---- Previous Read Info----		---- Current Read Info----		Usage	Amount
	Read	Date	Read	Date		
Previous Balance						\$0.00
WATER DEMAND						\$25.21
WATER GALLONS	99000	12/4/2017	99000	1/13/2018	0	\$0.00

-----5%--late fee charged if not paid by DUE DATE.

DUE DATE 02/15/2018

TOTAL DUE \$25.21

AFTER DUE DATE: \$26.47

**Property Owners: For the safety of your family and neighbors,
please clear your sidewalk of ice and snow
within 24 hours after winter weather.**

Payments May Be Made:

- * By Mail - P.O. Box 503, Mt. Pleasant, MI 48804-0503
(Must be received by due date - postmarks not accepted)
- * At City Hall, 320 West Broadway, 8-4:30 M-F
- * At City Hall Dropbox east end of parking lot behind building
- * On-line at www.mt-pleasant.org
- * Auto payment form available on-line

Service Address: 200 N MAIN-LAWN #2

**Reminder: If you were sent a past due
notice, payment is due Feb 1st. If not
paid, entire bill is due @ shut-off.**

Account Number: 361-13120-00

101-265-920-01

CITY OF MT PLEASANT
PO BOX 503
MT PLEASANT, MI 48804-0503
(989) 779-5387

Water/Sewer Services
Return This Portion With Your Payment



Payment Due Date:

01/16/2018

Amount Due:

\$28.28

Amount Due After Due Date:

\$29.54

ISABELLA CO BLDG-LAWN #2
200 N MAIN
MT PLEASANT, MI 48858-2390



Account Number: 361-13120-00

Service Address: 200 N MAIN-LAWN #2

Keep This Portion For Your Records

CITY OF MT PLEASANT

Water/Sewer Services

Description	--- Previous Read Info---		--- Current Read Info---		Usage	Amount
	Read	Date	Read	Date		
Previous Balance						\$3.07
WATER DEMAND						\$25.21
WATER GALLONS	99000	11/10/2017	99000	12/4/2017	0	\$0.00

5% late fee charged if not paid by DUE DATE.

DUE DATE: 01/16/2018

TOTAL DUE: \$28.28

AFTER DUE DATE: \$29.54

CITY OFFICES WILL BE CLOSED JANUARY 1, 2018
NO PARKING ON CITY STREETS: December 1st - April 1st / 2am-5am
Would you like to learn more about your City government?
Apply today for the 2018 Citizens' Academy!
Learn more at www.mt-pleasant.org

Payments May Be Made:

- * By Mail - P.O. Box 503, Mt. Pleasant, MI 48804-0503
(Must be received by due date - postmarks not accepted)
- * At City Hall, 320 West Broadway, 8-4:30 M-F
- * At City Hall Dropbox east end of parking lot behind building
- * On-line at www.mt-pleasant.org
- * Auto payment form available on-line

Service Address: 200 N MAIN-LAWN #2

Reminder: If you were sent a past due notice, payment is due Jan 4th. If not paid, entire bill is due @ shut-off.

Account Number: 361-13120-00

CITY OF MT PLEASANT
 PO BOX 503
 MT PLEASANT, MI 48804-0503
 (989) 779-5387

Water/Sewer Services
 Return This Portion With Your Payment



Payment Due Date:

11/15/2017

Amount Due:

\$58.96

Amount Due After Due Date:

\$61.91

ISABELLA CO BLDG-LAWN #2
 200 N MAIN
 MT PLEASANT, MI 48858-2390



Account Number: 361-13120-00

Service Address: 200 N MAIN-LAWN-#2

Keep This Portion For Your Records

CITY OF MT PLEASANT

Water/Sewer Services

Description	--- Previous Read Info---		--- Current Read Info---		Usage	Amount
	Read	Date	Read	Date		
Previous Balance						\$0.00
WATER DEMAND						\$20.17
WATER GALLONS	66000	9/19/2017	82000	10/7/2017	16000	\$38.79

5% late fee charged if not paid by DUE DATE.

DUE DATE 11/15/2017

TOTAL DUE \$58.96

AFTER DUE DATE: \$61.91

CITY OFFICES WILL BE CLOSED NOVEMBER 10, 23 & 24
LEAF COLLECTION- Rake leaves into street along curb or to the shoulder in uncurbed areas the wks of Nov 6 & Nov 20-pickup occurs the wks of Nov 13 & Nov 27- avoid covering storm sewer catch basins.
PUBLIC HEARING on the City's proposed new character-based zoning ordinance & map Monday, Nov 13 @ 7pm.
 Learn more at www.mt-pleasant.org/character

Payments May Be Made:

- * By Mail - P.O. Box 503, Mt. Pleasant, MI 48804-0503 (Must be received by due date - postmarks not accepted)
- * At City Hall, 320 West Broadway, 8-4:30 M-F
- * At City Hall Dropbox east end of parking lot behind building
- * On-line at www.mt-pleasant.org
- * Auto payment form available on-line

Service Address: 200 N MAIN-LAWN #2

Reminder: If you were sent a past due notice, payment is due Nov 2nd. If not paid, entire bill is due @ shut-off.

Account Number: 361-13120-00

101-265-920-13

**JAIL/SHERIFF'S DEPARTMENT SOUND PROOFING/RELOCATE
POLYCOM FOR ARRAIGNMENTS ESTIMATES**



Quoted by:
 Danny Dollyhigh
 9725265298

isabella county- Privacy Proposal

Quote ID: 101117101
 Created: 10/11/2017 10:25 AM
 Valid 60 Days

Quote Prepared for:

Isabella County

Quote Total: \$14,295.30

isabella county- Solution Components

Product Details	QTY	Product Description	Price	Discount	Total
VA-24 Assembly	2	VA-24 controller with accessories	\$1,999.99	\$400.00	\$3,599.98
VA-SPKW	36	VoiceArrest White Plenum Speaker	\$149.99	\$539.96	\$4,859.68
VA-UKIT-S	36	Hanging Kit - Silver Chain	\$11.99	\$0.00	\$431.64
500' Box 18/2	4	500' Box of Plenum Rated Speaker Cable	\$109.00	\$0.00	\$436.00
Installation NEW	1	Installation and testing of sound masking system	\$5,180.00	\$500.00	\$4,680.00
	1	Shipping	\$288.00	\$0.00	\$288.00
Sub Total					\$14,295.30
Discount					\$0.00
Sales Tax					\$0.00
Grand Total					\$14,295.30

1 VA-24 control module on each floor



1100 Jupiter, Suite 121
 Plano, TX 75074 USA

Phone 972-567-8438
 Fax 972-526-5335

www.SpeechPrivacySystems.com
 Sales@SpeechPrivacySystems.com

Terms & Conditions

Acceptance of our proposal by the customer shall constitute the acceptance of all terms and conditions recited herein, which shall supersede any conflicting term in any other contract document, unless it is incorporated into this agreement.

Please allow up to three (3) weeks after receipt of the complete and accurate Order Form for the installation to be scheduled.

- Full payment is required up front for new customers. We accept credit card, cash or check. Fortune 500 customers will be considered for terms.
- A credit application is required for all new customers desiring credit.
- All credit applications should be sent via email to: creditdept@speechprivacysystems.com.
- Allow at least two weeks to process credit applications.
- Our customer terms are Net 30 Days for Product and Net 15 Days for installations, once complete.

Our quotes, as provided to the customer, will make the following assumptions:

- Unless otherwise specified, the site and the facility access must be ready for the installation team to begin their work on the agreed upon day and time. An additional charge of at least \$400 per trip will apply if the site is not ready for the installer as per the schedule.
- Installation can be accomplished during normal business hours (8am-5pm, Mon-Fri);
- Cable will not be run in conduit or around firewalls;
- No core drilling (concrete ceilings) will be required;
- Required permits (if any) will be added to the cost;
- Speech Privacy will provide one COI. Additional COI's will be provided at an additional cost;
- Purchaser will be liable for any import taxes and/or duties;
- All sales, installation and shipping within the state of Texas will be charged a sales tax at 8.25% unless a valid TEXAS SALES AND USE TAX RESALE CERTIFICATE is on file with Speech Privacy Systems;
- all prices are in US dollars;
- Quoted prices are valid for sixty (60) days.
- There is a 10% restocking fee for product returned. All returned product must be as new condition and in the original packaging.
- The quote assumes that the ceiling is a drop-tile grid, less than 12 feet above the ground, at least 2' above ceiling tile and not more than 15' to deck;
- Ceilings over 15' high will require additional charges; this includes plenum space up to the deck.
- Quoted prices are based on non-union rates
- Additional charges will apply if IIRs are needed but are not specified.

This proposal embodies the whole agreement of the parties. There are no promises, terms, conditions, or obligations other than those contained herein

Signature: _____ Date: _____



1100 Jupiter, Suite 121
Plano, TX 75074 USA

Phone 866 557 8438
Fax 972 526 5333

www.SpeechPrivacySystems.com
Sales@SpeechPrivacySystems.com



General Contractor
Commercial Construction

PO Box 370
Mt. Pleasant, MI 48804-0370
PH: (989) 773-0770
FAX: (989) 772-9272

October 19, 2017

Isabella County Jail
Attn: Rick Jakubiec, Facilities Director
200 N. Main St.
Mt. Pleasant, MI 48858
Email: facilitiesdirector@isabellacounty.org

Dear Rick,

JBS Contracting Inc. is pleased to quote the following room remodels.

7' x 7' Room – Sound Dampening:

- Demo and remove existing vinyl cove base at exterior walls.
- Install 1/2" metal resilient channel furring with 1/2" soundboard and 5/8" drywall at exterior walls from floor to bottom of existing acoustical drop ceiling.
- Install sound batt insulation on top of existing acoustical drop ceiling.
- Replace existing 3' x 7' hollow metal walk door leaf (existing frame to remain) with a new sound rated (41 STC rating) hollow metal door leaf with auto door bottom seal & perimeter seals, reuse existing door hardware – door to be field painted.
- Paint drywall walls with one (1) coat primer and two (2) coats finish paint – color chosen by owner.
- New 4" tall vinyl cove base – color chosen by owner.
- Necessary labor and miscellaneous materials for a complete job.
- Cleanup at job completion included.
- Items NOT Included: Permits, Moving of Owner's Furnishings, Flooring, HVAC & Electrical.

Total Cost..... \$ 7,914.00

Accepted By: _____

Date: _____

Triangle Room – Sound Dampening:

- Demo and remove existing vinyl cove base at exterior walls.
- Install ½" metal resilient channel furring with ½" soundboard and 5/8" drywall at exterior walls & ceiling.
- Replace existing 3' x 7' hollow metal walk door leaf (existing frame to remain) with a new sound rated (41 STC rating) hollow metal door leaf with auto door bottom seal & perimeter seals, reuse existing door hardware – door to be field painted.
- Paint drywall walls with one (1) coat primer and two (2) coats finish paint – color chosen by owner.
- New 4" tall vinyl cove base – color chosen by owner.
- Necessary labor and miscellaneous materials for a complete job.
- Cleanup at job completion included.
- Items NOT Included: Permits, Moving of Owner's Furnishings, Flooring, HVAC & Electrical.

Total Cost..... \$ 13,038.00

Accepted By: _____

Date: _____

Block Wall Demo:

- Demo and haul away approximately 7 lineal feet of 8' tall x 8" block wall. Assumed block wall is non-load bearing.
- Demo existing acoustical ceiling.
- Patch floor with concrete patch and VCT flooring – color to match as close as possible.
- New acoustical ceiling.
- Touch up paint/patch at walls where block wall was attached.
- Necessary labor and miscellaneous materials for a complete job.
- Cleanup at job completion included.
- Items NOT Included: Permits, Moving of Owner's Furnishings, HVAC & Electrical.

Total Cost..... \$ 4,815.00

Accepted By: _____

Date: _____

Isabella County
Polycom Interactive Video Solution
Jails Systems Move Proposal
October 26, 2017

J Ewing LLC - Jim Ewing – 313 515 3334 – jebc1@jebc.onmicrosoft.com
Video Specialist / Project Manager

Jail Systems Move - Wall Mounts – Polycom Systems

- **Proposal Overview:** Move the two existing Polycom video systems from their current locations to new locations within the jail.

- **Installation Team Responsibilities and Price**
 - Remove existing video systems from walls
 - Disassembly of existing systems for move to new locations
 - Physically move equipment to new locations
 - Physically install (block wall mount) new equipment at new locations
 - Register systems to video gatekeeper
 - Debug network issues, working with county IT if county switch modifications are needed.
 - Update software, configurations, state directory, and test systems
 - Includes all travel expenses and misc parts - Price - \$2,800

- **Local Responsibilities Check List: (To be completed PRIOR to installers' arrival)**
 - ___ Provide working AC power receptacle at new TV / Polycom location
 - ___ Provide working IP networking at new TV / Polycom location
 - ___ Participate in any county IP network debugging, if needed

- **Reference Picture – Existing Video Systems**



**TELEPHONE INSTALLATION FOR PDO – INVOICE FROM
SHERIFF’S DEPARTMENT FOR COMPARISON**



P.D. System would be for the number of units & cost. This system was installed in Sheriff's Office, Admin. division. Estimate of for this proposal or at 20,076.94
 WWW.frontier.com

Solution Overview

Frontier will install and configure to support 1 - T1 PRI, 4 - Analog Telephone ports, 2 - Analog telephone ports and 40 - 9608G VOIP telephones. System is equipped with AVAYA Voicemail Pro (Voicemail Pro will provide Voicemail to Email), 8 ports with rack mount server and Call Accounting software. System is equipped with manual and automated call recording (8 concurrent ports, can be expandable to 32 concurrent ports). Frontier has included 1 Gigabit POE 24port layer 3 switch equipped with 3 multimode SFP modules and 2 additional Lite Gigabit POE 24 port switches equipped with 1 multimode SFP module in each. Switches will be installed and configured with VLAN's for voice by Frontier. Included are one wireless headset, UPS battery backup and Music on Hold. System is covered with 5 years IP Office software support. End user and system administration training will be provided by Frontier.

Qty	Description	Unit Price	Extended Price
2	IP OFFICE R9+ AVAYA IP ENDPOINT 1 ADI LIC:CU	\$55.00	\$110.00
2	IP OFFICE R9+ AVAYA IP ENDPOINT 20 ADI LIC:CU	\$1,100.00	\$2,200.00
2	IP OFFICE R9+ IP500 T1 ADD 8 CHANNEL ADI LIC:CU	\$560.00	\$1,120.00
1	IP OFFICE R9+ VOICEMAIL PRO 4 ADI LIC:CU	\$2,650.00	\$2,650.00
1	IP OFFICE R9.1 ESSENTIAL EDITION ADI LIC:DS	\$377.14	\$377.14
1	IP OFFICE R9.1 PREFERRED VOICEMAIL PRO ADI LIC:DS	\$1,442.86	\$1,442.86
1	IP OFFICE R9.1 POWER USER 1 ADI LIC:CU	\$125.00	\$125.00
5	IP OFFICE ISDN CABLE RJ45/RJ45 3M RED	\$3.61	\$18.05
1	POWER CORD 18AWG 10 Amp AC US/NORTH AMERICA	\$13.57	\$13.57
40	IP PHONE 96XX REPLACEMENT LINE CORD	\$8.63	\$345.20
1	IP OFFICE IP500 TRUNK CARD PRIMARY RATE UNIVERSAL SINGLE	\$713.57	\$713.57
1	IP OFFICE IP500 RACK MOUNTING KIT	\$45.00	\$45.00
1	IP OFFICE 500 VERSION 2 CONTROL UNIT	\$487.86	\$487.86
1	IP OFFICE IP500 V2 SYSTEM SD CARD MU-LAW	\$37.86	\$37.86
1	IP OFFICE MEDIA CARD VOICE CODING MODULE 32 V2	\$131.43	\$131.43
1	IP OFFICE IP500 V2 COMBO CARD ATM V2	\$450.71	\$450.71
40	IP TELEPHONE 9608G GREY GIGABIT ETHERNET	\$269.57	\$10,782.80
1	Frontier Promotion	-\$3,689.00	-\$3,689.00
1	IPO-T C/D RTS 24X7 APR NBD-500V2 5YPP	\$1,767.90	\$1,767.90
1	PowerEdge R220 Rack Mount Server	\$3,848.16	\$3,848.16
1	MISC Installation Materials		
1	MODULE F/TOWERMAX C04	\$53.14	\$53.14
1	MODULE F/TOWERMAX LLT1	\$54.77	\$54.77
1	Surgate Plus M8KSU-60 8 outlet	\$69.09	\$69.09
2	NetVanta 1534P 2.1 Gen	\$1,672.86	\$3,345.71
1	NetVanta 1544P 2.1 Gen	\$2,547.14	\$2,547.14
5	2.5 Gbps Multimode SFP Transceiver	\$288.57	\$1,442.86
3	ProCare 7x24x4 3 YR	\$357.14	\$1,071.43
1	Alpha Sentra XL 1500 Line-Interactive UPS, 24VDC, 4pcs x 9 Ah/12V battery	\$479.94	\$479.94



1	(I) View Micro Appliance	\$278.57	\$278.57
1	CS540 CNVTBL DECT 6.0 HDSET NA	\$240.64	\$240.64
1	HEADSET CABLE SAVI APV-63 ELECHOOK SWITCH	\$64.71	\$64.71
1	Installation Materials	\$142.86	\$142.86
1	On Hold Plus 8000	\$188.57	\$188.57
1	Freight	\$27.86	\$27.86
1	Shadow CMS (100 Ext. max) Avaya Promo - Single Site	\$857.14	\$857.14
1	Shadow CMS (100 Ext. max.) - Avaya Promo - 1st Year Maintenance	\$321.43	\$321.43
1	Shadow CMS (100 Ext) Remote Installation & Training	\$392.86	\$392.86
Material Summary			\$34,556.84
Labor & Warranty			\$5,597.03

Project Total Investment \$40,153.87

Optional Annual 24x7 Premium Plus Maintenance Coverage (Includes all equipment with Phones with NOC Monitoring) \$2920.62